

BOOTHBAY HARBOR  
SELECTMEN'S MEETING MINUTES  
May 11, 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.

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**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

Mark Gimbel

Evan Hepburn

Julia Latter – Town Manager

**TOWN MANAGER ANNOUNCEMENTS**

1. Welcomed Selectman Evan Hepburn to the board and welcomed back Mark Gimbel following the local election.
2. On Monday, May 25<sup>th</sup>, the town office will be closed for Memorial Day. The Board of Selectman is scheduled for the following day Tuesday, May 26<sup>th</sup>.
3. Julia received a letter of resignation from Shellfish Warden Garrett French. The position has been advertised. Julia discussed the possibility of reaching out to the commissioner to ask that another town take on the responsibility of employing a Shellfish Warden. The Board made a motion to accept Garrett French's letter of resignation as Shellfish Warden; **approved 5-0.**
4. A redesign plan for the Whale Park gardens has been sent to the board. This work will begin at the end of May. The work, planning and greenery will be worked on in conjunction with the Coastal Maine Botanical Gardens. The planting will start June 15<sup>th</sup> and will take about two weeks.
5. Several employment positions within the town have been advertised. Applications and descriptions are available on the town's website.
6. Town reports are available at the town office.
7. Julia asked the board if they would like her to send over the last presentation that was done regarding wayfinding and signage. The board discussed that it may be something to talk about during a Comprehensive Plan meeting with VHB and will reconvene during the August meeting to have more discussion.
8. Julia asked the board if they would like to have meetings once a month for the summer as they did last year.  
The Board made a motion to have meetings take place once a month for the months of June, July and August; **approved 5-0.**

9. Julia announced that she had met with the Lincoln County Regional Planning Commission on site at what was the mechanics building on Atlantic Avenue at the fish pier. They discussed the possibility for grant money to be used to determine the best use of the property for the future.
10. There will be someone from Lincoln County EMA here at the next meeting to discuss the Hazard Mitigation Plan, as well as someone from the Lincoln County Regional Planning Commission to discuss the Lincoln County Strategic Plan.

## **DEPARTMENT REPORTS**

**No department reports.**

## **SELECTMEN REPORTS**

**Evan Hepburn:** There are new docks going into the Whale Park on the 15<sup>th</sup>.

**Mark Gimbel:** The U.S. Navy band will be playing concerts in mid-June during Windjammer Days’.

**Mike Tomko:** Expressed his gratitude towards all who ran during the election. He welcomed Selectman Hepburn and welcomed back Selectman Gimbel.

## **FINANCIAL REPORT**

**Town Manager, Julia Latter:** We are 0.2% under on expenditures compared to last year. YTD tax collection is at 95%. With the recent paving projects, the town is sticking close to its budget.

**Chair, Mike Tomko:** Briefly discussed the lighting project being almost complete and payment towards the contractor.

## **MINUTES**

Motion to approve the minutes of April 27<sup>th</sup>, 2026, as presented; **approved 4-0, Selectman Hepburn abstained.**

**Vice Chair Rayle:** Wished to clarify the final sentence of the Wharves and Weirs motion verbiage from New Business of the April 27<sup>th</sup>, 2026 minutes. It is within the Notice of Decision that the correct verbiage for the conditions is explained.

## **LICENSE APPROVALS**

- a. Approval of the annual renewal of victualers licenses (**Due to conflict of interest, Gimbel & Sons Country Store, JMV Carousel Marina & JMV Whales Tale will be approved separately**)
  - i. Gimbel & Sons Country Store, 14 Commercial Street, Class B; **approved 4-0. (Selectman Gimbel abstained due to conflict of interest)**
  - ii. JMV Carousel Marina, 125 Atlantic Avenue, Class B; **approved 4-0. (Selectman Hepburn abstained due to a conflict of interest)**
  - iii. Whale’s Tale, JMV Whale’s Tale LLC., 125 Atlantic Avenue, Class H; **approved 4-0.**

**(Selectman Hepburn abstained due to a conflict of interest)**

The Board made a motion to approve the renewal of all other Victualer's Licenses; **approved 5-0.**

**Mark Gimbel:** Discussed Red Cup Coffee House and concerns over public safety regarding its take-out window being so close to the road and bus stop.

**Town Manager, Julia Latter:** Stated she will relay the concerns to the business owners.

**Chair Mike Tomko:** Spoke of the opportunity for some planning with VHB or the Comprehensive Plan Committee to be done regarding this issue.

- b. Liquor License(s)
  - i. Padmavati Hospitality, LLC., dba Topside Inn, 60 McKown Street, Beer, Wine & Spirits, renewal; **approved 5-0.**
  - ii. Spruce One, LLC., dba Spruce Point Inn, 88 Grandview Avenue, Beer, Wine & Spirits, new; **approved 5-0.**
- c. New Victualer(s)
  - i. Shannon's Unshelled, 22 Commercial Street, Class D; **approved 5-0.**
  - ii. Blue Moon Café, 54 Commercial Street, Class H; **approved 5-0.**
  - iii. Orne's Candy Store, 11 Commercial Street, Class C; **approved 5-0.**

**NEW BUSINESS**

- a. Annual Town Meeting Update

**Town Manager, Julia Latter:** Gave a brief overview of the Annual Town Meeting.

**Chair Mike Tomko:** Mentioned the presentation of the Spirit of America award to the Boothbay Harbor Coast Guard Station.
- b. Election of Select Board Chair and Vice Chair

**Mark Gimbel:** Motioned to nominate Mike Tomko as Select Board Chair; **approved 4-0.**

**Mike Tomko:** Motioned to nominate Ken Rayle as Select Board Vice Chair; **approved 4-0.**
- c. Vote to approve and authorize the signing of the Town of Boothbay-Boothbay Harbor Community School District Budget Validation Referendum Warrant and Notice of Election; **approved 5-0.**

**Town Manager, Julia Latter:** Explained how and when the voting will take place.

**OLD BUSINESS**

Comprehensive Plan Committee (CPC) Project Update.

**Town Manager, Julia Latter:** The community survey is still running and will be open until the end of the month. The second workshop is June 15th and will be virtual only.

**Chair Tomko:** The next CPC meeting will be Thursday, May 25th. The workshop will be a refinement of the observations and views that have been discussed in the prior workshop.

**PUBLIC FORUM**

**Mark Gimbel:** Mentioned to the board a dilapidated fire hydrant in the back of the J. Edward Knight parking lot.

**Trisha Warren:** Expressed recognition and gratitude to the board for the work in the Footbridge's new lighting updates. Warren gave ideas to the board for ways to use the new lighting.

**Chair Tomko:** Hopes that when the project is completely finished to experiment and get feedback from community members about what they would like to see.

**Dave Cody:** Wishes to know what goes into the renewal of victualers licenses and other licensing. Town Manager Julia Latter explained the process and informed him of where he could find more information.

## **WARRANTS**

Motion to approve warrants upon review; **approved 5-0.**

## **EXECUTIVE SESSION**

Motion to enter Executive Session under MRS Title 1, Chapter 13, § 405(6)(A), Personnel, at 7:03 PM; **approved 5-0.**

Motion to come out of Executive Session under MRS Title 1, Chapter 13, § 405(6)(A), Personnel at 8:44 PM; **approved 5-0.**

**No decisions were made.**

The Board made a motion to authorize Town Manager, Julia Latter to act in the capacity as Code Enforcement Officer/LPI; **approved 5-0.**

The Board made a motion to have Town Manager, Julia Latter, facilitate a search for an Interim Code Enforcement Officer/LPI; **approved 5-0.**

The Board made a motion to change future Board of Selectmen meetings to 5:00 P.M.; **approved 5-0.**

## **ADJOURNMENT**

Motion to adjourn at 8:46 PM; **approved 5-0.**