

TOWN OF KENNEBUNK

SELECT BOARD

TUESDAY, FEBRUARY 23, 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: February 23, 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. February 9, 2021 Regular Meeting [Please refer to supporting material \(PDF\)](#)
Budget Meetings (minutes to be presented at a future meeting)
 - a. January 28, 2021 Special Meeting (budget meeting)
 - b. January 30, 2021 Special Meeting (budget meeting)
 - c. February 2, 2021 Special Meeting (budget meeting)
 - d. February 4, 2021 Special Meeting (budget meeting)
 - e. February 11, 2021 Special Meeting (budget meeting)
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
 - a. **Hear an Update from the Town Manager regarding COVID-19 and the Town's Preparedness Plans**
 - Update on the efforts of the Workplace COVID Task Force
 - Update on the efforts of the Kennebunk COVID 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. **Discuss Boards and Committees**
 - **Committee Resignation:**
Elizabeth Smith, Comprehensive Plan & Zoning Ordinance Update Committee
(Lower Village Committee Representative – no term)
MOTION: To accept the resignation of Elizabeth Smith from the Comprehensive Plan & Zoning Ordinance Update Committee and send a letter thanking her for her service.
 - b. **Discuss 2021 Ambulance Billing Rates** – Each year, the Town considers the rates charged for ambulance services. After an analysis of the costs associated with emergency medical service response services and related provisions, the Fire Chief recommends that there be no increase to the billing rates for the 2021 calendar year.
No motion necessary.
 - c. **Authorize the Purchase of Voting Booths** – The Town Clerk is requesting authorization to purchase 50 adjustable single voting booths at a total price of \$20,625.00, which includes shipping. The quantity meets the State law requirement of one booth for every 200 registered voters. Significant time has been spend researching this replacement. The booths are single sourced from Inclusions Solutions of Evanston, Illinois. Requesting bids would produce this one bid. Funding would be from grant monies already received and approved by the Select Board. This is a significant upgrade from the current booths, which will be sold.

MOTION: To approve the purchase of 50 Adjustable Single Voting Booths from Inclusions Solutions at a purchase price of \$20,625.00, and to waive the bid process as the booths are sole sourced.

- d. **Countersign the RSU 21 Warrant and Notice of Election** – As Municipal Officers of the Town, the Board is obligated by State law to sign this Warrant and Notice of Election. As the Board is aware, your signature(s) do not necessarily signal your endorsement.

MOTION: To countersign the RSU 21 Warrant and Notice of Election for the RSU 21 Budget Validation Referendum Election to be held on [June 8, 2021](#).

Select Board members will need to come to the Town Clerk’s Office to sign the document.

- e. **Discuss the Closure of Beach Avenue to Vehicular Traffic due the Seawall Construction Work from March 1, 2021 until May 17, 2021** – The work of the seawall reconstruction is scheduled to commence in March of 2021 and will involve the closure of Beach Avenue to vehicular traffic between Peninsula Drive and Gooch Avenue (traffic will be detoured via Peninsula Drive and Bayberry Avenue). Given the magnitude of work and the ability to safely manage the work zone, this will extend from March 1, 2021 until the tentative reopening of May 17, 2021. The road will be open to pedestrians and parking up to Crescent Lane.

[Please refer to supporting material – Schedule/Traffic Control Plan \(PDF\)](#)

MOTION: To authorize the closure of Beach Avenue to vehicle traffic from March 1, 2021 until the tentative reopening of May 17, 2021.

8. OLD BUSINESS

- a. **Hear an Update on the Comprehensive Plan**
- b. **Hear an Update on the Town’s Branding Initiative**
- c. **Hear an Update on the Town’s Connectivity Initiative**

9. NEW BUSINESS

- a. **Discuss the Army Corps of Engineers Proposed Jetty Repair Project** – The United States Army Corps of Engineers (USACOE) will be carrying out a project to repair the East and West jetties and wing walls located in Kennebunk and Kennebunkport. It is necessary for the USACOE to acquire a temporary work area easement for the property described below:

Tract No. 101E (Gooch’s Beach, Kennebunk)

A path of travel measuring 30 ft. wide starting from Beach Avenue N 187745.01 E 2869329.05 and traveling approximately 120 ft. in a southeasterly direction until the high tide line is reached, containing approximately .11 acres.

This temporary easement will be for a period not to exceed one year, beginning May 1, 2021.

[Please refer to supporting material – Easement Documents \(PDF\)](#)

MOTION: To authorize the Town Manager to sign the document entitled “Waiver of Rights Under P.L. 91-646 and Statement of Intent to Donate Property for the Kennebunk/Kennebunkport Jetty Repair Project” and to grant a Temporary Work Area Easement (Standard Estate No. 15),” allowing a temporary easement and right-of-way in, on, over and across the land described as Tract No. 101E (Gooch’s Beach Kennebunk).

b. **Discuss Any Other Business of the Board**

10. SELECT BOARD COMMENTS

a. **Subcommittee Reports**

b. **Individual Select Board Member Comments**

11. TOWN MANAGER ANNOUNCEMENTS

a. **Update on the Beach Revetment Project**

b. **Update on the Seawall Project**

c. **Virtual Select Board Outreach Session – Saturday, February 20 from 8:30-9:30 a.m. via Zoom**

Sessions are hosted by two Select Board members, providing residents with a chance to talk with them in a non-meeting setting. Visit our website calendar at www.kennebunkmaine.us/calendars for login information.

d. **FY2021-22 Proposed Municipal Budget** – Want to catch up on the budget meetings that took place January & February? Meetings are archived for viewing anytime at www.townhallstreams.com.

View supporting documents presented at the budget meetings at www.kennebunkmaine.us/budget.

12. EXECUTIVE SESSION

13. ADJOURNMENT