MINUTES

BOOTHBAY HARBOR

SELECTMEN’S MEETING

APRIL 25, 2016

ATTENDING: Denise Griffin, Chairman

William Hamblen, Vice Chairman

Russ Hoffman

Tricia Warren

Wendy Wolf

Thomas Woodin, Town Manager

**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:

* Acknowledgement that after six years, this evening would be Vice Chairman Hamblen’s final meeting on the Board of Selectmen.
* Reminder that town meeting was on Friday, May 6th with voting at the Fire Station and on Saturday, May 7th town meeting would be held at the Elementary School at 9:00 a.m.
* Recognition of Officer Larry Brown’s much deserved “Character Development Award,” presented by Hannah Morley at a YMCA dinner, which recognizes outstanding members of the community.
* Town reports are out and have been delivered by Public Works. (They will continue to be available at Town Hall while they last.)

FINANCIALS:

Finance Officer Latter reviewed the financial totals with the Board.

CONSENT AGENDA:

1. Selectman Wolf **motioned** to approve the April 11th minutes. Vice Chairman Hamblen **seconded**. The **motion passed 4 – 1 Abstention**.
2. Selectman Wolf **motioned** to approve the requests for liquor license **renewals** (as a group) from Pier 1 Pizza, The Whale’s Tale, the Boothbay Harbor Inn, the Blue Moon Café and Fisherman’s Wharf Inn. Selectman Hoffman seconde**d**. **Unanimous approval**.

04/25/16

1. Vice Chairman Hamblen **motioned** to approve the request for a **new** Liquor license from Linekin Bay Resort. Selectman Wolf **seconded**. **Unanimous approval**.
2. Selectman Wolf **motioned** to approve the applications from Boothbay Harbor Yacht Club for Class A,B,C + D, Mama D’s Mercantile for Class C (amplified vocal or instrumental music) and Rocktide Inn for Class A,B,C + D (as a group) for a Special Amusement license **renewals.** Vice Chairman Hamblen **seconded**. **Unanimous approval**.
3. Selectman Wolf **motioned** to approve the application from Linekin Bay Resort for a new Special Amusement license. Selectman Hoffman **seconded**. **Unanimous approval**. [Vice Chairman Hamblen commented on the clarity of delineation between indoor and outdoor amusements on their application, suggesting perhaps incorporating it into their forms.]
4. Selectman Hoffman **motioned** to approve the application for a **new** Victualer(s) license for Linekin Bay Resort. Selectman Wolf **seconded**. **Unanimous approval**.

ONGOING BUSINESS:

1. Chairman Griffin invited Bob Faunce, Lincoln County Planning Commission, to report on the grant application he was writing for Boothbay Harbor to have a 100 year flood (1% storm) study based on the new Flood Insurance Rate Maps (FIRMs) to be prepared by a surveyor.
   * Budget of $25,000 ($20,000 federal + $5,000 town (after matching funds per the County Commissioner were applied)
2. Ground level and flood elevations determined for participating commercial or governmental properties
3. Engineer engaged to evaluate such buildings for susceptibility to flood damage with recommended resilience actions and associated costs
4. Encourage more owners of buildings within the flood zone to consider obtaining flood insurance

Selectman Wolf **motioned** to authorize Manager Woodin to write a letter of support for the application for a downtown Boothbay Harbor flood impact engineering study. Selectman Hoffman **seconded**. **Unanimous approval**.

04/25/16

1. At 6:00 p.m. an onsite public **wharves and weirs** hearing was held at the Isle of Springs. The Isle of Springs Association, Map #27 Lot #1-1, Boothbay Harbor, are proposing an addition to their existing pier, consisting of three large floats running north and south with a total dimension of 80’ x 5’ and six finger floats, all 5’ x 20’, three to the east and three to the west to provide additional boat slips, in the waters of Boothbay Harbor, Maine.

Lauren Stockwell, representing the applicants, explained they were planning to increase the capacity of the existing floats by adding more floats and stated they had the approval of the DEP, the Army Corps and Submerged Lands.

* No change to the shoreward side
* The Island Association own all of the moorings
* Only one mooring might have to be moved
* No private property owners would be affected

Vice Chairman Hamblen **motioned** to approve the application. Selectman Wolf **seconded**. **Unanimous approval**.

NEW BUSINESS:

Selectman Wolf stated the Joint Economic Development Committee, which was formed via a referendum of agreement between the towns of Boothbay and Boothbay Harbor to seek ways to advance economic development on the Boothbay Peninsula, gave an update on the work of the committee.

* + Meet two times per month
  + Comprised of the two town managers, representatives from the two select boards, representatives of the businesses and that of the COC
  + Now have two representatives from Southport as guests
  + Have regular business owners who regularly attend as volunteers

Selectmen Wolf pointed out some recent developments had prompted her to give this formal report, since they have budget implications for the use of some economic development funds.

* 1. Awarded a $3,000 ASK (**A**ssistance with **S**pecific **K**now-How) matching grant from the Lincoln County Commission, for initial planning of Wayfinding and Signage, requiring each of the towns to approve the use of $1,500 (half of the $3,000) from their Economic Development Funds.

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Chairman Griffin **motioned** to approve the request. Vice Chairman Hamblen **seconded**. **Unanimous approval**.

* 1. Upon contacting Pica, the company who had created some regional branding designs for Mike Tomko a couple of years ago, to see if they were interested in finishing that work for the JEDC, an outstanding invoice of $780.80 came to light. [The idea was to make this right.]

Manager Woodin pointed out Pica was not a vendor of the town and since it had been two years ago suggested they **table** payment until Finance Officer Latter has a chance to research the invoice and for them to figure out a way for Boothbay to split half of the cost with them.

Selectman Wolf stated she wanted to mention two other things JEDC had been working on.

1. Have spent a considerable amount of time reviewing the roundabout proposal, evaluating ideas and comments from the public. The consensus of the JEDC was to endorse the action that the Boothbay Selectmen took to proceed with the next phase of the roundabout development process.

2. Since *Gardens Aglow* the JEDC has been trying to develop a plan to incorporate an event to encompass Boothbay Harbor.

* A RFP has been sent out for a consultant to coordinate a parallel event during the holidays to bring business to the Harbor.
* A “tool kit” is being developed to help businesses to respond to website opportunities coupled with Gardens Aglow.

Manager Woodin added interview questions had been formulated for the applicants who have responded to the RFP.

Selectman Wolf stated she’d be talking to the Boothbay Selectmen to replace the member who had stepped down from the JEDC.

PUBLIC FORUM:

1. Mike Elkins wondered if the space in front of his business, Coastal Shipping, could be made a thirty minute space for loading and unloading parcels. [The Board explained it would have to go through an ordinance change request at a town meeting to see if it could be done.]

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WARRANTS:

Selectman Wolf **motioned** the warrants be approved upon careful review. Vice Chairman Hamblen **seconded**. **Unanimous approval.**

EXECUTIVE SESSION:

The Board voted to go into Executive Session under MRSA Section 405 (6) (C), to review Tax Acquired Property at 7:57 pm.

The Board came out to Executive Session at 8:04 pm.

Manager Woodin asked for a motion to deed back the property to Gerard Obrien since he has paid off all municipal debts to the town of Boothbay Harbor and to the Sewer District. Selectman Hoffman made the **motion**. Vice Chairman Hamblen **seconded**. **4 approved, Denise Griffin abstained**.

MOVE TO ADJOURN:

The meeting was **adjourned** at 8:06 pm.

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