

BOOTHBAY HARBOR
SELECTMEN’S MEETING MINUTES
VIA ZOOM
May 23, 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

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 town office will be closed on Monday, May 30th in observance of Memorial Day.
2. The town office is closed daily from 12:30 p.m. to 1:30 p.m. due to a staffing shortage.
3. Julia graduated from her nine-month Leadership of Maine School last week. Latter is putting together a summary of the program and will present a recap at a later date.
4. Officer Jen Gosselin graduated last Friday from the police academy. She graduated in the top five of the class. Latter congratulated her on a job well done.
5. Firemen, David Buchanan, Jay Hasch, and Hunter Arsenault completed the basic fire academy this past week. This is an 84-hour commitment. Julia congratulated the firemen.
6. There are a couple of positions available and are noted on our website, www.boothbayharbor.org. Positions available are for a part-time/per-diem front desk position and a deputy harbor master.
7. One application has been received for the deputy harbor master and an interview will be set up later this week.
8. The town planner interview has been scheduled for Wednesday at 10:30 a.m. Chair Tomko, Julia, a member of the select board from Damariscotta, the acting town manager from Damariscotta, and Bob Faunce will be part of the interview. Latter will report back with the results.
9. Kathleen Pearce, Finance Officer, has reached out to Rod the planner in Topsham as well as Max Johnstone regarding the RFQ for street lights and making sure everything is in line with specs. An RFQ is used to make sure the vendors are qualified. We are waiting to see the best place to advertise the RFQ.
10. Absentee ballots are available for the June 14th State Primary election. To request a ballot, you may either stop in the office Monday through Friday, 8:30 a.m. to 4:30 p.m., apply online at www.maine.gov, 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. The election will be held in the fire station from 8:00 a.m. to 8:00 p.m.
11. The most recent Boston Post Cane recipient has passed away so we have re-advertised for nominations. Latter gave her condolences to Mr. Hanley’s family. The holder of the cane must be the oldest known resident and must reside in the Town of Boothbay Harbor for a minimum of 5 years. All nominations

need to be received in the Town Clerk's Office by Friday, June 17th. A nomination form can be obtained from the Clerk's Office during our regular business hours or online at www.boothbayharbor.org.

12. Nick Upham, Public Works Foremen, and Julia have attended two training sessions in the last couple of weeks. One was in Fairfield put on by Maine DOT, regarding ADA crosswalks and sidewalks and pedestrian safety, the other was put on by Maine DOT for the new roads management software.
13. Michelle wants to remind everyone when coming in to do re-registrations to please have your prior registration and insurance information. If for some reason you have lost your registration please have your registration number available.
14. Thursday, May 26th the board of selectmen and the planning board will hold a joint workshop with Lincoln County Regional Planning regarding the presentation of the Lincoln County Housing Study.
15. Tuesday, May 31st at the Boothbay municipal office the Boothbay and Boothbay Harbor Board of Selectmen will hold a joint workshop regarding the school charter.
16. Maine Department of Resources notified the town that they will be conducting a shoreline pollution survey in Boothbay Harbor from May through November. DMR staff will visit properties in the shoreline zone to access sources of pollution in the coastal waters.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: Chairman Tomko gave a recap on the meeting held Wednesday, May 18th with the Boothbay and Boothbay Harbor Selectboard and Steve Lorrain, Boothbay Harbor School Trustee regarding the existing school charter. Boothbay's council will be looking through and see if she sees any updates needed. Tomko felt it was an informative meeting. Selectperson Griffin believes the concession will be to put the updated charter on the ballot in November to be voted on. The next meeting will be on May 31st.

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

MINUTES: Approval of May 9, 2022, meeting minutes. Approved 5-0.

LICENSES:

1. A motion was made to approve Liquor License – New license for The Whale's Tale, 125 Atlantic Avenue (Malt, Wine & Spirits). Approved 4-0. (Vice-Chair Warren abstained from the vote due to conflict of interest, the owner is an acquaintance.)
2. A motion was made to approve Liquor License – Renewal license for Wharf Street Restaurant & Bar (formerly Taka Mediterranean Bar & Grill), 16B Wharf Street (Malt, Wine & Spirits). Approved 5-0.
3. A motion was made to approve Victualer's License – New license for The Whale's Tale, 125 Atlantic Avenue (Class H). Approved 4-0. (Vice-Chair Warren abstained from the vote due to conflict of interest, the owner is an acquaintance.)
4. A motion was made to approve Victualer's License – New license for McSeagull's Restaurant, 14 Wharf Street (Class H). Approved 5-0.
5. A motion was made to approve Victualer's License – New license for Mister Smooth, 22 Commercial Street (Class C). Approved 5-0.
6. A motion was made to approve Victualer's License – New license for Captain Sawyer's B & B, 55 Commercial Street (Class H). Approved 5-0.
7. A motion was made to approve Special Amusement License – New license for The Whale's Tale, LLC, 125 Atlantic Avenue. Approved 4-0. (Vice-Chair Warren abstained from the vote due to conflict of interest, the owner is an acquaintance.)
8. A motion was made to approve Special Amusement License – Renewal license for Wharf Street Restaurant & Bar (formerly Taka Mediterranean Bar & Grill), 16B Wharf Street. Approved 5-0.

NEW BUSINESS: NONE

OLD BUSINESS:

1. Footbridge Renovation Project Update – Latter received notification from Gartley and Dorskey’s Carmen Bombeke regarding wanting to give the board a progress report sometime in June. They have secured someone to do the construction cost estimate that MDOT requested. Carmen will update Julia within the next few days on the time frame. The hope will be to have a bid package of about 90% by June 3rd.
2. Covid discussion – Nothing for COVID at this time, selectperson Griffin mentioned being cautious of brown tale moths.

PUBLIC FORUM: NONE

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 8:33 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made, no votes were taken.

A motion was made to grant Julia Latter a 3-year contract. Motion seconded and unanimously approved. Approved 5-0.

MOVE TO ADJOURN: The meeting was adjourned at 8:35 p.m. after unanimous approval. Approved 5-0.