BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
October 26th, 2026, 5:00 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 5:00 PM. The Pledge of Allegiance was recited.

PRESENT

- Michael Tomko – Chair
- Ken Rayle – Vice Chair
- Alyssa Allen
- Evan Hepburn
- Julia Latter – Town Manager

TOWN MANAGER ANNOUNCEMENTS

1. Absentee ballots are available for the upcoming General Election. Voters wishing to obtain one can do so online, at the town office or by calling the office. The deadline to request an absentee ballot is October 29th at 4:30 P.M. The deadline to return an absentee ballot is by 8 P.M. on November 3rd. Voting will take place on November 3rd in the fire station from 8 A.M. to 8 P.M.
2. The Lincoln County Regional Planning Commission is hosting a "Resilient Shorelines Workshop" on November 9th from 5:30 P.M. to 8:30 P.M. at Bigelow Lab.
3. There are still 6 advertisement placements out for the open Code Enforcement Officer position. Applications can be found at the office or online.
4. The 2026 sidewalk installation is complete. The area in front of the Methodist Church, Boothbay House Hill and Oak Street in front of the library has been finished. Julia has received positive feedback from community members.
5. Currently the Footbridge Parking Lot is being paved, they will be doing the striping in the coming days. After this is complete, Hackmatack Road will be re-paved and the paving projects will pause until Spring.
6. Public works has been busy doing leaf removal and procuring sand and salt for the winter as well as getting the trucks ready. They will soon begin taking down the veteran's banners. The public works is also preparing a spot for residents to easily access sand and salt for their personal properties.

DEPARTMENT REPORTS
No department reports.

SELECTMEN REPORTS

Vice Chair, Ken Rayle: Mentioned that the budget season has begun for Lincoln County Budget Committee, which Ken serves as a member on.

FINANCIAL REPORT

Town Manager, Julia Latter: Year-to-date tax collection is at 57%. Expenses are well below what they were last year.

MINUTES

Motion to approve the minutes of October 13, 2026 as presented; **approved 4-0.**

LICENSE APPROVALS

a. Liquor License(s)
    i. Boothbay Lobster Wharf, 97 Atlantic Avenue, Beer, Wine & Spirits, renewal; **approved 4-0.**
    ii. MayeBBH LLC, dba Todd's Tee'd Off Pub, 185 Townsend Avenue, Beer, Wine & Spirits, new**; approved 4-0.**
b. Special Amusement License(s)
    i. MayeBBH LLC, dba Todd's Tee'd Off Pub, 185 Townsend Avenue, Class A, B & C, new**; approved 4-0.**
c. Victualer's License(s)
    i. MayeBBH LLC, dba Todd's Tee'd Off Pub, 185 Townsend Avenue, Class H, new**; approved 4-0.**

EXECUTIVE SESSION

a. MRS Title 1, Chapter 13, § 405 (6)(A), Personnel
   Motion to enter Executive Session under MRS Title 1, Chapter 13, § 405(6)(A), Personnel, at 5:14 P.M.; **approved 4-0.**
   Motion to come out of Executive Session at 5:44 P.M.; **approved 4-0.**
   No decisions were made.

NEW BUSINESS

a. Approval of Planning Board Applicant (alternate position)
   Motion to table an approval for the planning board alternate position until after Town Manager Julia Latter consults with legal counsel; **approved 4-0.**

OLD BUSINESS

a. Comprehensive Plan Committee (CPC) Project Update
   Chair, Mike Tomko: Stated that they have nearly finalized the plan but are going to do a final review meeting very soon before sending the plan to the state.

PUBLIC FORUM

Kate Sullivan: Came to the podium to discuss the Footbridge Celebration which occurred this past Saturday. Kate thanked all who helped make the day successful. Kate gave an overview of the day's activities. For next steps, Kate mentioned making conversation to possibly make this an annual event. She stated that the Footbridge is a wonderful place for future events. Kate suggested adding "Boothbay Harbor" to the Footbridge sign, as it is a popular photo spot for tourists. Kate thanked Lisa Matthews for her help with planning the event.

WARRANTS

Motion to approve warrants upon review; **approved 4-0.**

EXECUTIVE SESSION

a. MRS Title 1, Chapter 13, § 405 (6)(A), Personnel
   Motion to enter Executive Session under MRS Title 1, Chapter 13, § 405(6)(A), Personnel, at 6:06 P.M.; **approved 4-0.**
   Motion to come out of Executive Session at 6:50 P.M.; **approved 4-0.**
   No decisions were made.

ADJOURNMENT

Motion to adjourn at 6:50 P.M.; **approved 4-0.**