

TOWN OF KENNEBUNK

SELECT BOARD

TUESDAY, FEBRUARY 11, 2020 – 6:30 P.M.

**KENNEBUNK TOWN HALL
3rd FLOOR, ROOM 301**

REGULAR MEETING AGENDA

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. APPROVAL OF MINUTES
 - a. January 28, 2020 Regular Meeting [Please refer to supporting material \(PDF\)](#)

Meeting Minutes (minutes to be presented at a future meeting)

 - b. January 27, 2020 Special Meeting (Joint Public Hearing w/ Planning Board)
 - c. Budget Meetings
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
 - a. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment regarding proposed amendments to the Zoning Ordinance.

Copies of the proposed amendments are on file and may be reviewed in the Town Planner's Office, Town Clerk's office or [online](#)

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

The following proposed amendments were discussed at a Joint Public Hearing of the Select Board and Planning Board on January 27, 2020. The Planning Board voted to send the amendments to the Select Board with a positive recommendation.

- Article 2, Section 2 (Definitions)
- Article 8, Section 14.B.5 (Business Park District)
- Article 10, Section 24 (Retail Marijuana)

These changes would permit retail marijuana testing facilities, licensed by the State of Maine, within the Business Park Zoning District. This only deals with retail testing facilities and would not permit any retail stores, retail manufacturing or retail cultivation of marijuana within the Town of Kennebunk. This also changes language from "retail" to "adult use" in order to be consistent with State law.

At the Select Board meeting on January 28, 2020, the Select Board voted to schedule a Special Town Meeting for April 7, 2020 and to include a positive recommendation on the warrant. They also voted to hold a public hearing on February 11, 2020 to hear public comment.

No motion is needed.

- b. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment regarding:

**Proposed carry forward balances remaining in accounts with unexpended funds
(from FY18-19, as of June 30, 2019, to FY19-20, as of July 1, 2019)**

Additional information may be obtained in the Town Clerk's office.

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

In accordance with the Town's Charter, Section 3.06 (4), the Select Board, after a public hearing, may carry forward funds remaining in accounts with unexpended year-end balance from the then-current fiscal year to the next fiscal year. The books and records for the general fund are nearly closed, with one of the final steps in this process being the identification of funds to be carried forward from fiscal year 2018-19 into fiscal year 2019-20.

MOTION: To carry forward fund balances remaining in accounts with unexpended balances (from FY 18-19 to FY 19-20).

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **Accept a Grant on Behalf of the Community Garden Committee** – The Community Garden Committee is the recipient of a SeedMoney Grant in the amount of \$2,230.57. This includes donations in the amount of \$1,630.57 plus an additional grant of \$600.00.

Congratulations to the Community Garden Committee on your hard work and outstanding efforts in serving the community. Kennebunk is fortunate to have a dedicated group of volunteers working on behalf of our most vulnerable residents. Thank you!

MOTION: To accept grant money and donations totaling \$2,230.57 from the SeedMoney organization.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Accept the Following Committee Resignation:**

Cathy Connors, Dog Advisory Committee – Regular 2020

MOTION: To accept the resignation of Cathy Connors from the Dog Advisory Committee and send a letter thanking her for her service.

- b. **Upcoming Elections** – The Town Clerk will provide an update on the elections scheduled for 2020.

- March 3, 2020 Presidential Preference Primary, State Referendum Election
- April 7, 2020 Special Town Meeting Referendum (Proposed Zoning Ordinance Amendments to permit retail marijuana testing facilities, licensed by the State of Maine, within the Business Park Zoning District)
- June 9, 2020 Annual Town Meeting, Town Referendum, School Budget Validation, State Primary, State Referendum
- November 3, 2020 Presidential Election, Town Referendum, State Referendum

- c. **Countersign the RSU 21 Warrant and Notice of Election** – RSU 21 has finalized and signed their Warrant and Notice of Election for their upcoming Budget Validation Referendum Election on June 9, 2020. The document will be provided on Tuesday evening for your signatures. By signing, it does not indicate your endorsement. **Please note that you must sign on the same line on all 10 copies.**

MOTION: To countersign the RSU 21 Warrant and Notice of Election for the RSU 21 Budget Validation Referendum Election to be held on June 9, 2020.

- d. **Discuss 2020 Ambulance Billing Rates** – Each year, the Town reviews the rates charged for ambulance services. After an analysis of the costs associated with emergency medical service response services and related provisions, the accompanying proposed 2020 rates are recommended for the Select Board’s approval.

Chief Rowe will be present to answer any questions the Board may have.

[Please refer to supporting material – Proposed 2020 Ambulance Billing Rates \(PDF\)](#)

MOTION: To approve the recommended Ambulance Billing Rates for 2020.

- e. **Hear an Update on the Purchase of a Fire Command Vehicle** – Recently, Fire Chief Jeff Rowe was notified by Quirk Auto Group that the Chevrolet Tahoe that was ordered by the Town in September of 2019 has been cancelled due to a manufacturing stop.

The Fire Chief has spoken with a GM Emergency Vehicle Specialist representing the NE Region. They have contacted several dealers in the New England area looking for an in-stock vehicle that is close to what Kennebunk specified in bid documents.

The Fire Chief is scheduled to meet with the Business Development Manager of Government Fleet Commercial regarding this matter. On Tuesday evening, the Fire Chief will update the Board on the outcome of his efforts.

[Please refer to supporting material – Bid Opening Sheet 9/16/19 \(PDF\)](#)

MOTION:

8. OLD BUSINESS

9. NEW BUSINESS

- a. **Hear an Overview of the U.S. Fish and Wildlife Service Plans for Property they Purchased on Brown Street** – Karl Stromayer, Ph.D., Refuge Manager of the Rachel Carson National Wildlife Refuge, will update the Board on plans the agency has for property located at 188 Brown Street, which they purchased in late December.

- b. **Approve Road Closures for Special Events** – The following event will require road closures, per the Police Department:

- **Saturday, May 9, 2020 – Shipyard Maine Coast Marathon**

This event begins at the High School, travels to the beach then to Kennebunkport. Road closures and road re-opening times range from 7:15 a.m. to 9:40 a.m. Times are subject to change.

[Please refer to supporting material – Road Closure Times \(PDF\)](#)

MOTION: To approve the road closures as recommended by the Police Department for the Shipyard Maine Coast Marathon as noted above.

c. **Discuss Any Other Business**

10. SELECT BOARD COMMENTS

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

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Hear an Update on the Sale of the 1994 International Pumper Fire Truck by GovDeals Auction**
Please refer to supporting material – Auction Summary (PDF)
- b. **Select Board Outreach Session – Saturday, February 15** from 8:30-10:30 am, 3rd floor of the Town Hall. Stop in and chat with Select Board members. We'll provide the coffee and donuts!
- c. **Presidents' Day Holiday – Monday, February 17**
 - o **Closed:** Town Hall, Department of Public Services, Transfer Station/Recycling Center
 - o **Trash/Recycling Curbside Collection:** No change - All days will be collected as scheduled
- d. **2020-21 Proposed Budget Meetings: view at Town Hall, Cable channel 1302, or www.townhallstreams.com**

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

If needed:

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

- o View the supporting detailed budget documents that were presented at the budget meetings at www.kennebunkmaine.us/budget.
- o Want to catch up on the budget meetings that took place recently? Meetings are archived for viewing anytime at www.townhallstreams.com.

12. ADJOURNMENT