

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

April 24, 2023

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
Kenneth Rayle

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.

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 7:06 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), no decisions were made, and no votes were taken.

TOWN MANAGER'S ANNOUNCEMENTS:

1. The town has available positions including parking enforcement for the summer season, a seasonal deputy harbor master position, a seasonal pump-out boat operator, and police officers.
2. The Board of Selectmen and the Teamster's Administrative Unit have reached a tentative deal with their contract subject to the finalization in writing.
3. The last day to request absentee ballots for the May 5th Municipal Election is Tuesday, May 2nd. To request an absentee ballot either stop in the office Monday through Friday from 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. Any further questions please contact Michelle Farnham, Town Clerk at 633-3671 or by e-mail at mfarnham@boothbayharbor.org. Voting for the annual town meeting will be held at Boothbay Harbor Fire Station on Friday, May 5, 2023, from 8:00 a.m. – 6:00 p.m. Annual Town meeting will be held on Saturday, May 6, 2023, at 9:00 a.m. at the Boothbay Harbor Fire Station.
4. The Annual Town Meeting Warrant will be posted in the Boothbay Register and is available on the town website as well. The town reports should be available this week.
5. The installation of the new pavers on the sidewalks in town will begin in the middle of May and should be completed in June. The installation will begin on the corner where Two Salty Dogs is located.
6. Nick Upham is looking for grates that can be placed around the trees on the sidewalks.
7. As of Friday, the floats were completed at the Fish Pier. The project has been completed.
8. The restrooms on Commercial Street opened this past weekend and will be open from 8:00 a.m. to 8:00 p.m. daily.
9. The new pump-out boat is ready and is scheduled for delivery on May 3rd. We are still looking for someone to run the boat, if you are interested applications are available.
10. Public Works has a new hire. This fills all full-time positions. Hunter Arsenaault came from the Boothbay Region Water District and is a devoted firefighter under Nick. We are happy to welcome him.

11. The police department had a full-time applicant who has been offered a conditional hire and has accepted it pending pre-employment requirements. They have had three applicants for reserve officers and Chief Snyder has offered a conditional hire to one. They also have two applicants for the sergeant's position.
12. The MOU with the Lincoln County Commissioners was postponed and is rescheduled for May.
13. The town has been awarded the maximum amount of \$2,500 from the ASK grant. Latter submitted the grant to explore the feasibility cost and public benefits of solar panels for two municipal buildings (public works and the town office).

TOWN DEPARTMENT REPORTS: Public Works Foreman, Nick Upham, gave a brief update to the board on winter operations.

SELECTMEN REPORTS: Chair Tomko thanked Vice-Chair Warren from the board as well as her personally for her time serving on the Board of Selectmen as she will not be running for re-election this year.

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

MINUTES: Approval of April 10, 2023, minutes, Approved 3-0.

LICENSES:

1. Vice-Chair Warren has been employed and working for Mine Oyster. Tomko asked if she felt there was any bias to her voting on the below victualers license. A motion was made there is no bias for Warren to vote. The motion was seconded and unanimously approved. Approved 3-0.
2. A motion was made to approve Victualer's License – A new license for Bistro Inc., 12 By-Way (Class A). Approved 3-0.
3. A motion was made to approve Victualer's License – A new license for Mine Oyster, 16 Wharf Street (Class A). Approved 3-0.
4. A motion was made to approve Special Amusement License – Renewal license for Carousel Music Theater Co., LLC, 196 Townsend Avenue. Approved 3-0.
5. A motion was made to approve the Liquor License – Renewal license for Marcel's Submarine Shop, 25 Townsend Avenue (Malt, Wine & Spirits). Approved 3-0.
6. A motion was made to approve the Liquor License – Renewal license for Carousel Theater Co., LLC, 196 Townsend Avenue (Malt, Wine & Spirits). Approved 3-0.

NEW BUSINESS: Vice-Chair Warren updated the board on the Community Benefits Committee. The committee is looking for the town to be more involved in the process. The recommendation is for Boothbay and Boothbay Harbor to think about scheduling a workshop between the committee as well as the two towns. Latter mentioned Warren has been attending the meetings as a representative of the board and wondered if someone should attend in her place.

OLD BUSINESS:

1. Footbridge Renovation Project Update – The pilings are all driven and most of them are cut and ready for caps. Gartley & Dorskey and Fuller Marine have been working together to make the transition from the sidewalks to the raised bridge as smooth as possible. Off-site pre-fabrication continues on the railings. CMP discovered they need to replace a rotten pole in the footbridge parking before wires can be transferred. Both electrical wires and communication wires need to be moved. We are still waiting on the easement for the east side. Progress is moving forward with May still being a completion date hinging on the electrical work.
2. Public Health and Safety – None

PUBLIC FORUM: John O'Connell, Boothbay Harbor resident and President of the Boothbay Harbor Waterfront Preservation thanked the board for the approval at the last meeting to install floats and a couple of days later they found out they couldn't. O'Connell mentioned how important the floats are for the fishermen and the working waterfront.

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 7:52 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), no decisions were made, and no votes were taken.

A motion was made to authorize the town manager to modify the existing part-time position to full-time in administration effective immediately. The motion was seconded and unanimously approved. Approved 3-0.

MOVE TO ADJOURN: The meeting was adjourned at 8:43 p.m. after unanimous approval. Approved 3-0.