

TOWN OF KENNEBUNK

SELECT BOARD

TUESDAY, JANUARY 12, 2021 – 6:30 P.M.

REGULAR MEETING AGENDA

**This meeting will be conducted through
the electronic platform Zoom, as described below.**

This is a televised Meeting.

View meeting on [Zoom](#), Cable TV Channels 5 or 1302 or online anytime at www.townhallstreams.com.

**ZOOM MEETING
INSTRUCTIONS FOR COMMUNITY PARTICIPATION**

This meeting will be conducted using [Zoom](#), a web-based video conferencing tool, under [1 M.R.S.A. § 403-A](#), which authorizes the Town to hold remote meetings during the state of emergency declared by the Governor due to the outbreak of COVID-19.

Time: January 12, 2021 - 6:30 PM Eastern Time (US and Canada)

Ways to join the webinar:

- By computer or mobile device:
<https://us02web.zoom.us/j/86188393144?pwd=QWp0OHhBdXdDbTd3cXNFS2dzWmlnUT09> or go to [ZOOM](#)
or
- By Phone 1 312 626 6799 US or 1 646 876 9923 US or 1 669 900 6833

Webinar ID: 861 8839 3144

Passcode: 135266

Please take a minute to read these important Instructions before you join:

- Please mute your audio and disable your video before joining
- Here are some brief videos to help familiarize you with the Zoom platform
 - [Joining a Zoom Meeting](#) (brief instructional video)
 - [Video or Audio off by Attendee](#) (brief instructional video)
 - [Attendee Controls in a Meeting](#) (brief instructional video)
- PUBLIC COMMENT: If you wish to speak on an agenda item and you are:
 - Joining via your computer or cell phone
 - Please use the “raise your hand” feature by clicking “participants” (computer). The host will be notified and will identify you when it is your turn to comment.
 - Joining via landline phone:
 - The following commands can be entered using your phone’s dial pad while in a Zoom meeting. The host will be notified and will identify you when it is your turn to comment.
 - *6 - Toggle mute/unmute
 - *9 - Raise Hand

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. CONSIDERATION/APPROVAL OF MINUTES
 - a. December 22, 2020 Regular Meeting [Please refer to supporting material \(PDF\)](#)
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
 - a. **Accept the Following Donations:**

- **For the Police Department:**

- \$100 from Ruth & Bobby Shrader in appreciation for services by the Police Department
- \$500 from an anonymous donor in appreciation for a call for service handled by the department. The donor would like the funds utilized by the department toward their efforts in fighting the opioid epidemic.

MOTION: To accept the donations and send each a letter thanking them for their generous donation.

- **For Social Services:**

- \$5,000 from Shape Drive Medical Center, LLC for the fuel assistance fund
- \$1,000 for the fuel assistance fund, and \$500 for food assistance from Bette Pulley who made these donations in the name of her mother, Barbara Pulley formerly of Kennebunk, to assist seniors in Kennebunk.
- \$1,000 from the William J.J. Gordon Family Foundation for the fuel assistance fund
- \$750 from the Maine Community Foundation for the fuel assistance fund. This grant was made through a donor-advised fund at the Maine Community Foundation through donor-advisor Steve Passerman.
- \$500 from Debora Marathon of Marathon Real Estate for the fuel assistance fund
- \$400 from Hearth & Soul for the fuel assistance fund. This donation was given by Pat Hansen, owner of Hearth and Soul, who donates 10% of her proceeds from Small Business Saturday each year to the fuel assistance fund.

MOTION: To accept the donations and send each a letter thanking them for their generous donation.

We want to acknowledge all of the individuals and businesses who contribute to the Town's Emergency Fuel Assistance fund. These acts of generosity are made by those in our community thinking of their neighbors and wanting to ensure that any Kennebunk resident in need of heating assistance, be it oil, propane, wood for the stove or electric heating assistance, knows that help is out there. If anyone is in need of heating assistance this winter, we urge you to contact the Town's Social Services office at 985-2102 option 3. Our thanks to all for thinking of each other and helping to keep those who are vulnerable in our community warm during the heating season.

- b. **Kennebunk Recognized as the Safest Community in Maine** – According to Alarms.org, the official site of the National Council for Home Safety and Security, the Town of Kennebunk is listed as the safest community in Maine. The town's violent crime rate is just 0.52 per 1,000, and the property crime rate is less-than-a-quarter of the national rate. Kennebunk was followed by Gorham, Wells, Falmouth and Scarborough. To view Maine's town and city rankings, visit www.alarms.org/safest-cities-in-maine/

- c. **Hear an Update from the Town Manager regarding COVID-19 and the Town’s Preparedness Plans**
 - Update on the efforts of the Workplace Reengagement Task Force
 - Update on the efforts of the Community Reengagement Task Force
 - COVID-19 Community Resources – For those in need of assistance at this time, please visit our website where we have posted information for food and fuel resources as well as other assistance. www.kennebunkmaine.us/socialservices

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Appoint a Director to the RSU 21 School Board** – On January 5th, the Board held a Candidates Night to Interview Applicants for the Interim RSU 21 Director Position. This appointment will fill the Kennebunk position previously held by Kendra Connor that expires on June 30, 2021. The following seven residents attended the virtual interview:

| | | | |
|----------------|-------------------------|----------------|---------------|
| Josiah Currier | Richard Morin | Kortney Nedeau | Claudia Sayre |
| Peter Sentner | Gayle Asmussen Spofford | David Wayne | |

MOTION: To appoint _____ as the Director to the RSU 21 School Board representing Kennebunk until June 30, 2021.

- b. **Confirm the Town Manager’s Appointment of the Interim Harbormaster** – James Black, Harbormaster for Kennebunk & Kennebunkport, tendered his resignation in late December. Cape Porpoise Harbormaster, Christopher Mayo, is currently aiding the two communities during this time of transition. The Town Managers of both communities are in agreement with this interim appointment; Kennebunkport is scheduled to vote to appoint Mr. Mayo at their meeting on the January 14.

Per the Town Charter, the Select Board confirms the Town Manager’s appointment.

MOTION: To confirm the Town Manager’s Nomination of Christopher Mayo as Interim Harbormaster (effective immediately) for a term expiring not later than June 30, 2021 (date all Annual Appointments expire).

8. OLD BUSINESS

9. NEW BUSINESS

- a. **Hear a Brief Presentation from Representatives of the Rachel Carson National Wildlife Refuge** – Members of Rachel Carson NWR will present a short overview of their Green Business Initiative, a voluntary community outreach project developed by Rachel Carson NWR. Their goal is to inspire at least fifty local businesses to pledge to at least one environmentally sustainable action that they can implement within one year.

They have provided mock ups of signs they might share with businesses that participate in the initiative. [Please refer to supporting material \(PDF\)](#)

MOTION:

- b. **Discuss Any Other Business**

10. SELECT BOARD COMMENTS

- a. **Subcommittee Reports**
- b. **Individual Select Board Member Comments**

11. TOWN MANAGER ANNOUNCEMENTS

a. **Discuss a Strategic Planning Workshop Date**

b. **Virtual Select Board Outreach Session – Saturday, January 16 from 8:30-9:30 a.m. via Zoom**

These sessions are hosted by two Select Board members, providing residents with a chance to talk with them in a non-meeting setting.

In the past, these sessions were held at the Town Hall on the 3rd Saturday of each month. Due to the pandemic, Outreach Sessions will now be held via Zoom, until further notice.

Please visit our website calendar (www.kennebunkmaine.us/calendars) for the login information and for any changes in the schedule due to the weather, availability of Select Board members, etc. You can also sign up to receive notifications for these (and other) events. Look for the “Notify Me” button on the homepage of our website (www.kennebunkmaine.us) and sign up for “Calendar-Town Events”.

c. **Holiday Closures and Curbside Collection Information for Martin Luther King, Jr. Holiday**

Martin Luther King, Jr. Holiday – Monday, January 18

- Town Offices 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

d. **Budget Meeting Dates for the 2021-22 Proposed Budget (via Zoom):**

| | | |
|------------|----------------------|--------------------|
| Meeting #1 | Thursday, January 28 | 6:30 pm - 9:00 pm |
| Meeting #2 | Saturday, January 30 | 8:30 am - 11:30 am |
| Meeting #3 | Tuesday, February 2 | 6:30 pm - 9:00 pm |
| Meeting #4 | Thursday, February 4 | 6:30 pm - 9:00 pm |

12. EXECUTIVE SESSION

13. ADJOURNMENT