

BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
VIA ZOOM
July 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
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 remains closed daily from 12:30 p.m. to 1:30 p.m. due to a staffing shortage.
2. The part-time/per-diem front desk position is still available. If anyone is interested applications are available online at www.boothbayharbor.org or the town office.
3. Services are available online at www.boothbayharbor.org. The front lobby will be open for access to the bathrooms and self-service racks have been installed in the front lobby for frequently used forms.
4. The RFQ's for the LED street lights are due back by July 15th. Interviews will be scheduled for early August.
5. Julia sent out a doodle poll to the board regarding scheduling time for the Wayfinding Workshop.
6. There are vacancies available on various boards, positions available are:
The Board of Appeals has one regular member and two alternate member vacant positions available. The Board hears administrative appeals of Code Enforcement Officer decisions, hears variance requests from dimensional standards, and provides interpretive guidance for applicants, the Code Office, or the Planning Board. The Board consists of five regular members and two alternate members and meets on an as-needed basis. The Port Committee has one regular position and two alternate positions available. The committee meets on the 1st Tuesday of each month at 7:00 p.m. This committee advises on the management of our harbor activities. Applications for appointments are available at the Boothbay Harbor Town Office and on the town website at www.boothbayharbor.org. Additional information is available by calling the town office at 633-3671.
7. The board will be returning to in-person meetings on July 25th.
8. Kathleen Pearce, Finance Officer, has scheduled Fred Brewer's office to begin the in-house work for the audit on August 3rd.
9. The school has scheduled a joint board CSD School Board and Trustee Workshop for July 19th and 5:15 p.m. Julia sent a list to the board with important updates and reminders from the school. She asked the board to have the official charter changes available to vote on at the first meeting in August.
10. One application was received for the full-time public works position. An interview has been scheduled for Wednesday. Latter will update the board at the next meeting.
11. RJD Appraisers is in the final phase of the 2022 revaluation and notices of proposed evaluations and estimated tax amounts will be sent to property owners and they should receive them by the end of the

week. Property owners with any questions will be able to make an appointment for a hearing with the assessors. Appointments will be available Monday the 25th through Thursday the 28th. Information regarding the appointments will also be on the notice. We are looking to commit August 5th, with the first installment being September 20th.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: NONE

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

MINUTES: Approval of June 27, 2022 meeting minutes. Approved 4-0.

LICENSES:

1. A motion was made to approve Liquor License – Renewal license for Balmy Days Cruises (vessels), 42 Commercial Street (Malt & Wine). Approved 4-0.
2. A motion was made to approve Liquor License – Renewal license for Linekin Bay Resort, 92 Wall Point Road (Malt, Wine & Spirits). Approved 4-0.
3. A motion was made to approve Victualer’s License – New license for Flagship Inn, 200 Townsend Avenue (Class F). Approved 4-0.
4. A motion was made to approve Special Amusement License – Renewal license for Linekin Bay Resort, 92 Wall Point Road. Approved 4-0.

NEW BUSINESS: NONE

OLD BUSINESS:

1. Footbridge Renovation Project Update - The revised Submerged Land Lease was posted to the public and we have been notification it was approved. MDOT sent documents for Julia to fill out so bid packages can go out. The project is moving along as planned.
2. Covid discussion –NONE

PUBLIC FORUM: NONE

WARRANTS: Motion was made to approve the warrants upon review. Motion seconded and unanimously approved. Approved 4-0.

EXECUTIVE SESSION: An executive session was held under MRSA Title 1, Chapter 13, §405 6 (E), Consultation with Town Counsel.

The board came out of the executive session at 8:57 p.m. under MRSA Title 1, Chapter 13, §405 6 (E), Consultation with Town Counsel. No decisions were made, and no votes were taken.

MOVE TO ADJOURN: The meeting was adjourned at 8:58 p.m. after unanimous approval. Approved 4-0.