

**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 December 11, 2013  
7:00 PM  
MINUTES**

**Call Meeting to order:** Chairman, Steve Lewis called the meeting to order at 7:00PM. **Present:** Steven Lewis, Dale Harmon, Charles Cunningham and James Chaousis II, Town Manager.

**1. Pledge of Allegiance**

**2. Town Auditors:** Margarita Krylovic and Ron Talbot from Berry, Talbot and Royer – Mr. Talbot and Ms. Krylovic gave a Power Point overview of the audit. Mr. Talbot said there were no material weaknesses, the debt rate is low and the collection rate of RE taxes is high. The Town used more of their unassigned funds than was planned. The Fund balance needs to be a lot higher than it is. Ms. Krylovic said a lot of internal controls have been put in place, there have been a lot of changes and improvements, and it is a work in progress.

**3. Public Comments:** Ed Shaw said he wanted to know why if the town's people voted no for a TIF, the Selectmen would ask for another vote. If the people said No, it should mean No. What is the sense in having a vote if you don't accept the results of that vote? Steve Lewis explained that he felt a lot of information was missing, there was too much other stuff being voted on at the same time and a lot of people did not understand. Dale Harmon said he felt that a lot of people were combining the TIF with the bond and would vote different if they understood the bond was not part of it. That there was too much misinformation and rumors floating around that people were listening too. Mr. Shaw asked how many local people now work in the current TIF's and the Selectmen said they did not know. Eric Wood said he did not think the public was educated enough the first time. Chuck Cunningham said he was not for the TIF because there wasn't time enough to educate everyone. Frank Fasset talked about the water district vote that was done a second time in Boothbay Harbor, which he was against because he felt it had already been decided but that was the same exact question, the TIF will be changed before it is asked for again, it will not be the same exact question, he said he felt people should keep an open mind and let the will of the people happen.

4. **Minutes:** Chuck Cunningham made a motion to approve the minutes of the previous meeting 11/27/2013 and Dale Harmon seconded the motion.  
**Vote: 3-0 in favor.**

5. **Old Business:**

- a. Cross River Property RFP – Only one proposal was received. Steve Lewis opened it and read it out loud. The proposal was from the Boothbay Region Land Trust. They are asking that the land be given to them and they will create the trails and road that the Town's people originally wanted to happen on the land. They are prepared to do that now. They would like to create a nature center and their office/meeting rooms/welcome center on the property but that would depend on funding. Mr. Dunn said they would have to own the land in order to get funds. They had the University of Maine do a value of the Land Trust and what it does for the town report. They provided letters of support, both from the BCA who was originally going to create the trails and from a group of local clambers who used the property. The board said they would need the approval of the whole board before recommending a proposal such as this and the whole board was not present tonight. If the board approves the proposal then it would go before the town's people for a vote.
- b. Tax Increment Financing Development Plan – Mr. Chaousis said he has discovered that a vote on the TIF district can be postponed until May and still capture 99% of the value so a special town meeting would not be necessary and there would be more time to educate the public. Chuck Cunningham made a motion to cancel the Special Town Meeting in March and to put a copy of the draft of the new TIF on the website and Dale Harmon seconded the motion.  
**Vote: 3-0 in favor.** The Selectmen said they would meet ½ hour before their first meeting in January to have a TIF workshop.
- c. BRAS Budget Committee Request – This was tabled because Steve Lewis would have to recuse himself and that would not leave a quorum.
- d. Goals and Objectives – Mr. Chaousis presented the Selectmen a recap of what was discussed at their workshop two weeks ago.

6. **Reports:**

- a. MMA Executive Committee Report – There will be a dues structure change but it will have no impact on Boothbay. Mr. Chaousis briefly discussed what the committee is doing.
- b. MTCMA Executive Committee Report – Maine and New Hampshire just had a Personnel Practices Workshop.
- c. Comprehensive Planning Committee – The committee is almost done with their objectives and is close to putting together a draft.

- d. Annual Town Christmas Party – The party will be held at the Watershed Tavern on 12/16/2013. This year donations are being asked for to help with the costs. Mr. Chaousis said he had volunteered to pay for the Staff himself. Steve Lewis said he does not think that is necessary, the Selectmen’s fund has always paid for it and should pay for it. It is only once a year and he doesn’t think anyone would complain about paying for a Christmas Party for the employees.
- e. Department Head Report – They are still doing Safety Audits. The Public Works is busy with Salt and Sand. Salting and sanding cost as much a plowing. Assessing is working on the mapping. The CEO is slowing down. The front office is getting the foreclosures ready for next week.

**7. New Business:**

- a. Appointee Recognition – Steve Lewis was asking at what point do you do some sort of appointee recognition? Was there a set time? Chuck Cunningham said it was 10 years. Steve Lewis said that is what he was thinking 10 years. Dale Harmon said that some kind of guidelines needed to be set then used for everyone. Chuck Cunningham said he thought there was an old Appointee Policy somewhere that could be revised. Mr. Chaousis was going to work on it.
- b. RY 2015 Budget, Town Manager Budget Plan – Mr. Chaousis presented the Selectmen with a Budget Binder and gave a slide presentation (can be seen in the town office). Mr. Chaousis said either the budget has to be increased or they have to make cuts this year. One cut he suggested is the Employee Health Insurance, changing from POS A to POS C, this would save \$19,940 per year. He thinks MMA is going to phase out the POS A anyway and the town will be forced into dropping it in a couple of years. The second cut Mr. Chaousis suggested is changing the retirement benefits for full time staff over the next three years. There will be a 1.79% increase in the budget without these cuts. Steve Lewis suggested a workshop with the employees. He feels the Selectmen should go to them and not ask them to come to the Selectmen. A workshop will be scheduled with the employees for Tuesday, December 31, 2013 at 2PM. They office will close early for it and then they can go home after the workshop.

- 8. **Public Comment:** Steve Lewis asked about Street Lights and if the bill is the same even if the lights aren’t working. He said when they go out they don’t seem to get fixed quickly. Mr. Chaousis said when one is not working it should be reported to the office and there is a form the town can send to CMP to request it be fixed.

Mr. Chaousis talked about borrowing money to pave roads. That you can pave more roads for the same amount of money.

9. **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.**
10. **Adjourn Meeting:** Chuck Cunningham made a motion to adjourn the meeting at 10:00PM and Dale Harmon seconded the motion. **Vote: 3-0 in favor.**