

**BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
VIA ZOOM
December 28, 2021**

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
Kathleen Pearce, Finance Officer

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:04 p.m.

Introductions of the Board of Selectmen.

TOWN MANAGER'S ANNOUNCEMENTS:

1. The Town Office will be closing at noon on Thursday, December 30th, and closed on Friday, December 31st in observance of the New Year.
2. Public Works is down to three active workers. Latter asked for patience as they are doing their best until they are fully staffed in a couple of days.
3. There have been two inquires and one application submitted for the Harbor Master position. The advertisement will run until January 7th at 4:00 p.m., with interviews the following week.
4. The first 2022-2023 budget meeting will be held on Wednesday, January 5th at 4:30 p.m. It will be determined by the end of the week if it will be held via Zoom or in person. Meetings will be scheduled every Wednesday until the middle of March.
5. Latter will be out of the office January 6th and 7th for phase 5 of Leadership Maine. This phase will be held in Southern Maine and they will be studying fishing and aquaculture. Latter stated how grateful she is to have this opportunity.
6. Nomination papers for town officers will be available beginning January 26, 2022. Positions available for three-year terms will be:
 - 2 Selectmen and Overseers of the Poor
 - 1 School Committee Member of the Boothbay-Boothbay Harbor CSD
 - 1 Trustee of the Boothbay-Boothbay Harbor CSD
 - 1 Trustee of the Boothbay Region Water District
 - 1 Trustee of the Boothbay-Boothbay Harbor Cemetery District
7. There are still a few vacancies for municipal boards. There are two alternate positions on the Board of Appeals as well as one alternate position on the Port Committee.
8. Town Clerk Michelle Farnham received her lifetime certification from Maine Town and City Clerks Association. Latter congratulated Michelle on her hard work.

- Lincoln County Regional Planner, Emily Rabbe will be attending the next meeting to discuss the hazard mitigation work that has been done. The discussion will include the board approving the plan.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: Vice-Chair Warren encouraged the community to get involved in the school exploratory building committee meetings. Meeting dates are posted on the AOS 98 website.

FINANCIALS: Overview of financials given by Finance Officer Kathleen Pearce.

MINUTES: Approval of December 13, 2021, meeting minutes. Approved 5-0.

LICENSES: NONE

NEW BUSINESS: Boothbay Region Chamber of Commerce Executive Director Lisa Walby gave an overview of the Boothbay Lights 2021. Some events mentioned were:

- The Early Bird sale started the season off;
- the Lighted Fire Truck parade had more trucks this year and hopefully will have more next year;
- social distancing Santa live event allowed kids to take a picture with Santa next to them;
- the fireworks show had a great response and everyone enjoyed it;
- the lighted boat parade included 10 boats this year all showing a great display of community spirit;
- Santa story time at the library was a safe opportunity to spend time with Santa and Mrs. Clause;
- more time has been put into advertising and social media this year with the help of the community and local businesses. November 30th through December 27th the Boothbay Lights social page had a 160% increase of people visiting the page the Instagram for Boothbay Lights showed a 148% increase, Boothbay Harbor Chamber website went up 48,000 viewers and Instagram showed an 81% increase.

OLD BUSINESS:

- Selectperson Allen presented her section review for the comprehensive plan on the Housing chapter:
What can we as a municipality do to help?
 - Land use ordinance provision goals and working with the planning board;
 - The Lincoln County Regional Planning housing study;
 - creating a Housing Committee and working with surrounding towns.
- Covid discussion – Chairman Tomko mentioned it has been nice being able to keep the town business moving forward by Zoom but does look forward to the day of getting back into in-person meetings.

PUBLIC FORUM: NONE

WARRANTS: Motion was made to approve the warrants upon review. Selectperson Allen recused herself due to a conflict of interest. Motion seconded and unanimously approved. Approved 4-0.

Selectperson Griffin recused herself and left the meeting due to a conflict of interest.

EXECUTIVE SESSION: An executive session was held under MRSA Title 1, Chapter 13, §406 (C), Discussion of acquisition of real property.

The board came out of the executive session at 8:42 p.m. under MRSA Title 1, Chapter 13, §406 (C), Discussion of acquisition of real property. No decisions were made.

MOVE TO ADJOURN: The meeting was adjourned at 8:43 p.m. after unanimous approval. Approved 4-0.