

**BOOTHBAY HARBOR  
SELECTMEN'S MEETING MINUTES  
VIA ZOOM  
February 14, 2022**

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 7:00 p.m.

Introductions of the Board of Selectmen.

**TOWN MANAGER'S ANNOUNCEMENTS:**

1. We are seeking nominations for the holder of the Boston Post Cane. The holder of the cane must be the oldest known resident and must reside in the Town of Boothbay Harbor for a minimum of 5 years. All nominations need to be received in the Town Clerk's Office by Friday, February 25th, 2022. A nomination form can be obtained from the Clerk's Office Monday through Friday from 8:30 a.m. to 4:30 p.m. or online at [www.boothbayharbor.org](http://www.boothbayharbor.org).
2. Nomination papers for town officers are available. 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
  - 1 Trustee of the Boothbay Harbor Sewer DistrictNomination papers must be returned to the Town Clerk by 4:30 p.m. on March 7, 2022. Voting for the officers listed above will be held in the Fire Station at the Municipal Building on Friday, May 6, 2022, from 8:00 a.m. – 6:00 p.m. Town meeting will be held on Saturday, May 7, 2022, at 9:00 a.m. at the Boothbay Region Elementary School.
3. John Cunningham the town attorney is working on ordinance changes that will be coming before the board. The board will review them to be voted on in May.
4. Lauren Allen, our part-time front counter support/assistant tax collector, has given her resignation. Lauren has taken a full-time position for the Town of Brunswick. Latter wishes her much success. The advertisement has been placed to replace the position.
5. The Public Works positions for part-time winter operations have been filled by Nick Livingston and Jay Hasch. We welcome Nick back and Jay to the crew. Latter let public works know how much they are appreciated for the hard work they do.

6. Chief Hasch will be advertising for parking enforcement positions. Anyone interested will need to submit applications to the Boothbay Harbor Police Department. The advertisement and applications can be found on our website as well.
7. Latter spoke with Mary Ellen from the Lincoln County Planning Commission and they are finishing the housing study and are tying up loose ends. Over the next couple of weeks, the final product should be available.
8. The town office will be closed on Monday, February 21<sup>st</sup> in observance of President's Day.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS: Chairman Tomko mentioned how honored he was to be part of presenting the Boston Post Cane Certificate to Lisa Page, granddaughter of Evelyn Snowman, who accepted the award on her behalf.

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

MINUTES: Approval of January 24, 2022, meeting minutes. Approved 5-0.

LICENSES: Liquor License – Renewal license for Tugboat Inn, 80 Commercial Street (Malt, Wine & Spirits). Approved 5-0.

NEW BUSINESS: Latter presented the board with information regarding the Lincoln County Regional Planning Commission Road Management Software License. Emily Rabbe, Lincoln County Planner, has let us know that part of the strategic projects budgeted for 2022 will include this software. The county has afforded us the ability to get this software license at no cost. They will be paying for it and it will be supplied to all municipalities in the county who would like it. Latter is looking for the support of the board as she and Nick Upham, Public Works Foreman, are excited about the software. You can find more information on the MDOT website.

OLD BUSINESS:

1. Latter presented the job description as well as the agreement that Boothbay Harbor and Damariscotta will be entering into regarding a shared town planner. A motion was made to authorize the town manager to endorse and enter into the shared planner agreement as presented with the Town of Damariscotta. Motion seconded and unanimously approved. Approved 5-0.
2. Covid discussion – Selectman Rayle asked about in-person meetings in the future. Due to the concern with the air ventilation system and capacity allowed in the meeting room, we have no plans as of yet to go back to in-person meetings. The board will make a decision in the future.

PUBLIC FORUM: NONE

WARRANTS: Motion was made to approve the warrants upon review. Motion seconded and unanimously approved. Approved 5-0.

EXECUTIVE SESSION: An executive session was held under MRSA Title 1, Chapter 13, §405 6 (E), Discussion with legal counsel.

The board came out of the executive session at 9:15 p.m. under MRSA Title 1, Chapter 13, §405 6 (E), Discussion with legal counsel. No decisions were made.

MOVE TO ADJOURN: The meeting was adjourned at 9:16 p.m. after unanimous approval. Approved 5-0.