

**BOOTHBAY HARBOR  
SELECTMEN'S MEETING MINUTES**

December 8, 2025, 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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**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

The meeting was called to order at 6:00 PM. The Pledge of Allegiance was recited.

**PRESENT**

- Michael Tomko – Chair
- Ken Rayle – Vice Chair
- Alyssa Allen
- Mark Gimbel
- Julia Latter – Town Manager

**TOWN MANAGER ANNOUNCEMENTS**

1. Dog licenses are available. Any owner of a dog who will be 6 months old or older on January 1st 2026, must obtain a dog license by January 31st, 2026, to avoid a late fee.
2. The Commercial Street restrooms are open 8 AM - 8 PM. The town office lobby bathrooms are open for shuttle users on Fridays/Saturdays during the holiday season for Gardens Aglow.
3. The Sparkle Fireworks show occurred this past weekend and was a success.
4. Emily Higgins and her classroom of students will be downtown on December 11th from 9:30 AM - 1 PM. They will be picking up litter from public spaces.
5. The foundation has been poured for the salt/sand shed at the public works. The building will be delivered soon.
6. There is a joint school charter meeting coming up on December 10th at 5 PM in Boothbay.
7. The town office will be closing at noon on the 24th and will be closed on Christmas. It will also be closing at noon on the 31st and closed New Years Day.
8. The public works is advertising two part-time positions. One as a sidewalk plow operator and another as a plow truck operator. The town is also still advertising for the Deputy Harbor Master position.
9. Panel interviews have been conducted for the open position at the Police Department. There have now been two conditional offers of employment sent to Albert Joy and Owen Springfield. Owen will be attending the academy in January and Albert will be a reserve officer.
10. We have received notice from the DOT that they will be doing some drainage improvements in April of 2026. This will go until mid to late summer 2026. This will take place along Route 27/Lakeside Drive.

11. Nick Upham has resigned from all positions. We thank him for his many years of service.
12. The first Comprehensive Planning Committee meeting will take place on Wednesday, December 17th at 5 PM in the meeting room.
13. We are still looking for alternate positions to be filled on both the Planning Board and the Port Committee. Applications can be found online or in the town office lobby.

## **DEPARTMENT REPORTS**

**No department reports.**

## **SELECTMEN REPORTS**

**No selectmen reports.**

## **FINANCIAL REPORT**

YTD Tax collection is at 58%. Town Manager Julia Latter presented Finance Officer Thomas Q. Browne's financial graph. Expenses show high due to the sand/salt shed project.

## **MINUTES**

Minutes of November 10th, 2025; **approved 4-0.**

Minutes of November 27th, 2025; **approved 4-0.**

## **LICENSE APPROVAL**

### 1. Liquor License

- a. Foofa LLC, dba Brady's, 25 Union Street, Beer, Wine & Spirits, renewal; **approved 4-0.**

### 2. Special Amusement

- a. Foofa LLC, dba Brady's, 25 Union Street, renewal

**John Seitzer**, came to the podium to speak about amplified outdoor sound concerns regarding Brady's special amusements. John would like the Board to remind authorities and the applicant of the 9 P.M. noise ordinance.

## **NEW BUSINESS**

### 1. Wharves and Weirs

- a. PGC8 LLC, 49 Atlantic Avenue, applicant is seeking to rearrange the floats at an existing pier. The new proposed configuration removes the three existing finger floats that run east-west off a north-south running 100' float. The 8' x 100' float will be replaced with one that is 10' in width. To this, a 67' x 10' float and a 10' x 98' float will be added in a horseshoe configuration. All of the new floats will be 10' in width and held in place with 5 pilings. **An onsite hearing was held at 3:00 P.M.**

**Lauren Stockwell**, Consultant for PGC8 LLC, came to the podium to present the plans and maps to the board and to the public. Stockwell explained that all requirements were met. Stockwell informed the board that the previous dock was used commercially but the purpose of the new dock will be private use.

**John Seitzer**, resident of Boothbay Harbor, came to the podium to discuss with the Board about concerns of boat lengths of the dock and concerns over navigational hazards as a citizen who lives near the dock but not an abutter. Mr. Seitzer feels the application is immature and incomplete and that the abutters of the property were not given proper notification. The Board informed Mr. Seitzer that all information was finalized before submission.

**Joanna Tourangeau**, Attorney for PGC8 LLC, came to the podium to also state that all requirements were met. Tourangeau also informed the Board and members of the public that the DEP 30-day review window is over and as John Seitzer is not an abutter, he cannot make a valid complaint about the approval.

The Board of Selectmen motioned to approve the application under Wharves and Weirs for PGC8 LLC, 49 Atlantic Avenue; **approved 4-0**.

2. Footbridge Lighting

- a. **Jay Lehrhaupt - DMX Integrator**, explained how new smart lights included in the footbridge construction would work. Also spoke about how they can be controlled in a very versatile way to make light scenes for holidays and seasons. The lights will be geographically aware which will be convenient for daylight savings, weather issues etc.

3. Harbor Theater

- a. **Lynn Thompson**, Gave an update on ongoing events at Harbor Theater in the past year. Spoke of how successful free events have been in part thanks to sponsorship from the town. 29 free films were shown. Total audience for all films was 10,027 viewers, paid and free.

**PUBLIC FORUM**

**No public comment.**

**WARRANTS**

Motion to approve warrants upon review; **approved 4-0**.

**EXECUTIVE SESSION**

Motion to enter Executive Session under MRS Title 1, Chapter 13, §405(6)(A), Personnel, at 7:21 PM; **approved 4-0**.

Motion to adjourn at 8:37 PM; **approved 4-0**.

## **NEW BUSINESS CONTD.**

1. The Board of Selectmen reviewed the applications for the forming of the Comprehensive Plan Committee.

Motion to approve the appointments of all applicants for the forming of the Comprehensive Plan Committee; **approved 4-0.**

2. The Board reviewed the resignation that was presented by Nick Upham from all previously held positions. The Board thanked Nick for all his dedication to the town and his years of service.

The Board motioned to accept the resignation of Nick Upham from all positions; **approved 4-0.**

## **ADJOURNMENT**

Motion to adjourn at 8:39 PM; **approved 4-0.**