

BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
VIA ZOOM
April 11, 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
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 Commercial Street restrooms will be open by next weekend. All of the other restrooms should be open the second week in May.
2. Latter will be out of the office on April 12th and April 15th. April 15th will be the next phase of Leadership Maine. This phase will be held at Bath Iron Works and the Landing in Brunswick.
3. The Town Office will be closed Monday, April 18th in observance of Patriot's Day.
4. Absentee ballots are available for the upcoming May 6th municipal election. To request a ballot you may either stop in the office Monday through Friday, 8:30 a.m. to 4:30 p.m., download the application on our website at www.boothbayharbor.org, or contact us by phone at 633-3671. If you have any further questions you can contact Michelle Farnham, Town Clerk, by phone or by emailing her at mfarnham@boothbayharbor.org.
5. The town report went to the printers today and we should have a draft by tomorrow. They should be delivered to us in the next week or so. They will be available to view on our website at www.boothbayharbor.org and at the town office for pick-up.
6. Two rounds of interviews have been done for the harbormaster position and Latter hopes to bring a candidate to the board at the next meeting for approval.
7. Latter will send future Wharves and Weirs applicants to members of the port committee to encourage more involvement in harbor relations going forward.
8. The personal property declarations have been mailed out to all businesses and are due back to the assessor's office. If there are any questions please contact Geoff Smith the assessor's agent.
9. Revaluation update - Rob Duplisea has been around town working on site evaluations and reviewing sales. His staff and himself are working on transferring all the data into our trio software. They anticipate the revaluation being done on time and the commitment being on schedule. Latter noted that on the warrant she has pushed back the timing for property tax bills by two weeks.
10. Matt Lutkus let Latter know he will call tomorrow with a status on the shared planner. They narrowed the applicants down to one and are waiting to hear if they accept the position.

11. Latter talked to Mary Ellen Barns, Lincoln County Regional Planning Commission, and they are expected to within the next week have a first look at the housing study for review.
12. There is a position available for a part-time/per diem front desk position. If anyone is interested you may get an application on our website at www.boothbayharbor.org or pick one up at the office.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS:

1. Chairman Tomko mentioned the Town of Damariscotta has hired a new Town Manager, Andrew Dorr. He looks forward to working with him in the future.
2. Chairman Tomko mentioned that The Lincoln County Regional Planning Commission will be hosting its annual meeting on Thursday, April 21st. It will be held at the Jewel Lodge in Jefferson. The Director of Maine Housing will be speaking on affordable housing.

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

MINUTES: Approval of March 28, 2022, meeting minutes. Approved 5-0.

LICENSES:

1. A motion was made to approve Liquor License – Renewal license for Kaler’s Lobster House, 48 Commercial Street (Malt, Wine, and Spirits). Approved 5-0.
2. A motion was made to approve Liquor License – Renewal license for Brisetto’s Second Cup, 41 Commercial Street (Malt & Wine). Approved 5-0.
3. A motion was made to approve Liquor License – Renewal license for Topside Inn, 60 McKown Street (Malt, Wine, and Spirits). Approved 5-0.

NEW BUSINESS:

1. A Wharves and Weirs Hearing for Joan P. McGee Revocable Living Trust, Map #4 Lot #42, 70 Massachusetts Road, Boothbay Harbor was held earlier. They proposed to replace an existing 34’ runway with one that is 40’ long to make it less steep and safer at low tide. The application met all three approval requirements. A motion was made to approve the application as submitted. Motion seconded and unanimously approved. Approved 5-0.
2. Gary Stone from First National Wealth Management updated the board on how the town's investments are doing and gave a forecast for the future.
3. A motion was made to approve the nomination of Robert Hanley as Boothbay Harbor’s recipient of the Boston Post Cane. Motion seconded and unanimously approved. Approved 5-0.
4. Latter presented and asked the board to approve the purchase order for JB Roofing Systems, LLC, in the amount of \$45,325.00 for the municipal building re-roofing. A motion was made to accept the Purchase order for JB Roofing Systems, LLC, in the amount of \$45,325.00 for the municipal building re-roofing. Motion seconded and unanimously approved. Approved 5-0.
5. Latter presented and asked the board to adopt the Conflict of Interest (policy to cover activities funded with ARPA monies). A motion was made to adopt the Conflict of Interest Policy to cover activities funded with ARPA monies, as written. Motion seconded and unanimously approved. Approved 5-0.
6. A motion was made to accept the 2022-2024 Ballot Clerk Appointments as presented. Motion seconded and unanimously approved. Approved 5-0.

OLD BUSINESS:

1. Footbridge Renovation Project Update – Chairman Tomko mentioned the discussion with Carmen Bombeke, Senior Project Engineer from Gartley and Dorskey, regarding ADA access that was held at the last meeting. Vice Chair Warren had an idea of consolidating two things including raising the proposed area and wrapping it into the scenic overlooks. Tomko presented imagery displaying this option and mentioned that the next step will be to forward any comments to Carmen. Permits then will be ready to go forward. Will Bennet from Bennett Engineering presented the board with the various lighting options.
2. Covid discussion – Selectperson Griffin mentioned how nice it has been to be able to go out without a mask, but wanted to remind everyone COVID is still going around and that it may be coming back this way.

PUBLIC FORUM: Chairman Tomko mentioned the passing of Eddie Tibbetts, longtime resident and business partner and sent his condolences to his family.

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 8:41 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel.

MOVE TO ADJOURN: The meeting was adjourned at 8:42 p.m. after unanimous approval. Approved 5-0.