

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 23, 2013
6:00 PM
MINUTES**

1. Steve Ham made a motion to enter into executive session pursuant 1 MRSA § 405(6) (A) Town Manager performance evaluation at 5:00PM. Dale Harmon seconded the motion. Vote: 5-0 in favor
2. Steve Lewis called the meeting to order at 6:00PM with the Pledge of Allegiance.

Present: Steven Lewis, Dale Harmon, Douglas Burnham, Charles Cunningham, Stephen Ham, James Chaousis II Town Manager and Dan Bryer Jr. CEO

3. **Public Hearing:** Annual Town Meeting Warrant Articles 3,4, and 25-35
Mr. Chaousis gave a power point presentation on Articles 3 & 4 and answered any questions.
Dan Bryer gave a power point presentation on Articles 25-35 and answered any questions.

4. **Public Comment:**

5. **Scheduled Agenda Requests:**

- a. Boothbay Civic Association – Dawn Gilbert
Boothbay is 250 years old this year (Sester Sentential) The BCA is planning a weekend celebration on August 22, 23 & 24th. It will start Friday with a Seafood Festival on the Common. They do not have all the details yet but are thinking a parade, children’s activities, fireside storytelling, bean hole beans/pig roast, war re-enactment and fireworks. They would like to put up two signs for the season, one at the Welcome to Boothbay sign and one on the common. They will be looking for donations and support from the town. They will come back to the Selectmen when they have more details nailed down.
- b. Charles Gilbert – RE: Shellfish Committee
Mr. Gilbert had questions about the Committee grandfathering out of town licenses. He wanted to know if the committee has the power to do this. Mr. Chaousis said he cannot find in the ordinance where they have this power.

Mr. Gilbert said this is supposed to be a lottery. Russell Pinkham is the head of the Committee now and Nick Upham is the new warden. Mr. Chaousis will ask the Committee to come and discuss this with the Selectmen at their next meeting.

Mr. Gilbert also asked how come there is not a commercial rep. from the Towns of Edgcomb and Southport on the committee as the ordinance allows. The Selectmen said that he would have to ask those two towns.

6. **Minutes:** Chuck Cunningham made a motion to approve the minutes of the 04/19/2014 meeting as presented and Dale Harmon seconded the motion. Vote: 5-0 in favor.
7. **Public Hearing (7:00PM):** Wharves and Weir-Michael Leighton, Map R1 lot 74-06, located at West Side Road Ext. Boothbay, ME to construct a pier system with a 40'x48' pile supported platform with a 12'x20' rope house to provide working waterfront, located on the Sheepscot River.

There was an on-site visit by Harbor Master Pete Ripley, Steve Ham, Dan Bryer and Mike Tomacelli. The Harbor Master submitted a letter saying he could see no cause/injury to others, no restriction to navigation or any other problems with granting this permit. One abutter objected in the beginning but has rescinded his objection. The Planning Board has already acted on this application and approved it. Chuck Cunningham made a motion to approve this application as presented and Dale Harmon seconded the motion. Vote: 5-0 in favor.

8. **Reports:**

- a. **FY 2015 appointments** – No action taken on this tonight. What is in the Town Report might not be accurate. More research into terms needs to be done.
- b. **2006 GMC 5500 bid-** An ad was put in the newspaper and on the Maine Municipal site
- c. **Personnel Policy update** – The staff were notified of possible changes, changes can be made after 05/14/2014.
- d. **Tax Sale Bid process** – There are currently 3 properties and 2 of those might be taken care of before the sale date.
- e. **Road Improvement Workshop** A workshop with the PWD foreman, the town manager and Selectmen was set for 05/14/2014 at 6PM with the Selectmen's meeting to follow immediately after.
- f. **Flood Risk Tools** – The CEO has a CD with a lot of information on it, if anyone wants to view it see the CEO
- g. **Town Report** – This is now out and Mr. Chaousis thanked Heidi Fuller for putting it together this year.
- h. **Annual Town Meeting** – Al Roberts has agreed to be the moderator this year. The final pieces are being put together.
- i. **Comprehensive Planning Committee** – They have been working on the residential areas and suggested the Town create three residential area's

and treat them different as they are different. Hopefully this plan will be ready in November.

- j. **Department Reports** – PWD is busy doing the spring cleanup, The CEO has had a lot of applications to go to the Planning Board, There is a Planning Board/Board of Appeals training with Sally Daggett scheduled for next Tuesday and the Selectmen were encouraged to attend as well, The Business Office will be sending out 30 days notices soon, it will be a smaller number than was sent last year. Mariner Tower has put in a new application to the Board of Appeals, it is scheduled for May 27th.

9. Old Business:

- a. **Document Scanning Quote** – Scott Richards from Records Management was present to discuss this item. It will cost an additional \$250 per day and will take approximately 20 days to copy the CEO records if done on site and will only take 10 days if done at their site in Bangor. Mr. Richards talked about their Stand Operating Procedures and how they would transport and handle the records. The company has been in business since 1995 and has had no loss/damage to documents. They maintain a hard copy of the files. After this, the files would be copied on an annual basis. The hard copies will be stored at the Town Office. Dale Harmon made a motion to authorize Mr. Chaousis to execute the proposed contract with Records Management to send the files to Bangor to be digitally copies for a price of \$6,900 and Steve Ham seconded the motion. Vote: 4-1 in favor. Chuck Cunningham cast the one negative vote.
- b. **Spirit of America Nominee** – Chuck Cunningham made a motion to adopt & sign the resolution as presented and amended for the Nominee of this award and Steve Ham seconded the motion. Vote: 5-0 in favor. A presentation will take place at a later date.
- c. **Boston Post Cane** – Dale Harmon made a motion to adopt and sign the resolution as presented and amended and Chuck Cunningham seconded the motion. Vote: 5-0 in favor. The presentation will take place at a later date.

10. New Business:

- a. **Hook and Ladder Donation – 2014 Polaris Ranger 6x6** – A 2014 Polaris Ranger 6x6 was donated to the Hook and Ladder and they would like to donate it to the town. It is an excellent addition to the Fire Department and will be invaluable. Chuck Cunningham made a motion to accept the donation and Steve Ham seconded the motion. Vote: 5-0 in favor.
- b. **Utility Pole Permit** – Fairpoint is requesting a permit to place a pole 75' north of Dover Road. This same application was approved over one year ago but since no action was taken in that time it needs to be voted on again. Doug Burnham made a motion to approve the permit and Dale Harmon seconded the motion. Vote: 5-0 in favor. Chuck Cunningham said

he would like to have a conversation about the removal of poles no longer in use.

11. Public Comment:

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

13. Executive Session: at 7:50PM Dale Harmon made a motion to go into Executive Session pursuant 1 MRSA § 405 (6) (A) Town Manager evaluation and not to return to public session. Steve Ham seconded the motion. Vote: 5-0 in favor.