

**BOOTHBAY HARBOR  
SELECTMEN'S MEETING MINUTES**

August 28, 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.

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ATTENDING: Michael Tomko - Chair  
Kenneth Rayle - Vice Chair  
Mark Gimbel  
Mark Osborn  
Alyssa Allen

Julia Latter, Town Manager  
Kathleen Pearce, Finance Officer

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:00 P.M.

**TOWN MANAGER ANNOUNCEMENTS:**

1. The town office will be closed for Labor Day on Monday, September 4th.

**SELECTMEN REPORTS:**

1. Mark Gimbel has continued research on Lewis Park and believes it has great potential.
2. Chairman Tomko had previously made a PowerPoint presentation of Chapter 13, Land Use, when a previous board member tasked them with reviewing each chapter of the Comprehensive Plan. Tomko has forwarded this to planning board chair Tom Churchill in hopes that he can utilize it in the revision of the plan.

**FINANCIALS:**

1. Finance Officer Kathleen Pearce provided a financial update on the status of year-end. Auditors will be here to perform the annual audit on October 23<sup>rd</sup>. Information is being prepared for them now. Excluding the footbridge, revenues were \$9,669,031.68, and expenditures were \$9,676,946.38. The town is a little over budget but will not be after money is transferred for the purchase of a dump truck, for which we will be taking money from the undesignated fund balance that has been previously approved.
2. Our tax collection for June 30th was 99.4%. As of today, taxes collected for the fiscal year 2023 are at 17.8%, revenue is \$1,920,941.34, and expenditures are \$1,416,623.65. The warrant is \$574,203.35.

MINUTES: Motion to approve the August 14, 2023 minutes, as written; approved 3-0 with two abstentions. Selectboard members Osborn and Allen abstained as they were not in attendance.

#### LICENSES:

1. Motion to approve the renewal application for a liquor license, Malt, Wine, and Spirits, The Boat House Bistro Tapas Bar & Restaurant, 12 The By-Way; approved 5-0.
2. Motion to approve the renewal application for a liquor license, Malt, Wine, and Spirits, Flagship Inn, 12 The By-Way; approved 5-0.
3. Motion to approve the renewal application for an extension of premises liquor license, Malt, Wine, and Spirits, Flagship Inn, 200 Townsend Ave; approved 5-0.
4. Motion to approve the renewal application for a liquor license, Malt, Wine, and Spirits, Ports of Italy, 47 Commercial Street; approved 5-0.
5. Motion to approve the renewal application for special amusement license, The Boat House Bistro, 12 The By-Way; approved 5-0.
6. Motion to approve the new application for a special amusement license, 200 Townsend Ave., LLC., 200 Townsend Ave; approved 5-0.
7. Motion to approve the new application for a special amusement license, Flagship Inn/Anchor Restaurant, 200 Townsend Ave; approved 5-0.

#### NEW BUSINESS:

1. **Discussion with Chris Higgins, Superintendent of the Boothbay Harbor Sewer District (BHSD), and Introduction to Nicholas DeGemmis, incoming Superintendent:** Nick DeGemmis comes from Jacob's Engineering with 15 years of experience in the wastewater industry. Higgins requests approval to raise the trustee's stipends from \$1,000 to \$1,680.
  - a) Motion to increase the Sewer District Trustees stipends to \$1,680 annually; approved 5-0.
2. **PO Realterm Energy (LED Street Light Conversion):** Motion to approve the Purchase Order from Realterm Energy for the LED Street Light Conversion as presented; approved 5-0.

#### OLD BUSINESS:

1. **Footbridge Renovation Project Update:** The A-Frame and rods are in place, and benches will be installed on the west viewing platform. The final inspection will take place next week.

#### PUBLIC FORUM:

1. Boothbay Harbor resident Steve Carbone asks for an update regarding the new lights at Fisherman's Memorial. Town manager Latter says that the town has continued working with the Fisherman's Memorial Fund committee and church.
2. Andrew Morley, president of the Boothbay Region Fisherman's Memorial Fund, updates the board on their current efforts regarding lighting concerns of the Lobster Cove residents. He makes it clear the change was intended to be an improvement. Only one light remains on, and a shield has been ordered to reduce the glare. Morley expresses frustration with some of

the interactions that had taken place with a member of the select board and would like to avoid conflict with the town officials going forward. The select board thanked Andrew Morley for bringing his concerns to the board's attention and for his efforts on behalf of the Fisherman's Memorial Fund.

3. Boothbay Harbor resident George Friant says that maintenance and care of sidewalks, weeds, dirt, and sweeping could be improved. He also questions why there are no crosswalks on Townsend Ave, to which Town Manager Latter replies that she and Foreman Upham did another walk around with the Maine Department of Transportation and they are allowing one crosswalk to return and are working on others as well as collaboration with ADA compliance. The crosswalk will be painted next week.
4. Boothbay Harbor residents Tom and Laurie Perkins briefly update the board on ongoing school discussions. Towns in our region will reach out to Boothbay Harbor to form an adhoc committee for the study of regionalization or consolidation, and Latter and Rayle will be members of the new committee to be formed.

WARRANTS: Motion to approve the warrants upon review; approved 4-0 with Alyssa Allen recusing herself due to a Conflict of Interest as an employee of the First National Bank where a loan payment is included in the warrant.

EXECUTIVE SESSION: Motion to enter executive session under MRS Title 1, Chapter 13, §405 (6)(C), Discussion of Real Property at 8:08 PM; approved 5-0.

The board returned from an executive session at 8:17 PM.

Motion to authorize Julia to execute the Boundary Agreement with Frank & Sarah Sample where:

1. The Town releases the Samples of all of its right, title, and interest in and to the generally rectangular parcel of the Town Property as described in Exhibit A; The land together with any improvements thereon, in Boothbay Harbor, Lincoln County, Maine.
2. The Samples release to the Town all of their right, title, and interest in and to the generally triangular parcel of the Town Property as described in Exhibit B; The land, together with any improvements thereon, in Boothbay Harbor, Lincoln County, Maine.

ADJOURN: Motion to adjourn at 8:19 PM; approved 5-0.