

Board of Selectmen

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

Town Manager

James D. Chaousis II



**Town of Boothbay
Board of Selectmen Meeting
Monday, May 29, 2012**

MINUTES

Present: Charles Cunningham, Steven Lewis, Douglas Burnham, Dale Harmon and Jim Chaousis

The selectmen met at 6:00PM for a workshop before their meeting began. The discussed the Personnel Policy and reviewed all of the suggested changes. Most changes were agreed upon but more information and dollar amounts were asked for concerning a laundry clause.

Next Town Manager Jim Chaousis presented the Selectmen with a list of what he thought were projects that should be worked on and a list of other priorities. Included on the project list were: Safety Programs, Comp Plan, Rt. 27 Utilities extension, The Rt. 7 Sidewalk project, CEO training, Capital Improvement Plan, The Business Friendly Town application, Code Enforcement cost share agreement, new Assessor, Banking (finding the right place for the town to do business, Grant writing, Service upgrades as well as the Town Manger being a representative to other organizations.

Chairman Chuck Cunningham called the regular Selectmen's meeting to order at 7:00PM.

Present: Charles Cunningham, Steven Lewis, Douglas Burnham and Jim Chaousis
Absent: Stephen Ham and Dale Harmon

1. Public Hearing: Boothbay Craft Brewery, Inc., Map R 4 lot 165T at 301 Adams Pond Road, Boothbay ME for new Liquor License, Class I, II, III, IV

Win Mitchell was present to discuss this application. Mr. Chaousis reported that the application was complete and all payments received. Mr. Chaousis recommended that the Selectmen approve the application. Mr. Mitchell this will be used for the six events they sponsor each year. Steve Lewis made a motion to approve the application as presented and Doug Burnham seconded the motion. **Vote: 3-0 in favor.**

2. Approve minutes: Steve Lewis made a motion to approve the minutes of the 05/14/2012 meeting as presented and Doug Burnham seconded the motion. **Vote: 3-0 in favor.**

3. Reports:

a. Reappointment preview- This is just a reminder of the appointments so far, final list will be voted on in June.

b. Advertising initiative- The Walking Map this year covers the whole region and is more of a Region map than a walking map. To encourage Boothbay Business to be listed, an Ad was placed in the Boothbay Register offering that the Town would pick up 25% of the cost for Businesses to advertise this way. It has been favorably received.

c. CEO Hiring committee – This was originally a 3 person committee comprised of Jim Chaousis, Nancy Lowell-Cunningham and John Ziegra. Mr. Ziegra has decided not to participate and Eric Wood has agreed to be on the committee. Twenty one applications have been received. The committee hopes to conduct interviews with six of the applicants soon. Hopefully a CEO will be hired in June.

d. Industrial Park Planning Committee – This committee has held its first meeting, electing Steve Lewis as Chairman. They have many ideas already.

e. Comprehensive Planning Committee – The first meeting of this committee is scheduled for June 4th.

f. Administrative Code Review Committee – This committee is scheduled to hold their first meeting on June 5th.

g. BRWD CEO cost share agreement – Mr. Chaousis reported that at the next Selectmen's meeting he should have something for them to agree too.

h. Department Head Reports – Safety is the main concern right now. There is going to be a DOL safety training day on 06/22/2012 and the office will be closed. The PWD is finishing their Spring items; they are mowing and getting ready to repair two dry hydrants.

CEO is getting caught up on Building permits. A failing Septic system on Back River Road is an ongoing issue, there has previously been issued a consent agreement to for the contractor into fixing the problem, The Town had agreed to pay 20% of the cost as they did the inspection. The owner does not want to work with the previous contractor. Reny construction has agreed to fix the system starting work in June 2012. The Public Officials Insurance the town has will help to cover the cost.

The front office is working on Liens and elections that will take place on June 12th and a pre-audit visit scheduled for June 14th.

Don Stewart had come out and looked at the project for the Ship grant that was applied for.

5. Old Business:

a. Personnel Policy – It was agreed to table this at this time.

b. MMA Legislative Policy Committee – The town has no nominee for this position

6. New Business:

a. Comprehensive Planning Committee Appointment – Joe Paolillo a resident of East Boothbay has volunteered to be on this committee. Steve Lewis made a motion to appoint Joe Paolillo to the Comprehensive Planning Committee and Doug Burnham seconded the motion. **Vote: 3-0 in favor.**

b. Assessor Appointment – Steve Lewis made a motion to appoint John E. O’Donnell III as assessor for the Town of Boothbay and Doug Burnham seconded the motion. **Vote: 3-0 in favor.**

c. Personal Property Tax Collection – Jim Chaousis suggested that the Selectmen write of less than \$100 worth of uncollectible personal property taxes. He said that it would cost the town too much money to try and collect on some of these small amounts. (See attached list). Steve Lewis made a motion to write of the personal property on the list presented by the Town Manager as uncollectible and Doug Burnham seconded the motion. **Vote: 3-0 in favor.**

7. Public Comment: Mr. Mitchell asked what the tax rate is for Personal Property and was told it is the same as for Real Estate tax.

8. Review warrants and sign

9. Adjourn meeting: Doug Burnham made a motion to adjourn the meeting at 7:50PM and Steve Lewis seconded the motion. **Vote: 3-0 in favor.**

Minutes submitted by:
Sherry Tibbetts, Secretary