

**BOOTHBAY HARBOR**  
**SELECTMEN'S MEETING MINUTES**  
**VIA ZOOM**  
October 12, 2021

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

ATTENDING: Michael Tomko - Chair  
Tricia Warren – Vice Chair  
Alyssa Allen  
Denise Griffin  
Kenneth Rayle  
  
Julia Latter, Town Manager  
Kathleen Pearce, Finance Officer

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:00 p.m.

Introductions of the Board of Selectmen.

**TOWN MANAGER'S ANNOUNCEMENTS:**

1. The town has received one application for a Heavy Equipment Operator/Laborer position for public works. Latter and Upham will set up a time for an interview. Latter will report back to the board.
2. Absentee Ballots are available for the November 2, 2021, Referendum Election. Ballots may be obtained by calling the office, through the town website at [www.boothbayharbor.org](http://www.boothbayharbor.org), the state's website at Maine.gov, or in person. The election will be held at the Boothbay Harbor Fire Station from 8:00 a.m. to 8:00 p.m.
3. Broadband Committee and Port Committee member Michael McBride has submitted his resignations effective immediately as he will be moving to another town. Latter asked the board to accept his resignations. A motion was made to accept Michael McBride's resignations. Motion seconded and unanimously approved. Approved 5-0
4. 2022 dog licenses will be available Friday, October 15<sup>th</sup>. To avoid a late fee dogs will have to be licensed by January 31<sup>st</sup>, 2022.
5. The Police Department has been awarded a \$5,000 grant from MMA's Risk Management Services to continue progress on the MLEAP (Accreditation Program). Latter stated that Chief Hasch needs some help to get it completed. This organization meets with him (virtually or by phone) to discuss priorities, concerns, and framework of procedures.
6. Latter will be attending her second phase of Leadership Maine from October 13<sup>th</sup> through 15<sup>th</sup>.

**TOWN DEPARTMENT REPORTS:** The summer season has concluded, parking lots are free of charge and the harbor Master and pump-out boats have been taken out of operation to be winterized. Latter thanked the parking lot staff for their hard work during the busy season and also thanked Deputy Harbor Master, Derek Cola, for his work as a pump-out boat operator and assisting the harbormaster.

**SELECTMEN REPORTS:**

1. Chairman Tomko mentioned the Lincoln County Regional Planning Commission budget has been approved for the next calendar year.
2. Vice Chair Warren mentioned the next Broadband Committee Meeting will be on November 1<sup>st</sup> at 6:30 p.m. and will be held via Zoom.
3. Selectperson Rayle gave a brief update on the Lincoln County Budget Advisory Committee meeting he attended last week. The next meeting is scheduled for the first week of November.

**FINANCIALS:** Overview of financials given by Finance Officer Kathleen Pearce.

**MINUTES:** Approval of September 27, 2021, meeting minutes. Approved 5-0.

**LICENSES:** NONE

**NEW BUSINESS:** NONE

**OLD BUSINESS:**

1. Latter gave a brief status update on the Footbridge Project. Latter has received correspondence from Carmen Bombeke from Gartley and Dorsky stating they are still on schedule. Last month the survey team completed the plan and the next steps in putting together bid documents will be to have an on-site meeting with a couple of the board members. Latter asked what members would like to attend. Chairman Tomko suggested they correspond via e-mail to decide who would attend.
2. Tomko mentioned American ARPA Funds. He stated that more information we will put together and a workshop to see what the best way will be to use the funds will be forthcoming. Currently waiting for more defined rules on what to use it for.
3. Covid discussion – Restrooms are being cleaned and we haven't had any complaints just compliments. Latter mentioned Clyde Burnham is doing a great job.

**PUBLIC FORUM:** NONE

**WARRANTS:** Motion was made to approve the warrants upon review. Motion seconded and unanimously approved. Approved 5-0.

**EXECUTIVE SESSION:** An executive session was held under MRSA Title 1, Chapter 13, §405 6 (A), Personnel.

The board came out of the executive session at 8:47 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made.

**MOVE TO ADJOURN:** The meeting was adjourned at 8:48 p.m. after unanimous approval. Approved 5-0.