

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 September 9, 2013
7:00 PM
MINUTES**

1. **Call Meeting to order:** Chairman Steve Lewis called the meeting to order at 7:00PM. **Present:** Steven Lewis, Charles Cunningham, Douglas Burnham and Town Manager James Chaousis II
2. **Pledge of Allegiance:**
3. **Public Hearing:** Ocean Point Inn for a class C special amusement permit. This is a renewal and there have been no issues. Doug Burnham made a motion to grant this permit as presented and Chuck Cunningham seconded the motion. Vote: 3-0 in favor.
4. **Public Comment:** Estelle Appel and Dawn Gilbert presented each of the Selectmen and the Town Manager with a small thank you gift for all their help with the 250th celebration. The Selectmen said they thought it should be the Selectmen thanking the BCA for all that they did. Estelle said she would also like to thank the Town Crew for all their help. Estelle asked if the list of dates for craft fairs on the common could be approved earlier this year so they could get the list into publications. The Selectmen did not think this would be a problem.

At this time, the Selectmen skipped to agenda Item E under New Business. Mr. Chaousis read a letter that had been drafted. The letter was to recognize the BCA for their work on the 250th celebration. Chuck Cunningham made a motion for the Selectmen to sign the letter and Doug Burnham seconded the motion. Vote: 3-0 in favor.
5. **Mike O'Donnell, Assessor, Digital Tax Map Presentation:** Mr. O'Donnell has been working on creating new maps for the town. Mr. O'Donnell gave a presentation of the various types of maps and how they might be used. He has been busy building the data and putting it in a form that people can use. There will be different platforms for different users. He has the base maps done but not the tax maps yet. The town owns the data.
6. **Minutes:** Approval of the minutes was tabled.

7. **Reports:** The Town Manager presented the Selectmen with a written report; however he did report that the town had a recent sprinkler incident above the business office. It was caught quickly, and a good team effort on behalf of the staff protected the office machines and papers while a repair was made. Only a day and a half of work was lost. The Town Manger also talked about the new desk for the boards to sit at that was made by the Knickerbocker group.

8. **Old Business:**

- a. **BBY-BBH CSD Trustee Meeting** – Mr. Chaousis said he has not spoken directly with Eileen King yet but a meeting should be set up soon. Steve Lewis said he met with Eileen King and she is wiling for the trustees to open the charter. Steve Lewis said he has also talked with some of the School Board members about this. Most seem willing to open the charter. A meeting will need to take place with the two town managers, a representative from each select board and the school board to discuss.
- b. **BBH Economic Development Meeting** – The two select boards met and had a very exciting and productive meeting. The next meeting will be at the BBH town office at 6PM on the 23rd of September.
- c. **BRCR Lease (Woodchucks)** – Mr. Chaousis presented the Selectmen with a draft lease between the town of Boothbay and the BRCR. The lease is for 1 year with an auto renewal clause set for June 30th each year. The rent will be \$1 annually. If either party wants to terminate the lease, the tenant will have 3 months to vacate. Barclay Shepard, a member of the Woodchucks has reviewed the lease and is in agreement. Chuck Cunningham made a motion to sign the lease and Doug Burnham seconded the motion. Vote: 3-0 in favor.
- d. **East Boothbay Emergency Access Routes** – There are two possible emergency routes to consider, one is the Presley Drive to Murray Hill and the second is Virginia St/Mass Ave. Mr. Chaousis suggested if the Selectmen pursue either of these options they should pursue the Virginia St. /Mass Ave. option. The town already has easements with the homeowners in the deed. This option presents the best access and could easily be paved and gated. There was opposition from the Water District and several members of the audience in looking at the Presley Drive option. Steve Lewis said his main concern was getting a fire truck, ambulance or police to the area if there was a major emergency. It would only be used in an urgent situation. People may also need any emergency exit from the area in an urgent situation. It was decided to see if the Town could get an agreement in writing with the homeowners for the Virginia St. / Mass Ave. route.

9. **New Business:**

- a. **FY 2014 Preliminary Audit** – The audit will be ready in October but Mr. Chaousis wanted to report now that the undesignated funds are healthier than anticipated.

- b. Constitution Week** – Chuck Cunningham made a motion to sign a proclamation declaring September 17 – 23 Constitution week and Doug Burnham seconded the motion. Vote: 3-0 in favor.
- c. MMA Annual Meeting Voting Credentials** – Chuck Cunningham made a motion to nominate Jim Chaousis to vote for the Town of Boothbay with Tracey Hyson named as a backup and Doug Burnham seconded the motion. Vote: 3-0 in favor.
- d. Lincoln County Budget Advisory Committee** – Steve Lewis expressed interest in serving on this committee. Steve Ham and Chuck Cunningham have served on it in the past. It is an advisory committee only.
- e. BCA Congratulatory letter** – discussed under the first Public Comment.
- f. Banking Proposals** – Proposals have been received from three banks, The First, Bank of Maine, and Bath Savings. They were all good proposals. The First will guarantee .8% fixed for three years in the checking account. The only issue with this is the custodial risk and Mr. Chaousis has already talked to the bank about working on a contingency plan to rectify this and they are willing to work on it. Chuck Cunningham made a motion to accept the proposal from The First and Doug Burnham seconded the motion. Vote: 3-0 in favor. Steve Lewis made a comment about the amount of money this could save the town and thanked Mr. Chaousis for suggesting and working on it.

10. Public Comment: Fran McBrearty from rebuilding together said the group is building a wheelchair ramp for a disabled veteran and asked the Selectmen to waive the building permit fee of \$48.50. Chuck Cunningham made a motion to waive the building permit fee and Doug Burnham seconded the motion. Vote: 3-0 in favor.

Mr. Chaousis said that Heidi Fuller will be out of the office on maternity leave after this Friday. Sara Atkins a new temp will be helping in the office while Heidi is out.

11. Review Warrants and sign: Doug Burnham made a motion to review the warrants and sign them and Chuck Cunningham seconded the motion. Vote: 3-0 in favor.

12. Adjourn meeting: At 8:45PM Chuck Cunningham made a motion to adjourn the meeting and Doug Burnham seconded the motion. Vote: 3-0 in favor.