

# BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

February 26, 2023 6:00 PM

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.

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ATTENDING: Michael Tomko - Chair  
Mark Gimbel *Via Zoom*  
Ken Rayle  
Mark Osborn *Via Zoom*

Julia Latter, Town Manager

## TOWN MANAGER ANNOUNCEMENTS:

1. The town is advertising for the Finance Officer and Deputy Harbor Master/Pump-Out Boat Operator positions. Applications are available online and in the town office.
2. Peter Poitras was the successful bidder of the public works truck for \$12,985.00.
3. 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 on May 4th at 9:00 AM in the fire station.

4. Absentee ballots are available for the March 5, 2024, Presidential Primary election. The deadline to request an absentee ballot is February 29, 2024, at 4:30 PM.
5. The second installment of the fiscal year 2023 taxes is due March 13, 2024, with interest to begin on March 14, 2024.
6. Latter will be putting together a few questions for the board before officially submitting the ordinance revision RFP to Lincoln County Regional Planning.

## FINANCIALS:

1. Fred Brewer will not be attending tonight's meeting for the audit report as a lead auditor has left and the audit must be reviewed.
2. Former Finance Officer, Kathleen Pearce, has completed her last day and Latter will be handling finances until further notice.
3. Taxes collected year-to-date are at 67.9%, which is on target for this time last year.
4. The county budget has increased by 8.99% over last year.

MINUTES: Motion to approve the minutes of February 12, 2024, as presented; approved 4-0.

LICENSES:

1. Motion to approve the renewal application of a liquor license, Malt Wine, and Spirits, Ports Pizzeria, 28 Union Street; approved 4-0.
2. Motion to approve the new application of a liquor license, Malt, Wine, and Spirits, Anchor Restaurant, 204 Townsend Ave.; approved 4-0.
3. Motion to approve the new application for a special amusement license, Anchor Restaurant, 204 Townsend Ave.; approved 4-0.

NEW BUSINESS:

1. **Vote to authorize the signing of the Boothbay-Boothbay Harbor CSD Warrant:**

Presented is the Boothbay-Boothbay Harbor CSD Warrant for the referendum election held on Wednesday, April 24, 2024. Rayle expresses his discontent with the ballot questions and emphasizes that he does not believe the warrant reflects an acknowledgment of the voter's concerns.

- Motion to authorize the signing of the Boothbay-Boothbay Harbor CSD Warrant, as presented; approved 4-0.

2. **Purchase Order - (all-in-one handheld device (parking)):** Chief Snyder presents the research and reasoning behind this request. In using this system, the parking program will significantly improve in efficiency and accuracy. This will be at no net cost to the taxpayers - the county is switching to a new computer system which the town had to pay roughly \$23,000.00 for, however, the county was able to pay the bill which left the town with an unexpended balance.

- Motion to approve the transfer of \$20,000 from the police department license and service agreement budget line to the parking facilities equipment and furniture budget line; approved 4-0.
- Motion to approve the carry forward amount for the unexpended balance of \$7,375.00 from the parking facilities equipment and furniture budget line for F.Y. 2023-2024 to F.Y. 2024-2025 for the parking facilities equipment and furniture budget line; approved 4-0.
- Motion to approve the purchase order of a UPSafety enforcement package from the parking facilities equipment and furniture budget line from T2 Systems, Inc. for \$13,375.00.

3. **Approval of job description:** Community Service Officer will be replacing Parking Enforcement. The switch will allow the town to integrate the officer into a more widespread purpose such as directing traffic during events.

- Motion to approve the job description of Community Service Officer, as presented; approved 4-0.

WARRANTS: Motion to approve the warrant, as presented; approved 4-0.

EXECUTIVE SESSION: Motion to enter executive session under MRSA Title 1, Chapter 13 §405 6 (A), Personnel at 6:29 PM; approved 4-0.

No decisions were made.

Motion to appoint Ronald Cohen as a member of the Boothbay Harbor Planning Board, term ending 2024; approved 4-0.

ADJOURN: motion to adjourn at 6:39 PM; approved 4-0.