

# BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

February 9, 2026, 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
- Julia Latter – Town Manager

## **TOWN MANAGER ANNOUNCEMENTS**

1. The town office will be closed on Monday, February 16th for Presidents' Day.
2. The footbridge lighting controller is on order. There will be classes organized to learn how to use it upon arrival.
3. There have been two public notices advertised as invitations for bids for items. The first public notice is advertising primarily used equipment and vehicles from the public works/fire department. The bids will be brought to the selectmen at the next meeting.
4. The second invitation is for interior tangible property recovered from the marine service building on Atlantic Ave. There will be a public viewing on the 23rd from 10 AM-12 PM and the 25th from 2 PM-4 PM.
5. The public works received the salt/sand building and is waiting for warmer temperatures to assemble the walls.
6. Nomination papers for positions within the municipality are available to be picked up from the town office. These need to be returned with signatures by 4:30 PM on March 2nd. The voting for those positions will be May 1st and the annual town meeting will be the following day at 9 AM in the fire station.

## **DEPARTMENT REPORTS**

**No department reports.**

## **SELECTMEN REPORTS**

**No selectmen reports.**

## FINANCIAL REPORT

The annual audit field work concluded last Friday with Fred Brewer. The current revenues are just under .3% of where they were last year and 1.3% on budgeted expenditures. Year-to-date tax collection is at 60.1%. Reminder notices will be going out for the 2nd installment next week. The due date for that installment is March 18th.

## MINUTES

Motion to approve the minutes of January 12, 2026 as presented; **approved 4-0.**

## LICENSE APPROVALS

**No licenses for approval.**

## NEW BUSINESS

- a. Wharves and Weirs
  - i. Jonathan and Kristine Garrett, 12 Bear End Road, applicant is seeking to construct a 12' x 3' sloped access ramp to a 90' x 6' pile supported pier with a seasonal 36' x 3' ramp and 12' x 30' float parallel to shore. **An onsite hearing was held at 3:30 PM.** The Board of Selectmen made a motion to conditionally approve the application under Wharves and Weirs for Jonathan and Kristine Garrett, 12 Bear End Road pending positive approval from the Harbor Master; **approved with the condition 4-0.**
- b. Active Transportation Collaborative (ATC) - Plan Proposal

**Roger Matthews:** Came to the podium to give the update. The ATC is planning to review and update the Boothbay-Boothbay Harbor Bicycle-Pedestrian Plan. The ATC has been in communications with DOT to order "Share the Road" signage and talking with them about the road shoulder on Route 96. Matthews explained that the ATC will be working with the Comprehensive Planning Committee and the consultants from VHB to actively plan their grants and work together towards their goals.
- c. Interim Fire Chief Appointment - Glenn Tilton

Town Manager Latter mentioned Glenn's 42 years' experience in the department and 14 years as assistant chief. She recommended Glenn Tilton be approved as Interim Fire Chief, term ending June 30, 2026.

The board made a motion to approve the appointment of Glenn Tilton as Interim Fire Chief, term ending June 30, 2026; **approved 4-0.**
- d. P.O. Fuller Marine Services Inc. - Footbridge Railing Modifications

Town Manager Julia Latter explained the specifics of the modifications being adjustments to the way the lights will be mounted. This was previously spoken of in prior meetings.

The board motioned to approve the P.O. for Fuller Marine Services in the amount of \$16,500; **approved 4-0.**

e. Port Committee - New Applicant

The board made a motion to approve the appointment of Brad Tibbetts as an alternate member of the Port Committee, term ending June 30, 2026; **approved 4-0.**

f. Planning Board - New Applicant

The board made a motion to approve the appointment of James Mahoney as an alternate member of the Planning Board, term ending June 30, 2026; **approved 4-0.**

## **OLD BUSINESS**

Comprehensive Plan Committee (CPC) project update.

**Mike Tomko:** The CPC is working on forming the focus groups to begin working on their outlined goals as discussed in prior meetings.

## **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)(C), Discussion on Real Property at 6:52 PM; **approved 4-0.**

Motion to come out of Executive Session MRS Title 1, Chapter 13, § 405 (6)(C), Discussion on Real Property at 7:42 PM; **approved 4-0.**

**No decisions were made.**

Motion to enter Executive Session under MRS Title 1, Chapter 13, §405(6)(A), Personnel, at 7:43 PM; **approved 4-0.**

Motion to come out of Executive Session MRS Title 1, Chapter 13, §405(6)(A), Personnel, at 7:59 PM; **approved 4-0.**

**No decisions were made.**

Motion to enter Executive Session under MRS Title 1, Chapter 13, § 405 (6)(E), Consultation with Legal Counsel, at 8:00 PM; **approved 4-0.**

Motion to come out of Executive Session under MRS Title 1, Chapter 13, § 405 (6)(E), Consultation with Legal Counsel at 9:22 PM; **approved 4-0.**

**No decisions were made.**

## **ADJOURNMENT**

Motion to adjourn at 9:22 PM; **approved 4-0.**