

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 July 10, 2013
7:00 PM
MINUTES**

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

1. Call Meeting to order: Steve Lewis called the meeting to order at 7:00PM

2. Pledge of Allegiance to the flag:

3. Public Hearings:

a. **Coastal Maine Botanical Gardens, Inc.:** Laura Francis, Manager, located at 132 Botanical Garden Drive, Boothbay, Map R 4 Lot 109, renewal of liquor license, restaurant (Class I, II, III, IV)

There have been no complaints, this is a renewal and all fees have been paid. Chuck Cunningham made a motion to approve this application as presented and Steve Ham seconded the motion. **Vote: 5-0 in favor.**

b. **Hodgdon Island Inn:** Richard and Pamela Riley, owners, located at 374 Barter's Island Road, Map R 4 lot 88, renewal of Innkeepers license.

This is a renewal and there have been no complaints. All fees have been paid. Steve Ham made a motion to approve this application as presented and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

c. **Dan Freund:** Map R-4 lot 42, located at 15 Edwards Lane, Sawyer's Island, Boothbay, ME to construct a 154' x 6' pier with a new seasonal 36' x 3' runway and two 10' x 16' floats on the Sheepscot River.

Doug Burnham was at the on-site visit and said he did not see any issue with this application. The Harbor Master recommends approval. Steve Ham made a motion to approve this application as presented and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

d. **Castner Family Realty Trust, Naomi K. Castner, Trustee:** Map R-4 lot 66-2B, located at Albion Point Road, Sawyer's Island, Boothbay, ME to construct a pile-supported pier system including a PT wood 4'x10' access ramp, 4'x100' pier with batter

pilings, 10'x20' float with position pilings and an 8'x40' timber frame float haulout, plus a PT wood or aluminum 3'x40' ramp on the Sheepscot River.

The Harbor Master recommends approval of this application. Doug Burnham was at the on-site visit for this application. There were some objections from neighbors, but since the on-site hearing the neighbors are now OK with the project. Dale Harmon made a motion to approve this application as presented and Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

4. Public Comment:

5. Approve minutes:

Doug Burnham made a motion to approve the minutes of the previous meeting (06/20/2013) with one correction and Dale Harmon seconded the motion. **Vote: 3-0 in favor.** Chuck Cunningham and Steve Ham abstained from voting as they were both absent from that meeting.

6. Reports:

a. St. Andrews Task Force – The final resolution of the Task Force as now been presented and the transition as been made to the Health and Wellness foundation. Chuck Cunningham is on the board of directors of the foundation and reported they will hold an annual meeting in August and he did a brief Q & A session on the new foundation.

b. Comprehensive Planning Committee – There will be a Public Forum at the Fire Department on July 15th at 6PM and there is currently a small survey available either on line or on paper that everyone is encourage to fill out and to give their opinion. The results will be discussed at the Forum.

c. Back Narrows Culvert Update – Although the town received the money for the engineering design the funding for the dam did not come through. The culvert that will be put in place will not be as high-tech as the design that was done.

d. Safety Enhancement Grant – Chief Spofford has received another grant for \$1,780. This will pay for the Firefighter I and II training.

e. Flood Plan Maps – The CEO will be going to look at these maps and any other Boothbay officials who would like to look at these maps should contact the office to coordinate doing so.

f. Department Head reports – The Business office services offered are now up on the website, thanks go out to Heidi Fuller for putting the information together for this. Mr. Chaousis reviewed the website with everyone present. Senator King's office had an aide at the Boothbay Town Office today to meet with people. Tax Bills will hopefully go out by Friday this week. Credit cards can now be used; customers are charged a convenience fee.

g. Commitment update - Taxes were committed today. The mil rate will be 8.4 which is up 9%. Steve Lewis asked how much money Boothbay will lose from the State and Mr. Chaousis said it is hard to calculate but gave figures for revenue sharing.

7. Old Business:

a. Cross River Property - Mr. Chaousis presented the Selectmen with an amended RFP draft. Steve Lewis said he would like to take the word bid out of it and just make it a Request for Proposals. He feels that would make it more acceptable to more people. Chuck Cunningham said it would certainly make it more acceptable to him. The rest of the board was in agreement. There was a brief discussion on the time frame. It was agreed to have the proposal back in this fall, although any proposals to be considered would wait and go before the regular town meeting in May.

b. Solar Power Project – The Selectmen can lease town property for less than one year, any property leased for longer than one year has to be voted on at a town meeting, this was a consideration in drafting the agreement for the solar project. Chuck Cunningham made a motion to ratify the contract that James Chaousis II signed with Revision for the Solar Project and to take to Town Meeting in May 2014 and Doug Burnham seconded the motion. **Vote: 5-0 in favor.** The panels should be installed late July 2013. After 7 years the town will own the panels.

c. Town Owned Properties – Mr. Chaousis pointed out that after careful research the piece of property previously listed as town owned near Sawyers Island that Doug Burnham said was not owned by the Town is not owned by the town will be returned on the tax roles under the proper owners name.

8. New Business:

a. FY 2014 Appointments –

Municipal Appointments – July 1, 2013-June 30, 2014

Dale Harmon made a motion to appoint James Chaousis II as Town Manager/Tax Collector/Treasurer/Road Commissioner/General Assistance Director/Public Access Officer and Doug Burnham seconded the motion. **Vote 4-1 in favor.** Chuck Cunningham voted in opposition.

Dale Harmon made a motion to appoint Bill Kautzmann Addressing Officer and Doug Burnham seconded the motion. **Vote: 5-0 in favor**

Dale Harmon made a motion to appoint Betsy Pratt, David Pratt and Benjamin J. Rand Animal Control Officers and Doug Burnham seconded the motion. **Vote: 5-0 in favor.**

Steve Lewis made a motion to appoint John E. O'Donnell III as Assessor and Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

Dale Harmon made a motion to appoint Daniel G. Bryer Jr., Art Dunlap and Lori Colton as Code Enforcement Officer/Plumbing Inspector/Building Inspector/ Health Officer and Doug Burnham seconded the motion. **Vote: 4-1 in favor.** Chuck Cunningham voted in opposition.

Constable – it was decided to table this appointment at this time

Steve Lewis made a motion to appoint Richard Spofford as Fire Chief and John Barry and Gary Arsenault as Assistant Fire Chiefs, Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

Chuck Cunningham made a motion to appoint Clarence "Scott" Campbell as Regional Emergency Management Director and Richard Spofford as Town EMA, Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

Steve Lewis made a motion to appoint Peter Ripley as Harbor Master and Mike Leighton and Bradley Simmons as Deputy Harbor Master, Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

Steve Lewis made a motion to appoint Bonnie Lewis as Town Clerk and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

Board and Committee Appointments

Chuck Cunningham made a motion to appoint Kirk Brewer to the Boothbay Region Refuse Disposal District and Steve Ham seconded the motion. **Vote: 4-0 in favor.** Steve Lewis abstained.

Steve Lewis made a motion to appoint Pamela Riml to the Board of Assessment Review and Dale Harmon seconded the motion. **Vote: 5-0 in favor.** *Pam has agreed to this for now but the board should start looking for her replacement at this time.*

Steve Lewis made a motion to appoint Estelle Appel, Stephen Malcom and Richard Perkins to the Board of Appeals for a three year term and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

Steve Lewis made a motion to appoint: Nicholas Barth, Christopher Higgins, Brian Blethen, Charles Cunningham, David Dudley, Charles Fuller, P. Andrew Hamblett, Richard Palmer, Nell Tharpe, Nathaniel Wing, Jonathan Ziegler, Joe Palolillo, and John Bertolet to the Comprehensive Planning Committee and Steve Ham seconded the motion. **Vote: 4-0 in favor.** Chuck Cunningham abstained.

Steve Lewis made a motion to appoint Nancy Lowell-Cunningham to the Planning Board for 3 years and Doug Burnham seconded the motion. **Vote 2in favor- 2 opposed.** Chuck Cunningham abstained, Dale Harmon and Doug Burnham voted in opposition.

Chuck Cunningham made a motion to appoint Michael Pander to the Planning Board for 3 years and Steve Ham seconded the motion. **Vote: 2 in favor, 3 opposed.** Dale Harmon, Steve Lewis, and Doug Burnham voted in opposition.

Steve Lewis made a motion to appoint Jeanne Fuller to the Planning Board for 3 years and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

Dale Harmon made a motion to appoint: Michael Elkins, Steven Lewis, Francis, McBrearty, Alex Rioux and Michael Tomacelli to the Industrial Park Plan Committee and Steve Ham seconded the motion. **Vote: 4-0 in favor.** Steve Lewis abstained.

Steve Lewis made a motion to appoint Lee (Rusty) Court Jr., Barry Gibson and Winslow Russell Jr. to the Port Committee for 3 years and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

Dale Harmon made a motion to appoint: John Bertolet, Peggy Powis, Ronald Riml, Thomas Tavenner, and Henry Rowe to the Administrative Code Review Committee and Doug Burnham seconded the motion. **Vote: 5-0 in favor.**

b. MCEDD General Assembly appointment – Dale Harmon made a motion to appoint Fran McBrearty as Boothbay’s MCEDD General Assembly appointment and Steve Lewis seconded the motion. **Vote: 5-0 in favor.**

c. Ulmer Fund – There has been a grant request for \$3000 from the Ulmer Fund. In the past \$2000 has been awarded. Steve Ham made as motion to award \$2000 as has been done in the past and Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

d. Single Signature Warrant – Doug Burnham made a motion to allow a single signature warrants for payroll and state warrants that would then be approved by the whole board later as has been done in the past and Steve Ham seconded the motion. **Vote: 5-0 in favor.**

e. Cary over balances – Dale Harmon made a motion to carry over the remaining balance in the Capital Improvement Fund and Chuck Cunningham seconded the motion. **Vote: 5-0 in favor.**

f. Fee Schedule – table until next meeting

g. Liquor license applications – If there have been no comments on a liquor license, after 5 years a public hearing is no longer required. This could save \$50 in advertising fees as well as time.

h. Quit claim deed - Chuck Cunningham made a motion to sign a Quit Claim deed to Matt Carter who recently purchased a piece of tax acquired property from the town through the bid process and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**

i. Paving contract – Mr. Chaousis said he would like to rollover last year's paving contract into this year. It is a good price and he thinks it is a good deal. After a brief discussion Dale Harmon made a motion to rollover last year's paving contract with Crocker into this year and Steve Ham seconded the motion. **Vote: 5-0 in favor.**

9. Public Comment:

Mike Tomacelli asked if there were any plans to repair the Industrial Park Road. Mr. Chaousis said he can't commit to it, he would like to, he knows it needs to be done. Chuck Cunningham said at some point it needs to be a priority. One reason for holding off seems to be the hope that water and sewer will one day go into the park and the road should wait to be done until after that and then done well.

Henry Rowe asked if the streamlining of the liquor license (no public notices) should be made known to the applicants. It will be made known as they come up for renewal.

10 Review Warrants and sign:

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

11. Executive Session:

Chuck Cunningham made a motion at 9:00PM to go into Executive Session pursuant to 1 MRSA §405(6)(A) Personnel and not to return to open session and Dale Harmon seconded the motion. **Vote: 5-0 in favor.**