

**Board of Selectmen**

Steven C. Lewis, Chairman  
Dale C. Harmon, Vice Chairman  
Kristina Ford  
Mike Tomacelli  
Desiree Scorgia

**Town Manager**

Daniel Bryer



**Town of Boothbay  
Board of Selectmen Meeting  
Wednesday, January 8<sup>th</sup>, 2020  
7:00 PM  
Agenda**

1. **Pledge of Allegiance**
2. **Public Hearing**
3. **Public Comment**
4. **Approve Minutes- December 20<sup>th</sup>, 2019**
5. **Reports- Town Office Report**
6. **Old Business- 1. JEDC discussion re: BOS appointments**
7. **New Business- 1. Maine Shellfish Restoration and Resilience Project**
8. **Public Comment**
9. **Review Warrants**
10. **Adjourn Meeting**



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Daniel Bryer Jr.



**Town of Boothbay  
Board of Selectmen Meeting  
Wednesday, December 20<sup>th</sup>, 2019  
11:00 PM  
MINUTES**

**Present:** Steven Lewis, Dale Harmon, Michael Tomacelli, Town Manager Dan Bryer

**Public Comment:**

**New Business:** 1. Dale Harmon made a motion to approve the Wharf and Weir request located at 25 Lincoln Street, East Boothbay, Me, Map/U17 Lot/37, Mike Tomacelli seconded the motion. Vote: 3-0

2. Ulmer fund request- Dale Harmon made a motion to accept the request for \$1,000 for a student's trip to Germany, Mike Tomacelli seconded the motion. Vote: 3-0 in favor.

3. Dale Harmon made a motion to expand the festival to mirror the days the Botanical Gardens are open, specifically December nineteenth to December thirty-first, Mike Tomacelli seconded the motion. Vote: 3-0 in favor.

**Adjourn meeting:** At 11:23 Dale Harmon made a motion to adjourn the meeting and Mike Tomacelli seconded the motion. Vote: 3-0 in favor.



**Economic Development Agreement (EDA)**  
between  
Town of Boothbay, Maine Select Board,  
hereinafter called the Boothbay Select Board  
and  
Town of Boothbay Harbor, Maine Select Board,  
hereinafter called the Boothbay Harbor Select Board

**WITNESSETH:**

WHEREAS, the parties have a long history of cooperation in areas vital to both communities including a regional water supply district, wastewater treatment system, waste recycling, school district, ambulance service, library, and the YMCA; and

WHEREAS, new employment opportunities and economic growth in one community have a direct and beneficial impact on the other community; and

WHEREAS, due to the size and characteristics of each community, the financial and human resources necessary to pursue an integrated and effective economic development strategy require strategic cooperation between the parties; and

WHEREAS, as a result of significant and fundamental changes in industries that have long been important to the region, including ground fishing, boat building and tourism, development of an overall economic development strategy is vital to economic future of the communities.

NOW THEREFORE, the Select Boards of Boothbay and Boothbay Harbor enter into this EDA, as follows:

**1. PURPOSE AND SCOPE**

The purpose of this EDA is to clarify the roles and responsibilities of each party as they relate to enhancing economic growth and prosperity within the communities of Boothbay and Boothbay Harbor. In particular, this EDA is intended to establish a mechanism and process for expanding the parties' long history of cooperation in community and regional services to include economic development. The parties believe that by implementing the recommendations and coordinating the work involved to achieve the goals of the joint Economic Development Action Plan the future economic vitality of the communities can be strengthened.

Implementation of the Economic Development Action Plan would be overseen by a joint economic development committee appointed by the parties. The objective of the committee is to:

- a. Ensure continued coordination and integration of both town's efforts to implement elements of the action plan;
- b. Provide oversight and guidance to the various committees and subgroups working on key strategies in the action plan;
- c. Recommend funding for appropriate activities that promote strategic objectives in the action plan;
- d. Identify and recommend new or emerging economic development opportunities. Such recommendations may include, but are not limited to, any or all of the following:
  - i. Creation of a staff or contract position of a joint economic development specialist, when needed;
  - ii. Establishment of a joint economic development authority;
  - iii. Proposal for a joint cost and tax sharing agreement for the purposes of supporting business expansions and new businesses and/or the preparation of sites and/or buildings to accommodate business expansions or new businesses;
  - iv. Implementation of a joint marketing program; or

- v. Any other actions recommended by the committee and approved by the parties to enhance economic development in the communities.

## 2. RESPONSIBILITIES UNDER THIS EDA

Each party shall undertake the following activities:

- a. Appoint two Select Board members and 2 other members who represent a cross-section of local for-profit and/or non-profit businesses and organizations to serve on the joint economic development committee. The Town Managers from each town shall serve as ex-officio members.
- b. Invite a representative from the Boothbay Harbor Regional Chamber of Commerce and Lincoln County Regional Planning Commission to participate on the committee.
- c. Participate in and provide support for the action plan working subgroups, such as the Housing Group, Broadband Committee and other relevant initiatives. Any working subgroup that receives municipal support must provide at least quarterly progress reports to the joint economic development committee.
- d. Meet at least quarterly to review progress on the Economic Development Action Plan.
- e. Provide quarterly updates to the two Select Boards on the committee's activities and finances.
- f. Review and prepare an annual budget request for each town that outlines the strategic initiatives that might require municipal support for implementation.
- g. Work with Lincoln County Regional Planning Commission staff to identify and pursue grant funding for relevant activities.
- h. Prepare a written annual report to the Boards that includes the list of JEDC members, an accounting of all monies spent and the purpose of those expenditures, a list of activities for the fiscal year, and outlines projected projects or activities for the upcoming year.

## 3. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- a. Nothing in this EDA obligates either party to fund any of the listed activities until such funding is approved by both parties;
- b. Generally, costs incurred pursuant to this EDA for projects or activities that effect both towns shall be shared equally by the parties for a period of 12 months unless otherwise specified in writing aligned with the towns' fiscal years.
  - i. Action plan activities specific to a single town will generally be funded by that municipality.
- c. Any matching funds required for a grant or other financial assistance applied for by the joint economic development committee shall be subject to approval by both parties (including any required municipal approval).
- d. The EDA may be amended by both parties, following recommendations submitted by either party or the economic development committee.
- e. If either party wishes to terminate the agreement, the terminating party must give 30 days written notice and will be responsible for their share of any incurred (and previously agreed upon) expenses up until the termination date.

## 4. EFFECTIVE DATE AND SIGNATURES:

This EDA shall be effective upon the signature of the parties' authorized officials and shall be in force from until terminated by either or both parties.

\_\_\_\_\_  
Mike Tomko, Select Board Chair  
Town of Boothbay Harbor  
Date:

\_\_\_\_\_  
Steve Lewis, Select Board Chair  
Town of Boothbay  
Date:

# **Maine Shellfish Restoration and Resilience Project**

## **Request for Proposals**

Posted November 2019

DEADLINE: January 16, 2020

The Maine Shellfish Restoration and Resilience Project invites proposals for projects that will improve the management and conservation of clam flats and mussel beds. Specifically, this funding opportunity seeks to support new or expanding projects that restore shellfish flats, improve clam flat or mussel bed productivity, find and fix pollution, work with town and state officials to open closed flats, increase volunteer participation in co-management and conservation activities, strengthen civic partnerships, and/or update shellfish conservation and co-management policies.

### **Eligibility**

Applications may be submitted by fishermen, shellfish wardens, town officials, or other stakeholders in partnership with a town or nonprofit (for example a land trust or other community organization). Applications should demonstrate involvement of clam or mussel harvesters, shellfish committee members, and shellfish wardens as well as scientists, regulators, managers and other key stakeholders. If clam or mussel harvesters have a project idea and need assistance connecting with a town official or representative from a non-profit organization, support will be provided (see contact information for questions below). Though projects may include an education component, this fund is not intended to be used exclusively for education initiatives.

### **Ineligible Expenses**

Activities that are part of the organization's mission with no clear start or end date, or those that have been implemented for more than two years and are continuing without expansion. Equipment expenses need to be part of a defined project.

### **Proposal Evaluation Criteria**

- Measurable benefit to shellfish harvesters and the community
- Timeliness and urgency of the proposed activity
- Ability to foster relationships with other partners
- Innovation and relevance to emerging issues
- Interdisciplinary approach to shellfishing sustainability (i.e. includes multiple forms of expertise and considers both social and environmental issues related to shellfishing)

### **Timing**

The deadline for application is **January 16, 2020**. Grant awards will be announced during Shellfish Focus Day, which is the opening day of the Maine Fishermen's Forum. Grants can only be used to support projects or activities that occur after the grant has been awarded.

## **Award Amount**

Grant size will range from \$1,000 to \$20,000. We hope to award at least 10 grants, but may have to decline some requests based on available funds. Proposals for planning grants (max. \$5,000) will also be considered.

## **Application Materials**

Complete application packet should be emailed to [maineshellfishfund-group@maine.edu](mailto:maineshellfishfund-group@maine.edu) by **January 16, 2020**.

Materials to include

- Contact information for project coordinator, including an email address and phone number
- List of key personnel and project partners with email addresses and phone numbers
- Start date and end date for project (grant funds will be released by the end of March, 2020)
- Project budget with expenses and revenue, including in-kind support and income from other sources
- A 3-page narrative with the following sections:

**Problem statement:** What is the problem you intend to address and why does it matter for the health and sustainability of shellfishing?

**Solutions:** How will you address this problem? What specific strategies, activities or products will you produce?

**Capacity:** Who is involved in this project, what are the specific roles and responsibilities, and why is this group well positioned to do the work you propose? Please include a statement indicating that everyone named in the proposal has been contacted, knows that they are included in the proposal, and that they have agreed to participate.

**Limiting factors:** Are there any specific challenges or limiting factors that could shape your ability to achieve success in your project? This information will be helpful in identifying opportunities for project advisors to work with and help your group achieve its goals.

**Sharing project data and learning:** If applicable, how will the project work to archive and share data with the town, state, and other interested parties? Please indicate your willingness to participate in meetings to help other grantees learn about your project.

## **Questions**

Andrea Perry, Broad Reach Fund: [andrea@broadreachfund.org](mailto:andrea@broadreachfund.org)

Bridie McGreavy, University of Maine: [bridie.mcgreavy@maine.edu](mailto:bridie.mcgreavy@maine.edu)

For more information and to see a list of project examples, please visit the project website: <https://umaine.edu/shellfish-restoration/>.

This funding effort is part of a collaboration that involves the Broad Reach Fund of the Maine Community Foundation, the Maine Shellfish Advisory Council, the University of Maine's



Department of Communication and Journalism and Senator George J. Mitchell Center for Sustainability Solutions. An advisory committee comprised of scientists, agency staff, harvesters, and other stakeholders will review proposals and make funding recommendations.

The Broad Reach Fund is a component fund of the Maine Community Foundation. The Fund has awarded fisheries-related projects for over a decade and is embedded in the philosophy of community-based management.

The Maine Shellfish Advisory Council is established and governed by Maine Statute. The Council addresses matters of concern to the shellfish industry. ShAC will raise awareness about this funding opportunity within the industry and in municipal shellfish programs across the state.

The University of Maine serves in an advisory role and provides logistical support to the project. Dr. Bridie McGreavy is an Assistant Professor in UMaine's Department of Communication and Journalism and faculty fellow with the Mitchell Center for Sustainability Solutions. Dr. McGreavy's engaged research with Maine's shellfishing and coastal communities helps inform and support this project.

