

**BOOTHBAY HARBOR**  
**SELECTMEN'S MEETING MINUTES**  
**VIA ZOOM**  
June 14, 2021

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 7:03 p.m.

Introductions of the Board of Selectmen.

**TOWN MANAGER'S ANNOUNCEMENTS:**

1. The town office will be re-opening as of July 1<sup>st</sup>, if you have not received a vaccine please wear a mask. Meetings will probably be held hybrid, Latter will update the board when a decision is made.
2. Pubic Works have been performing their annual roadside cutting and the dig safe has been done by the Boothbay Region Greenhouse in preparation for the removal and replacing of the sidewalk.
3. Officer Chyrplewicz has submitted his resignation, Latter thanked him for his service to the town. There are two openings that the department is looking to fill with two qualified applicants.
4. A reminder that mooring renewals are due by June 30<sup>th</sup> to avoid late fees.

**TOWN DEPARTMENT REPORTS: NONE**

**SELECTMEN REPORTS:**

1. Tomko congratulated Town Manager Latter for being accepted into the Leadership Maine Program. Latter will be participating for the next 15 months.
2. Tomko also sent congratulations to board members who were re-elected in our sister town of Boothbay. Tomko is hoping to work together in future initiatives.
3. Tomko asked the board to come up with goals they would like to see accomplished within the next few months and bring to the June 28<sup>th</sup> meeting.
4. Selectperson Griffin mentioned that on June 23<sup>rd</sup> at 6:00 p.m. at the Boothbay Region Elementary School there will be a school budget meeting. Griffin urges people to attend.
5. Vice Chair Warren mentioned the last Broadband Committee meeting had to be rescheduled due to issues with Spectrum being able to schedule a guest to attend. They have rescheduled and plan on attending the next meeting. The date for the meeting has not been determined as of yet.
6. Vice Chair Warren reminded everyone that as of July 1<sup>st</sup> the state will be enforcing the plastic bag ban.

EXECUTIVE SESSION: An executive session was held under MRSA Title 1, Chapter 13, §405 6 (A), Personal.

The board came out of the executive session at 7:41 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), Personal. No decisions were made.

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

MINUTES: Approval of May 24, 2021, meeting minutes. Approved 5-0.

#### LICENSES:

1. Liquor License – Renewal license for Balmy Days/Novelty/Miss Boothbay dba Balmy Days Cruises, 16B Wharf Street (Malt & Wine). Approved 5-0.
2. Liquor License – Renewal license for Boothbay Region House of Pizza, Inc., 185E Townsend Avenue (Malt, Wine & Spirits). Approved 5-0.
3. Liquor License – Renewal license for Pier 1 Pizza, 15 Wharf Street (Malt, Wine & Spirits). Approved 5-0.
4. Liquor License – Renewal license for Carousel Music Theater, 196 Townsend Avenue (Malt, Wine & Spirits). Approved 5-0.
5. Victualer’s License – New license for Shannon’s Unshelled, 23 Granary Way (Class D). Approved 5-0.
6. Victualer’s License – New license for Marcel’s Submarine Shop, 25 Townsend Avenue (Class H). Approved 5-0.
7. Victualer’s License – New license for Captain Sawyers Place, 55 Commercial Street (Class F). Approved 5-0.
8. Special Amusement License – Renewal license for Tugboat Inn, 80 Commercial Street. Approved 5-0.
9. Special Amusement License – Renewal license for Carousel Music Theater, 196 Townsend Avenue. Approved 5-0.
10. Special Amusement License - Renewal license for Fisherman’s Wharf Inn, 22 Commercial Street. Approved 5-0.
11. Special Amusement License – Renewal license for Boothbay Harbor Inn, 31 Atlantic Avenue. Approved 5-0.

#### NEW BUSINESS:

1. Town Manager Latter presented and asked the board to adopt the proposed fee schedule for fiscal year 2021/2022. A motion was made to adopt the fee schedule as presented. Motion seconded and unanimously approved. Approved 5-0.
2. Town Manager Latter presented and asked the board to approve the annual municipal appointments for the boards and committees.
  - a. A motion was made to approve the 2021-2022 municipal officials appointments as presented for July 1, 2021 to June 30, 2022. Motion seconded and unanimously approved. Approved 5-0.
  - b. A motion was made to approve the re-appointment of Thomas Churchill to the Planning Board for a 3-year term. Motion seconded and unanimously approved. Approved 5-0.
  - c. A motion was made to approve the appointment of Wendy Wolf to the Board of Appeals for a 3-year term. Motion seconded and unanimously approved. Approved 5-0.
  - d. A motion was made to approve the appointment of Thomas Minerich to the Board of Appeals for a 3-year term. Motion seconded and unanimously approved. Approved 5-0.

- e. A motion was made to approve the re-appointment of James Powers to the Port Committee for a 3-year term. Motion seconded and unanimously approved. Approved 5-0.
  - f. A motion was made to approve the appointment of Devyn Campbell as second alternate to the Port Committee for a 2-year term. Motion seconded and unanimously approved. Approved 5-0.
  - g. A motion was made to approve the re-appointment of Michael McKay to the Budget Committee for a 3-year term. Motion seconded and unanimously approved. Approved 5-0.
  - h. Motion made to approve the appointment of Patricia Minerich to the Budget Committee for a 2-year term. Motion seconded and approved. Approved 4-1.
  - i. A motion was made to approve the re-appointment of Gary Farnham to the Refuse District for a 3-year term. Motion seconded and unanimously approved. Approved 5-0.
3. Approval of carry-forward amounts for the calendar years 2021 and 2022.
- a. A motion was made to approve the FY 2020/2021 unexpended amount from the Selectmen/Economic budget of \$41,436.56 into the FY 2021/2022 budget and to transfer said monies to a capital improvement reserve account, sub-account entitled, "Economic Development." Motion seconded and unanimously approved. Approved 5-0.
  - b. A motion was made to approve the FY 2020/2021 unexpended carry-forward amount from the Contract Services/Professional Services budget in the amount of \$141,073.50 into the FY 2021/2022 Contract Services/Professional Services budget. Motion seconded and unanimously approved. Approved 5-0.
  - a. A motion was made to approve the FY 2020/2021 unexpended carry-forward amount from the Town Manager/Travel and Training budget in the amount of \$1,165.00 into the FY 2021/2022 Town Manager/Travel and Training budget. Motion seconded and unanimously approved. Approved 5-0.
4. Animal Control Officer discussions.
- a. Discussion was held regarding the current Animal Control Officer contract held with Lincoln County that is up for renewal. Discussion was held about the response time and service the town has been receiving through the county. Latter is going to look into running an ad to see if anyone is interested in becoming our local animal control officer. Latter will also address concerns with our current contract with the county.
  - b. Discussion was held regarding the horse, Hercules, being able to cross the footbridge due to concerns of pedestrian safety. After discussion was held amongst the board, Latter was directed to contact the owner and ask to please keep the horse off the bridge.

OLD BUSINESS: Latter presented the board with a status update and timeline on the Footbridge Renovation Project.

PUBLIC FORUM: NONE

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

MOVE TO ADJOURN: The meeting was adjourned at 8:42 p.m. after unanimous approval. Approved 5-0.