

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

October 27, 2025, 6:00 PM

In addition to these typed minutes, video recordings of all Selectmen's meetings can be viewed at BRCTV, and audio recordings at the Boothbay Harbor Town Office.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:00 PM. The Pledge of Allegiance was recited.

PRESENT

- Michael Tomko – Chair
- Ken Rayle – Vice Chair
- Mark Gimbel
- Julia Latter – Town Manager

TOWN MANAGER ANNOUNCEMENTS

1. The sidewalk project is still ongoing. The current area of construction is in front of Sherman's Bookstore.
2. We have called the plumber to winterize the Maddocks and the Barretts Park public restrooms. The Commercial Street restrooms will remain open from 8am-8pm until early January. Also, the town office public restroom will be open during times when the shuttle is operating during non-business hours.
3. The public works is putting up the Christmas lights on the municipal building in anticipation of the timing of Boothbay Lights and to allot time for working on the telephone pole banners.
4. At the next meeting, Julia will be asking for the Board's approval for a purchase order for the sand and salt shed project. The building permit will be advertised in the paper.
5. The upcoming state referendum election is on November 4th in the fire station from 8am-8pm. The ballot has two questions for voters.
6. We still remain with vacancies for the Planning Board and Board of Appeals.
7. The budgeting process for the year will be starting during early November.
8. The marine service building on Atlantic Ave is going to be demolished for safety reasons. No trespassing signs will be posted and items will be cleared out. Advertisements will be posted online, in the paper, and a sealed bid will be sent out for the items removed.
9. The footbridge lights project is also ongoing and construction is going well.

DEPARTMENT REPORTS

1. Thomas Quincy Browne, Finance Officer, Quarter Summary:

- a. Fiscal YTD revenue and expenditures is in line with last year's figures. YTD tax collection is at 56.6%.
- b. Regarding investments, Gary Stone, our wealth manager, provided Quincy with an update. Gary is pleased with our 8.25% figure. Our equities are doing well.

2. Doug Snyder, Chief of Police, Quarter Summary:

- a. Chief reports that parking revenue this past year brought in a total of \$191,987. a 3.9% decrease from last year's. The decrease came from over 32% less revenue from fines, which went from \$23,571 in 2024 to \$15,937 in 2025.
- b. Chief Snyder reported 649 parking tickets were issued compared to 1,067 last year.
- c. In the future, Chief Snyder would like to extend the hiring of parking enforcement officials to more candidates who would be available in late fall as well as during the summer.
- d. Chief Snyder spoke with RISE about solutions to the main complaint of there not being enough signage about paid parking.
- e. Chief Snyder states there will be a change in our parking service provider. Citizens may notice changes to kiosks.

SELECTMEN REPORTS

Mike Tomko: Spoke about some positive impacts of switching the street lights to LED rather than fluorescent. Reports that he has had positive feedback from residents.

FINANCIAL REPORT

Year-to-date tax collection is at 56.6%.

MINUTES

1. Motion to approve the minutes of the September 22, 2025 meeting; **approved 3-0.**
2. Motion to approve the minutes of the October 14, 2025 meeting; **approved 3-0.**

LICENSE APPROVALS

No licenses for approval.

NEW BUSINESS

No new business.

PUBLIC FORUM

No public comment.

WARRANTS

Motion to approve warrants upon review; **approved 3-0.**

EXECUTIVE SESSION

Motion to enter Executive Session under MRS Title 1, Chapter 13, §405(6)(A), Personnel, at 7:02 PM; **approved 3-0.**

No decisions were made.

ADJOURNMENT

Motion to adjourn at 8:29 PM; **approved 3-0.**