

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, July 9, 2012
7:00 PM
MINUTES**

1. Call Meeting to order: Chairman, Chuck Cunningham called the meeting to order at 7:00PM. **Present:** Charles Cunningham, Steven Lewis, Douglas Burnham, Stephen Ham, Dale Harmon and James Chaousis II.
2. **Public Hearing: Smugglers Cove Inn**, Kimberly Swan, Map U6 lot 11, located at 717 Ocean Point Road, East Boothbay, ME renewal of Innkeepers license. Steve Lewis made a motion to approve this application as presented and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**
3. **Approve minutes:** Dale Harmon made a motion to approve the minutes of the June 25, 2012 meeting as presented and Steve Ham seconded the motion. **Vote: 4-0 in favor.** Steve Lewis abstained as he was not at the meeting.
4. **John E. O'Donnell III**, Town of Boothbay Assessor: Mr. O'Donnell gave a brief history of himself and his company. Since he started in May, his company has done 200 field visits, processed 40 exempt forms and 50 property transfers. He presented the Selectmen a Tax Rate Calculations form (attachment A). Mr. O'Donnell suggested if the Selectmen were to take \$50,000 from the undesignated funds they would be able to keep the tax rate the same for the 4th year in a row. It was suggested that all of the money may not need to be used and if unused it would go back into the fund. Chuck Cunningham suggested using all of the \$50,000 in the hope of making the rate a little lower. Mr. Chaousis proposed the undesignated fund is too low and needs to be built up. He would like to keep taxes flat and use as little of the undesignated funds as possible. The Assessor also talked about getting the commitment done earlier next year so there will be a longer time between the bills being sent out and the payment due. Steve Lewis made a motion to authorize James Chaousis to use up to \$50,000 of the undesignated fund to make the tax rate stay the same as last year and Dale Harmon seconded the motion. **Vote: 4-1 in favor.** Chuck Cunningham cast the one negative vote; he would like to see all of the \$50,000 used.
5. **Reports:**
 - a. **Comprehensive Planning Committee** – Their third meeting was on July 2nd, they are focusing mostly on brainstorming. Kristina Ford has suggested that they think large, what they do not like, what would they like to retain. Their next meeting

is on July 16th at 6PM and all of the meetings are open to the public. If anyone has suggestions they can give them to the Town Manager or to Chuck Cunningham.

b. Industrial Park Planning Committee- They will hold their second meeting on July 25th at 5:3 PM. They have done an inventory of the lots in the area. They are trying to reach out to abutters in the area and get their input.

c. St. Andrews Hospital – Jim Donovan, CEO of Lincoln County Healthcare would like to have a meeting with the Selectmen of all three towns, Boothbay, Boothbay Harbor and Southport.

d. Route 27 Sidewalk – The preliminary plan and cost estimate have been submitted to MDOT. The initial review is being done. It is targeted to take this to the Planning Board in August.

e. Safety grant awards – The town has been awarded two safety grants, one to the Public Works and one to the Fire Department, both will allow for the purchase of road safety devices.

f. Freedom of Access Act Changes – The town received a letter from the Town's attorney's office. The town is now required to have a Public Access Officer. Access needs to be given in a timely fashion. The town can charge for some of the costs after the first hour of research.

g. End of Year financial reports – Mr. Chaousis gave the Selectmen an end of year financial report.

h. Dept. Head Reports – The PWD is doing pavement prep in anticipation of late August paving. The CEO is caught up and is working on the Urban Insight reporting. The Business office is busy prepping for the Audit. There are a lot of re-registrations taking place, the mooring invoices were sent out earlier this year and are coming back in; notice of liens are being sent out.

6. Old Business:

a. Fee Schedule – This is tabled, another workshop will be held before the next meeting.

b. FY 2013 appointments – Steve Lewis made a motion to appoint James Chaousis II as Public Access Officer and Mike Leighton and Bradley Simmons as Deputy Harbor Masters. Steve Ham seconded the motion. **Vote: 5-0.**

8. New Business:

a. MMA Executive Committee Vote: The town can cast one vote for the VP and 3 Directors for the MMA Executive Committee. After a discussion about the unfair way the officers and directors are chosen Steve Lewis made a motion to cast one vote for the suggested slate of officers and then send them a letter suggesting they change the way their directors are elected. Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

b. Comprehensive Planning Committee Appointment – Steve Lewis made a motion to appoint Brian Blethen to the Comprehensive Planning Committee and Dale Harmon seconded the motion. **Vote: 5-0 in favor.** This now makes thirteen people on the committee which was the original goal.

9. Public Comment: Mike Tomacelli said the workshop on the fee structure encouraged him. Mr. Tomacelli also asked about the Administrative Code Review Committee. Mr. Chaousis said the old committee had been reappointed and reactivated. They have met once.

10. Review Warrants and sign them:

11. Executive Session: At 8:15PM Steve Lewis made a motion to go into Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) Personnel Matters and not to return to regular session and Steve Ham seconded the motion. **Vote: 5-0 in favor.**