

**TOWN OF KENNEBUNK
BOARD OF SELECTMEN**

TUESDAY, APRIL 9, 2019 – 6:30 P.M.

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

REGULAR MEETING AGENDA

1. CALL TO ORDER
2. APPROVAL OF MINUTES [Please refer to supporting material \(PDF\)](#)
 - a. March 26, 2019 Regular Meeting
 - b. April 2, 2019 Special Meeting

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:

A proposed Ordinance entitled “Ordinance Prohibiting the Release and Display of Balloons”

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

Copies of the proposed Ordinance are available in the Town Clerk’s Office (and linked above)

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

Proposed (new) ordinances would require a Town Meeting vote. If the Board chooses to send this to the Annual Town Meeting on June 11, 2019, the motion could be as follows:

MOTION: To send the proposed "Ordinance Prohibiting the Release and Display of Balloons" to the Annual Town Meeting on June 11, 2019.

If the Board wishes to place a recommendation on the warrant article, the motion could be as follows:

MOTION: To recommend acceptance of this article by a vote of ___ in favor, ___ opposed.

- b. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following **Proposed amendment to the Town of Kennebunk Zoning Ordinances:**
 - **Article 8 Section 10.E.(1) York Street Mixed Residential and Commercial Use District (MCRU) Space and Bulk Standards.**

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

Additional Information is available in the Town Clerk’s Office (and linked above)

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

The purpose of this amendment would:

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

This amendment would require a Town Meeting vote. If the Board chooses to send the amendment to the Annual Town Meeting on June 11, 2019, the motion could be as follows:

MOTION: To send the amendment to Art. 8, Section 10.E.(1) to the Annual Town Meeting on June 11, 2019.

On the warrant, the Planning Board is recommending acceptance of this article (4 in favor, 0 opposed, 2 absent).

If the Board wishes to place a recommendation on the warrant, the motion could be as follows:

MOTION: To recommend acceptance of this article by a vote of ___ in favor, ___ opposed.

- c. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following **Proposed amendment to the Town of Kennebunk Zoning Ordinances:**

- **Article 10 Section 10.D.3 Multifamily Dwellings and Multifamily Lots, Perimeter Buffer**

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

Additional Information is available in the Town Clerk's Office (and linked above)

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

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.

This amendment would require a Town Meeting vote. If the Board chooses to send the amendment to the Annual Town Meeting on June 11, 2019, the motion could be as follows:

MOTION: To send the amendment to Art. 10 Section 10.D.3 to the Annual Town Meeting on June 11, 2019.

On the warrant, the Planning Board is recommending acceptance of this article (4 in favor, 0 opposed, 2 absent).

If the Board wishes to place a recommendation on warrant, the motion could be as follows:

MOTION: To recommend acceptance of this article by a vote of ___ in favor, ___ opposed.

- d. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following:

The 2019 Annual Town Meeting Warrant which includes the FY 2019-2020 Municipal Budget

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

Additional information is available in the Town Clerk's Office (and linked above)

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

Per our Charter, two public hearings are required for all warrant items. This is the first public hearing, which includes all budget articles. The second public hearing is scheduled for May 28th.

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **Accept the Following Donation** – The Town recently received a donation in the amount of \$215.00 for Emergency Fuel Assistance from the Staff at Rivers Edge Spa & Salon as a result of their Colorful Fridays donations.

MOTION: To accept the donation and send a letter of thanks to Rivers Edge Spa & Salon.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

a. **Accept Committee Resignation**

- Nichole Myers – Lower Village Committee (Alternate 1-year term - 2019)

MOTION: To accept the resignation of Nichole Myers from the Lower Village Committee and send a letter thanking her for her service.

- b. **Award the Purchase of a Computer Server and Storage System (sole source)** – During last year’s budget meetings the Budget Board and Board of Selectmen approved the replacement of the Town Hall and Fire Department computer network storage system at an estimated cost of \$70,000. The Boards’ recommendation was subsequently approved at the June 12, 2018 Annual Town Meeting.

Over the past several months, IT Director Rich Boucher has researched various solutions and manufacturers and has concluded that our entire eight-year old server system and storage system can be replaced within our existing budget. The solution he has identified is a Scale Computing system at a cost of \$68,231.51.

The quote received was developed by working directly with the manufacturer, while the actual purchase will be through one of our existing hardware and software suppliers, Axis Business Solutions in Portsmouth, NH. Since we are basically working directly with the manufacturer, we are requesting that the Board waive its purchasing policy and sole-source this purchase. Non-local resellers are available; however, we recommend working with and through Axis Business Solutions to ensure a smooth and successful implementation. A memorandum supporting this request, as well as the quote received, may be found in the supporting material.

PURCHASING GUIDELINES AND POLICY - SECTION VI – MISCELLANEOUS

5) **SOLE SOURCING SERVICES AND EQUIPMENT.** The Board may waive the purchasing policy based on criteria presented on a case by case basis that places the Town in the best bargaining or purchasing position.

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

MOTION: To award the purchase of the Scale Computing server and storage system to Axis Business Solutions for \$68,231.51.

8. OLD BUSINESS

9. NEW BUSINESS

- a. **Update on the Hope Woods Conservation Initiative Campaign** – Representatives of the Friends of Hope Cemetery & Woods, Hope Cemetery Corporation, and the Kennebunk Land Trust will provide information as to the status of their fundraising efforts. Mr. George Harrington, President of Friends of Hope Cemetery & Woods (and Co-Chair of the Hope Woods Conservation Initiative), has provided supporting materials for the Board's reference. Also provided is a copy of the warrant article from November 6, 2018 related to this topic.

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

MOTION:

- b. **Discuss the Parsons Beach Road Tree Project** – On April 2, 2019, at a Special Meeting of the Board of Selectmen, the Board requested the Town Manager convene a meeting of appropriate staff members, the Tree Committee and representatives of the Parsons Beach Association to discuss further the Town's plan to remove and replace select trees along Parsons Beach Road. The Board mandated this meeting occur not later than April 9, 2019. An update of the outcomes of this meeting will be provided.

MOTION:

- c. **Discuss Shoreline Trolley Funding Assistance** – The proposed 2019-2020 budget includes \$34,000 for "Transportation" services. Previously, this total amount was used to fund the Blue 4b and Aqua Lines of the Shoreline Explorer Trolley, a service provided through York County Community Action (YCCA). These "Lines" are designed primarily to bring visitors from the Wells area to Kennebunk. In collaboration with YCCA, efforts are underway to continue service from Wells to the Kennebunk Beach and Lower Village areas, via the Blue 4b Line, while also using a portion of the earmarked funds to enhance rider services to residents in need of transportation. This plan will be discussed with the Board.

MOTION:

- d. **Discuss Nominating a Selectman to Represent Kennebunk on the York County Budget Committee** – The caucuses to elect municipal and public representatives to membership on the York County Budget Committee will be held on Wednesday, April 17th at 6:30 p.m. in the York County Government Building (EMA Room), 149 Jordan Springs Road in Alfred.

We should consider nominating a Selectman to represent Kennebunk on this County Budget Committee as there is one vacant seat in our district, District #2, which includes Arundel, Biddeford, Kennebunk and Kennebunkport. The statute requires that only one (1) member can be elected from each town. At this time, District #2 already has members from Kennebunkport and Biddeford. Therefore, only members from Arundel or Kennebunk may fill the one "Elected" vacant position, which expires on March 30, 2022.

Please note, if we have a Selectman willing to serve, he would still need to be elected at the caucus taking place on April 17th. Fellow elected board members that wish to vote would need to attend the caucus.

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

If anyone is interested in serving, the motion could be as follows:

MOTION: To nominate Selectman _____ to serve on the York County Budget Committee until March 30, 2022 (if elected at the April 17th caucus).

e. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

- a. **Subcommittee Reports**
- b. **Individual Selectmen Comments**

11. TOWN MANAGER ANNOUNCEMENTS

- a. It's not too late – **Nomination papers are still available for the following elected 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

Contact the Town Clerk's office at 604-1326 to take out papers (must be returned by 4:30 p.m., April 12) or to inquire about the process.

- b. **Upcoming Board of Selectmen Meetings/Workshops:**

- **Wednesday, April 10** –Workshop, 6:30 p.m., (Assessing Department Overview)
- **Tuesday, April 16** – Workshop, 6:30 p.m., (Review various chapters of Comprehensive Plan)
- **Tuesday, April 23** – Regular Meeting, 6:30 p.m.
- **Tuesday, April 30** – Workshop, 6:30 p.m., (Review of Street Scan Initiative)

- c. **Monday, April 15 – Patriots' Day Holiday**

- Municipal Offices are closed
- No change to trash and recycling curbside collection; all days will be picked up as scheduled.

- d. **Saturday, April 20 - Selectmen Outreach Session** from 8:30-10:30 a.m., 3rd floor of the Town Hall. This session will be hosted by Selectmen Shiloh Schulte and Bill Ward. Stop in for a chat and enjoy a cup of coffee and donut! Any changes to this schedule will be posted on our website.

12. EXECUTIVE SESSION

13. ADJOURNMENT