

**BOOTHBAY HARBOR SELECTMEN'S
MEETING MINUTES**

February 13, 2023

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
Alysa Allen
Denise Griffin
Kenneth Rayle

Julia Latter, Town Manager

Chairman Tomko called the Board of Selectmen's Meeting to order at 6:00 p.m.

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

Introductions of the Board of Selectmen.

TOWN MANAGER'S ANNOUNCEMENTS:

1. Nomination papers for the following Town Officers are available from the Town Clerk.

3-YEAR TERMS:

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

3-YEAR TERM:

1 TRUSTEE OF THE BOOTHBAY HARBOR SEWER DISTRICT

Nomination papers must be returned to the Town Clerk by 4:30 p.m. on March 6, 2023. Voting for the officers listed above will be held in the Fire Station at the Municipal Building on Friday, May 5, 2023, from 8:00 a.m. – 6:00 p.m. Town meeting will be held on Saturday, May 6, 2023, at 9:00 a.m. at the Boothbay Region Elementary School.

2. The pump-out boat engine has arrived at the Marine Boat Builders in Rhode Island and should be delivered at the end of March or the beginning of April. This boat was received through grant funding with the help of Latter and members of the Port Committee.
3. The online mooring program will be ready to go live by the end of February. Letters will be sent out to mooring holders with information on how the process works.
4. The town was approved for funding through Efficiency Maine for help with the installation of HVAC systems. Upon completion of the installation, the town will receive \$16,800.00. The heat pumps will be installed by the beginning of May. The remainder cost will be coming from ARPA funds voted in last May.
5. This past week an exhaust system was installed in the Fire Department. EMA Director, David Cody, put in for the grant that was approved through an Assistants for Fire Fighters Grant through FEMA.
6. Four bidders returned RFPs for the fish pier floats. The NRPA permit took a while to come back so Latter will ask the board to award the successful bidder at the next meeting.
7. Reminder notices will be mailed out for the second installment of taxes. Payments are due on March 20th with interest beginning on March 21st.

8. The new server was installed last week by Burgess Technology Services.
9. Gartley and Dorskey have completed the on-site inspection of the fish pier. Engineer, Carmen Bombeke is putting the report together and Latter will share it when it arrives.
10. After the LCRPC Workshop Latter spoke to Mary Ellen regarding the ASK Grant. One of the funding opportunities listed that she would like to look into is The Energy Project Feasibility Assessment. The reward ranges from \$250.00 up to \$2,500.00. Latter asked the board if they had any feedback and if they could give her support to move forward. The board supports Latter in moving forward with looking into this funding opportunity.
11. Latter met with Real Term Energy regarding the LED light conversion and they have begun inventory. Latter asked for a payout for CMP and what originally was thought to be around \$30,000.00 is going to be \$22,000.00.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS:

1. Selectperson Rayle updated the board on the broadband committee meeting. A discussion was held on Fidium's bid/proposal. Boothbay Harbor is 100% served now and anyone who would like improved service can get that. The opinion was spending the money on the proposal is unnecessary at this time. The next step would be looking into proposals from providers in the future.
2. Chair Tomko gave a shout-out to BRTV who is working hard to document the footbridge renovation.

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

MINUTES: Approval of January 23, 2023, minutes, Approved 4-0.

LICENSES:

1. A motion was made to approve the Liquor License – Renewal license for Mama D's Cafe, 50D Union Street (Malt & Wine). Approved 4-0.
2. A motion was made to approve the Liquor License – Renewal license for Ports Pizzeria, 28 Union Street (Malt, Wine & Spirits). Approved 4-0.

NEW BUSINESS:

1. Mary Ellen Barnes from Lincoln County Regional Planning Commission gave an update on MCA grants. The Boothbay Region already has access to broadband so Barnes gave an overview of what is available when and if needed. When the town is ready to move forward with other proposals they are looking into inviting other towns to join in the process. A selectmen-sponsored workshop with other towns will be set up to look into other ways to move forward that can help continue with the correct information before using town dollars.
2. Katherine Wilder from the Boothbay Harbor Historical Society asked the board's permission to expand the building they lease through the town. The board permitted them to move forward and also asked Latter to look into the legality of selling the building to the Historical Society.
3. Latter asked the board to authorize the disposal of town-owned property including two trucks through a sealed bid process. A motion was made to dispose of two town-owned trucks and to place them out to a sealed bid. The motion was seconded and unanimously approved. Approved 4-0.

OLD BUSINESS:

1. Footbridge Renovation Project Update – The demolishing has begun and we are in the process of getting easements to have the electricity turned off. We have one for the west side and are still working on the east side. Tomko asked how comments have been since it has been shut down. Latter said they haven't had any complaints most people are excited to see the project move forward.
2. Public Health and Safety – NONE
3. Chair Tomko asked Jonne Trees, a representative from Boothbay Region Access TV, to comment on the documentation of the footbridge process. Trees mentioned he is in the process of gathering the video in a couple of locations and will put together a time-lapse. He asked if there is anything special anyone would like to see and if so to contact him. Tomko asked if there was anything he needed and he mentioned another camera person would be nice. He also asked if there might be a business that would be willing to have a camera mounted full-time to get continuous video.

PUBLIC FORUM:

1. Boothbay Harbor resident Kathleen Sullivan read a letter regarding concerns about understaffing in the Boothbay Harbor Police Department. The board thanked her for her input and let her know this is already being looked into.
2. Attorney Kristin Collins, attorney for Joe and Jill Dodyle asked for the board's help with the process including the planning and the appeals board on the legal appeal with the Eastside Waterfront project.

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

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 8:07 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), No decisions were made, and no votes were taken.

A motion was made to approve and authorize the town manager to sign the Letter of Employment Offer for Douglas Snyder as Chief of Police/Constable effective February 22, 2023. The motion was seconded and unanimously approved. Approved 4-0.

A motion was made to appoint Douglas Snyder as Chief of Police/Constable from February 22, 2023, to June 30, 2023. The motion was seconded and unanimously approved. Approved 4-0.

MOVE TO ADJOURN: The meeting was adjourned at 8:08 p.m. after unanimous approval. Approved 4-0.