

MINUTES
BOOTHBAY HARBOR
SELECTMEN'S MEETING
DECEMBER 10, 2018

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: Denise Griffin, Vice Chair
Russ Hoffman
Mike Tomko
Trisha Warren
Wendy Wolf, Chair

Tom Woodin, Town Manager
Julia Latter, Finance Officer

Chair Wolf 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.

TOWN MANAGER'S ANNOUNCEMENTS:

1. Town Manager reminded the Board that the next meeting was scheduled for Christmas Eve had been cancelled.
2. The schedule for the Budget Committee that begins meeting in January is almost done.
3. Fayette Town Manger, Mark Robinson, had asked for a resolution of support signature from the Board when he had given a "Raise the Floor" presentation at the November 13th meeting as well as a contribution of \$5 per student at the high school. The contribution will be used to lobby the State Legislature to set a minimum of 15% for financial support for every town. (The CSD is currently receiving 10%.) The **consensus** of the Board was to sign the resolution. Selectman Hoffman **motioned** to also contribute up to \$1,000 to the initiative. Selectman Tomko **seconded**. Several of the members felt the amount should be calculated on the per student basis with Boothbay paying their share by the same calculation. The motion **passed 3 - 2**. (Vice Chairman Griffin and Selectman Warren were opposed.)
4. Ads have been run in the paper for six positions for the past few weeks. The only application Manager Woodin has received is from Michael McKay for the Budget Committee. Based on his interview, Manager Woodin stated he would recommend him for the position. Vice Chair Griffin **motioned** to appoint Michael McKay to the Budget Committee. Selectman Hoffman **seconded**. **Unanimous approval.**

FINANCIALS:

Finance Officer Latter reviewed the financial totals with the Board.

MINUTES:

Selectman Hoffman **motioned** to approve the minutes of the November 26th meeting. Selectman Tomko **seconded**. **Unanimous approval.**

SELECTMEN REPORTS:

1. **JEDC:** Chair Wolf stated the Joint Economic Development Committee had guest speakers from the Boothbay Region Land Trust at their meeting on December 4th, who talked about their new Cross River Preserve and the need for consistent ~~which needs~~ wayfinding and signage to help visitors locate them. ~~This concern~~ Members also discussed the future purpose of ~~made~~ the JEDC ~~realize that there was still a purpose for~~ noting that it is the only group that serves ~~them to continue~~ as a clearing house between Boothbay and Boothbay Harbor to address issues that might be solved better working together with pooled resources. ~~Chair Wolf~~ Members felt it was important ~~concluded~~ the JEDC needed to find out if the Select Boards of the two towns were still committed to having of the committee continue.

Selectman Tomko added that the Boothbay Lights festival is in its third year and doing well. ~~so felt they are onto something that was really big.~~

Vice Chair Griffin stated she felt there was still a great deal of work to be done by the JEDC.

Selectman Warren asked if the JEDC had some specific projects to focus on going forward.

Chair Wolf responded they were looking at affordable housing for residents as well as seasonal workers and broadband. Chair Wolf stated another pursuit was to get Route 27 designated as a scenic byway.

2. **East Side Independent Planner:** Chair Wolf stated ~~that the Selectmen they~~ had talked about this at the last meeting and since then a small core ~~core~~ group consisting of herself, Manager Woodin, Selectman Tomko, CEO, Geoff Smith, Planning Board Chairman, Bill Hamblen and Planning Board Member, Chris Swanson developed some key questions and identified who might be qualified to do this review following the final recommendations of the DEP. The core group agreed the consultant doing the independent review should have the following qualifications:

- A. Be an experienced and objective professional.
- B. Be familiar with land use and planning, preferably in Maine and perhaps familiar with Boothbay Harbor.

- C. Be able to do the review in an expedient manner.
- D. Accept payment commensurate with the limited amount of work to be done.

12/10/18

The ~~following core group generated three~~ key questions were identified for the review ~~as follows~~:

1. Is the zoning proposal establishing two zones on the east side of the harbor consistent with appropriate planning practices? Are the specific use changes consistent and in keeping with our community character and history? **Please elaborate.**
2. Are the proposed zoning ordinances for the east side of the harbor consistent with the goals and objectives outlined in the town's 2015 Comprehensive Plan? **Please elaborate.**
3. From a planning perspective and based on appropriate harbor front development in other coastal towns that have balanced marine/water-dependent uses with other business and residential use, do you foresee any significant unintended outcomes that the new proposed zoning ordinances may prompt or any obvious loopholes in the proposed ordinances that have not been anticipated? **Please identify any concerns you note including but not limited to:**
 - a. Pedestrian and vehicular traffic
 - b. Parking
 - c. Complimentary uses of maritime related activities
 - d. Natural and cultural resources
 - e. Visual and public access to the waterfront
 - f. Economic development potential (year round vs. seasonal)
 - g. Affordable year round housing
4. **Please elaborate on any significant criteria we are missing?**

Vice Chair Griffin **motioned** to add a few enhancements to the questions (above) in **red**. Selectman Tomko **seconded**. **Unanimous approval.**

Manager Woodin stated the Public Hearing of the Selectmen has to take place at least sixty days prior to March 4, 2019 in order to meet the deadline for warrants at town meeting. Therefore, the Planning Board has only January and February to finalize their recommendations to the Selectmen after the town attorney has signed off.

Chair Wolf stated the ~~smalle core~~ group looked at the credentials of Mitchell Raszor, of MRLD Landscape Architecture + Urbanism who had participated with Jim Damicis of Camoin Associates in the formulation of the Economic Development Master Plan-. He is familiar with produced by Camoin for the JEDC, so have read the comprehensive plans

of both Boothbay and Boothbay Harbor, ~~and is are~~ very familiar with the physical layout of Boothbay Harbor after walking around as well as having interviewed over 70 leaders in the region together.

12/10/18

Selectman Tomko **motioned** that the Board approve moving ahead with the scope of work as discussed and agreed on by engaging Mitchell Raszor (and possible assistance from Jim Damicis) to do a focused independent review at a cost up to \$5,000. Vice Chair Griffin **seconded**.

There was a brief pause for **Public Comments** which in general were in favor of the proposed questions and with Mitchell Raszor leading and Jim Damicis doing the independent review.

The vote on the motion was **Unanimous approval**.

LICENSES:

Selectman Tomko **motioned** to approve the application from Bradys for a **new** Special Amusement license. Selectman Hoffman **seconded**. **Unanimous approval**.

NEW BUSINESS:

1. Manager Woodin reported on the Atlantic Edge lease extension saying the current lease expires at the end of December. Ed Tibbetts would like to renew his lease for another year without any changes except for the dates while the town decides what they will be doing with the building. Selectman Tomko **motioned** to have Manager Woodin sign the new lease with Ed Tibbetts. Selectman Warren **seconded**. **Motion passed 4 - 01**. (Vice Chair Griffin recused herself due to a possible conflict of interest.)

2. Manager Woodin stated he had looked into getting a sound system for the town hall conference room and with help from Cody Mitchell of Boothbay Region Community TV, was proposing the purchase of one which would amplify voices for \$2,500. Selectman Hoffman **motioned** to have Manager Woodin purchase the sound system for up to \$2,500. (The money would be taken from the municipal buildings account.) Selectman Tomko **seconded**. **Unanimous approval**.

ONGOING BUSINESS:

1. Vice Chair Griffin stated this item was on the agenda to find out what Terry Leighton had quoted to do an additional survey for a sidewalk from the footbridge to Park Street.

Manager Woodin responded the cost would be \$800.

Chair Wolf felt the predominate foot traffic was between the footbridge to the Fish Pier so not sure if it was worth the cost.

The consensus of the Board was to focus on the latter for now.

2. Manager Woodin reported he had updated the previous rules for the public area of the Fish Pier by taking out things they were no longer doing and adding a more recent map.

12/10/18

Manager Woodin questioned the wording of the limited access for "Boothbay Harbor residents" use and wondered if it should just say, "public" use instead. The consensus of the Board was to change it to "pubic" use since there is no one to make sure everyone is a resident. Vice Chair Griffin **motioned** to approve the updated rules. Selectman Tomko **seconded**.

The item was **tabled** until the tenants have a chance to review the updated rules.

3. Vice Chair Griffin stated she felt it was worthwhile to resume the work started earlier on wayfinding.

PUBLIC FORUM:

1. Nancy McEvoy was curious to know what was happening with the footbridge.

Manager Wooden explained it was moving along slowly but not being overlooked.

2. Selectman Tomko complimented the Boothbay Region Garden Club for the good job they had done with the Christmas trees event at the Opera House.

3. Bob McKay wondered where he could get the Gardens Aglow schedule.

Manager Wooden responded they were at the shuttle station and various businesses around town.

4. Selectman Warren explained how Gardens Aglow and Boothbay Lights benefit the peninsula in reverse by motivating visitors to return in the summer.

WARRANTS:

Selectman Warren **motioned** to approve the warrants upon careful review. Vice Chair Griffin **seconded**. **Unanimous approval.**

EXECUTIVE SESSION:

(None)

MOVE TO ADJOURN:

The meeting was **adjourned** at 8:54 p.m.

KB