MINUTES

BOOTHBAY HARBOR

SELECTMEN’S MEETING

SEPTEMBER 24, 2018

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

ATTENDING: Denise Griffin, Vice Chair

Mike Tomko

Trisha Warren

Wendy Wolf, Chair

Tom Woodin, Town Manager

Julia Latter, Finance Officer

**Chair Wolf called the Board of Selectmen’s meeting to order at 7:00 pm.**

Pledge of Allegiance: The Board of Selectmen and members of the audience.

TOWN MANAGER’S ANNOUNCEMENTS:

1. Maine Municipal Association Executive Director, Stephen Gove, sent a letter to the town announcing that Boothbay Harbor had won the 2018 supreme award of the municipal town report competition. [Manager Wooding reminded everyone that Finance Officer Latter had taken all of the photographs in the report.]

2. Jon Ziegra, Boothbay Regional Water District Manager, notified town hall the municipal water bill for the town's hydrants will be going up to approximately $163,000 as of January 1, 2019. The increase will put the town approximately $80,000 over budget for the first half of the year due to the town running on a fiscal year schedule. (The water department runs on a calendar year schedule.) Manager Woodin stated Jon Ziegra would be happy to come to the next Selectmen's meeting to answer any questions.

3. Some ads have been placed in the Register for seasonal plow truck drivers for Public Works. The town might have options for restructuring in the wake of Chris Leeman's departure.

4. Crooker Construction will be paving the new basketball and pickleball courts as well as Lakeview Road, Williams Street and Reed Road before it gets too cold. They will also be doing curbing at the school parking lot and the basketball and pickleball surfacing. (The striping will be done in the spring to give the new surfaces a chance to cure and plus providing the number of warm days necessary to have the paint dry successfully.)

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5. The number of $200,000 seen in social media as what the town would receive in increased tax revenue from the development that may or may not happen on the east side is inaccurately being stated by people who do not have experience with municipal accounting, tax collecting or assessing.

6. Dan Bannon of Barney Baker Associates has moved on to a new job with GEI in Portland but he might continue to be a consultant for the foot bridge project.

7. Jeremy Usher of Firefly will soon be ready to present the town's new website design to the Select Board for review.

FINANCIALS:

Finance Officer Latter reviewed the financial totals with the Board and stated the graph will be available again by the next Selectmen's meeting.

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Vice Chair Griffin **motioned** to approve the minutes of the September 10th meeting. Selectman Tomko **seconded**. **Unanimous approval**.

SELECTMEN REPORTS:

1. **JEDC**: Chair Wolf reported that the Regional Housing Committee, comprised of over twenty people from Boothbay, Boothbay Harbor and Edgecomb, had a meeting the previous Wednesday. A sub-group reviewed the comprehensive plans of Boothbay and Boothbay Harbor in regard to recommendations about what needed to be done to promote year-round affordable and workforce housing. The group is planning to talk with members of both Planning Boards to find out how some long term ordinance changes can be made to benefit the housing issue. Members of the group have been doing outreach to local businesses to learn what is being said by their employees concerning what they'd like to see in the region for housing.

[The Housing Committee meets the third Wednesday of each month at 1:00 p.m. in the Cochran Meeting Room at St. Andrews Urgent Care Center.]

2. **CSD:** The Boothbay- Boothbay Harbor CSD school committee met on September 19th with the Select Boards to talk about potential infrastructure spending. A list of the immediate needs for school upgrades, prioritized to insure student health and safety, was requested along with more detailed information about the expense of these repairs. The perceived restraint of the school charter between the two towns, that was formed in the early 50s, hinders the school board from accumulating the funds in their capital reserve account necessary to pay for more significant expenditures.

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The falling enrollment of students has driven the cost up each year so a vision of the future for the aging schools is in order as well as to determine if the charter should be improved, modified or eliminated.

Selectman Tomko felt they were still at the information gathering stage.

Manager Woodin stated in the eleven years he's been there the charter had been reviewed three times and both towns agree a certain amount of verbiage in it needs to be updated, especially the ceiling of $12,500 reserve. The discussion has always stalled when it comes to the cost share between the towns and the biggest issue when talking about changing the charter.

Vice Chair Griffin offered to start the conversation to work on possible updates. Selectman Warren offered to work with Vice Chair Griffin.

Selectman Tomko **motioned** to appoint Vice Chair Griffin and Selectman Warren as their representatives to work with Boothbay to review and discuss the charter. Chair Wolf **seconded**. **Unanimous approval**.

LICENSES:

Vice Chair Griffin **motioned** to approve the application from China By The Sea for a Liquor license **renewal**. Selectman Warren **seconded**. **Unanimous approval**.

NEW BUSINESS:

1. Finance Officer Latter conducted a PUBLIC HEARING for the adoption of the local General Assistance Ordinance with yearly appendices. The Maine Municipal Association develops an ordinance which determines towns' maximums according to federal poverty level limits. Annually the amounts in which the general assistance administrators for those towns are to use for determining whether or not a client or applicant is eligible.

[There was no public input when invited to speak.]

Chair Wolf **motioned** to adopt the ordinance in its posted form.

2. Finance Officer Latter stated the Select Board needed to approve a purchase order to Quirks Auto Group (who had been the only bidder) for $28,326 to purchase a new 2019 Ford Interceptor. There had been $20,000 put in the reserve for this last year plus an additional $20,000 put in the reserve this year to pay for it. (The remaining $11,673 will be used to outfit the vehicle as a police cruiser.)

Vice Chair Griffin **motioned** to approve the purchase order. Selectman Tomko **seconded**. **Unanimous approval**.

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3. Chair Wolf stated that Ken Fitch had requested under the Freedom of Access Act to have the same information released to him requested by Attorney Bill Logan in regard to the east side zoning and comprehensive plan. The town attorney, John Cunningham, has agreed to do so if the Select Board approves the request.

Chair Wolf **motioned** that the Board of Selectmen authorize the Town's counsel to release to Ken F. Fitch, in response to his Freedom of Access Act request, the communications between the Town's counsel and the Board concerning the Town's Comprehensive Plan that have already been released to Attorney William Logan and provided that (1) the Town does not thereby waive the attorney/client privilege with respect to any other documents and (2) the delivery of such communications shall be agreed to by Mr. Ken F. Fitch to satisfy his request. Selectman Tomko **seconded**. **Unanimous approval**.

ONGOING BUSINESS:

(None)

PUBLIC FORUM:

1. Steve Lorrain, member of the Boothbay-Boothbay Harbor CSD Board of Trustees, stated if the decision is to remain with the charter then things won't change very much.

[Chair Wolf clarified that the town's budget and school's budget are separate.]

2. Patty Minerich suggested a substantial amount of tax revenue could be achieved from development on the east side. [Manager Woodin responded it was reckless to throw out numbers without understanding how real estate taxes are calculated.]

3. Judy Stone expressed concern about aesthetics if a new building was constructed on the Cap'n Fish property under new zoning.

WARRANTS:

Selectman Warren **motioned** to approve the warrants upon careful review. Vice Chair Griffin **seconded**. **Unanimous approval.**

EXECUTIVE SESSION:

(None)

MOVE TO ADJOURN:

The meeting was **adjourned** at 7:48 p.m.

KB