

**TOWN OF KENNEBUNK  
BOARD OF SELECTMEN**

**TUESDAY, MARCH 26, 2019 – 5:30 P.M.**

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

**REGULAR MEETING AGENDA**

1. CALL TO ORDER

2. EXECUTIVE SESSION

- a. **Discuss Matters of Litigation** with the Town Manager, Finance Director, Director of Community Development and Town's Legal Counsel - Title 1 MRSA Sec. 405(6)(E).

**MOTION:** To enter into executive session, with the Town Manager, Finance Director, Director of Community Development, pursuant to Title 1 MRSA Sec. 405(6)(E), to consult with Legal Counsel regarding Matters of Litigation.

- b. **Discuss an Economic Development Matter** with the Town Manager, Finance Director and Director of Community Development regarding an economic development matter where premature disclosure of the same would prejudice the competitive bargaining position of the Town relative to the same - Title 1 MRSA Sec. 405(6)(C)

**MOTION:** To enter into executive session, with the Town Manager, Finance Director and Director of Community Development, pursuant to Title 1 MRSA Sec. 405(6)(C), to discuss an economic development matter.

It is estimated that the meeting will resume at 6:30 p.m.

3. PLEDGE OF ALLEGIANCE, APPROVAL OF MINUTES, ITEMS TO BE SIGNED

- a. Pledge of Allegiance
- b. Approval of Minutes:
- March 12, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)
- c. 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:

**To hear public comment on the 2019-2020 Municipal Budget for the Town of Kennebunk**

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

*The Board of Selectmen, Budget Board and staff have assembled a [proposed budget](#) for the coming year (July 2019-June 2020). Those Budget meetings, that took place in January and February, are archived and available for viewing anytime at [www.townhallstreams.com](http://www.townhallstreams.com).*

*A PowerPoint presentation will be provided at Tuesday's meeting. This public hearing complies with the Town Charter.*

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **Accept the Following Donation** – The Town recently received \$100.00 from patrons and staff at the Kennebunk Free Library for the Town’s Emergency Fuel Assistance Fund.

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

- b. **Police Department** – The Police Chief is pleased to announce that Candice Simeoni has been appointed as a full-time Police Officer with the Department. Candice is moving from her current position as the Department’s Court Officer/Administrative Assistant (and Reserve Officer), positions she has held since 2014. Candice is filling the police officer vacancy that was budgeted to start this past October.

Candice began her law enforcement career in 2004. She graduated from the 9<sup>th</sup> Basic Law Enforcement Training Program at the Maine Criminal Justice Academy in 2005. She holds a Bachelor’s Degree in Business Administration and Organizational Leadership Studies from the University of Southern Maine. Among other educational opportunities, Candice has completed extensive training in the field of Elder Abuse, Domestic Violence and Victim Assistance.

Officer Simeoni currently serves as the President and founder of the York County Elder Abuse Task Force which was established in 2005. Candice has a keen understanding of the community policing philosophy as demonstrated through her leadership of many initiatives to include, Citizen Police Academies, Senior Police Academies, youth explorer groups and the Volunteers in Police Services program.

Please join us in welcoming Candice to her new position.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Committee Resignation(s)**

- Melvin Uchenick – Board of Assessment Review (Regular 3-year term - 2021)
- Bevan Davies – Committee on Aging (Regular 3-year term - 2019)  
Energy Efficiency Advisory Committee (Regular 3-year term - 2021)

Both committees have only Regular member positions; there are no Alternates to move up.

[\*Please refer to supporting material \(PDF\)\*](#)

**MOTION:** To accept the resignations of Melvin Uchenick from the Board of Assessment Review and Bevan Davies from the Committee on Aging and Energy Efficiency Advisory Committee and send letters thanking them for their service.

- b. **Candidate(s) to Appear for Appointment Consideration to Town Committee(s)** – The following resident will be in attendance to discuss his interest in joining the Site Plan Review Board:

- Site Plan Review Board - Vacancies: (1) Alternate 2019
  - Christopher Carroll

[\*Please refer to supporting material \(PDF\)\*](#)

**MOTION:** To appoint Christopher Carroll as an Alternate Member on the Site Plan Review Board, with a term expiring in 2019.

c. **Discuss the Following Zoning Ordinance Changes Recommended by the Planning Board:**

1. Proposed Amendment to Article 8 Section 10.E.(1) York Street Mixed Residential and Commercial Use District (MCRU) Space and Bulk Standards.

The purpose of this amendment would:

- o Reduce minimum net lot area where sewer is located
- o Reduce minimum net lot area per dwelling unit with sewer
- o Eliminate commercial specific space and bulk requirements for mixed use
- o Provide impervious lot coverage bonus options when Low Impact Development (LID) is utilized

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

2. Proposed Amendment to Article 10 Section 10.D.3 Multifamily Dwellings and Multifamily Lots, Perimeter Buffer.

This amendment provides the Planning Board the option to reduce the required 50 foot landscaped buffer down to as little as 20 feet on multifamily development where possible.

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

The Planning Board held public hearings on February 11, 2019 and March 11, 2019 and voted unanimously (4 in favor, 0 against) to forward the two proposed amendments to the Board of Selectmen with a recommendation for inclusion on the June 2019 Town Meeting Warrant.

Town Planner, John Stoll, will be in attendance to answer any questions the Board may have.

Before the amendments can be sent to a Town Meeting vote, a public hearing would be required.

**MOTION:** To schedule a Public Hearing on April 9, 2019 to hear public comments on Article 8 Section 10.E.(1) and Article 8 Section 10.E.(1) as noted above.

- d. **Discuss the Sale of the 2009 Ford Ambulance** – Kennebunk Fire Rescue Department currently has four (4) ambulances. However, the current staffing model employed by the Department does not support the operation of a fourth ambulance. Therefore, it is the recommendation of Chief Rowe and Division Chief Brady that the Town sell “Rescue 3,” a 2009 Ford E-450PL Ambulance Type III 6.0 L Diesel. It is further their recommendation that this unit be sold as a “turnkey unit,” affording the purchasing entity the opportunity to place the unit in service soon after acquisition.

Chief Rowe and Chief Brady will offer additional information on this topic as they seek Board approval for the sale of the described vehicle.

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

**MOTION:**

e. **Take Up the Following Items for the June 11, 2019, RSU 21 and Municipal Election:**

1. Establish the following additional hours that the Town Clerk’s Office will be open for [voter registration and absentee balloting](#):

Saturday, June 1	9:00 a.m. to 12:00 p.m.	Tuesday, June 4	4:30 p.m. to 7:30 p.m.
Sunday, June 2	9:00 a.m. to 12:00 p.m.	Wednesday, June 5	4:30 p.m. to 7:30 p.m.
Monday, June 3	4:30 p.m. to 7:30 p.m.	Thursday, June 6	4:30 p.m. to 7:30 p.m.

**MOTION:** To set the polling hours from 6:00 a.m. to 8:00 p.m. and the additional hours for the Town Clerk's office as noted above.

2. *Information only, no action required:*

Nomination papers are still available for the following positions:

Board of Selectmen	(2) 3-year terms
RSU 21 Directors	(2) 3-year terms
Trustee Kennebunk Light & Power District	(1) 5-year term
Trustees Kennebunk Sewer District	(2) 3-year terms

Nomination papers can be picked up in the Town Clerk's Office and must be returned no later than 4:30 p.m. on Friday, April 12<sup>th</sup>. A minimum of 25 signatures is required. FMI, please contact the Town Clerk's office at 604-1326.

8. OLD BUSINESS

9. NEW BUSINESS

a. **Discuss the Role of Selectmen Serving on the Kennebunk Development Corporation (KDC)** – Board of Selectmen Chairman Morin and Vice-Chairman Baldwin will offer their thoughts on having members of the Board of Selectmen serve on the KDC.

b. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

a. **Subcommittee Reports**

b. **Individual Selectmen Comments**

11. TOWN MANAGER ANNOUNCEMENTS

a. **Beach Permits** – [Beach permits](#) for the 2019 season will be available beginning April 1.

b. **Tax Due Date** – The second installment of the 2018-19 tax bill is due on Friday, April 5.

c. **Street Scan Update**

12. EXECUTIVE SESSION

13. ADJOURNMENT