

**TOWN OF KENNEBUNK  
SELECT BOARD**

**TUESDAY, JANUARY 14, 2020 – 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. January 7, 2020 Regular Meeting - *minutes will be presented at the January 28<sup>th</sup> meeting.*
  - b. January 8, 2020 Special Meeting (to attend Budget Board meeting) [Please refer to supporting material \(PDF\)](#)
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
  - a. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following:

**New Victualer License and Liquor License Applications for Nourrir LLC d/b/a Boulangerie (new owner) at 5 Nason’s Court, Suite 12.**

*Town Manager’s Note (not part of the public hearing notice):*  
**MOTION:** *To approve the Victualer License and Liquor License Applications for Nourrir LLC d/b/a Boulangerie.*
  - b. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following:

**New Victualer License and Liquor License Applications for Legacy Holdings Group Inc. d/b/a Pedro’s Mexican Restaurant (new owners) located at 181 Port Road.**

*Town Manager’s Note (not part of the public hearing notice):*  
**MOTION:** *To approve the Victualer License and Liquor License Applications for Legacy Holdings Group Inc. d/b/a Pedro’s Mexican Restaurant.*
  - c. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following:

**New Victualer License, Liquor License and Special Amusement Permit Applications for The Grand Hotel and Suites, LLC d/b/a The Grand Hotel (new owners) located at 1 Chase Hill Road.**

*Town Manager’s Note (not part of the public hearing notice):*  
**MOTION:** *To approve the Victualer License, Liquor License and Special Amusement Permit Applications for The Grand Hotel and Suites, LLC d/b/a The Grand Hotel.*
5. PUBLIC COMMENTS

## 6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

### a. **Accept the Following Donation** – The Town recently received the following donation:

- \$100 donation from Nancy & John Phythyon to the Police Department in appreciation of services recently provided by them by police personnel. The Phythyons have requested their donation be applied toward a program of the Police Department's choosing.

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

### b. **Retirement of Sergeant Andrew Belisle** – Sergeant Andrew Belisle has submitted his intent to retire as of April 15, 2020. Sergeant Belisle's retirement announcement comes forward as he nears 45 years of full-time, dedicated service to law enforcement.

Andy Belisle is a Veteran of the United States Air Force. He served in the military from 1971-1974 during which time he was promoted to the rank of Sergeant.

In 1975, Sergeant Belisle began his law enforcement career with the Sanford Police Department, where he attained the rank of Corporal. He then spent 4 years with the Lebanon, Maine Police Department as a Lieutenant before joining the Kennebunk Police Department (KPD) where he has faithfully served for more than 29 years.

Sergeant Belisle is recognized as being "officer-friendly" and is loved by our townspeople. He exemplifies the traits of a Community Policing Officer. He was instrumental in his community policing efforts during the 1990's when Cold Water Farms was developed. Working with the residents of this 128-lot subdivision, he established long-lasting relationships, helping that neighborhood become a "Crime Watch Neighborhood."

As many are aware, for years Sergeant Belisle has been assigned as KPD's Fleet Manager. In that role, he has kept our vehicles in stellar condition due to his attention to detail and the pride he takes in ensuring the safety of our officers. Sergeant Belisle has also been instrumental in our Bureau of Labor and Maine Municipal inspections where his engagement has been influential in our town facilities, achieving high rankings during times of inspection. Sergeant Belisle has also served as the overseer of our community's "special events." His oversight of these many events has allowed for them to advance seamlessly and safely as people from all over the world come to our town to enjoy these events and celebrations.

It goes without saying that we will all miss Sergeant Belisle as he is a fixture in our community. Please join us in thanking Sergeant Andrew Belisle for his service to our community and in congratulating him on his upcoming retirement. We wish him well as he embarks on the next chapter of life.

\*Footnote: In early April, there will be a formal "send-off celebration" for Sergeant Belisle. Please be watchful for this upcoming announcement.

## 7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

### a. **Discuss Boards and Committees**

- **Candidate(s) to Appear for Appointment Consideration to Town Committee(s)** – The following residents will be in attendance at Tuesday's meeting to discuss their interest in joining the following committees.
- Joseph Wolfson – Energy Efficiency Advisory Committee [Please refer to supporting material \(PDF\)](#)  
Vacancies: (2) Regular Member positions - 2021

**MOTION:** To appoint Joseph Wolfson as a Regular Member on the Energy Efficiency Advisory Committee, with a term expiring on June 30, 2021.

- Stephen Sawyer – Economic Development Committee [Please refer to supporting material \(PDF\)](#)  
Vacancies: (1) Alternate Member position – 2020

**MOTION:** To appoint Stephen Sawyer as an Alternate Member on the EDC, with a term expiring on June 30, 2020.

- b. **Hear Presentations on Department Overviews** – Division Directors will be presenting a brief overview of significant accomplishments within their departments over the past fiscal year and identifying select goals and objectives they will be striving to obtain during the next fiscal year.

**Overviews Scheduled for this Meeting**

- Bryan Laverriere – Public Services (Public Works, Parks)
- Robert Mackenzie – Police
- Jeff Rowe – Fire/EMS

No motion is necessary.

- c. **Appoint the Registrar of Voters through 2021** – State law requires the Board of Selectmen to appoint a Registrar of Voters in all odd number years for a two-year period. Town Clerk Merton Brown has agreed to serve in this position.

**MOTION:** To appoint Merton Brown as the Registrar of Voters until December 31, 2021.

8. OLD BUSINESS

9. NEW BUSINESS

- a. **Discuss Applying for Grant Funding to Aid in the Purchase of a Ladder Truck** – In the Town’s Capital Equipment Replacement Schedule, the Fire Department’s 1989 ladder truck is due to be replaced next year. Kennebunk Fire Rescue would like to apply for an Assistance to Firefighter Grant through FEMA. If successful in acquiring grant funding under the AFG program, the grant pays 95% of the vehicle cost. Chief Rowe will in attendance to present further on this topic.

If the Board supports the pursuit of this funding opportunity, the motion could be:

**MOTION:** To authorize the Fire Chief to apply for an Assistance to Firefighters Grant to aid in the purchase of a new ladder truck.

- b. **Discuss Road Closures for Special Events** – The following Special Event Applications have been received and will require road closures, per the Police Department, as noted below:

**1. Friday, July 10, 2020: 23<sup>rd</sup> Edition Library Road Race 5K**

*Road Closures Needed:*

- 5:45 p.m. - 6:40 p.m. Dane Street closed from Park Street to Main Street (race start location)
- 6:05 p.m. - 6:30 p.m. Depot Street (one lane closed); no cars can enter Depot Street from Summer Street
- 5:55 p.m. - 6:40 p.m. Main Street closed from Water Street to Dane Street (northbound only)
- 6:00 p.m. - 6:40 p.m. Summer Street closed from Main Street to Depot Street (eastbound only)

The above information may be subject to change.

**MOTION:** To approve the road closures as recommended by the Police Department for the 23<sup>rd</sup> Edition Library Road Race 5K as noted above.

**2. Nicole’s 5K Walk/Run – Saturday, July 18, 2020**

*Road Closure Needed:*

8:50 a.m. - 10:00 a.m. Beach Avenue (from Woodland Avenue to Boothby Road) (end of race)

The above information may be subject to change.

**MOTION:** To approve the road closure as recommended by the Police Department for Nicole's 5K Walk/Run on July 18, 2020 as noted above.

*Beach Parking Permit Waiver Request:*

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

**MOTION:** To waive the beach parking permit requirements for Nicole’s 5K Walk/Run at all three beaches on July 18, 2020 from 6 a.m. to noon.

**c. Discuss Any Other Business**

**10. SELECT BOARD COMMENTS**

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

**11. TOWN MANAGER ANNOUNCEMENTS**

- a. **Select Board Outreach Session – Saturday, January 18** from 8:30-10:30 a.m., 3<sup>rd</sup> floor of the Town Hall. This session will be hosted by Select Board members Wayne Berry and Frank Paul. Any changes to this schedule will be posted on our website.
- b. **Holiday Closures and Trash/Recycling Schedule - Martin Luther King Jr. Holiday, Monday, January 20**
  - o **Closed:** Town Hall, Dept. of Public Services, Transfer Station/Recycling Center
  - o **Curbside Collection: No change** - All days will be collected as scheduled.

**c. Budget Meeting Dates for the 2020-21 Proposed Budget**

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

Meeting #6*	Thursday, February 13	6:30 pm - 9:00 pm
Meeting #7*	Saturday, February 15	8:30 am - 11:30 am

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

**12. EXECUTIVE SESSION**

**13. ADJOURNMENT**