

BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
VIA ZOOM
September 13, 2021

In addition to these typed minutes, video recording of all Selectmen's meetings are available to be viewed at BRCTV and audio recordings are available at the Boothbay Harbor Town Office.

ATTENDING: Michael Tomko - Chair
Tricia Warren – Vice Chair
Alyssa Allen
Denise Griffin
Kenneth Rayle

Julia Latter, Town Manager
Kathleen Pearce, Finance Officer

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

Introductions of the Board of Selectmen.

TOWN MANAGER'S ANNOUNCEMENTS:

1. There will be a Lincoln County Budget Advisory Committee Meeting held in Wiscasset on Thursday, September 16th at 6:00 p.m. Selectpersons Allen and Rayle volunteered to attend.
2. On August 26th Town Manager Latter and Public Works Foreman Upham attended the Boothbay - Boothbay Harbor Rt. 27 Sidewalk Pre-Construction meeting. The completion date of the first phase is expected to be November 20th.
3. The 2021 Tax Bills were due on September 8, 2021, with interest beginning on September 9th.
4. Rob Duplisea, the town's assessor, is scheduled to do a presentation at the September 27th meeting.
5. Doug Coombs, the Maine DOT senior project manager, has relayed that there is going to be a delay in the culvert project located on the east side. Latter will let the board know when she has further information.
6. The advertisement has been in place for a heavy equipment operator for public works with no applicants so far. If we do not receive any applicants, Latter will place the advertisement again in a broader scope.
7. Merritt Blakesley from the board of appeals has submitted his resignation as of August 24th. Latter asked the board to accept his resignation. A motion was made to accept Merritt Blakesley's resignation. Motion seconded and unanimously approved. Approved 5-0.
8. Latter asked the board to accept the applications for two new members for the Board of Appeals. This was tabled for discussion in the executive session.
9. Dirigo Engineering has submitted a letter informing the town that the Boothbay Region Water District is planning on replacing water mains on Ocean Point Road from Townsend Avenue to Bradley Road, on Back Narrows Road from Ocean Point Road to Bradley Road, on Montgomery Road from Ocean Point Road to Eastern Avenue and Eastern Avenue. Latter will keep the board updated as they proceed.
10. Jeffery Lowell, Harbor Master, has submitted his letter of resignation to be effective immediately. Latter asked the board to accept his resignation. A motion was made to accept Jeffery Lowell's resignation effective immediately. Motion seconded and unanimously approved. Approved 5-0.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: Chairman Tomko mention the respective display in recognition of September 11th with the Boothbay Harbor Fire truck and flag. The board thanked Chief Nicholas Upham and his crew for their tribute.

FINANCIALS: Overview of financials given by Finance Officer Kathleen Pearce.

MINUTES: Approval of August 23, 2021, meeting minutes. Approved 5-0.

LICENSES: NONE

NEW BUSINESS: Fred Brewer of William H. Brewer, CPA presented the audit touching on some of the highlights. The town is in good financial shape he noted.

OLD BUSINESS: Covid discussion – With cases rising Latter mentioned reiterating with the staff regarding the importance of wearing masks whenever in common areas or getting up from their desk. The main goal is to keep staff and customers safe.

PUBLIC FORUM: Tom Churchill, Planning Board Chair, updated the board on what the planning board is currently working on:

- comprehensive plan.
 - o marine resources - harbor master plan;
 - o section 8 housing;
 - o section 10 transportation.
- update land-use codes.

WARRANTS: Motion was made to approve the warrants upon review. Motion seconded and unanimously approved. Approved 5-0.

EXECUTIVE SESSION: An executive session was held under MRSA Title 1, Chapter 13, §405 6 (A), Personnel.

The board came out of the executive session at 9:18 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made.

MOVE TO ADJOURN: The meeting was adjourned at 9:19 p.m. after unanimous approval. Approved 5-0.