

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

September 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
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.

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 7:30 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made, and no votes were taken.

TOWN MANAGER'S ANNOUNCEMENTS:

1. Michael McKay from the budget committee has submitted his resignation. Latter asked the board to accept his resignation. A motion was made to accept Micheal McKay's resignation. The motion was seconded and unanimously approved. Approved 5-0. Latter and the board thanked him for his time.
2. Full-time officer Matthew Campbell has submitted his resignation as of October 4th. Latter asked the board to accept his resignation. A motion was made to accept Matthew Campbell's resignation. The motion was seconded and unanimously approved. Approved 5-0. Latter and the board thanked him for his service to the town.
3. 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 Budget Committee has one position available and meets between December and March, in preparation for the annual budget to be presented at the annual town meeting. There are five members on this committee. 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 appointment 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.

4. The first installment of taxes is due September 20th with interest beginning on September 21st. The second installment is due on March 20th with interest beginning on March 21st.
5. Requesting an Absentee Ballot for the November 8th election: Absentee Ballots may be requested up to 90 days prior to the election. You may request an absentee ballot through the state online at www.maine.gov, our website at www.boothbayharbor.org, by phone: 633-3671, or in person during regular business hours - M-F 8:30 a.m. to 4:30 p.m. Closed for lunch between 12:30 p.m. and 1:30 p.m. Absentee voting begins Friday, October 7, 2022. (30 days prior to the election). The November 8th election will be held in the fire department.
6. Latter asked the board to set a date for the public hearing regarding the local referendum on fluoride for November 8th. The board agreed on October 11th at 5:30 p.m.
7. The vendor interviews for the LED street light conversion have been scheduled for September 22nd beginning at 3:30 p.m. Interviews will be held as a workshop and the vendors being interviewed are CMP, Infinity, and RealTerm Energy.
8. The new online mooring database Memorandum of Understanding has been signed. The harbor master is working on getting coordinates and is also reaching out to various marinas to make sure our current database is up to date before transferring to the new program. This program should be up and running before the next billing cycle.
9. Nick and Julia completed the 2nd MDOT training on the RSMS Software at the Lincoln County Regional Planning Commission. The town's roads have been programmed in already and the program can be used for culverting, mapping, signage, etc. Vice-Chair Warren asked about the ability to paint lines for bicycle riders. Latter mentioned that she would look into this matter but knows some of our roads are too narrow.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS:

1. Selectperson Griffin mentioned that at the last meeting at the Boothbay Harbor Rotary Club Manager Latter, Chairman Tomko and herself passed out the last two years of Spirit of America Awards. The 2021 recipients were George McEvoy and Nancy Rowe McEvoy and the 2022 recipient was awarded to the Rotary Club of Boothbay Harbor.
2. Tomko let the board know Shri Verrill had mentioned an NOAA grant to help with the shoreline project for the footbridge parking lot. Unfortunately, due to time limits, we could not submit this time around. We look forward to working with her on other grants.
3. Mary Ellen Barns reached out to Chair Tomko regarding wind committee meetings. Tomko mentioned if anyone would like to attend that they provide lots of good information.

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

MINUTES: Approval of August 22, 2022 meeting minutes, Approved 4-1 with one abstained. (Vice-Chair Warren is absent from the meeting).

LICENSES:

1. A motion was made to approve the Liquor License – Renewal license for Boathouse Bistro Tapas Bar/Restaurant, 12 By-Way (Malt, Wine & Spirits). Approved 4-0. (Vice-Chair Warren abstained from the vote due to a conflict of interest, she is the manager of the establishment).
2. A motion was made to approve the Liquor License – Renewal license for Fisherman’s Wharf Inn, 22 Commercial Street (Malt, Wine & Spirits). Approved 5-0.
3. A motion was made to approve Special Amusement License – Renewal license for Bistro, Inc., 12 By-Way. Approved 4-0. (Vice-Chair Warren abstained from the vote due to a conflict of interest, she is the manager of the establishment).

NEW BUSINESS:

1. A Wharves and Weirs Hearing for Richard E. and June E. Duggan, represented by Stockwell Environmental Consulting Inc., Map #13 Lot #7A-B, Bear End Road, Boothbay Harbor was held earlier. They are proposing to replace an existing pier that does not meet setbacks with one that does. Rebuild the existing access walkways and add a 4'x 9' extension. Build 28'x 4' stairs with landing to a new 26' x 6' pier, 40' x 3.5' runway, and 25' x 10' float parallel to shore. A motion was made to approve the application as submitted. Motion seconded and approved. Approved 5-0.
2. A Wharves and Weirs Hearing for William R Tung, represented by Stockwell Environmental Consulting Inc, Map #28 Lot #4, 260 Samoset Road, Boothbay Harbor was held earlier. They are proposing to install a 10' x 20' float and a 10' x 18' float, as well as a single piling. A motion was made to approve the application as submitted. Motion seconded and approved. Approved 5-0.
3. CSD School Board Appointment was put on hold to let the voters decide. Vice-Chair felt since the position is an elected position that the voters should still make the decision. The seat will be left vacant until the annual election in May. A motion was made to place the open vacancy before the voters in May. The motion was seconded and unanimously approved. Approved 5-0.

OLD BUSINESS:

1. Footbridge Renovation Project Update – Latter mentioned that we are still waiting for the final DEP permit which will allow us to advertise and put the project out to bid.
2. Public Health and Safety – Selectperson Griffin asked people to keep an eye on the press and watch what is happening with Polio.

PUBLIC FORUM: Tom Minerich from Boothbay Harbor asked what the process will be regarding the work on the footbridge. He asked if the bridge will be taken down all at once. Latter mentioned that we haven't been educated in regards to the process of demolition etc. but she will give an update when she receives that information.

WARRANTS: Motion was made to approve the warrants upon review. The motion was 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 9:16 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. No decisions were made, and no votes were taken.

A motion was made to withdraw from our shared services contract with the Town of Damariscotta as related to town planning services and for our town manager to do this in terms that she deems appropriate. The motion was seconded and unanimously approved. Approved 5-0.

MOVE TO ADJOURN: The meeting was adjourned at 9:18 p.m. after unanimous approval. Approved 5-0.