

**BOOTHBAY HARBOR SELECTMEN'S
MEETING MINUTES
December 12, 2022**

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
Alysa Allen

Julia Latter, Town Manager

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

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

Introductions of the Board of Selectmen.

TOWN MANAGER'S ANNOUNCEMENTS:

1. The Town Office will be closing at noon on Friday, December 23rd and we will be closed on Monday, December 26th in observance of the Christmas holiday.
2. The Town Office will be closing at noon on Friday, December 30th and we will be closed on Monday, January 2nd in observance of the New Year.
3. The budget process begins January 5th with meetings held on Wednesdays from 4:30 p.m. to 6:00 p.m.
4. Two interviews for the police chief position need to be scheduled and Latter is looking into availability for a couple of board members to be on the panel.
5. A few applications for the public works position have come in and Latter will be setting up interviews for those as well.
6. There will not be a meeting on Monday, December 26th, our next scheduled meeting will be held on Monday, January 9th.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: NONE

FINANCIALS: Overview of financials given by Manager, Julia Latter for Finance Officer, Kathleen Pearce.

MINUTES: Approval of November 28, 2022, minutes, Approved 3-0.

LICENSES: NONE

NEW BUSINESS:

1. A Wharves and Weirs hearing for Virginia Shepard Rickeman, represented by Stockwell Environmental Consulting Inc., Map #28 Lot #14, 195 Samoset Road was held earlier. They proposed replacing an existing pier with one that is 10' longer (100.5') x 6' and will be 2' higher in elevation. The runway and

float will be replaced with ones somewhat larger so that the new dimensions will be a 40' x 3' runway to a 16' x 16' float. A motion was made to approve the application as submitted. Motion seconded and approved. Approved 3-0.

2. A Wharves and Weirs hearing for Mainelen LLC, dba Boothbay Harbor Shipyard, represented by LeBlanc Associates Inc., Map #15 Lot #23, 120 Commercial Street was held earlier. They proposed constructing two PT wood pile-supported finger piers to support a new travel lift. The finger pier dimensions will be 8' x 60' and 10' x 60' plus an additional 18.6' x 20' laydown area adjacent to an existing larger pier section, a new 4' x 36' ramp/gangway, and a 10' x 40' float. A motion was made to approve the application as submitted. Motion seconded and approved. Approved 3-0.
3. Latter presented and asked for approval to endorse the annual Lincoln County Sherriff's Office (LCSO) Animal Control Contract. A motion was made to approve and authorize the town manager to endorse the annual LCSO Animal Control contract as presented. The motion was seconded and unanimously approved. Approved 3-0.
4. Latter presented and asked for approval to authorize her to implement the "Performance Review Plan". The performance review would be a yearly review for department heads and all employees. A motion was made to approve and authorize the town manager to implement the "Performance Review Plan" as written. The motion was seconded and unanimously approved. Approved 3-0.

OLD BUSINESS:

1. Footbridge Renovation Project Update – Since the pre-bid meeting occurred there have been a lot of questions from the contractors. CMP will be taking down poles on the footbridge. There have been lots of electrical engineering questions and feel that hasn't been enough time to answer them all. DOT authorized us to postpone for one week. Bids will now be due back on December 20th by 2:00 p.m. vs tomorrow at 2:00 p.m. This gives them more time to have questions answered.
2. Public Health and Safety – Chair Tomko mentioned on behalf of Selectperson Rayle that Influenza A has been prominent and recommends everyone get a flu shot.
3. Chair Tomko gave a brief update on the joint Boothbay-Boothbay Harbor Workshop held earlier today with the school board regarding the school charter. The consensus is to move forward with a referendum vote for the budget approval. Vice-Chair Warren suggests people watch the workshop.

PUBLIC FORUM:

1. Boothbay Harbor resident Michelle Amero asked why the Planning Board appointments scheduled for this meeting were postponed. Chair Tomko stated they would prefer to have a full board. Latter also stated due to technical issues in the office the board had not received the applications in advance. The appointments are scheduled for the January 9th meeting.
2. Latter mentioned state law requires you to license your dog in the town of residence of the owner by December 31st of each year. Each dog six months of age or older or spending more than 10 days within the state must be licensed. Dog licensing fees are Spayed/Neutered: \$6 per year, not Spayed/Neutered: \$11 per year, and Late Fees: \$25 per dog (Dogs not licensed by January 31st of each year)

WARRANTS: A motion was made to approve the warrants upon review. The motion was seconded and unanimously approved. Approved 3-0.

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 8:10 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made, and no votes were taken.

MOVE TO ADJOURN: The meeting was adjourned at 8:12 p.m. after unanimous approval. Approved 3-0.