

BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
VIA ZOOM
November 8, 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. The November 2nd Referendum Election went well with 889 votes cast including absentee ballots. Latter thanked Michelle Farnham, Nick Upham, and the election workers for their hard work.
2. The second portion of the Emery Lane paving project is expected to be completed by Tuesday. Nick and Julia met with the Crooker project manager last week regarding the two remaining jobs, Roads End and Pear Street and it was decided the projects would be held off until Spring.
3. The Town Office will be closed on November 11th in observance of Veteran's Day and on November 25th and 26th in observance of the Thanksgiving holiday.
4. Public Works have begun stringing lights for the holiday season, Julia thanked them for the work.
5. The Sparkle Fireworks Display will be held on Saturday, December 4th at 7:30 p.m. for the Boothbay Lights Festival. The Garden's Aglow will be from November 20th through January 1st. The Lighted Fire Truck Parade will be on November 27th. For more information, you can go to the Boothbay Harbor Chambers website at www.boothbayharbor.com.
6. The Heavy Equipment Operator/Laborer position for public works remains vacant. Latter mentioned the option of bidding the plowing portion out for the winter, but she will also advertise again.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS:

1. Vice Chair Warren gave an update on the Broadband Committee Meeting. The committee has decided to meet quarterly versus monthly. They feel the committee has accomplished getting the statistics they need and they don't need to meet as often.
2. Vice Chair Warren updated the board on the school board meetings. They have chosen an architect, but things are now starting at ground zero. Warren suggested going to the school website to watch a video showing what the project will look like. Warren also suggested when going to the website, selecting the

button enabling you to show interest in getting involved with the project. Warren highly encouraged everyone to look at it to be aware of what is going on in the future. Future meetings will also be linked to the town website. The next board meeting will be November 17th at 5:15 at the school or via zoom.

3. Tomko received an email from Planner Bob Faunce. He is working with a few towns and mentioned there are several towns considering part-time planner positions. Boothbay Harbor will be looking into this. Latter has called several towns researching what they do. Another way to look at it is cost-sharing with other towns. Latter will keep the board in the loop as the new budget season approaches.

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

MINUTES: Approval of October 25, 2021, meeting minutes. Approved 4-0. (Selectperson Griffin absent from the meeting).

LICENSES:

1. Liquor License – Renewal license for Ports Pizzeria, 28 Union Street (Malt, Wine & Spirits). Approved 5-0.
2. Special Amusement License – Renewal license for Marcel’s Submarine Shop, 25 Townsend Avenue. Approved 5-0.

NEW BUSINESS: A motion was made to approve the nomination of Evelyn L. Snowman as Boothbay Harbor’s recipient of the Boston Post Cane. Motion seconded and unanimously approved. Approved 5-0.

OLD BUSINESS:

1. Tom Churchill, Planning Board Chair, presented the board with an update on what the planning board is working on with the Comprehensive Plan and ordinance changes. Some of the topics they would like to move forward with are:
 - a. Housing - Looking at the comprehensive plan versus the housing study to see how they compare;
 - b. land use;
 - c. Harbor Master Plan – If added to the comprehensive plan it would be utilized more;
 - d. transportation – (parking for example);
 - e. holding workshops for ordinance clean-up.

Tomko suggests having Churchill back at a future meeting for updates. The Board of Selectmen will work with the planning board to help them move forward.

2. Vice-Chair Warren set up the schedule for each board member to present their report on the topics chosen to update in the comprehensive plan.
 - a. November 22nd – Denise, Public Facility Service, and Mike, Future Land Use;
 - b. December 13th – Ken, Population Demographics and Economy and Tricia, Transportation;
 - c. December 27th – Alyssa, Housing.
3. Latter updated the board on the Footbridge Renovation Project. The onsite visit will be held on the footbridge at 9:30 a.m. on Wednesday, November 24th. Some topics being discussed will be confirming the alterations, the desired appearance, and the location of the built-in seating. We are hoping to have bid documents out by the end of January.

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 8:55 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made.

OLD BUSINESS CONTINUED:

4. A motion was made to appoint Richard Lawrence to the Port Committee as a full voting member, term expiring 2022, to fill the vacant position held by former member Michael McBride. Motion seconded and unanimously approved. Approved 5-0.
5. A motion was made to appoint Devyn Campbell to the Port Committee, as the first alternate, term expiring 2022, to fill the vacant position held by Richard Lawrence. Motion seconded and unanimously approved. Approved 5-0.
6. A motion was made to appoint Jon Dunsford to the Planning Board, as a full voting member, term expiring 2022, to fill the vacant position held by former member Chris Swanson. Motion seconded and unanimously approved. Approved 5-0.
7. A motion was made to appoint Lee Corbin to the Planning Board, as the first alternate, term expiring 2022, to fill the vacant position held by Jon Dunsford. Motion seconded and unanimously approved. Approved 5-0.
8. A motion was made to appoint Tom Minerich to the Planning Board, as second alternate, term expiring 2023, to fill the vacant position held by Lee Corbin. Motion seconded and unanimously approved. Approved 5-0.

PUBLIC FORUM: NONE

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

MOVE TO ADJOURN: The meeting was adjourned at 9:02 p.m. after unanimous approval. Approved 5-0.