

**BOOTHBAY HARBOR
SELECTMEN'S MEETING MINUTES
February 12, 2024**

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

ATTENDING: Michael Tomko - Chair
Mark Osborn
Ken Rayle
Alyssa Allen

Julia Latter, Town Manager

TOWN MANAGER ANNOUNCEMENTS:

1. The town office will be closed on Monday, February 19, 2024, for President's Day.
2. Chief Snyder was a recipient of a Maine Municipal Association Property and Casualty Pool 2023 Risk Reduction Grant for the purchasing of new cameras that have been installed around the municipal office.
3. Absentee ballots are available for the March 5, 2024, state of Maine presidential primary election. The deadline to request a ballot is Thursday, February 29, 2024, at 4:30 PM.
4. Nomination papers for the following Town Officers are available from the Town Clerk.
 - 3-YEAR TERMS:
 - 1 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

Nomination papers must be returned to the Boothbay Harbor Town Clerk by 4:30 PM on Monday, March 4, 2024.

Voting for the officers listed above will be held in the Boothbay Harbor Fire Station on Friday, May 3, 2024, from 8:00 AM to 6:00 PM. The town meeting will be held the following morning at 9:00 AM.

SELECTMEN REPORTS: Tomko gives recognition to Chief Snyder and his work in securing grant money.

FINANCIALS: Revenue is not in line with where it was last year due to loan proceeds for the footbridge. This should balance within a couple of months. We are in-line for taxes collected year-to-date and expenditures.

MINUTES: Motion to approve the minutes of January 22, 2024, as presented; approved 4-0.

LICENSING:

1. Motion to approve the renewal application of a liquor license, Malt & Wine, Mama D's Cafe, 50 D Union Street; approved 4-0.
2. Motion to approve the renewal application of a special amusement license, Brady's Restaurant, 25 Union Street; approved 4-0.

NEW BUSINESS:

1. **Boothbay Region Maritime Foundation (BRMF), 87 Atlantic Ave., Applicant seeks to amend the wharves and weirs license previously approved by the BOS on January 11, 2021. This is for a reduction of pier size, and reconfiguration of the previously approved floats. The on-site hearing was held at 4:00 PM:**
 - Motion that the proposed application is not found to interfere with or cause obstruction to navigation; approved 4-0.
 - Motion that the proposed application is not found to cause injury to the rights of others; approved 4-0.
 - Motion to approve Boothbay Region Maritime Foundation's amendment of their wharves and weirs license at 87 Atlantic Ave., previously approved by the BOS on January 11, 2021, for a reduction of pier size, and reconfiguration of the previously approved floats following the on-site hearing held at 4:00 PM.
2. **Fred Brewer, CPA- Annual Financial Audit:** Rescheduled until further notice.
3. **2023 Boothbay Lights overview- Boothbay Region Chamber of Commerce:** Kjirsten Flores, Marketing Coordinator for the Boothbay Region Chamber of Commerce, gives a detailed overview of Boothbay Lights and all of its festivities celebrating the history and heritage of our community.
4. **Appointment of committee member- Boothbay Region Climate Action Team:**
 - Motion to appoint Aislyn Keyes as a member of the Boothbay Region Climate Action Team; approved 4-0.
5. **Municipal Resolution- Boothbay Region Climate Action Team (BRCAT):** Shri Verrill, service provider, is here to get a municipal resolution passed and enroll Boothbay Harbor in a Community Resilience Partnership to apply for funds to conduct the vulnerability assessment and develop the education and outreach program.
 - Motion to pass the municipal resolution supporting the six strategic working areas as presented; approved 4-0.
6. **Review of Proposed Draft Ordinances:**
 - Latter presents ordinance recommendations provided by the port committee in section 133-1 to tidy practices and language.
 - Latter presents ordinance recommendations provided by the police department in chapter 160 regarding parking enforcement with adjustment of practices as well as upkeep of language.
 - Osborn presents an ordinance recommendation pertaining to residential property in the downtown zone. Osborn recommends that a parking space will not count as a space unless to and from the space is accessible without requiring the crossing of an abutters property unless expressly permitted in the deed of the abutter.

- Osborn seeks clarification from the town attorney regarding the rules of an appeal. The ordinance states that a person has 30 days from an action complained upon to file an appeal. Osborn would like to clarify whether this is the original action or if the time resets as additional information is found.
 - Latter presents ordinance recommendations provided by the board of appeals in section 170-108 for general housekeeping.
 - Motion to approve the changes in sections 133, 160, 170-50, 170-108, 170-109, and 170-111, as mentioned, and move them forward to legal review; approved 4-0.
7. **Letter of Resignation:** Tom Churchill, Planning Board Chair, submitted a letter of resignation effective today.
- Motion to accept Tom Churchill's letter of resignation, effective today; approved 4-0.

WARRANTS: Motion to approve the warrants upon review; approved 4-0.

ADJOURNMENT: Motion to adjourn at 7:36 PM; approved 4-0.