

Board of Selectmen

Steven Lewis, Chairman
Dale Harmon, Vice Chair
Douglas Burnham
Charles R. Cunningham
Stephen W. Ham

Town Manager

James D. Chaousis II



**Town of Boothbay
Board of Selectmen Meeting
Wednesday, April 9, 2014
7:00 PM
MINUTES**

Present: Steven Lewis, Dale Harmon, Charles Cunningham, Douglas Burnham, Stephen Ham and Town Manager James Chaousis II

1. **Executive Session:** At 6:00PM Steve Ham made a motion to go into Executive Session pursuant 1 MRSA § 405 (6) (A) Interviews with Board of Appeals candidates with the Board of Appeals Chairman and Chuck Cunningham seconded the motion. Vote: 5-0 in favor.
2. **Call Meeting to order:** At 7:00PM Steve Lewis called the regular open session of the meeting to order.
3. **Pledge of Allegiance:**
4. **Public Hearings:**
 - a. **Boothbay harbor Country Club** – Map 27 lot 2-B, located at 33 Country Club Road, Paul G. Coulombe, renewal of liquor license Class I, II, III, IV, (Golf Club), and Auxiliary license. Mr. Chaousis reported the application is complete and the fee has been paid. Steve Lewis made a motion to grant this license as presented and Chuck Cunningham seconded the motion. Vote: 5-0 in favor.
 - b. **Waterford Quay, d/b/a Lobsterman’s Wharf** – William Murphy, Map U16 lot 1 located at 224 Ocean Point Road, renewal of liquor license Class XI. Mr. Chaousis reported that the application is complete and the fee has been paid. Chuck Cunningham made a motion to grant the license as presented and Dale Harmon seconded the motion. Vote: 5-0 in favor.
5. **Catherine Fossett, BHRCC, and Mary Ellen Barnes, LCRPC – Damariscotta/Boothbay Shuttle:** Ms. Barnes shared with the Selectmen an Ad that will be going out about the train/shuttle opportunity from Boston to the Damariscotta/Boothbay area. You would buy one ticket; take the DownEaster to Brunswick, then the Maine Eastern Railway to Newcastle and then a shuttle to Boothbay Region. This will run Friday-Sunday during the Tourist Season. Other people would be able to use the trolley for a small fee as well. Originally the plan was for the train to stop in Wiscasset but there was more funding from the Damariscotta area so the plan changed to stop in Newcastle. The trolley will stop at the Railway Village and at the Chamber of Commerce in Boothbay Harbor. Chuck Cunningham said he is not sure how this will benefit Boothbay if there is only one stop in Boothbay. Ms. Fossett and Ms. Barnes said they are talking with CMBG, but right now there is simply not enough money to make extra loops in Boothbay, they have talked about it and hope that in the future it will be able to happen but currently they do not have the money. They will do a survey after this first season to see the benefits. Steve Lewis said he thought it could have potential benefits and that it would be interesting to see the survey results. Steve Lewis and Dale Harmon said there could be potential and they would be remiss not to try this. Steve Lewis said even if Boothbay Harbor businesses benefit more, Boothbay residents work in some of those businesses and there would be an indirect benefit to Boothbay. Dale Harmon made a motion to stick to the original commitment the board made when they

thought the train would stop in Wiscasset and Steve Ham seconded the motion. Vote: 4-1 with Chuck Cunningham casting the one negative vote.

6. **Senator Chris Johnson – LD 369:** Steve Lewis said he had questions on why the Senator sponsored this bill as it reminded him of some of the thinking from the 70's that would hurt places like Boothbay that are property rich. Senator Johnson explained the bill and his reasoning, he wanted the Education Committee to study the problem of how to use the money wisely and create better equality to the schools. Also discussed was the 55% the state should be paying towns for schools. Senator Johnson also talked about the Circuit Breaker program and the Homestead exemption as well as the Picus Report which is an Independent review of Maine's Essential Programs and Services Funding Act.
7. **Minutes:** Chuck Cunningham made a motion to approve the minutes of the 03/26/2014 meeting as presented and Dale Harmon seconded the motion. Vote: 5-0 in favor.
8. **Online Mooring Proposal:** Harbor Master Pete Ripley recently went to a training where he saw a demonstration of an online mooring program that he would like the town to consider. This company would bill for the moorings – it would be paperless -, they would provide google maps of the moorings and all the mooring information would be online so the harbor master could have it at his fingertips while on the water. There would be \$0 set up cost and they would take \$5 for every mooring in the program. They have been in the business since 2007 and there have been good references from other towns that use it. The phone support would only be free for the first three months, and then it would cost \$135 per hour. There would be extra fees to the mooring owners if they pay on line. The town would still own the data. A fee would also be imposed if the town did not allow any advertising on the site. Dale Harmon made a motion to grant permission to Jim Chaousis to contract with Online Mooring and Steve Ham seconded the motion. Vote: 5-0 in favor. The plan would be to try and start this year and have it running for the mooring renewals in August.
9. **Reports:**
 - a. **Website –** The town warrant is now on the website. Mr. Chaousis shared a sneak preview of what the new website will look like. He hopes to launch it in mid-June.
 - b. **Flood Maps –** These are available to look at in the CEO office.
 - c. **Comprehensive Planning Committee –** They have been working on Land Use Planning. Development Transfer fees is a complicated area they looked at, although this will not be put in the plan.
 - d. **FY 2015 Appointments –** A list of appointments was given the Selectmen to review and vote on at another meeting.
 - e. **Tax Sale Bid –** There are still three properties for sale on this list.
 - f. **Lincoln Health Correspondence –** Lincoln Health is not going to be making donations to the towns as they did last year. The Selectmen expressed their disappointment at this.
 - g. **Department Reports –** Safety is still being worked on. The High School kids will be coming again this year to help do a clean-up day. PWD is putting away the plows and working on them as well as working and launching floats. The CEO has slowed a bit this month. Marriner Tower has put in an application to the Board of Appeals for a different piece of property. This puts their lawsuit in a holding pattern pending the result of this appeal.
10. **Old business:**
 - a. **Document Scanning Quote –** To do the scanning on site will cost \$250per day and take approximately 10days. This cost would be in addition to the \$6,000 fee. There was a discussion about the security of doing it here vs. the extra cost. Chuck Cunningham made a motion to accept the quote to do on site as verbally presented tonight and not to exceed a total of \$10,000 and Dale Harmon seconded the motion. Vote: 5-0 in favor.
 - b. **Town Manager Evaluation –** The Selectmen were given an article on how to do Quality Evaluations. The Selectmen were not happy with the process used last year. This would

allow them to get input from the people who work more directly with the Town Manager. They will get input from appointed employees and the standing appointed boards (the chairman and vice chairman will speak for the boards) Steve Lewis said he felt this evaluation needed to be done by May each year so the current board that has worked with the Town Manager and not new Selectmen who have not will be the ones doing the review. Dale Harmon made a motion to adopt this new review process for one year and Chuck Cunningham seconded the motion. Vote: 5-0 in favor.

11. New Business:

- a. **Board of Appeals appointment** – The Selectmen met earlier tonight in Executive Session with two candidates. Chuck Cunningham made a motion to appoint Jeanne Fuller to the Board of Appeals and Lori Campanili-Stone to the Board of Assessment Review and Dale Harmon seconded the motion. Vote: 5-0 in favor.
- b. **2006 GMC 5500 bid** – This is the truck the PWD would like to replace with a new one if voted positively on at the Town Meeting. Chuck Cunningham made a motion to put the 2006 GMC 5500 complete with plow out to bid with the stipulation that the sale is contingent on the new truck being approved at Town Meeting, there is to be a minimum bid set and the bids will be opened by the Selectmen. Steve Ham seconded the motion. Vote: 5-0 in favor.
- c. **FY2015 Paving Bid** – Crooker is willing to roll over his bid price again this year. Chuck Cunningham asked if there was any chance to get a lower dollar amount if they go out to bid with this and Mr. Chaousis said no. It was discussed that the town likes the work that Crooker does and they are easy to work with and the price is good. Dale Harmon made a motion to roll over the paying bid with Crooker again this year and Chuck Cunningham seconded the motion. Vote: 5-0 in favor. The Selectmen will work with the PWD foreman to discuss which roads.
- d. **Internal Control Policy update** – Mr. Chaousis suggested a couple of changes to the policy, one would remove Amber's name and replace it with Heidi and the other change would require two signatures to open a new bank account. Chuck Cunningham made a motion to accept the changes that were suggested by Mr. Chaousis and Dale Harmon seconded the motion. Vote: 5-0 in favor.
- e. **Personnel Policy update** – A 30 day notification of intent to changes this policy needs to be given to employees. Mr. Chaousis reviewed the changes he suggests be made to the policy. The one that generated the most discussion was whether to offer to pay employees who did not use sick time at the end of the year or to offer a bonus for not using sick time. It was decided to try the bonus that would be paid in November and to pro rate it for this year. Chuck Cunningham made a motion to consider the Personnel Policy changes as presented and amended tonight in 30 days and Dale Harmon seconded the motion. Vote: 5-0 in favor.
- f. **Spirit of America Award** – Mr. Chaousis asked Channel 7 to turn the camera off for a few minutes. The board wanted to discuss this award without the nominated recipient knowing ahead of time. Mr. Chaousis said that the town planned to recognize Estelle Appel at the Town Meeting in May and suggested she be given the Spirit of America Award as well. The Selectmen were in full agreement. Mr. Chaousis said they have now discovered who in the town should have the Boston Post Cane and will be making plans to give it to the correct person. The camera was turned back on and Mr. Chaousis explained to the public why it was off for a few minutes.

12. Public Comment:

13. Review Warrants and sign them: Dale Harmon made a motion to review the warrants and sign them and Chuck Cunningham seconded the motion. Vote: 5-0 in favor.

14. Executive Session: Dale Harmon made a motion at 9:30PM to go into Executive Session pursuant 1 MRSA §405(6) (A) Town Manager performance evaluation and not to return to regular session. Steve Ham seconded the motion. Vote: 5-0 in favor.