

**BOOTHBAY HARBOR**  
**SELECTMEN'S MEETING MINUTES**  
**VIA ZOOM**  
April 26, 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  
Denise Griffin  
Wendy Wolf  
  
Julia Latter, Town Manager  
Kathleen Pearce, Finance Officer

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:01 p.m.

Introductions of the Board of Selectmen.

An executive session was held under MRSA Title 1, Chapter 13, §405 6 (E), Discussion with Legal Counsel.

The board came out of executive session at 7:37 p.m. under MRSA Title 1, Chapter 13, §405 6 (E), Discussion with Legal Counsel. No decisions were made.

**TOWN MANAGER'S ANNOUNCEMENTS:**

1. Absentee Ballots for the annual municipal elections are available. The last day to request a ballot would be Wednesday, May 5<sup>th</sup> by 4:30 p.m. You can obtain a ballot by downloading an application on our website [www.boothbayharbor.org](http://www.boothbayharbor.org), calling the office at 207-633-3671, or in person. The ballot drop box will also be available for returning ballots 24/7. Voting for the officers will be held in the Fire Station at the Municipal Building on Friday, May 7, 2021, from 8:00 a.m. – 6:00 p.m. Town meeting will be held on Saturday, May 8, 2020, at 9:00 a.m. at the Boothbay Region Elementary School.
2. Town reports will be available Friday and pick-up locations will be announced.
3. All Victualer's License renewals are due by the end of the day on April 30<sup>th</sup> to avoid late fees.
4. Finance Officer Kathleen Pearce, Harbor Master Jeff Lowell, and Town Manager Julia Latter conducted interviews this past week for the Deputy Harbormaster position. Latter will bring the final decision to the board at the end of April.
5. Chief Hasch has recommended hiring a new reserve police officer, Jennifer Gosselin. Gosselin has completed all but the academy test, as soon as we receive that we can swear her in. Latter will inform the board when complete.
6. The public restrooms have been cleaned and are expected to open starting Wednesday, April 28<sup>th</sup>.
7. As a result of the RFP discussion last week with Select Board members Mike Tomko and Wendy Wolf, Planning Board members Tom Churchill and Chris Swanson and Town Manager Julia Latter regarding the discussion of the proposals received there will be a zoom meeting tomorrow morning with Churchill and Latter and the Lincoln County Regional Planning Commission. Latter will update the board with final decisions and a time frame at a later date.

8. Litter congratulated Mike Tomko for being chosen as the new chair for Lincoln County Regional Planning Commission.
9. The Sewer Department will begin a sewer pipe re-alignment project tomorrow and there will be minor interruptions in traffic. They intend to keep the flow of traffic going. Questions can be directed toward the sewer district trustee at 633-4663
10. Public Works will begin painting lines and crosswalks this week.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS:

1. Chairman Tomko mentioned this being the last meeting for longtime member Wendy Wolf. Wendy has served since 2014. Tomko expressed how fortunate the town has been to have her and thank her for her dedication. Board members Griffin and Warren also mentioned how nice it has been to work with her.
2. Vice Chair Warren mentioned the next meeting will be held at 6:30 p.m. on Monday, May 3, 2021.
3. Vice Chair Warren mentioned grant funding from the state for broadband infrastructure. Warren is excited to see how it all works out.

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

MINUTES: Approval of April 12, 2021, meeting minutes. Approved 4-0.

LICENSES:

A motion was made to bundle the Liquor License renewal approvals. Motion seconded and unanimously approved. Approved 4-0.

1. Liquor License – Renewal license for The Whale’s Tale, 125 Atlantic Avenue (Malt, Wine & Spirits).  
Liquor License – Renewal license for Boothbay Harbor Oceanside Golf Resort, 35 Atlantic Avenue (Malt, Wine & Spirits).  
Liquor License – Renewal license for Linekin Bay Resort, 92 Wall Point Road (Malt, Wine & Spirits).  
Liquor License – Renewal license for Blue Moon Café, 54 Commercial Street (Malt, Wine & Spirits).  
Liquor License – Renewal license for The Thistle Inn, 55 Oak Street (Malt, Wine & Spirits).

A motion was made to approve liquor license renewals as a bundle. Motion seconded and unanimously approved. Approved 4-0.

2. Special Amusement License – Renewal license for Boothbay Harbor Oceanside Golf Resort, 35 Atlantic Avenue. Approved 4-0.

NEW BUSINESS:

1. A Wharves and Weirs Hearing for Joseph D. Doyle Living Trust, represented by Stockwell Environmental Consulting Inc, Map #16 Lot #25, 61 Atlantic Avenue, Boothbay Harbor was held earlier. They proposed construction of a 204’ x 6’ pier, a 40’ x 4’ runway and two 10’ x 20’ floats oriented perpendicular to the shore, and two 3-pile dolphins, in the waters of Boothbay Harbor, Maine. Selectperson Griffin recused herself due to a conflict of interest as an abutter to the property. The board voting unanimously on two of the three approval requirements. The third requirement regarding the assessment of whether the application caused any injury to the rights of others was voted 2-1. A motion was made to approve with condition that

reflectors be placed on each corner and in the middle of the float and it is labeled with name, address, and contact information belonging to the owner. Approved 2-1.

2. A Wharves and Weirs Hearing for Hodgdon Yacht Services LLC, represented by Stockwell Environmental Consulting Inc, Map #15 Lots #43-B, 85 McFarland Point Road, Boothbay Harbor was held earlier. They proposed adding a 100' x 12' float with two-finger floats (each 50' x 8') to the east, and to the northeast, add an angled 71/73' x 8' float to a 100' x 8' float with three 30' x 8' fingers to the west, extending from the 75' x 8' float, in the waters of Boothbay Harbor, Maine. The application met all three approval requirements. A motion was made to approve with condition that reflectors be placed on each corner and in the middle of the float and it is labeled with name, address, and contact information belonging to the owner. Approved 4-0.
3. Latter presented Conflict of Interest Policy & Disclosure Statement to be placed in the personal policy. A motion was made to adopt the Conflict of Interest Policy & Disclosure Statement as presented. Motion seconded and unanimously approved. Approved 4-0.

OLD BUSINESS: COVID-19 discussion – Selectperson Wolf mentioned that even though cases are decreasing and vaccinations completed are high, it is still important to continue with precautions by masking, hand washing, and maintaining social distancing;

PUBLIC FORUM: Boothbay Harbor resident thanked Selectperson Wolf for her years of service.

WARRANTS: Motion was made to approve the warrants upon review. Motion seconded and unanimously approved. Approved 4-0.

#### EXECUTIVE SESSION:

1. An executive session was held under MRSA Title 1, Chapter 13, §405 6 (E), Discussion with Legal Counsel.
  - The board came out of executive session at 10:40 p.m. under MRSA Title 1, Chapter 13, §405 6 (E), Discussion with Legal Counsel. No decisions were made.
  - A conditional wharves and weirs license was issued to PGC8, LLC in December 2019, if consent was granted. A motion was made to confirm consent is satisfactory to the board and the wharves weirs license is valid coincident to receipt of that consent. Motion seconded and approved 3-1.
2. An executive session was held under MRSA Title 1, Chapter 13, §405 6 (A), Personnel.
  - The board came out of the executive session at 11:01 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made.

A motion was made effective May 12, 2021, to grant Town Manager, Julia Latter, a 5.5% raise and a one-time bonus of \$2,000 for the effort and perseverance to keep the town going through the pandemic. Motion seconded and unanimously approved. Approved 4-0.

MOVE TO ADJOURN: The meeting was adjourned at 11:03 p.m. after unanimous approval. Approved 4-0.