MINUTES

BOOTHBAY HARBOR

SELECTMEN’S MEETING

MARCH 13, 2017

In addition to these typed minutes, video recordings of all Selectmen’s meetings are available to be viewed at BRCTV and audio recordings are available to be listened to at the Boothbay Harbor Town Office.

ATTENDING: Denise Griffin, Chairman

Russ Hoffman, Vice Chairman

Mike Tomko

Trisha Warren

Wendy Wolf

Tom Woodin, Town Manager

Julia Latter, Financial Officer

**Chairman Griffin called the Board of Selectmen’s meeting to order at 7:00 pm.**

Pledge of Allegiance: The Board of Selectmen and members of the audience.

TOWN MANAGER’S ANNOUNCEMENTS:

1. A meeting with Annalee Rosenblatt has been scheduled for Wednesday, March 29th at 4:30 pm to discuss union negotiations.
2. There will be an ad in the Boothbay Register for a Deputy Harbor Master since policeman Doug Snyder will not be available to continue this duty.
3. David Profit has applied to become a permanent member of the budget committee if the Board approves. Selectman Tomko **motioned** to appoint David Profit to the Budget Committee. Selectman Wolf **seconded**. **Unanimous approval**. [He will begin with the next budget cycle in January 2018.]
4. Reminder that Scott Campbell and Ken Desmond will be attending the March 27th meeting to discuss EMA training.
5. Geoff Smith is still working with Ted Kelleher and others to put together a marijuana presentation.
6. For their information, the Board had received packets about proposals for larger floats at the Rocktide Hotel, which will need approval by the DEP.

03/13/17

1. Need for a workshop in the near future on Municipal Capital Improvement Projects so they can update their priorities.
2. Requests to print the town report had been sent out to eight publishers of which two had submitted bids. One from the Lincoln County Publishing in Newcastle (who has done the book for at least the past ten years) for $4,780 and the other from Express Copy in Portland for $4,806. Selectman Wolf **motioned** to accept the bid from Lincoln County Publishing. Selectman Hoffman **seconded**. **Unanimous approval**.

SELECTMEN REPORTS:

1. Selectman Wolf stated the Joint Economic Development Committee had had a meeting the previous week and could give a brief summary.

* Ham Meserve and Nancy Prisk had submitted a budget request to the town of Southport for $5,000 which has been approved so they can be a contributing member to the JEDC. Their economic development focus will be on of things relevant to Southport such as wayfinding (broadband) and infrastructure (sewer).
* Edgecomb participates in the JEDC meetings, but as recent partners has not yet been able to become a financially contributing member.
* The Marketing Subcommittee of the JEDC are already busy planning year two of the Festival of Lights with Green Tree Events, the consulting company they used last year. They have an estimated budget of $25,000 and will collaborate with Gardens Aglow, the Boothbay Harbor Region Chamber of Commerce and other businesses on the Peninsula. [A special thanks to Betty Maddocks in the audience, who was a very active member of that committee.] They are planning additional events to draw people into town such as a fireworks display (tentatively planned for December 8th or 9th following the weekend of Harbor Lights).
* Time was spent discussing the development of a Request For Proposal to hire a consultant with expertise in municipal/urban-rural planning to assist the JEDC in reviewing the information gathered over the years to determine a master plan to identify the high priorities to promote economic development. [Thanks to Mike Tomko, Ken Rayle and Jon Dunsford for taking the lead in putting that together.]
* The JEDC budget between the towns of Boothbay Harbor and Boothbay needs some reconciliation to insure both towns share expenses equally for all items.

03/13/17

Chairman Griffin **motioned** that they reclassify the expenditure of $2,000 for the trolley support contract and professional service line items during the fiscal year ending June 30, 2016 from the Economic Development account. Selectman Wolf **seconded**. [Selectman Wolf thanked Financial Officer Latter and Manager Woodin for working through this with the auditors to make sure it was an appropriate procedure. Selectman Tomko added the JEDC was going to get regular financial statements to insure transparency.] **Unanimous approval**.

* The JEDC had searched for a firm to help them with wayfinding and interviewed two...Terrence Dewan in Yarmouth, ME who did wayfinding/signage in Freeport and Gamble Design in Portsmouth, NH who did wayfinding/signage in Bar Harbor. While both firms seem credible, the JEDC unanimously decided Gamble Design was superior with a more comprehensive view of what it takes to get started. They were also straight forward about the cost (quoting $12,000 which is $6,000 more than the JEDC presently has for this, but would be shared between the two towns).

Selectman Hoffman **motioned** to approve the additional allocation of $6,000 to wayfinding, that is shared equally by the towns of Boothbay and Boothbay Harbor to the Joint Economic Development Funds. Selectman Tomko **seconded**. **Unanimous approval**.

2. Selectman Tomko reported that he, Manager Woodin and Bill Hamblen, with some other business owners, had been part of a flood level study conducted in Boothbay Harbor. Since they have a grant award of $25,000 obtained by Bob Faunce, they selected a firm from three interviewed that could help them determine what can be done proactively by the twenty-nine businesses which would be affected.

3. Selectman Hoffman stated the new Ambulance Station is now in use and the old building has vanished.

FINANCIALS:

Finance Officer Latter reviewed the financial totals with the Board.

MINUTES:

(Tabled until the next meeting when the Recording Secretary returns from vacation.)

03/13/17

LICENSES:

1. Selectman Wolf **motioned** to approve the application for a **new** Victualers license for the Harbor General Store. Selectman Hoffman **seconded**. **Unanimous approval**.

2. Selectman Wolf **motioned** to approve the liquor license **renewals** together for Kaler's Crab & Lobster House, Spruce Point Inn, Tugboat Inn and Boothbay Harbor Inn. Selectman Hoffman **seconded**. **Unanimous approval**

ONGOING BUSINESS:

(None)

NEW BUSINESS:

1. Chairman Griffin stated the first item under New Business is solar energy.

[The consensus of the Board was to table this pending seeing the legislative language.]

2. Chairman Griffin stated the next item was the public hearing regarding a town meeting warrant.

Manager Woodin explained he would be bringing spread sheets to town meeting to explain any areas with large discrepancies but wanted to explain there would be several new items on the warrant if the Board would vote in favor putting them on it.

This year the municipal budget is up approximately $139,000 from last year due primarily to two line items: the capital fund (to provide the money to finish off the new pickle and basketball courts) and paving (of Middle Road).

The warrant articles and format are basically the same as last year with the following exceptions. Article 4 asks if the town will vote to authorize committing matching funds up to $250,000 in the event that a SHIP grant is awarded to the town for the purposes of future renovations to the footbridge. Article 18 asks to repurpose $26,704 from the existing Harbor Master boat replacement account to pay off the final fire truck loan payment. Article 19 asks to repurpose $124,000 from the existing Revaluation account into the Ladder Truck replacement account. Article 21 has a recommendation for the Capital account of $180,800 from the Selectmen. The Budget committee made no recommendation.

Bill Hamblen pointed out that the increase in the budget would be offset by free cash from prior years so it would not increase the tax rate (with the exception on school and county budget increases).

Selectman Wolf **motioned** to sign the warrant as presented. Selectman Hoffman **seconded**. **Unanimous approval**.

Selectman Wolf expressed concern about the attendance to town meetings and asked for any ideas (and in time to publicize them). A suggestion was to offer breakfast.

03/13/17

3. Chairman Griffin stated the last next item (not on the agenda) was a presentation by Knickerbocker Group.

Randy Smith and Zander Shaw, of the Knickerbocker Group, covered some details about the demolition schedule of the 19 By-way project to see how they could alter anything that might be opposed when seeking approval at the next Planning Board

meeting when they present their application to build a mixed-use building for new owner, Rahul Anand.

Randy stated they were planning to conduct demolition on April 17, 2017, when they would erect a pleasing fence screen to obstruct the site until the following spring of 2018. They would have to re-route the sidewalk across eight parking spaces with Jersey barriers until the construction is complete. Randy agreed they might be able to

construct a temporary wooden boardwalk for the duration to avoid eliminating the parking spaces.

Chairman Griffin responded they'd have to consider public safety as well as the businesses.

[More than one Selectman and member of the Planning Board in the audience pointed out the architectural harmony ordinance requiring compatibility with surrounding structures.]

[There was concern expressed about the reduction of the pedestrian sidewalk area.]

Selectman Wolf reiterated that anything that limits parking in the downtown area would be problematic.

PUBLIC FORUM:

(None)

WARRANTS:

Selectman Wolf **motioned** to approve the warrants upon careful review. Selectman Tomko **seconded**. **Unanimous approval.**

EXECUTIVE SESSION:

(None)

MOVE TO ADJOURN:

The meeting was **adjourned** at 8:28 pm. KB