

**BOOTHBAY HARBOR  
SELECTMEN'S MEETING MINUTES  
VIA ZOOM  
June 28, 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 7:01 p.m.

Introductions of the Board of Selectmen.

**TOWN MANAGER'S ANNOUNCEMENTS:**

1. The town office will be closed on June 30<sup>th</sup> from 8:30 a.m. to noon for end-of-year work and from noon to 4:30 p.m. in observance of Windjammer Day's.
2. A reminder that mooring renewals are due by June 30<sup>th</sup>, due to the town office being closed on June 30<sup>th</sup>, late fees being assessed will be extended to July 2<sup>nd</sup>.
3. The town office will be closed on July 5<sup>th</sup> in observance of Independence Day.
4. The town office and public restrooms will be re-opening as of July 1<sup>st</sup>.
5. Windjammer Day's fireworks will be held on June 30<sup>th</sup> and the July 4<sup>th</sup> fireworks will be held on the 4<sup>th</sup>. Both displays will be held at dusk.
6. A discussion was held regarding how meetings will be held in the future. The July 12<sup>th</sup> meeting will be held as a hybrid meeting. Latter will research policies to present at the next meeting.
7. The Police Department received a \$7,500 grant to purchase electric bicycles and safety gear from the Mildred H. Mcevoy foundation. Latter congratulated Hasch for applying for the grant and receiving it.

**TOWN DEPARTMENT REPORTS: NONE**

**SELECTMEN REPORTS:** Selectperson Griffin updated the board on the CSD Budget Meeting that was held on Wednesday, June 23<sup>rd</sup>.

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

**MINUTES:** Approval of June 14, 2021, meeting minutes. Approved 5-0.

LICENSES:

1. Liquor License – Renewal license for Fisherman’s Wharf Inn, 22 Commercial Street (Malt, Wine & Spirits). Approved 5-0.
2. Liquor License – Renewal license for Captain Sawyer’s B & B, 55 Commercial Street (Malt, Wine & Spirits). Approved 5-0.

NEW BUSINESS:

1. Latter presented a purchase order for Engineering and Permitting Services for Gartley & Dorsky Engineering and Surveying for the Footbridge Renovation Project. A motion was made to approve the purchase order in the amount of \$38,800.00 for engineering and permitting services for the Footbridge Renovation Project to be expended from the Contract Services/Professional Services budget. Motion seconded and unanimously approved. Approved 5-0.
2. Latter asked the board for approval to carry-forward money for paving and construction into the 2021-2022 budget for sidewalk replacement. Due to contract issues, the project is running behind schedule. Tearing up sidewalks in the middle of town would be better in the fall versus in the middle of summer. A motion was made to approve the unexpended carry-forward amount from the FY 2020-2021 Paving & Construction budget of \$34,770.00 into the FY 2021-2022 Paving & Construction budget. Motion seconded and unanimously approved. Approved 5-0.
3. Board members each presented goals they would like to see reached in the near future. Some of the goals presented were;
  - a. Collaboration;
  - b. beautification;
  - c. needs assessment;
  - d. walkability;
  - e. affordable housing group;
  - f. understanding new school as a taxpayer;
  - g. staffing challenges;
  - h. traffic and congestion;
  - i. streetlights;
  - j. infrastructure;
  - k. fish pier;
  - l. walking routes;
  - m. sidewalks;
  - n. wayfinding;
  - o. student recognition;
  - p. downtown/masterplan;
  - q. broadband;
  - r. parking;
  - s. bicycle lanes.

OLD BUSINESS: NONE

PUBLIC FORUM: NONE

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

EXECUTIVE SESSION: NONE

MOVE TO ADJOURN: The meeting was adjourned at 8:02 p.m. after unanimous approval. Approved 5-0.