

**MINUTES  
BOOTHBAY HARBOR  
SELECTMEN'S MEETING  
JULY 8, 2019**

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

**ATTENDING:** Michael Tomko-Chair  
Trisha Warren-Vice Chair  
Wendy Wolf  
Denise Griffin  
Ken F-Fitch  
  
Julia Latter, Finance

Chairman Tomko called the Board of Selectmen's meeting to order at 7:00 pm.

Pledge of Allegiance: The Board of Selectmen and members of the audience.

Introductions of the Board of Selectmen.

**TOWN MANAGER'S ANNOUNCEMENTS:**

1. The annual audit performed by William Brewer's office will begin on Monday, July 15<sup>th</sup>. All is expected to run smoothly.
2. The deadline was Friday, June 14<sup>th</sup> for applications to be submitted for the Harbor Master position. No applications had come in. It was approved by the board to run the ad for another two weeks. A full time Public Works position running until July 26<sup>th</sup> is also available.
3. Public Works is going to be going tomorrow to the courts and finish prepping for the rest of the asphalt, concrete work and grass.
4. Assessor will be here Thursday, July 11<sup>th</sup> to finish up the work in preparation for the tax commitment.

**TOWN DEPARTMENT REPORTS:**

No reports - goal is to get regular reports to keep the Board up to date with what is going on in each department.

### SELECTMEN REPORTS:

1. Chairman Tomko thanked Thomas Woodin for his years of service and wished him well in the future. Approval of his resignation 5-0.
2. Chairman Tomko gave a review of Wi-Fi Hotspot Presentation that Vice Chair Warren and he attended in Boothbay.
3. Chairman Tomko congratulated the Friends of the Windjammers on the success of Windjammer Days Week.

### FINANCIALS:

Overview of financials given by Julia Latter she reported only 8 days into fiscal year tracking as expected.

### MINUTES:

Approval of the June 24, 2019 meeting minutes. Approved 5-0.

### LICENSES:

Liquor license – Renewal license for Fisherman’s Wharf (Spirituuous, Vinuous and Malt) was approved 5-0.

### NEW BUSINESS:

1. Boothbay Harbor Downtown & Waterfront Master Plan – Chairman Tomko announced applications were available at the Town Office for anyone interested in being on the committee. Selectperson Wolf suggested having a workshop with the Board of Selectmen and Planning Board to formulate a plan and objectives for moving forward which could include utilizing other town’s experience as well.
2. Boothbay Harbor Broadband Committee Update – Two applications have been received for the committee. Selectpersons F-Fitch and Warren are willing to serve as Board representatives of the committee.
3. Sidewalk & Crosswalk Inventory & Assessment Project – Selectperson’s Tomko and F-Fitch, Nick Upham, Bob Hasch and Geoff Smith met today to do a walk around town. Goal is to have all sidewalks and crosswalks in the GIS system. Some comments were made about overgrowth and collapsing sidewalks that make you walk into the street. Selectperson F-Fitch said it was noticed and is on the radar.

## OLD BUSINESS:

1. Finance Officer Latter spoke to Barney Baker from Baker and Associates today regarding the process of the footbridge project she stated he is in the design development stages currently with the two options for the super structure design. He has sent the right of way documents for legal review. She will follow up with our town attorney.
2. The planting design for the pickle ball and basketball courts were distributed by email. Next step will be to bid the project to landscaping companies for purchasing and planting of the vegetation. Nick Upham and Julia Latter will proceed with this.

## PUBLIC FORUM:

1. Tom Churchill, Planning Board Chair updated the board with what is on the agenda for next meeting being held on Wednesday, July 10<sup>th</sup>. There are no applications this month, they will be looking at the following ordinances:
  - Blasting
  - Historic Building Inventory
  - Food Trucks/Mobile Vendors
  - Sidewalks
  - Minimum Size of Commercial Use
  - Affordable Workforce Housing
  - Short Term Housing, i.e. Air B&B
  - Selectperson Wolf added the topic of water structures i.e. water trampolines.
2. Bruce Engert commented on sewer manholes that are dangerous for motorists on Atlantic Avenue that belong to the Sewer District. He wants the Board to reach out to the Superintendent Chris Higgins. Selectperson Griffin noted that she will take the lead on this matter.
3. Bruce also mention hearing a rumor that the fire truck was used for personal use by Tom Woodin and commented on the fact we should have the equipment re-inspected through NFPA for insurance purposes.

## WARRANTS:

There was a motion and a second to approve the warrants upon review. The motion was approved unanimously.

## EXECUTIVE SESSION:

An executive session was held under MRSA Title 1, §405 6a, personnel discussion.

The board came out of executive session at 8:38 p.m. and voted unanimously on discharging Thomas Woodin as Tax Collector. The Board voted unanimously to appoint Julia Latter as tax collector. The Board voted unanimously to authorize Code enforcement Officer, Geoff Smith to contact town attorney, John Cunningham regarding holding an executive session under MRSA Title 1 §405 6e, legal consultation.

MOVE TO ADJOURN:

The meeting was adjourned at 8:40 p.m. after unanimous approval.