

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

January 12, 2026, 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
- Alyssa Allen
- Julia Latter – Town Manager

TOWN MANAGER ANNOUNCEMENTS

1. The town office will be closed on Monday the 19th for Martin Luther King Jr. Day.
2. A consultant from VHB has requested to have the next CPC meeting rescheduled to a different day due to his desire to join in-person rather than virtually.
3. Nomination papers will be available to be picked up at the town office on January 21st. The positions that are available are all 3-year terms. Two Selectmen positions, one school committee member for the Boothbay/Boothbay Harbor CSD, a trustee of the Boothbay/Boothbay Harbor CSD, trustee of the water district, trustee of the Boothbay Harbor Cemetery District, and a trustee of the sewer district.
4. The public hearing for the Bill LD2011, an act to amend the charter of the Boothbay/Boothbay Harbor school district is scheduled for Thursday, January 22nd at 10 A.M. in Augusta.
5. The town report is in progress for 2025.
6. All dogs need to be licensed by January 31st to avoid late fees.
7. Fred Brewer and his team will be here January 28th to begin the annual audit.
8. There are still some vacancies on some of the municipal boards. Today there was an application submitted, this applicant's appointment will be on the agenda for the next meeting.
9. There have recently been a couple new volunteers added to the fire department. There are now 21 active members compared to the usual operating level of 15 active members.
10. The fire department officers have had meetings to discuss continuing to keep the assistant chief as interim chief.
11. The first budget meeting will be the 21st at 4:30 P.M.
12. The project manager for Lincoln Enterprises gave Julia an update on the final touches of the footbridge lights, Fuller Construction has finished all of their work.

DEPARTMENT REPORTS

Julia Latter - Public Works:

1. The assistant foreman, Eric Hyson has stepped up to be acting foreman for the time-being.
2. The public works has been keeping up with maintenance and working on the marine service building at the fish pier to prepare it for bidding and eventually demolition.
3. Winter operations are on-going and the Public Works crew have been very busy with snow storms.
4. Two part-time workers have been added. One with carpentry experience which will be helpful with smaller projects. The other part-time worker hired will be able to help with sidewalk snow removal using the sidewalk plow.
5. On Friday, the salt/sand shed will be delivered. There will be small projects for the crew to work on to help with logistical challenges for the completion of the construction.
6. Planning for spring/summer projects have started and there are no concerns with getting those done.
7. The public works has still not advertised for the foreman position and is not looking for a permanent placement for the position at this time.

SELECTMEN REPORTS

Mike Tomko:

1. Called up Kevin Bowler to speak about the Veteran's Memorial Project.
Kevin Bowler: Came to the podium to speak of some of the features that the memorial will feature. Including specifications about the pillars that will represent each branch of the military and a way for loved ones to find their veteran by using a QR code, which will then direct them to the name they are looking for within the Memorial. There has been a location change from the Boothbay Common to be able to accommodate adding veterans in the future.
2. The ATC is working on applying for a \$75,000 Community Action grant to improve public safety regarding bike paths, pedestrian walkways and other challenges involving transportation. The ATC would like to speak at the next meeting.
3. Chair Tomko gave an update about the CPC and the focus groups which will be formed to help the planning going forward.
4. There will be new Maine laws put into effect in late 2026 which will aim to lower light pollution.

FINANCIAL REPORT

The board was provided with graphs from finance officer Quincy Browne. Expenditures are down and revenues are on target. YTD tax collection is 59%. The reminder notices for the 2nd installment of taxes due will be sent out in mid-February. Fred Brewer and his team will be at the town office starting on the 28th to begin the annual audit.

MINUTES

Motion to approve the minutes of December 22, 2025 as presented; **approved 3-0.**

LICENSE APPROVALS

1. Liquor License
 - a. China by the Sea, 96 Townsend Ave., Beer, Wine & Spirits, renewal; **approved 3-0.**
2. Special Amusement
 - a. Boothbay Lobster Wharf Inc., dba Boothbay Lobster Wharf, 97 Atlantic Ave., renewal; **approved 3-0.**
 - b. Boothbay Harbor Yacht Club, 156 Western Ave., renewal; **approved 3-0.**

NEW BUSINESS

1. Municipal Floats and Pilings Construction - Awarding of Bid.
Julia Latter: The new revised RFPs went out with a “do not exceed” amount included. Julia asked the board to approve a bid from Carousel Marina in the amount of \$102,499.71. This construction will conclude in March; **approved 3-0.**
2. Port Committee - Appointment of Russell Brewer as an alternate member, term ending 2028; **approved 3-0.**

OLD BUSINESS

Comprehensive Plan Committee (CPC) project update. **See SELECTMEN REPORTS.**

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 6:59 PM; **approved 3-0.**

Executive session ended at 8:29 PM.

No decisions were made.

ADJOURNMENT

Motion to adjourn at 8:30 PM; **approved 3-0.**