

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

October 23, 2023

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.

ATTENDING: Michael Tomko - Chair

Mark Gimbel

Mark Osborn

Ken Rayle

Alyssa Allen

Julia Latter, Town Manager

TOWN MANAGER ANNOUNCEMENTS:

1. Sidewalks from the Hutch to Sweet Bay are currently being torn up and will be completed and refinished within the next 2 weeks. This section will wrap up the project for the season and will pick back up next spring.
2. The Maddocks' restroom and Barretts Park restroom will be closed by the end of the month and the Commercial Street restrooms will remain open 8:00 AM-8:00 PM seven days a week until after the Boothbay Lights, at which time they will close until mid-April. Town office restrooms will be available Friday and Saturday nights while the town office is used as a shuttle stop for Boothbay Lights until roughly 8:00 PM.
3. Upcoming events:
 - A. Gardens Aglow at the Botanical Gardens will be held from November 18th through December 31st. Community night will be on November 17th.
 - B. The Early Bird Sale and PJ party will be on November 18th.
 - C. The Lighted Firetruck Parade and Contest will be on November 25th.
 - D. The Boothbay Lights North Pole Express will be held December 2nd through 17th at the Boothbay Railway Village Museum.
 - E. The Gingerbread Spectacular will be from December 15th through 17th.
 - F. The Community Lighting Contest will be held all around the Boothbay region. More information is available from the Chamber of Commerce.
 - G. The Giant Pot Buoy Tree and Selfie Contest will be running from November 18th to December 31st.
 - H. Boothbay Lights shuttle bus will be running during Gardens Aglow on weekends.
 - I. Santa and Friends with meet and greet will be on December 2nd.
 - J. The Lighted Boat Parade will be on December 2nd followed by Boothbay Lights Sparkling Fireworks. The rain date is set for December 3rd.
 - K. The Boothbay Harbor Memorial Library has yet to release a date for Santa Storytime.
4. The Chamber will be installing 25 Boothbay Lights banners on CMP poles. These will not interfere with the Veterans' Banner Project.
5. Fred Brewer's office began the annual financial audit fieldwork today for fiscal year ending 2023 and will be here every day until their work is complete.

6. Absentee ballots are available for the November 7th, 2023 State of Maine and Boothbay-Boothbay Harbor CSD referendum election. The deadline to request an absentee ballot is November 2nd, 2023 at 4:30 PM. Absentee ballots must be completed and returned by 8:00 PM on election day. Voting will be held in the fire department on November 7th.
7. State law requires you to license your dog in the municipal clerk's office by December 31st of each year. You may license your dog in the town office or online through maine.gov.
8. The public hearing for the Boothbay-Boothbay Harbor school board referendum is being held at the town office on October 25th at 6:00 PM.
9. The board of appeals, budget committee, and port committee all have vacant positions available. Applications can be found online and in the town office. Leslie Volpe has resigned from the Clean Drinking Water Initiative group and Boothbay Harbor is in search of a new representative.
10. Chief Snyder had an interview last week for a position in the police department and a conditional offer has been made to the applicant. Garrett French is working in the police department as a paid intern. French will be working 40 hours a week getting all of his training done to hopefully send him to the academy in January.
11. Rayle asks for an update on the Wayfinding Project that the town has set \$42,000 aside for in reserve funds. Latter explains that the minimum the town will need is roughly \$80,000 to complete the project so additional funds will have to be raised. Latter will need to schedule a priority planning and revenue workshop.
12. The Planning Board has put together a draft agenda for the upcoming joint workshop and Tom Churchill will be sending the agenda to the Select Board tomorrow for their review and approval.
13. Latter has looked into the price of jumbo CDs and what our current technician account was paying for interest which was 4.28. Latter was able to secure with no penalty a 6-month CD for 500,000 at 5% which is roughly a \$1,700 dollar difference.
14. Pump-out boat operator Jason Maddocks, Harbormaster Rob Leavitt, and EMS Chief Dan Gardner will all be joining the next meeting for town department reports.

FINANCIALS:

1. Tax collection year to date is at 57.7%.
2. Financials are on target for expenses, revenue, and tax collection.
3. Kathleen Pearce will attend a meeting after December to give a quarterly review.
4. After the audit, the board will receive a report and Fred Brewer will attend a meeting to give an overview.

MINUTES: Motion to approve the minutes of October 10, 2023, as presented; approved 3-0 with Gimbel and Rayle to abstain as they were not present.

LICENSES:

1. Motion to approve the renewal application for a liquor license, Malt, Wine, and Spirits, Cabbage Island Clambakes/Argo Cruise, 22 Commercial Street; approved 5-0.
2. Motion to approve the renewal application for a liquor license, Malt, Wine, and Spirits, Boothbay Harbor Yacht Club, 156 Western Ave; approved 5-0.

3. Motion to approve the renewal application for a special amusement license, Boothbay Harbor Yacht Club, 156 Western Ave; approved 5-0.
4. Motion to approve the renewal application for a special amusement license, Fisherman's Wharf Inn, 22 Commercial Street; approved 5-0.

NEW BUSINESS:

1. **P.O. Public works boiler replacement (Hammond Mechanical, Inc.):** The town has budgeted \$25,000 to replace this boiler which stopped working in the spring. Hammond will be replacing the boiler for \$22,455. Colby & Gale will be replacing the piping for \$2,500. Motion to approve the purchase order for a public works boiler replacement from Hammond Mechanical, Inc. in the amount of \$22,455; approved 5-0.

PUBLIC FORUM:

1. Boothbay region CSD school committee member Abby Jones introduces herself and discusses potential setups of the room for the October 25th school meeting.

WARRANTS: Motion to approve the warrants, as presented; approved 5-0.

EXECUTIVE SESSION: Motion to enter executive session under MRSA Title 1, Chapter 13 §405 6(C), Discussion of Real Property at 8:20 PM; approved 5-0.

The board returned from the executive session at 8:43 PM. No decisions were made.

ADJOURNMENT: Motion to adjourn at 8:45 PM; approved 5-0.