

**TOWN OF KENNEBUNK  
BOARD OF SELECTMEN**

**TUESDAY, JANUARY 8, 2019 – 6:30 P.M.**

**KENNEBUNK TOWN HALL  
3<sup>rd</sup> FLOOR/ROOM 301**

**REGULAR MEETING AGENDA**

**1. Call to Order & Pledge of Allegiance**

**2. Approval of Minutes**

- a. December 11, 2018 Regular Meeting
- b. December 20, 2018 Special Meeting

**3. Items to be Signed**

**4. Public Hearings**

- a. To hear public comments on a **new Victualer License application from John Dimitriou d/b/a Christian's Café and Eatery for located at 41 Main Street.**

*Town Manager's Note (not part of the public hearing notice):*

**Police Department:** new license – nothing to report from police

**Fire Department/Codes Office:** Due to the renovations that are currently underway, the facility is not ready for a Fire & Life Safety Inspection at this time.

*The Fire Chief recommends approving the license with the condition that it be issued only after the following items have occurred: Code Enforcement Officer's final inspection and Occupancy Permit issuance, and Fire Department's Fire & Life Safety Inspection.*

**MOTION:** To approve the Victualer License Application for John Dimitriou d/b/a Christian's Café and Eatery contingent on final inspections by the Codes Office and Fire Department and the issuance of the Occupancy Permit.

**5. Public Comments**

**6. Acknowledgements/Announcements**

- a. New Hires/Swearing-In Ceremony – Fire Chief Jeff Rowe is pleased to announce the following new employees recently hired in the Fire/EMS Division. These newly hired Firefighter/Paramedics began their employment with the Town on December 26, 2018.

- Christopher Boynton
- David Champagne
- Joshua Grzyb
- Heather Valliere

Town Clerk Merton Brown will administer the Oath of Office at this meeting. Please join us in welcoming Christopher, David, Joshua and Heather to the Town of Kennebunk and wish them the best in their new positions.

b. Fire Rescue Department Annual Awards – The Kennebunk Fire Rescue recently held its holiday get together and its annual awards banquet. The following members were recognized for their achievements:

- **Community Service Awards:** This award is given to a member who has shown outstanding commitment to the community in the best spirit of the Fire/EMS service: (3 awards presented)

Firefighter/EMT Dean Auriemma - Public CPR & AEDs

EMT Skip D'Ascanio - Football Game Coverage

Captain Nathan Howe – Public Fire Education

- **Chiefs Award:** This award is given by the Chief of the Department to a member that has exhibited service to the membership, department, and the general community over and above that of the normal expectations:

Chief Jay Everett

- **EMT of the Year:** This award is given to an EMT who has demonstrated a positive attitude and commitment to Kennebunk Fire Rescue and who has contributed immensely on emergency calls, training, and other department functions:

Paramedic/Firefighter Nathan Elmore

- **The Spirit of the Fire Service:** This award is given to a group or team that maintains and displays outstanding excellence in operations, cooperation, quality of work, safety mindedness, and initiative (for their involvement in the explorer program): (2 awards presented)

Lieutenant James Huff

Firefighter Keegan Ricker

Firefighter Thomas Schettine

Firefighter Mathew Dubios

Firefighter Riley Tebo

Firefighter Tyler Meader

- **Firefighter of the Year:** This award is given to a firefighter who has demonstrated a positive attitude and commitment, and has contributed immensely on emergency calls, training, and other department functions:

Firefighter Julian Felvinci

- **Officer of the Year:** This award is given to the officer who has demonstrated strong leadership qualities both in managing personnel and on the emergency scene, who has shown initiative to promote positive improvements in the department, who has lead by example (be respected and show respect to others), and has promoted continued training and education:

Captain Michael Casey

**Also recognized were 3 members that have recently retired:**

Dave Rynne – 29 years

John Kenney - 20 years

Shawn Ingham – 7 years

Congratulations to the members listed above and thank you for your outstanding dedication to the Kennebunk Fire Rescue and the citizens of the Town of Kennebunk.

- c. Retirement of Debbie Johnson, Deputy Tax Collector and Accounts Payable Clerk - After 25 years of service and dedication, Debbie is retiring from her position as Deputy Tax Collector and Accounts Payable Clerk for the Town of Kennebunk. Debbie has witnessed many changes within Kennebunk, and has been here to assist thousands of people register their vehicles, pay their taxes and issue beach parking permits. Her vast historical knowledge of the Town proved valuable every day. She has been the anchor and an expert in the tax office. Every day, Debbie did it all with a pleasant disposition and a welcoming smile.

We sincerely thank Debbie Johnson for her 25 years of work and devotion to the Town of Kennebunk.

- d. Accept the Following Donations – The Town recently received the following donations:
- \$750 from The Maine Community Foundation for the emergency heating assistance fund
  - \$2,500 from the Flynn Family Foundation (designated by Mary F. Woodman) for the emergency heating assistance fund
  - \$5,000 from the Flynn Family Foundation (designated by Elizabeth F. Roberts) for the Fire & Rescue Dept.
  - \$2,500 from the Flynn Family Foundation (designated by Mary F. Woodman) for the Fire & Rescue Dept
  - \$100 from Cocoons Inc. for the Fire & Rescue Department first responders (canteen fund)

**MOTION:** To accept the donations and send a letter of thanks to all for their generous donations.

- e. Accept a Grant/Donation from Kennebunk Savings – The Medical Equipment Loan Closet recently applied for and received a grant in the amount of \$1,000 from Kennebunk Savings to purchase transport wheelchairs, which are in high demand and short supply.

**MOTION:** To accept the donation and send a letter of thanks to Kennebunk Savings.

- f. Discuss a Proclamation for the Celebration of the 100<sup>th</sup> Anniversary of the Founding of the American Legion and Kennebunk's Webber-Lefebvre Post 74 – The Webber-Lefebvre Post 74 of the American Legion, located on Water Street in Kennebunk, is requesting the Town recognize and proclaim 2019 as the Year of Centennial Celebration for both the American Legion and, especially, for its Webber-Lefebvre Post 74.

Members of the Webber-Lefebvre Post 74 will be in attendance for this recognition.

**MOTION:** To proclaim 2019 as the Year of Centennial Celebration for both the American Legion and its Webber-Lefebvre Post 74.

- g. University of New England Relationship – The Town of Kennebunk and the University of New England (UNE) have developed a very strong bond over the past year and a half. This relationship has evolved in the areas of Health, Wellness and Safety, Nutrition, Sports and Recreation. During 2018, the Town provided educational advancement opportunities to 23 UNE students as they assisted the Town through various internships. The intern work provided by these 23 students exceeds 400 hours. The Town has also received more than 200 volunteer hours from UNE students. This relationship has also resulted in Parks and Recreation Director Tasha Pinkham serving as an adjunct professor at UNE where she instructs Intro to Sports and Recreation. Tasha teaches at UNE during non-work hours or by using some of her accrued vacation time.

## 7. Time Sensitive Business & Staff Presentations

### a. Take up Boards and Committees:

#### 1. Committee Resignations

- Maureen Adams, Historic Preservation Commission (Regular 2019)
- Heather McLaughlin, Budget Board (Regular 2021)
- Thomas Cahoon, Budget Board (Regular 2019)

**MOTION:** To accept the resignations of Maureen Adams from the Historic Preservation Commission and Heather McLaughlin and Thomas Cahoon from the Budget Board and send letters thanking them for their commitment to the Town and wishing them the very best going forward.

*Please refer to the Current Committee List in the Board's Packet.*

- #### 2. Move Up Alternate Member on Historic Preservation Commission – With the resignation of Maureen Adams, an Alternate member should be moved up to fill the remainder of Ms. Adams' three-year term. There are currently two members serving as Alternates on the Historic Preservation Commission (HPC): Barbara Fleshman who was appointed in 2015 and Paul Bevacqua who was appointed in 2016.

The HPC Chair is requesting that the first Alternate, Barbara Fleshman, be moved up to fill the remainder of Maureen Adams' three-year term, which expires in 2019.

**MOTION:** To move Barbara Fleshman from Alternate to Regular Member on the Historic Preservation Commission to fill the remainder of Maureen Adams' term (2019).

### b. Candidates to Appear for Appointment Consideration to Town Committees –

- **Historic Preservation Commission**

Vacancies: (1) Alternate 2019 (assuming an alternate was moved up in the previous article)

- Maria Kyriakides (applied on May 29, 2018; however, there were no vacancies at that time)

Ms. Kyriakides met with the Town Manager on December 31<sup>st</sup> about her interest in serving on the Historic Preservation Commission (HPC). After meeting with Ms. Kyriakides, the Town Manager encourages the Board to give strong consideration to her candidacy for a position on the HPC.

*Please refer to supporting material in the Board's Packet.*

**MOTION:** To appoint Maria Kyriakides as an Alternate Member on the Historic Preservation Commission, with a term expiring in 2019.

- **Kennebunk River Committee**

Vacancies: (1) Alternate 2019

There are two residents seeking appointment to the one Alternate position on the Committee:

- Reinier Nieuwkerk (applied on December 19<sup>th</sup>)

Mr. Nieuwkerk met with the Town Manager on December 28<sup>th</sup> about his interest in serving on the River Committee. After meeting with Mr. Nieuwkerk, the Town Manager encourages the Board to give strong consideration to his candidacy for a position on the Kennebunk River Committee.

- o Bryan William Tufts (applied on January 3<sup>rd</sup>)

Mr. Tufts met with the Town Manager on January 4<sup>th</sup> about his interest in serving on the River Committee. After meeting with Mr. Tufts, the Town Manager encourages the Board to give strong consideration to his candidacy for a position on the Kennebunk River Committee.

*Please refer to supporting material in the Board's Packet.*

**MOTION:** To appoint \_\_\_\_\_ as an Alternate Member on the Kennebunk River Committee, with a term expiring in 2019.

- c. Update on the Bid for the Purchase of a One-Ton Dump Truck with Plow – On December 6<sup>th</sup>, the Town received only one response to the previously issued bid request. The bid received was for the dump body only. Public Services Director Bryan Laverriere has searched extensively for a truck that would meet the Town's requirements. A 2018 GMC Sierra 3500 with dump body is available from Prime Buick GMC in Hanover, MA at a price of \$47,938.70. At this meeting, Bryan will address the additional equipment required to outfit the truck to our specifications.

**MOTION:** To purchase the 2018 GMC Sierra 3500 with dump body from Prime Buick GMC of Hanover, MA at a price of \$47,938.70.

**MOTION:** To purchase the necessary additional equipment for the above noted truck as presented by the Public Services Director.

- d. Set the Budget Meeting Dates for the 2019-20 Proposed Budget – Each year, the Selectmen and Budget Board hold joint meetings to discuss the upcoming budget. The proposed dates for review of the 2019-20 Proposed Budget are as follows:

Meeting #1	Tuesday, January 29	6:30 pm - 9:00 pm
Meeting #2	Thursday, January 31	6:30 pm - 9:00 pm
Meeting #3	Saturday, February 2	8:30 am - 11:30 am
Meeting #4	Tuesday, February 5	6:30 pm - 9:00 pm
Meeting #5	Thursday, February 7	6:30 pm - 9:00 pm
Meeting #6	Saturday, February 9	8:30 am - 11:30 am

Meeting #7*	Wednesday, February 13	6:30 pm - 9:00 pm
Meeting #8*	Saturday, February 16	8:30 am - 11:30 am

\*(if needed – additional meetings or snow day makeup)

**MOTION:** To approve the Budget Meeting dates listed above.

## 8. Old Business

- a. Discuss a Draft Ordinance Prohibiting the Release and Display of Balloons – The Selectmen's Ordinance Subcommittee will be meeting on January 8<sup>th</sup> at 5:30 p.m. (an hour before this meeting) to review a draft ordinance prohibiting the release and display of balloons. The ordinance was prepared by the Town's attorney. If the Subcommittee is ready to move this forward, the Board will need to schedule a public hearing.

**MOTION:**

- b. Discuss Efforts of the Skate Park Committee – To hear from members of the Skate Park Committee regarding their progress toward the committee's charge and their vision for the future.

## 9. New Business

- a. Invite RSU-21 Superintendent Hawes to an Upcoming Meeting of the Board of Selectmen – With a goal of increased collaboration, the Board of Selectmen is hopeful to discuss the upcoming budget process with Superintendent Katie Hawes with a goal of identifying opportunities for collaboration during the budget process.
- b. Discuss Any Other Business

## 10. Board of Selectmen Comments

- a. Subcommittee Reports
- b. Individual Selectmen Comments

## 11. Town Manager Announcements

- a. Update on Strategic Planning Discussions
- b. Selectmen Outreach Session – Saturday, January 19 from 8:30-10:30 a.m. on the third floor of the Town Hall. This session will be hosted by Selectmen Blake Baldwin and Richard Morin. Watch our website ([www.kennebunkmaine.us/calendars](http://www.kennebunkmaine.us/calendars)) for any changes in the schedule due to the weather, availability of Selectmen, etc.
- c. Holiday Closures and Curbside Collection Information for Martin Luther King, Jr. Holiday  
**Martin Luther King, Jr. Holiday – Monday, January 21**
  - Town Hall and Department of Public Services will be closed
  - Transfer Station will be closed (closed Sun. & Mon. every week)
  - Curbside collection of trash and recycling will take place as usual all week.

## 12. Executive Session

## 13. Adjournment

2

(MINUTES)

**TOWN OF KENNEBUNK**  
**BOARD OF SELECTMEN MINUTES**

**December 11, 2018 – 6:30 P.M.**

**1. Call to Order and Pledge of Allegiance**

On Tuesday, December 11, 2018, at approximately 6:30 p.m., in Room 301 of the Town Hall, Richard Morin, Chairman of the Board of Selectmen for the Town of Kennebunk, called to order the Board of Selectmen. Present were Selectmen L. Blake Baldwin, Richard Morin, Edward Karytko, Wayne Berry, Shiloh Schulte, William Ward, Jr. and Christopher Cluff.

Also present was Town Manager Michael Pardue.

The Pledge of Allegiance was recited.

**2. Approval of Minutes**

- a. November 27, 2018 Regular Meeting

**A motion was made to approve the minutes for the November 27, 2018 Regular Meeting.**

**MOVED: Karytko**

**SECONDED: Schulte**

**VOTE: 7 in favor, 0 opposed. The motion passed.**

**3. Items to be Signed**

**4. Public Hearings**

- a. To hear public comments on the following:

**DRAFT**

**A new Victualer License application from Lucky Star Restaurant Inc. d/b/a Lucky Star Restaurant (new owners) located at 45 Portland Road (Suite 3A).**

*Town Manager's Note (not part of the public hearing notice):*

*Fire Department: nothing found in the inspection that would interfere with the issuance of the license*

*Police Department: new license – nothing to report from police*

**A motion was made to approve the Victualer License Application for Lucky Star Restaurant Inc. d/b/a Lucky Star Restaurant.**

**MOVED: Karytko**

**SECONDED: Cluff**

**VOTE: 7 in favor, 0 opposed. The motion passed.**

**5. Public Comments**

**6. Acknowledgements/Announcements**

- a. New Hires: The Public Services Director is pleased to announce the following new employees recently hired in the Public Services Division:

- Christopher Soucier, Truck Driver (November 27)
- Barry Flint, Truck Driver (December 10)
- Zachary Silke, Mechanic (December 10)



We'd like to welcome Christopher, Barry and Zachary to the Town of Kennebunk and wish them the best in their new positions.

**7. Time Sensitive Business & Staff Presentations**

- a. Award the Bid for Surveying Services for the Lower Village Area: Port Road, Beach Avenue and Western Avenue – On November 9<sup>th</sup>, the Town issued an RFP (Request for Proposals) for Surveying Services in the Lower Village area as part of the Lower Village Master Plan Implementation process. Four proposals were received:

COMPANY	LOCATION 1	LOCATION 2	LOCATION 3	LOCATION 4	TOTAL
Owen Haskell, Inc. Falmouth, ME	\$9,000.00	\$7,500.00	\$6,000.00	\$6,500.00	\$29,000.00
Titcomb Associates Falmouth, ME	\$9,800.00	\$7,800.00	\$ 6,500.00	\$ 6,800.00	\$ 30,900.00
VHB So. Portland, ME	\$13,440.00	\$10,560.00	\$7,680.00	\$9,600.00	\$41,280.00
Doucet Survey Inc. Kennebunk, ME	\$13,800.00	\$11,700.00	\$9,180.00	\$9,720.00	\$44,220.00

This work was budgeted in FY18-19. The award of this bid will allow for commencement and completion of work in Spring 2019.

Karytko asked about where the surveying was going to be done. Chris Osterrieder, Town Engineer, responded to Karytko. He noted is that the total price is well under budget.

Discussion continued. Responding to comments made by Karytko, Osterrieder noted that they have money obligated for Route One North. He added that that project has struggled to get the kind of participation they needed from “vested” people in the area. The hope was to have that area more ready for the next phase, but abutter participation is still pending.

It was noted that Route One North has been funded, but not in its entirety.

Ward noted issues with some of the roads (where the actual center line is and where the edge of the roads are), saying he’s hoping the survey to be done will clarify some of that issue. Osterrieder then said there will be boundary survey work as well as existing conditions, so all of that will be flushed out during this project.

Osterrieder said he is comfortable with working with any of the companies noted above.

Berry asked for further detail on what they’re going to be doing (for this work) and what results are going to be expected. Osterrieder responded to Berry.

**A motion was made to award the project for the Surveying Services for the Lower Village Area to the low bidder, Owen Haskell, Inc., in the amount of \$29,000.00.**

**MOVED: Karytko**

**SECONDED: Cluff**

**VOTE: 7 in favor, 0 opposed. The motion passed.**

- b. Update on the Bid for the Purchase of a One-Ton Dump Truck with Plow – On December 6<sup>th</sup>, the Town received only one response to the previously issued bid request. The bid received was for the dump body only. Public Services Director Bryan Laverriere will update the Board on his efforts to obtain additional bid responses.

Bryan Laverriere, Public Services Director, spoke, saying they went out to bid for the one-ton dump truck with the dump body and plow but they received no bids for the complete package; they only received a bid for the dump body (Laverriere has since received a second bid, which was only for the dump body as well). Laverriere stated that he's running into the same problem they had last year regarding availability of "basically" the cab and chassis. He said that right now he doesn't have a price to bring forward as to what a cab and chassis would cost.

Karytko asked Laverriere what his options are. To that, Laverriere said one of the dealerships is looking to see if they can order something.

Ward asked if they'd checked with other towns to see how they're bidding on such a thing. Responding to Ward, Laverriere stated that he has not reached out to any other municipalities at this point.

Berry asked about the condition of the existing one-ton truck that's looking to be replaced, and he requested comment on whether it can be made usable for this winter. Responding to Berry, Laverriere said the frame is broken in two spots; the front of it is something that is beyond repair at this point. He added that it is 12 years old and is on a 10-year replacement cycle. Laverriere said they cannot plow with it.

Karytko asked how the plowing is affected without the one-ton truck. Laverriere said they're going to be using a 3-quarter ton.

Ward asked if there is any chance they can contract to cover the missing truck. Responding to Ward, Laverriere noted the difficulty with doing a contract for this.

Karytko wondered what would happen if Laverriere finds an appropriate truck between now and the next Selectmen Meeting (in January). Responding to Karytko, Pardue said he would call for a quick meeting of the Board.

Discussion continued.

## **8. Old Business**

## **9. New Business**

- a. Discuss a Draft Ordinance Prohibiting the Release of Balloons – The Selectmen's Ordinance Subcommittee met on December 11<sup>th</sup> at 5:30 p.m. (an hour before this meeting) to review a draft ordinance prohibiting the release of balloons. The ordinance was prepared by the Town's attorney.

Cluff explained that the Ordinance Subcommittee met at 5:30 p.m. (before this meeting) with many interested parties in attendance. Natalie Burns, Town Attorney, had reworked the ordinance but we still have a couple items

she needs to adjust, so Cluff envisions the Ordinance Subcommittee meeting again in January and bringing their recommendation back to the Board at that time.

- b. Hear an Update on the Legislative Policy Committee – Selectman Ward will provide the Board with an update regarding the Legislative Policy Committee’s meeting held on November 29<sup>th</sup>.

Ward provided an update regarding various topics discussed at the Legislative Policy Committee’s November 29<sup>th</sup> meeting. He noted that revenue sharing came up under several different elements of the meeting.

Berry asked how much discussion was held on broadband service through a municipality. Responding to Berry, Ward said there was quite a bit of discussion about it.

Discussion continued. Berry asked about the State coming in and paying for liens on properties. Ward noted that this is discussed in attachment #9 (in the enclosure for item 9a in the Board’s packet). Berry asked: if MMA’s a lobbyist for municipalities, how did this get into your MMALPC? To that, Ward said it was sent to the Legislature with the idea that the State Tax Assessor, not the local Tax Assessor, would be running the initiative (so, even if you had a local assessor, you could go to them on it to initiate everything, but all the approvals, because the State’s paying for it, would have to be done by the State Tax Assessor).

Morin asked Ward if he recalls MMA's position on this topic. Responding to Morin, Ward said it was almost unanimous in favor of moving it forward.

After Morin asked Ward if he enjoyed his stint, Ward said that last meeting (of the Legislative Policy Committee) was very interesting.

Morin explained the function of the Maine Municipal Association’s Legislative Policy Committee, saying they take every bill relative to municipalities and the committee discusses and forms an opinion either favoring, opposing or holding a neutral position regarding the legislation (Morin had been the Kennebunk representative for a number of years prior to Ward holding the position). Morin said it’s a very interesting exercise. He added that it’s an eyeopener for those who think the bills presented are all of significant substance (there are some bills that talk about the color of traffic tickets, for example).

- c. Discuss Necessary Road Closures Associated with Special Event Applications – The Special Event Policy requires Board approval for road closures. The Police Department is requesting approval for the following road closures or delays.

- **Nicole’s 5K Run/Walk – Saturday, July 27, 2019**

8:50 a.m. through 10:00 a.m., Beach Ave. (from Woodland Avenue to Boothby Road)

**A motion was made to approve the road closures as recommended by the Police Department for Nicole’s 5K Run/Walk on July 27, 2019 as noted above.**

**MOVED: Karytko**

**SECONDED: Cluff**

**VOTE: 7 in favor, 0 opposed. The motion passed.**

*Beach Parking Permit Waiver Request:* Amanda Morris, Race Director of Nicole’s Run, has requested the Board waive the beach parking permit requirement for the event from 6:00 a.m. to noon at all three beaches, as they have in prior years.

**A motion was made to waive the beach parking permit requirements for Nicole's 5K Run/Walk on July 27, 2019 from 6 a.m. to noon at all three beaches.**

**MOVED: Karytko**

**SECONDED: Cluff**

**VOTE: 7 in favor, 0 opposed. The motion passed.**

d. Discuss Any Other Business

**10. Board of Selectmen Comments**

a. Subcommittee Reports

Cluff stated that Finance Subcommittee signed, and that the Pay-As-You-Throw Subcommittee did their business.

b. Individual Selectmen Comments

Selectman Ward:

- Wished everyone a Merry Christmas

Selectman Karytko:

- Wished everyone a Merry Christmas and Happy New Year
- Went to the Wreaths Across America caravan (which came through on Monday); the moment was quite impressive
- Had a good Tree Lighting at West Kennebunk

**DRAFT**

Selectman Cluff:

- None

Selectman Schulte:

- Folks are doing a great job with the Waterhouse Center
- The Wreaths Across America convoy was really nice to watch.

Selectman Berry:

- For those of you who get notices by the Town of Kennebunk, you should have gotten something recently about getting comments for the Comprehensive Plan online. If you don't get those notices, please go online and look it up so we can get as many comments as possible to help us in reviewing the Comprehensive Plan and our work on the Strategic Plan.
- The Site Plan Review Board is continuing its public hearing on Thursday night for the solar farm in West Kennebunk.

Selectman Baldwin:

- Selectmen Outreach Session this Saturday from 8:30 a.m. to 10:30 a.m.; Ed and I will be up here on the 3<sup>rd</sup> floor with doughnuts and coffee and we'd look forward to seeing everybody at that event

Selectman Morin:

- Wished everyone a Merry Christmas and Happy New Year

**11. Town Manager Announcements**

Pardue mentioned the "Community Voice," a module on the Kennebunk Town website. The module offers a chance for people to weigh in on different topics and staff can respond to that.

Other announcements were made by Pardue.

## 12. Executive Session

- a. Discuss Public Services Union Negotiations with the Town Manager and Finance Director - Title 1 MRSA Sec. 405(6)(D)

**A motion was made to discuss Public Services Union Negotiations with the Town Manager and Finance Director under Title 1 MRSA Sec. 405(6)(D) at approximately 7:08 p.m.**

**MOVED: Cluff**  
**SECONDED: Baldwin**  
**VOTE: 7 in favor, 0 opposed. The motion passed.**

**A motion was made to exit executive session at approximately 7:17 p.m.**

**MOVED: Baldwin**  
**SECONDED: Cluff**  
**VOTE: 7 in favor, 0 opposed. The motion passed.**

**A motion was made to approve the three (3) year wage package as presented for the Public Services Collective Bargaining Agreement, and to authorize the Town Manager to sign said contract upon the final contractual language being agreed upon.**

**MOVED: Baldwin**  
**SECONDED: Cluff**  
**VOTE: 7 in favor, 0 opposed. The motion passed.**

## 13. Adjournment

**A motion was made to adjourn the meeting at approximately 7:18 p.m.**

**MOVED: Karytko**  
**SECONDED: Schulte**  
**VOTE: 7 in favor, 0 opposed. The motion passed.**

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Christopher Cluff, Secretary  
Kennebunk Board of Selectmen

Date: \_\_\_\_\_

**TOWN OF KENNEBUNK**

**BOARD OF SELECTMEN MINUTES – SPECIAL MEETING**

**DECEMBER 20, 2018 – 6:15 P.M.**

**1. Call to Order**

On Thursday, December 20, 2018, at approximately 6:15 p.m., in Room 301 of the Town Hall, Richard Morin, Chairman of the Board of Selectmen for the Town of Kennebunk, called to order the Special Meeting of the Board of Selectmen. Present were Selectmen L. Blake Baldwin, Richard Morin, Edward Karytko, Wayne Berry, William Ward, Jr. and Christopher Cluff.

Also present was Town Manager Michael Pardue.

**2. Discuss the Award of a Police Package Vehicle**

Deputy Chief Nugent reviewed the bids received in response to the issued RFP.

- Quirk Ford of Augusta, 2019 Ford Taurus, \$28,849.00
- Quirk Ford of Augusta, 2019 Ford Explorer, \$33,078.00
- Arundel Ford, 2020 Ford Explorer, \$33,993.00

Deputy Chief Nugent explained the benefits associated with purchasing the SUV vs. the Taurus.

**A motion was made to purchase the 2019 Ford Explorer from Quirk Ford of Augusta at a price of \$33,078.00.**

**MOVED:** Karytko

**SECONDED:** Cluff

**VOTE:** 7 in favor, 0 opposed. The motion passed.

**DRAFT**

**3. Update on the Search for a One-Ton Dump Truck with Plow**

Town Manager Pardue advised there was no new information on the truck at this time.

**4. Discuss Any Other Business**

None

**5. Adjournment**

**A motion was made to adjourn the meeting at approximately 6:25 p.m.**

**MOVED:** Baldwin

**SECONDED:** Karytko

**VOTE:** 7 in favor, 0 opposed. The motion passed.

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Christopher Cluff, Secretary  
Kennebunk Board of Selectmen

Date: \_\_\_\_\_

6.f.

# Town of Kennebunk, Maine



## PROCLAMATION

### **Celebration of the 100<sup>th</sup> Anniversary of the Founding of the American Legion and Kennebunk's Webber-Lefebvre Post 74**

**WHEREAS**, in March, 1919, at the call of General Pershing, volunteer and career officers met in Paris, France, to initiate a veteran's group called the American Legion. The Congress of the United States granted a charter to the organization in September, 1919, and, in November, 1919, the American Legion held its first National Convention.

**WHEREAS**, on December 19, 1919, Webber Post 74 of the American Legion held its first meeting in the Kennebunk Opera House. The naming of the Post was in honor of Harold Webber, the first Kennebunk citizen to lose his life in World War I.

**WHEREAS**, on October 29, 1942, the Congress of the United States incorporated the American Legion and formalized its commitment to the following values: Upholding and defending the Constitution of the United States; Promoting peace and goodwill in the country and the world; Preserving memories and incidents of the two World Wars; Cementing the comradeship born of joint service; and Consecrating efforts of the members to promote helpfulness and service to the country.

**WHEREAS**, in 1946, Post 74 updated its name to include the name of the first Kennebunk resident to lose his life in WWII, Edward Lefebvre.

**WHEREAS**, as in many other communities in America, the American Legion Post in Kennebunk first mirrored the post-civil war veterans organization called The Grand Army of the Republic (GAR) by providing education, patriotic celebrations, charitable work, services to disabled veterans and maintenance of cemeteries that were the final resting place for their comrades-in-arms. As time saw the passing of the GAR veterans, these community support activities have been continued as part of the mission of the American Legion, and, in Kennebunk, they continue unabated to the date of this celebratory proclamation.

**NOW, THEREFORE**, we the Board of Selectmen of the Town of Kennebunk, Maine, do hereby proclaim 2019 as the Year of Centennial Celebration for both the American Legion and, especially, for its Webber-Lefebvre Post 74.

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Michael W. Pardue, Town Manager  
on behalf of the Board of Selectmen

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Date



7.a.

**TOWN OF KENNEBUNK/COMMITTEE LISTING - AS OF NOVEMBER 15, 2018**

<b>COMMITTEE</b>	<b>MEMBERSHIP</b>	<b>EXPIRATION DATE (June 30)</b>	<b>VACANCY</b>	<b>MEETING SCHEDULE</b>
Affordable Housing Comm.	Jennifer Gordon, Chair	2020	(1) 2020	Meets as Needed
	Brian T. Hutchins	2021	(2) 2019	
Selectman Liaison	William Ward, Jr.		(2) Alt. 2019	
Beach Parking	Chris Osterrieder, Comm. Dev. Dir.			
Assessment Project (working group)	Elizabeth Smith, LVC rep.			
	Rachel Phipps, EDC rep.			
	Gerard Haviland, Beach area rep.			
	Susan Lee, Beach area rep.			
Bicentennial Committee	Kathy Ostrander Roberts, Chair	2020	(1) Alt. 2019	2nd Wednesday at 3:30 p.m.
	Elizabeth (Betsy) MacDonald, Vice Chair	2020		
(to plan the 2020 Town Bicentennial Celebration)	Stephen Spofford, Treasurer	2020		
	Angus Macaulay	2021		
	Lori Parkinson	2021		
	Edward Trainer	2019		
	J. Steve Hrehovcik	2019		
	Conrad Berdeen, Alt. <b>NR</b>	2019		
	Merton Brown, Staff Rep. (Ex-Officio)			
	Linda Johnson, Staff Rep. (Ex-Officio)			
	Laura Dolce, Chamber Rep. (Ex-Officio)			
	Cynthia Walker, Brick Store Museum Rep. (Ex-Officio)			
Selectman Liaison	L. Blake Baldwin			
Selectman Liaison	Christopher Cluff			
Board of Assessment Review	Richard B. Smith, Chair	2019	(1) 2020	Meets as Needed
	Melvin Uchenick	2021		
Board of Selectmen	Richard. A. Morin, Chair	2019		2nd & 4th Tuesday at 6:30 p.m.
	L. Blake Baldwin, Vice Chair	2019		
	Christopher Cluff, Secretary	2017		
	Edward Karytko	2021		
	Shiloh A. Schulte	2021		
	William Ward, Jr.	2020		
	Wayne E. Berry	2021		
Budget Board	Thomas Wellman, Chair	2021		Meets as Needed
	Thomas Cahoon, Vice Chair	2019		
	Donald Burnham	2020		
	John Costin	2019		
	Thomas Wiggins	2019		
	Deborah Beal	2020		
	Heather McLaughlin	2021		
Selectman Liaison	William Ward, Jr.			
Committee on Aging	Bevan Davies, Chair	2019	(1) 2020	2nd Thursday at 4:00 p.m.
	Edward Trainer, Vice Chair	2019		
	S.Sassy Smallman	2019		
	Donna Curtis-Binette	2020		
	Marti Hess-Pomber	2020		
	Judith Metcalf	2021		
	Pat Schwebler	2019		
	Susan Aubuchon	2021		
	Molly Hoadley	2021		
	Linda Sentner	2021		
	Karen Winton, GA Rep. (Ex-Officio)			
	Town Planner Rep.(Ex-Officio)			
	Sgt. Darrell Eaton, Police Dept. Rep.(Ex-Officio)			
	Alaina LeBlanc Tridente, Chamber Rep.(Ex-Officio)			
Selectman Liaison	L. Blake Baldwin			

**TOWN OF KENNEBUNK/COMMITTEE LISTING - AS OF NOVEMBER 15, 2018**

<b>COMMITTEE</b>	<b>MEMBERSHIP</b>	<b>EXPIRATION DATE (June 30)</b>	<b>VACANCY</b>	<b>MEETING SCHEDULE</b>
Community Dev.	Angus Macaulay (EDC Rep.)	no terms	see list	Meets as Needed
Block Grant (CDBG)	Robert Metcalf (Planning Bd. Rep.)			
Façade Advisory Committee	Frances Smith (HPC Rep.)			
	vacant (WKVC Rep.)			
	vacant (Downtown Comm. Rep.)			
	vacant (Chamber of Comm. Rep.)			
	3 vacant (Resident Reps.)			
	Economic Dev. Director/Rep. (Ex-Officio)			
Community Garden Committee	Leslie Lindgren, Chair	2020		4th Wednesday at 5:30 p.m.
	Mary Elizabeth "Liz" Baker	2020		
	Sarah Downs	2021		
	Joseph "Gus" Favreau	2019		
	Barbara Rummmler	2019		
	Steven Doughty	2019		
	Dominic Cacciola	2019		
	Michelle Ruth	2021		
	Rona Klein	2021		
	Sandra P. Tillman	2020		
Richard Coots (Alt.) <b>NR</b>	2019			
Selectman Liaison	L. Blake Baldwin			
Comprehensive Plan and Zoning Ord. Update Committee	Robert Metcalf Chair, Planning Bd Rep.	no terms	(1) Youth	2nd & 4th Wednesday at 6:00 p.m.
	Chris Osterrieder, Comm. Dev. Dir.			
	John Stoll, Town Planner			
	Robert Georgitis, EDC Rep.			
	Nick Branchina, COSPC Rep.			
	Elizabeth Smith, LVC Rep.			
	Barbara Fleshman, HPC Rep.			
	<del>Jeffrey Bonney, Community Rep.</del>			
	Janice Vance, Community Rep.			
	Edward Trainer, Resident Rep.			
<del>Keith Wallace, Resident Rep.</del>				
Economic Dev. Dir./Rep.				
Selectman Liaison	Edward Karytko			
Conservation Commission	Jennifer Shack, Co-Chair	2020	(1) 2021	1st & 3rd Monday at 6:30 p.m.
	Grace Cain, Co-Chair	2020	(2) Alt. 2019	
	Nicholas Branchina	2019		
	Todd Bridgeo	2019		
	David C. Smith, Associate (non-voting)			
Selectman Liaison	Shiloh Schulte			
Dog Advisory Committee	Alice Ferran, Chair	2020	(1) 2019	2nd Wednesday at 6:30 p.m.
	Dianne Trachimowicz, Sec. <b>NR</b>	2021		
	Cathy Connors	2020		
	Ellen Fagan	2021		
	Robin Levangie	2021		
	Susan Hennessey	2019		
	Polly Hoffman	2021		
	Linda Miller Cleary	2020		
	Gabriela Rodriguez	2020		
	Caren Lederer	2019		
	Sgt. Andrew Belisle (Ex-Officio)			
	Rebecca Parker, ACO (Ex-Officio)			
Selectman Liaison	Richard Morin			

**TOWN OF KENNEBUNK/COMMITTEE LISTING - AS OF NOVEMBER 15, 2018**

COMMITTEE	MEMBERSHIP	EXPIRATION DATE (June 30)	VACANCY	MEETING SCHEDULE
Economic Development Committee	Robert Georgitis, Chair June Huston, Vice Chair J. Steve Hrehovcik Gary Dugas Rachel Phipps Miriam Whitehouse Jonathan Johnson Maureen Flaherty (Alt.) Justin Young (Alt.) Laura Dolce, Chamber Rep. (Ex-officio) Norm Labbe, KKWWD Rep. (Ex-officio) Michael Bolduc, KSD Rep. (Ex-officio) Todd Shea, KL&PD Rep. (Ex-officio)	2019 2021 2020 2019 2021 2020 2019 2019		1st Thursday at 5:00 p.m.
Selectman Liaison	Christopher Cluff			
Energy Efficiency Advisory Committee	Sharon Staz, Chair Anthony W. Dater, Sec. David Sluyter Scott Negley Nicholas Bartenhagen Margaret Bartenhagen Todd Shea, K'bunk Light & Power Dist. (Ex-Officio)	2021 2020 2020 2019 2019 2021	(3) 2021 (1) Youth 2019	2nd Wednesday at 5:30 p.m.
Selectman Liaison	Edward Karytko			
Fair Hearing Authority	Estelle Wellman Brenda Robinson	2021 2020	(1) 2019	Meets as Needed
Historic Preservation Commission	Frances Smith, Chair Maureen Adams, Vice Chair Maureen P. Raiter Patrick Orr Judee Anne Jandreau Barbara Fleshman (Alt.) Paul Bevacqua (Alt.)	2020 2019 2021 2021 2020 2019 2019	one Alt. will be open when an Alt. is moved up to fill M.Adams' position	2nd & 4th Monday at 6:30 p.m.
Selectman Liaison	Richard Morin			
Kennebunk Development Corporation	Robert Georgitis, Chair (EDC Rep.) John Sharood, (Resident Rep.) David Moravick, (Finance Rep.) <b>NR</b> Charlie Galloway (Resident Rep.) Durward Parkinson,(Prof. Serv. Rep.) Thomas Wellman (Business Rep.) L. Blake Baldwin (Selectmen Rep.) Richard Morin (Selectmen Rep.) Heather Harris (EDC Rep.) (Chamber Rep.) (Industry Rep.) Michael Pardue, Town Mgr. (Ex-Officio)			Meets as Needed
(EDC appoints members to this Corporation)				
Kennebunk River Committee	Richard M. Roberts, Jr., Chair Jack Jensen Charles Barker Robert Danzilo, <b>NR</b> Joint Member w/ Kport (Regular 2019)	2021 2020 2019	(1) Alt. 2019	3rd Tuesday at 7:00 p.m.
Harbormaster	Jim Black (non-voting member)			
Selectman Liaison	Shiloh Schulte			

**TOWN OF KENNEBUNK/COMMITTEE LISTING - AS OF NOVEMBER 15, 2018**

<b>COMMITTEE</b>	<b>MEMBERSHIP</b>	<b>EXPIRATION DATE (June 30)</b>	<b>VACANCY</b>	<b>MEETING SCHEDULE</b>
Lower Village Committee	Elizabeth Smith, Chair Richard Taranto, Vice Chair Susan Lee (Alt.), Sec. Theresa Willette Pat Foley Laura Dolce Miriam Whitehouse Nina E. Spencer Nichole Myers (Alt.)	2019 2021 2019 2020 2020 2021 2021 2020 2019		1st Monday at 8:00 a.m. at the Washington Hose Fire Station, LV
Selectman Liaison	Wayne Berry			
Lower Village Master Plan Project (working group)	Chris Osterrieder, Comm. Dev. Dir. Miriam Whitehouse, LVC rep. Nina Spencer, LVC rep. Rick Taranto, LVC rep. Elizabeth Smith, LVC rep. Laura Dolce, EDC rep. vacant, Public Service Rep.			
Parks & Recreation Committee	Tyler J. Stewart, Chair John Hackett, Sec. Jonathan Whitehouse Eddie St. John Jacqueline Hawkins	2020 2020 2019 2019 2021	(2) Alt. 2019 (2) Youth 2019	Meets quarterly: 1st Wednesday of March, June, Sept., Dec. at 4:30 p.m.
Selectman Liaison	Shiloh Schulte			
Planning Board	Chris MacClinchy, Chair Richard B. Smith, Vice Chair Robert B. Metcalf David C. Smith Janice Vance Edward Trainer (Alt.)	2021 2020 2019 2020 2020 2019	(1) Alt. 2019	2nd & 4th Monday at 7:00 p.m.
Selectman Liaison	William Ward, Jr.			
Shellfish Committee	Jonathan LeBarge Russell Brown, Shellfish Warden (not a member)	2021	(2) 2020, (1) 2019 (1) 2021, (2) Alt. 2019	Meets as Needed
Site Plan Review Board	Gary Dugas, Chair Jeanne Dunn, Vice Chair Brenda S. Robinson, Secretary Matthew Fagginger-Auer Paul Jackson	2020 2021 2020 2019 2021	(2) Alt. 2019	3rd Thursday at 7:00 p.m. (as needed)
Selectman Liaison	Wayne Berry			
Skate Park Ad-hoc Committee	Marc Barron, Resident Member Chris Puffer, Resident Member Karen Beaudoin, Resident Member Christine Burgess, Resident Member James Trentalange, Skate Member Joseph Peterson, Alt. Member Will Hallee, Skate Member (Youth Rep.) Kyle Barrett, Rec. Dept. Rep. (Ex-Officio) Lt. Eric O'Brien, Police Dept. Rep. (Ex-Officio) Tasha Pinkham, P&R Dir. (Ex-Officio)		(1) skate member	Meets as Needed
Selectman Liaison	Shiloh Schulte			

**TOWN OF KENNEBUNK/COMMITTEE LISTING - AS OF NOVEMBER 15, 2018**

<b>COMMITTEE</b>	<b>MEMBERSHIP</b>	<b>EXPIRATION DATE (June 30)</b>	<b>VACANCY</b>	<b>MEETING SCHEDULE</b>
Treasure Chest	Susan Flynn	no terms	(2) Reg.	Meets as Needed
Monitoring Committee	Roger W. Ellenberger Helen L. Newton Bryan Laverriere, Public Services Dir. Transfer Station Rep.			
Selectman Liaison	Edward Karytko			
Tree Committee	Wayne C. Cutting, Tree Warden Paul B. Cotton Boyd A. Swenson Patricia Kinkade Robert Palmer	2021 2020 2019 2020 2021		1st Thursday at 5:00 p.m. (as needed)
Selectman Liaison	L. Blake Baldwin			
Waterhouse Center Advisory Committee	Michael Pardue, Town Manager Tasha Pinkham, Recreation Dir. Linda Johnson, Downtown Comm. Rep. Eddie St. John, Recreation Comm. Rep. vacant, Resident At-Large	(position per Endowment By-Laws) (position per in Endowment By-Laws) (appointed by Board of Selectmen, per Endowment By-Laws) (appointed by Board of Selectmen, per Endowment By-Laws) (appointed by Board of Directors, per Endowment By-Laws)		
West Kennebunk Village Committee	Thomas Cahoon, Chair Barbara Weeman, Vice Chair Brenda L. Spulick Raymond Ingalls Kimberly Patric	2021 2020 2019 2019 2021	(2) 2020	1st Thursday at 6:00 p.m. at the Stevens Comm. Ctr.
Selectman Liaison	Edward Karytko			
Zoning Board of Appeals	William Macdonald, Chair Steve Passerman Douglas Gallagher Leah B. Rachin James Atwood Susan Mosher (Alt.)	2021 2020 2019 2019 2020 2019	(1) Alt. 2019	3rd Monday at 6:30 p.m. (as needed)
<b>CHANGES MADE AT THIS MEETING:</b>				
<b>Resigned:</b> Gerri Slotnick (WKVC); Russell Cole (EDC)				
<b>Appointed:</b> Justin Young (EDC)				
<b>Moved up from Alterante to Regular:</b> n/a				
<b>Selectmen Subcommittees:</b>				
<b>Communications/Dispatch Subcommittee:</b> L. Blake Baldwin, Chris Cluff, Richard Morin				
<b>Finance Subcommittee:</b> L. Blake Baldwin, Chris Cluff, Richard Morin				
<b>Ordinance Review Subcommittee:</b> Wayne Berry, Chris Cluff, Shiloh Schulte				
<b>PAYT, Recycling, Transfer Station Review Subcommittee:</b> Chris Cluff, Edward Karytko, William Ward				
<b>Social Service Agencies Review Subcommittee:</b> L. Blake Baldwin, Shiloh Schulte				

**TOWN OF KENNEBUNK/COMMITTEE LISTING - AS OF NOVEMBER 15, 2018**

**BOARD OF SELECTMEN APPOINTMENT**

**3 YEAR APPOINTMENT**

7-1-17 to 6-30-20

Town Manager

Michael W. Pardue

**TOWN MANAGER'S APPOINTMENTS**

**1 YEAR APPOINTMENTS**

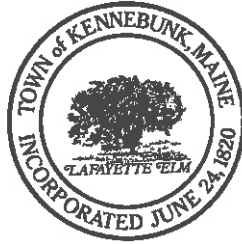
7-1-18 to 6-30-19

Acting Town Manager	Joel Downs		
Finance Director, Tax Collector, Treasurer	Joel Downs		
Deputy Treasurer	Kris Fogg		
Deputy Tax Collectors	Kris Fogg, Deborah Johnson, Lynda Lightbody, Karen Winton, Merton Brown, Carrie Weeman, Tabettha Barden		
General Assistance Agents	Michael Pardue, Karen Winton, Joel Downs, Kris Fogg		
Town Clerk	Merton T. Brown		
Tax Assessor, E911 Addressing Officer	Daniel Robinson		
Police Chief	Robert F. MacKenzie		
Fire Chief, EMA Director	Jeffrey Rowe		
Director of Public Services/Road Commissioner	Bryan Laverriere		
Parks & Recreation Director	Tasha Pinkham		
Human Resources Director	Jeri Sheldon		
Social Media Coordinator	Karen Winton		
Director of Information Services	Richard Boucher		
Community Development Director, Town Engineer	Christopher Osterrieder		
Town Planner	John Stoll		
Code Enforcement Officer	Paul A. Demers		
Building Inspector	Paul A. Demers		
Plumbing Inspector	Paul A. Demers		
Alternate Building Inspector	Brian Paul		
Alternate Plumbing Inspector	Brian Paul		
Alternate Building Inspector	Jonathan Reed		
Alternate Plumbing Inspector	Jonathan Reed		
Electrical Inspector	James H. Nichols		
Alternate Electrical Inspector	William Clark		
Alternate Electrical Inspector	Marc D. Lamontagne		
Harbormaster	James Black		
Town Historian	Stephen Spofford		
Tree Warden	Wayne Cutting		
Constables	Christopher Russell, Michael Tucci, Eric O'Brien		
<b>3 YEAR APPOINTMENTS</b>		<u>7-1-16 to 6-30-19</u>	
Health Officer	John Brady		
Assistant Health Officer	Paul A. Demers		

7.b.



# Town of Kennebunk, Maine



Michael W. Pardue  
Town Manager  
Tel: (207) 604-1308  
Fax: (207) 985-4609

To: Board of Selectmen  
From: Michael W. Pardue, Town Manager  
Subj: Applicant - Membership on the Historic Preservation Commission  
Date: December 31, 2018

On May 29, 2018, Ms. Maria Kyriakides submitted a Committee Volunteer Application for membership on the Historic Preservation Commission, at which time there were no vacancies. Currently, there is an "Alternate Member" vacancy on the Commission, which expires on June 30, 2019.

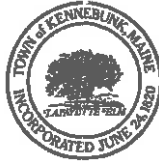
On Monday, December 31, 2018 Ms. Kyriakides met with me, sharing her interest in serving on the Historic Preservation Commission. During this meeting, I identified that Ms. Kyriakides:

- is a year-round resident of Kennebunk
- resides on Summer St.
- is a self-employed Interior Designer
- is a member of the American Society of Interior Design (ASID)
- has an appreciation and passion for historical buildings
- wishes to use her knowledge as an interior designer to "understand and make recommendations in resolving the historical issues through sensible and realistic solutions"
- has attended a previous meeting of the Historic Preservation Commission, which she enjoyed very much
- believes she can attend the majority of the Historic Preservation Commission meetings
- pledges "to endeavor to conserve and protect our buildings in a mindful and respectful approach."

Throughout my meeting with Ms. Kyriakides, she expressed her desire to use her many years of interior design work to effectively contribute to the Historic Preservation Commission work. Based upon the above, I encourage the Board of Selectmen to give strong consideration to Ms. Kyriakides's candidacy for a position on the Historic Preservation Commission.



# Town of Kennebunk, Maine



Received: 5-29-18

## Committee Volunteer Form (please type or print clearly)

Full Name Maria Kyriakides

Street Address Redacted, Kennebunk, ME 0403

Mailing Address (if different from street address) \_\_\_\_\_

Are you a resident of Kennebunk?  Yes  No  
Do you work in Kennebunk?  Yes  No  
Do you own a business in Kennebunk?  Yes  No  
Do you own a home or land in Kennebunk?  Yes  No

Daytime Phone # Redacted Cell Phone # \_\_\_\_\_

E-Mail Address Redacted \_\_\_\_\_

I wish to be considered for appointment to the: Hispanic Preservation Commission  
Committee

(Check all that apply):

Regular Membership Status (3-year term)   
Alternate Membership Status (1-year term) \_\_\_\_\_  
(Alternates vote if Regular member absent)  
Youth Membership Status (1-year term) \_\_\_\_\_

<p><b>Town Use Only:</b></p> <p>Committee: _____</p> <p>Membership: Regular, Alternate, Youth</p> <p>Term Ends: _____</p>
---

Do you currently serve (or served in the past) on any Town committee?  Yes  No  
If so, please list the committee(s) and the number of years of service \_\_\_\_\_

Occupation INTERIOR Designer, ASID (American Society of  
Employer SELF Employed Interior Designers 1978)

List any civic organizations to which you belong: Daughters of Penelope  
and Philoptochos Society

Please complete questions on back of this form

1. Have you had an opportunity to attend any meetings of the committee you are interested in joining?  
Please note: We encourage applicants to attend at least one meeting and to visit the committee's webpage before applying.

YES

2. What special skills, talents, and/or unique quality can you offer the committee?

Being an Interior Designer gives me the ability to understand and to make recommendations in resolving the historical issues through sensible and realistic solutions.

3. Are you aware of the time involved and would you be able to attend, at the minimum, 75% of all committee meetings? Please note: Failure to attend three regular meetings in a row or 25% of all meetings in a six-month period may result in forfeiture of your position on the committee.

YES

4. Do you have any conflict of interest that might involve either direct or indirect financial gain or other gain?

No

5. Please describe why you would be an ideal candidate for this committee.

What makes me an ideal candidate is my knowledge of architecture and the appreciation of preserving the unique cultural heritage of our beautiful town. I will endeavor to conserve and protect our buildings in a mindful and respectful approach.

SIGNATURE: Maria Kyriakides

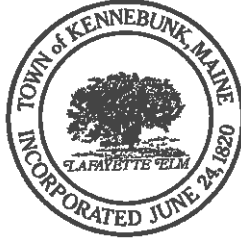
By signing, I certify the above statements to be true and correct. If applicant is under 18, a parent or guardian must also sign.

Thank you for volunteering to serve your community.

Please return form by (1) mailing or dropping off to the Town Manager's Office, 1 Summer Street, Kennebunk, ME 04043, (2) emailing to [knolette@kennebunkmaine.us](mailto:knolette@kennebunkmaine.us), or (3) faxing to: 207-985-4609.

The Board of Selectmen will consider all applications. Once the form has been submitted to the Town Manager's office, an informal meeting will be set up for you to meet the Selectmen. The Selectmen like to meet all candidates before appointing them to committees. Please note that not all committees currently have openings; however, vacancies occur on a regular basis. If the committee you wish to serve on does not have an opening at this time, you may still submit the form and your name will be placed on a waiting list for one year.

# Town of Kennebunk, Maine



Michael W. Pardue  
Town Manager  
Tel: (207) 604-1308  
Fax: (207) 985-4609

To: Board of Selectmen  
From: Michael W. Pardue, Town Manager  
Subj: Applicant - Membership on the River Committee  
Date: December 28, 2018

On December 19, 2018, Mr. Reinier Nieuwkerk submitted a Committee Volunteer Application for membership on the River Committee. Currently, there is an "Alternate Member" vacancy on the Committee. The vacancy that exists expires on June 30, 2019.

On Friday, December 28, 2018 Mr. Nieuwkerk met with me, sharing his interest in serving on the River Committee. During this meeting, I identified that Mr. Nieuwkerk:

- resides in Kennebunk, where he has lived for most of his life
- is a self-employed "fisherman / lobsterman"
- has been a commercial fisherman for the past 37 years
- keeps his boat in the Kennebunk River year-round
- cites having a strong knowledge about docks and moorings
- has attended a previous meeting of the River Committee, which he enjoyed very much
- believes he can attend the majority of the River Committee meetings
- does not believe his membership on the River Committee would result in any personal gain for him, financial or otherwise

Throughout my meeting with Mr. Nieuwkerk, he expressed his desire to use his many years of nautical experience and commercial fishing background to effectively contribute to the River Committee work. Based upon the above, I encourage the Board of Selectmen to give consideration to Mr. Nieuwkerk's candidacy for a position on the River Committee.

Mailing Address: 1 Summer Street, Kennebunk, ME 04043  
Website Address: <http://www.kennebunkmaine.us>  
E-Mail: [mpardue@kennebunkmaine.us](mailto:mpardue@kennebunkmaine.us)



# Town of Kennebunk, Maine



Received: 12/19/18

## Committee Volunteer Form (please type or print clearly)

Full Name Reinier W. Nieuwkerk

Street Address Redacted Kennebunk

Mailing Address (if different from street address) \_\_\_\_\_

Are you a resident of Kennebunk?  Yes  No  
Do you work in Kennebunk?  Yes  No  
Do you own a business in Kennebunk?  Yes  No  
Do you own a home or land in Kennebunk?  Yes  No

Daytime Phone # Redacted Cell Phone # \_\_\_\_\_

E-Mail Address Redacted

I wish to be considered for appointment to the: Kennebunk River  
Committee

(Check all that apply):

Regular Membership Status (3-year term)   
Alternate Membership Status (1-year term)   
(Alternates vote if Regular member absent)  
Youth Membership Status (1-year term)

<p><b><u>Town Use Only:</u></b></p> <p>Committee: _____</p> <p>Membership: Regular, Alternate, Youth</p> <p>Term Ends: _____</p>
--

Do you currently serve (or served in the past) on any Town committee?  Yes  No

If so, please list the committee(s) and the number of years of service \_\_\_\_\_

Occupation Fisherman / Lobsterman

Employer Self employed

List any civic organizations to which you belong: none

Please complete questions on back of this form

1. Have you had an opportunity to attend any meetings of the committee you are interested in joining?  
Please note: We encourage applicants to attend at least one meeting and to visit the committee's webpage before applying.

I am attending the  
meeting of December 18, 2018

2. What special skills, talents, and/or unique quality can you offer the committee?

I keep my boat in the river year round, I have been a commercial fisherman since I was 18 (50 for 37 years) I am down at the river every day pretty much. I have the ability to notice problems along the river.

3. Are you aware of the time involved and would you be able to attend, at the minimum, 75% of all committee meetings? Please note: Failure to attend three regular meetings in a row or 25% of all meetings in a six-month period may result in forfeiture of your position on the committee.

I believe I can make the majority of the meetings

4. Do you have any conflict of interest that might involve either direct or indirect financial gain or other gain?

I don't believe my fishing business would have any financial gain from me being on the River Committee.

5. Please describe why you would be an ideal candidate for this committee.

I have a ~~knowledge~~ Nautical knowledge. I have knowledge about docks, moorings, I know alot of the people along the river because I have lived in the community all my life. I'm just a regular, reasonable, kind of guy

SIGNATURE: 

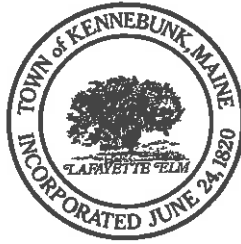
By signing, I certify the above statements to be true and correct. If applicant is under 18, a parent or guardian must also sign. 12/18/18

Thank you for volunteering to serve your community.

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# Town of Kennebunk, Maine



Michael W. Pardue  
Town Manager  
Tel: (207) 604-1308  
Fax: (207) 985-4609

To: Board of Selectmen  
From: Michael W. Pardue, Town Manager  
Subj: Applicant - Membership on the River Committee  
Date: January 4, 2019

On January 3, 2019, Mr. Bryan Tufts submitted a Committee Volunteer Application for membership on the River Committee. Currently, there is an "Alternate Member" vacancy on the Committee. The vacancy that exists expires on June 30, 2019.

On Friday, January 4, 2019, Mr. Tufts met with me, sharing his interest in serving on the River Committee. During this meeting, I identified that Mr. Tufts:

- resides in Kennebunk, where he has lived for most of his life
- is a self-employed "lobsterman"
- "grew up on the Kennebunk River"
- has been a commercial fisherman for the past 36 years
- fishes more than 800 lobster traps
- cites having a strong knowledge about docks, moorings and the Kennebunk River
- has attended previous meetings of the River Committee
- states that he can attend the majority of the River Committee meetings
- does not believe his membership on the River Committee would result in any personal gain for him, financial or otherwise

Throughout my meeting with Mr. Tufts, he expressed his desire to use his many years of nautical experience and commercial fishing background to effectively contribute to the River Committee work. Based upon the above, I encourage the Board of Selectmen to give consideration to Mr. Tufts' candidacy for a position on the River Committee.

Mailing Address: 1 Summer Street, Kennebunk, ME 04043  
Website Address: <http://www.kennebunkmaine.us>  
E-Mail: [mpardue@kennebunkmaine.us](mailto:mpardue@kennebunkmaine.us)



# Town of Kennebunk, Maine



Received: 1/3/19

## Committee Volunteer Form (please type or print clearly)

Full Name Bryan William Tofts

Street Address Redacted

Mailing Address (if different from street address) Kennebunk, ME

Are you a resident of Kennebunk?  Yes  No  
Do you work in Kennebunk?  Yes  No  
Do you own a business in Kennebunk?  Yes  No  
Do you own a home or land in Kennebunk?  Yes  No

Daytime Phone # Redacted

Cell Phone #

E-Mail Address

I wish to be considered for appointment to the: River Committee  
Committee

(Check all that apply):

Regular Membership Status (3-year term)

Alternate Membership Status (1-year term)   
(Alternates vote if Regular member absent)

Youth Membership Status (1-year term)

<p><b><u>Town Use Only:</u></b></p> <p>Committee: _____</p> <p>Membership: Regular, Alternate, Youth</p> <p>Term Ends: _____</p>
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Do you currently serve (or served in the past) on any Town committee?  Yes  No

If so, please list the committee(s) and the number of years of service \_\_\_\_\_

Mousam River Committee 3yrs

Occupation Lobstermen

Employer Self

List any civic organizations to which you belong: \_\_\_\_\_

Please complete questions on back of this form



1. Have you had an opportunity to attend any meetings of the committee you are interested in joining?  
*Please note: We encourage applicants to attend at least one meeting and to visit the committee's webpage before applying.*

Yes

2. What special skills, talents, and/or unique quality can you offer the committee?

Been fishing out of the River for 36 years

3. Are you aware of the time involved and would you be able to attend, at the minimum, 75% of all committee meetings? *Please note: Failure to attend three regular meetings in a row or 25% of all meetings in a six-month period may result in forfeiture of your position on the committee.*

Yes

4. Do you have any conflict of interest that might involve either direct or indirect financial gain or other gain?

No

5. Please describe why you would be an ideal candidate for this committee.

Because not to many people have been down there longer then me and I know whats going on down there and not ~~afraid~~ afraid of work or to look out for the best interest of the Kennebunk River !!

SIGNATURE:

*Bryan Tufts*

Thank-you

By signing, I certify the above statements to be true and correct. If applicant is under 18, a parent or guardian must also sign.

Thank you for volunteering to serve your community.

Please return form by (1) mailing or dropping off to the Town Manager's Office, 1 Summer Street, Kennebunk, ME 04043, (2) emailing to [knolette@kennebunkmaine.us](mailto:knolette@kennebunkmaine.us), or (3) faxing to: 207-985-4609.

The Board of Selectmen will consider all applications. Once the form has been submitted to the Town Manager's office, an informal meeting will be set up for you to meet the Town Manager. Please note that not all committees currently have openings; however, vacancies occur on a regular basis. If the committee you wish to serve on does not have an opening at this time, you may still submit the form and your name will be placed on a waiting list for one year.

8.a.

## ORDINANCE PROHIBITING THE RELEASE AND DISPLAY OF BALLOONS

1. **Purpose.** The purpose of this Ordinance is to protect the wildlife and coastal ecosystems of Kennebunk, the enjoyment of nature, and the health, safety and welfare of Kennebunk's residents and visitors by regulating the use of balloons within the Town. The Ordinance has been determined to be necessary because balloons pose a risk to the environment, particularly to wildlife and marine animals, public health, children and those with latex allergies.

2. **Authority.** This Ordinance is adopted pursuant to the Town's Home Rule Authority granted under Art VIII, Pt. 2, Sec 1 of the Maine Constitution and 30-A M.R.S. §3001.

### 3. Definitions.

**Balloon:** A flexible nonporous bag made from materials including but not limited to rubber, latex, polychloroprene or nylon fabric that can be inflated or filled with fluid, including but not limited to helium, hydrogen, nitrous oxide, oxygen, air or water, and then sealed at the neck, usually used as a toy or decoration.

**Fixed exterior display:** Any display of balloons that occurs outside of a building for any purpose, including but not limited to advertisements, sporting events, and celebrations. A fixed display is one where the balloon is attached to a structure or anything attached to a structure, a sign, or a group of other balloons that are attached to each other.

**Person:** This term shall include the singular and the plural, and shall mean and include any person, firm or corporation, association, club, partnership or society.

**Public building:** Any building owned or leased by the Town of Kennebunk.

**Release:** Any knowing or intentional act resulting in balloons being displayed or released out of doors and allowed to fly in any manner that results the loss of control over the balloon or the abandonment of the balloon.

**Structure:** A building, wall, fence, light pole, utility pole, mail box, or anything with a fixed location on or in the ground

### 4. Prohibited conduct.

(a) No person shall knowingly or intentionally release balloons or cause balloons to be released at any outdoor celebration, promotional activity, sporting or other event or in any public building.

(b) No person shall cause or allow a fixed exterior display of balloons as defined in Section 3.

(c) No balloons shall be used in any public building owned or leased by the Town of Kennebunk, even if the balloons are not released or otherwise allowed to fly in any manner.

This section shall not apply to the following:

(1) Balloons that are used by any governmental or scientific institution for scientific or meteorological purposes.

(2) Hot air balloons that are recovered after launching.

(3) Balloons that are used or released indoors only in a privately owned building that is not leased to the Town of Kennebunk.

**5. Violation.** Any person who engages in conducted prohibited by the provisions of Section 4 of this Ordinance shall be considered to be in violation of the Ordinance and shall be subject to enforcement under Section 6.

**6. Enforcement; penalties.** This Ordinance shall be enforced by the Police Department or the Code Enforcement Officer. Any violation of this Ordinance shall be considered a civil violation and subject to penalties as established in the Town's Fee and Fine Schedule for each release.

**7. Severability.** If any section or provision of this Ordinance is declared by a court to be invalid, that decision shall not affect the validity of any other section or provision of this Ordinance.