

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

September 26, 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
Kenneth Rayle

Julia Latter, Town Manager

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:00 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. The town office will be closed on October 10th in observance of Indigenous Peoples' Day. The next Board of Selectmen's Meeting will be held on Tuesday, October 11th at 7:00 p.m.
2. The Special Town Meeting Flouride Referendum public hearing will be held on Tuesday, October 11th at 5:30 p.m. There will be a wharves and weirs on-site on the same day at 4:00 p.m. as well as a workshop regarding the LED Street Lighting Conversion Project from 6:30 p.m to 7:00 p.m.
3. The Police Chief advertisement will be coming down on September 29th Latter will update the board at a future meeting.
4. There are vacancies available on various boards, positions available are:
The Board of Appeals has one regular member and two alternate member vacant positions available. The Board hears administrative appeals of Code Enforcement Officer decisions, hears variance requests from dimensional standards, and provides interpretive guidance for applicants, the Code Office, or the Planning Board. The Board consists of five regular members and two alternate members and meets on an as-needed basis. The Budget Committee has one position available and meets between December and March, in preparation for the annual budget to be presented at the annual town meeting. There are five members on this committee. The Port Committee has one regular position and two alternate positions available. The committee meets on the 1st Tuesday of each month at 7:00 p.m. This committee advises on the management of our harbor activities. Applications for appointments are available at the Boothbay Harbor Town Office and on the town website at www.boothbayharbor.org. Additional information is available by calling the town office at 633-3671.
5. Julia will be out of town on October 5th and 6th to attend the Maine Municipal Conference in Bangor.
6. Nick Upham completed the 5-day Leadership School for Public Works Supervisors that he began in May. Latter congratulated him and mentioned that he came away with a lot of knowledge and additional management skills. Chair Tomko also commented on his leadership.
7. Requesting an Absentee Ballot for the November 8th election: Absentee Ballots may be requested up to 90 days prior to the election. You may request an absentee ballot through the state online at www.maine.gov, our website at www.boothbayharbor.org, by phone: 633-3671, or in person during regular business hours - M-F 8:30 a.m. to 4:30 p.m. Closed for lunch between 12:30 p.m. and 1:30 p.m.

Absentee voting begins Friday, October 7, 2022. (30 days prior to the election). The November 8th election will be held in the fire department.

8. The first installment of taxes was due September 20th with interest beginning on September 21st. The second installment is due on March 20th with interest beginning on March 21st.

TOWN DEPARTMENT REPORTS: NONE

SELECTMEN REPORTS:

1. Vice-Chair, Warren mentioned the School Exploratory Committee's Sub Committee "The Communications Committee," has put together a video of the tour that is available for anyone interested. They are also putting together flyers that will be available at the harvest festival hoping it will give people enough information to make a decision or give feedback.
2. Vice-Chair Warren attended the New England Aquaventure Community Benefit meeting and they are putting together a survey to put out to the community to see what their opinions are.
3. Chair Tomko read a thank-you letter addressed to the board from George McEvoy and Nancy Rowe McEvoy. They received the Spirit of America Award last week and wanted to thank the board and mentioned how nice it is to live in such a thankful community.

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

MINUTES: Approval of September 12, 2022 meeting minutes, Approved 4-0.

LICENSES:

1. A motion was made to approve the Liquor License – Renewal license for McSeagull's Restaurant, 14 Wharf Street (Malt, Wine & Spirits). Approved 4-0.
2. A motion was made to approve the Liquor License – New license for Boothbay Harbor Memorial Library, 4 Oak Street (Malt & Wine). Approved 4-0.

NEW BUSINESS:

1. A motion was made to adopt the Maine Municipal Association's new "General Assistance Ordinance Appendix" (A-H) for the period October 1, 2022-September 30, 2023. Motion seconded and unanimously approved. Approved 4-0.
2. Erin Cooperrider Vice-President and Treasurer of the Boothbay Regional Development Corporation presented a plan showing the results of work put in by members of the community as well as the prior Joint Economic Committee regarding the housing crisis in the Boothbay Region. Cooperrider asked the board to sign a letter of support as well as possibly contributing in some way to help the grant process. Chairman Tomko agreed with the letter of support and mentioned they will draft something up from the board. In terms of contributions, the taxpayers have already approved the allocation of the ARPA funds at the last town meeting. Presentation attached.
3. A motion was made to approve and sign the Special Town Meeting Warrant – Fluoride Referendum Question. Motion seconded and unanimously approved. Approved 4-0.

OLD BUSINESS:

1. Footbridge Renovation Project Update – Gartley and Dorskey have reached out and DEP has notified them that they are getting the permit ready, it should be arriving any time, and bid documents would be prepared and sent out. Last week Latter spoke to MDOT everything is going well and moving forward.
2. Public Health and Safety – None

PUBLIC FORUM:

1. Shri Verrill of Sunrise Ecologic explained possible ways to obtain a grant for The Living Shoreline Project. She presented the option of a funding source for municipalities that have a current comp plan and asked if the town would hire her to move forward with a grant. It was decided that there wasn't enough time at this point to move forward due to time constraints but it could continue into further discussions.

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

EXECUTIVE SESSION: NONE

MOVE TO ADJOURN: The meeting was adjourned at 8:27 p.m. after unanimous approval. Approved 4-0.

Boothbay Regional Development Corporation (BRDC)

BRDC is a non-profit organization formed to tackle the housing crisis in the Boothbay region

Immediate goals include:

- Acquire a land parcel suitable for large-scale development
- Add to the available affordable housing stock in the Boothbay region
- Extend critical infrastructure to serve the development site

Future endeavors may include:

- Creation of a revolving loan fund to make second mortgages intended to bridge the affordability gap
- Formation of a capital pool available to compete in the aggressive housing market when opportunities arise
- Address future economic development needs of the community

How will BRDC achieve these goals?

- Petition donors with an interest in impacting the Boothbay area housing crisis for funds for land banking & infrastructure
- Create and foster public/private partnerships to facilitate the construction of a range of housing choices
- Canvas area businesses and organizations to identify housing needs during the phased development process
- Apply for and receive federal, state, and local grants to bridge financial requirements for an impactful development program
- Design, permit, and manage all construction phases

Housing Need / Market Data

Information obtained from the following:

Boothbay Region YMCA	Boothbay Harbor Police Department
Bigelow Laboratory for Ocean Science	Central Maine Botanical Gardens
U.S. Coast Guard Station Boothbay Harbor	Boothbay Region School Department*

*49% of School employees that live off peninsula would prefer to live locally if there were affordable housing

Household Area Median Income - 2022

	30% AMI	40% AMI	50% AMI	60% AMI	80% AMI	100% AMI
1-person	\$16,920	\$22,560	\$28,200	\$33,840	\$45,120	\$56,400
2-person	\$19,320	\$25,760	\$32,200	\$38,640	\$51,520	\$64,400
3-person	\$21,750	\$29,000	\$36,250	\$43,500	\$58,000	\$72,500
4-person	\$24,150	\$32,200	\$40,250	\$48,300	\$64,400	\$80,500
5-person	\$26,100	\$34,800	\$43,500	\$52,200	\$69,600	\$87,000
6-person	\$28,020	\$37,360	\$46,700	\$56,040	\$74,720	\$93,400

Number of households that currently commute and would like to live on peninsula if affordable homeownership/rental housing were available based on initial outreach = 85

Households for which size and income were provided

<i>Boothbay Region Households by AMI</i>				
	50% - 60%	60% - 80%	80% - 100%	>100%
1-person	3	3	5	1
2-person		2	1	4
3-person	1			
4-person	1	1		1
Total:	5	6	6	6

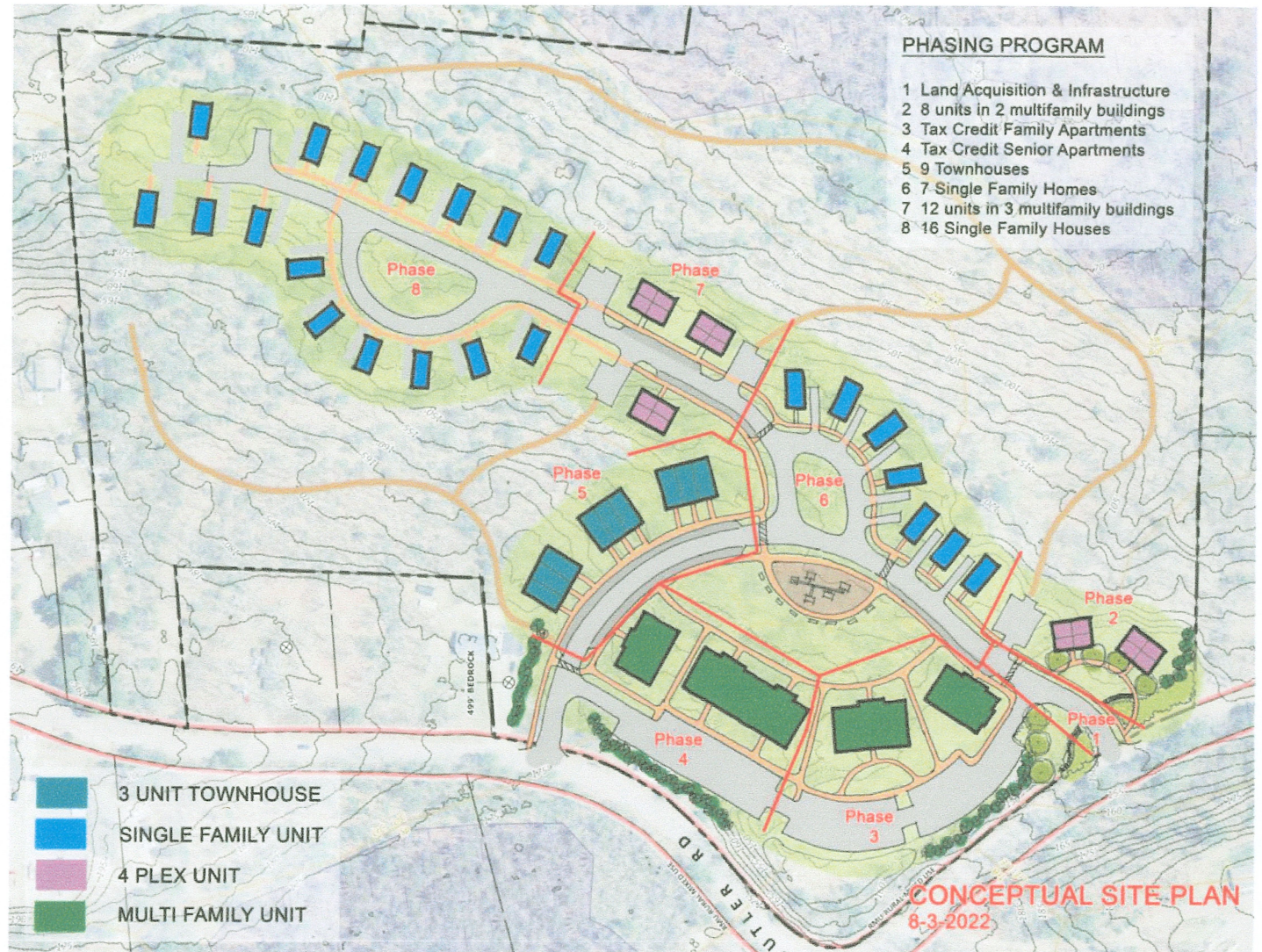
Households for which only an income range was provided (household size unknown)

<i>Households by Income</i>	
	# of Households
\$30,000 - \$40,000	28
\$40,000 - \$50,000	6
\$50,000 - \$60,000	8
\$60,000 - \$80,000	2
Total:	44

Butler Road Property

Boothbay, ME

35.8 Acres



Phase 2: 8 Multifamily Units in 2 Buildings

Housing Market Comp Analysis & Affordability Calculation

Boothbay Area Comps: Houses Sold from 7/18/21 to Present					
Location	Type	Area SF	Year Built	Price	Price PSF
Boothbay	2br + 1ba	1,005	1979	\$ 285,000	\$ 284
Boothbay	3br + 1ba	1,032	Mobile Home: 1972	\$ 135,000	\$ 131
Boothbay	3br + 1ba	1,041	1993	\$ 329,000	\$ 316
Boothbay	2br + 1ba	1,056	1965	\$ 275,000	\$ 260
Boothbay	2br + 2ba	1,098	Waterfront: 1920	\$ 575,000	\$ 524
Boothbay	3br + 1ba	1,124	1970: fixer-upper	\$ 92,000	\$ 82
Boothbay	2br + 1ba	1,163	1985	\$ 175,000	\$ 150
Boothbay	3br + 3ba	1,163	2021	\$ 349,000	\$ 300
Boothbay	3br + 2ba	1,170	1970	\$ 295,000	\$ 252
Boothbay	3br + 1ba	1,216	Waterfront: 1970	\$ 465,000	\$ 382
Boothbay	3br + 2ba	1,296	1990	\$ 275,000	\$ 212
Boothbay	3br + 3ba	1,322	Water Views: 1895	\$ 695,000	\$ 526
Boothbay	3br + 2ba	1,344	1980	\$ 450,000	\$ 335
Boothbay	3br + 2ba	1,368	1991	\$ 349,000	\$ 255
Boothbay	3br + 2ba	1,416	1982	\$ 289,600	\$ 205
Boothbay	3br + 2ba	1,450	1860	\$ 358,500	\$ 247
Boothbay	3br + ?ba	1,457	1920	\$ 330,000	\$ 226
Boothbay	3br + 2ba	1,488	2000	\$ 385,000	\$ 259
Boothbay	3br + 2ba	1,744	Too Large: 1999	\$ 306,000	\$ 175
Boothbay	3br + 2ba	1,746	Too Large: 2004	\$ 271,500	\$ 155
Average of Subject		1,263		\$ 318,854	\$ 254
Subsidy - MH Subdivision Program Sales Price Limit					\$ 287,000
Gross Sales Proceeds on 8 Housing Units					\$ 2,296,000
Net Sales Proceeds after 5% Brokerage Fees					\$ 2,181,200
Sales Price PSF		1,200		\$	239

Lincoln County AH Income Analysis									
% AMI	Mth Rent	Max OCC		Available for Housing	Annual Taxes & Insurance	Available for AH Mortgage	95%		Max Home Price
		Household	Max income				Max Loan		
120%	\$ 2,657	4	\$ 96,600	\$ 31,878	\$ 6,120	\$ 25,758	\$ 374,360	\$ 394,063	
100%	\$ 2,219	4	\$ 80,700	\$ 26,631	\$ 6,120	\$ 20,511	\$ 297,142	\$ 312,781	
93%	\$ 2,073	4	\$ 75,394	\$ 24,880	\$ 6,120	\$ 18,760	\$ 272,650	\$ 287,000	
80%	\$ 1,771	4	\$ 64,400	\$ 21,252	\$ 6,120	\$ 15,132	\$ 219,925	\$ 231,500	
2022 Numbers https://ric.novoco.com/tenant/rentincome/calculator/z1.jsp									

BRDC – Potential Grant Funding Sources

Prospective Grants	Phase	Amount
HUD Community Development Block Grant Program (CDBG)		
CDBG Public Infrastructure Grant Program	1	\$ 1,000,000
CDBG Housing Assistance Grant Program	2	\$ 500,000
American Rescue Plan Act (ARPA) Grant Program		
Town of Boothbay ARPA Funds	1	\$ 50,000
Town of Boothbay Harbor ARPA Funds	1	\$ 50,000
Lincoln County ARPA Funds	1	\$ 250,000
MaineHousing		
Affordable Homeownership Program	2	\$ 480,000
Community Solutions Grant	1	\$ 500,000
Federal Home Loan Bank of Boston (FHLBB)		
Affordable Housing Program (AHP) Grant	2	\$ 320,000
Total		\$ 3,150,000

BRDC – Boothbay Housing Development

Phase 1 & Phase 2 Public/Private Analysis

Source	Phase 1	Phase 2	Total	Ratio
Grants	\$ 800,000	\$ 1,300,000	\$ 2,100,000	40%
Donations	\$ 2,605,862	\$ 537,332	\$ 3,143,194	60%
		Total	\$ 5,243,194	

BRDC Project Development Timeline

