

**TOWN OF KENNEBUNK
BOARD OF SELECTMEN**

TUESDAY, APRIL 23, 2019 – 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. April 9, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)

3. ITEMS TO BE SIGNED

- a. Sign the June 11, 2019 Annual Town Meeting Warrant [Please refer to supporting material \(PDF\)](#)

No motion is needed.

4. PUBLIC HEARINGS

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

Applications for a new Lodging House License and Victualer License for Giri Kennebunk d/b/a Port Inn (new owners) located at 55 York Street

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

***MOTION:** To approve the Lodging House License and Victualer License Applications for Giri Kennebunk d/b/a Port Inn.*

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **New Hires:** The Town Manager is pleased to announce the hiring of the following new employees:

- **Police Patrol Officer** – Ashley Desrochers has accepted a full-time position of Police Officer. Ashley began her career in Kennebunk as a seasonal community service officer in 2017. Ashley has served as a reserve officer this past year. It is anticipated that Ashley will attend the Maine Criminal Justice Academy in either August or January, depending upon space availability. Please join us in welcoming Ashley to our community as she moves into a full-time officer capacity.
- **Payroll/Accounts Payable Specialist** – Ruby-Ann Nugent joined our front office team on April 16th. She was selected from a very strong field of candidates that applied for this position. Ruby has extensive payroll experience in both the academic and insurance sectors, and most recently worked for Hampshire College in Massachusetts. Please join us in welcoming Ruby to our team.

- b. **Proclaim the Month of May as “Building Safety Month”** – Paul Demers, Kennebunk's Code Enforcement Officer and Past President of the Maine Building Officials and Inspectors Association (MBOIA), is requesting the Town of Kennebunk proclaim May as Building Safety Month (BSM) as part of a national event sponsored through the International Code Council. The purpose of the Building Safety Month is to bring attention to the benefits of the building codes and the role they play in safe construction.

This same request has been made to the Governor’s office and has received his preliminary support letter recognizing the importance of strong codes in our State.

The Proclamation will be posted at the Town Hall, on our website, and on our Facebook page.

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

MOTION: To Proclaim the Month of May as “Building Safety Month” and authorize the Town Manager to sign and display said Proclamation.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Candidate(s) to Appear for Appointment Consideration to Town Committee(s)** – The following resident will be in attendance to discuss her interest in joining the Treasure Chest Monitoring Committee:

- Treasure Chest Monitoring Committee - Vacancies: (2) Regular
(There are no terms associated with these positions)
 - J. Jennifer Babiec

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

MOTION: To appoint J. Jennifer Babiec as a Regular Member on the Treasure Chest Monitoring Committee with a term expiring on June 30, 2020.

- b. **Award the Dane Street Rehabilitation Project Bid** – This work involves approximately 900 linear feet of roadway reconstruction, installation of a new drainage system, granite curbing, driveway reconstruction, new brick sidewalks and surface restoration. A bid alternate for replacement of the sanitary sewer system is also included as part of the bid solicitation. Proposals received were:

Bidder	Bid Security	Base Bid	Bid Alternate #1 (to be reimbursed by KSD)	Total
N.M. Curtis Earth Works, Inc. So. Berwick, ME	Yes	\$497,484.50	\$159,498.00	\$656,982.50
Woods Excavating, LLC Gorham, ME	Yes	\$719,345.00	\$169,450.00	\$888,795.00

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

Town Engineer Chris Osterrieder recommends the following:

- awarding the contract to N.M. Curtis Earth Works, Inc. of South Berwick, ME in the amount of \$656,982.50, with the Bid Alternate # 1 to be reimbursed by the Kennebunk Sewer District.
- allocating a 10% project contingency (\$49,749.00) to address any concerns.
- granting authorization to expend up to **\$547,232.95** (\$497,484.50 + \$49,749.00) for the Town’s share of the work on the project.

MOTION: To Award the Base Bid and Alternate #1 to N.M. Curtis Earth Works, Inc. at a price of \$656,982.50, with \$159,498.00 to be reimbursed by the Kennebunk Sewer District.

8. OLD BUSINESS

- a. **Update on Assessment of Teen Center** – Town Engineer Chris Osterrieder will provide the Board with an update on the status of this effort.
- b. **Update on Status of Survey of 36 Sea Road Parcel** – Town Engineer Chris Osterrieder will provide the Board with an update on the status of this effort.

9. NEW BUSINESS

- a. **Hear a Presentation from Nick Bartenhagen of the Town's Energy Efficiency Advisory Committee regarding the Energy Innovation and Carbon Dividend Bill (HR763)**

[Please refer to supporting material as provided by Mr. Bartenhagen \(PDF\)](#)

[Please refer to supporting material as provided by Selectman Karytko \(PDF\)](#)

MOTION:

- b. **Discuss Efficiency Maine Trust RFP Process and Upcoming Related Pre-Bid Bidders Conference for Level 2 Public EV Charging Stations** – Efficiency Maine Trust is seeking proposals from qualified bidders (or teams of bidders) to host, purchase, install and operate public Level 2 EV charging stations to serve electric vehicles (EV) along prescribed priority corridors and locations in Maine. With a Pre-bid Bidders Conference scheduled for Friday, April 26th, Selectman Wayne Berry has asked that this matter appear on the agenda for Board discussion.

[Please refer to supporting material as provided by Selectman Berry \(PDF\)](#)

MOTION:

- c. **Discuss the Dedication of the 2018 Annual Town Report** – Each year, the Town honors individuals who have passed away by recognizing their service to the community as committee members or employees. The individuals listed below have served the community in various capacities:

<u>Name</u>	<u>Date of Death</u>	
John M. Cummings	09/17/18	Member of the Budget Board
Jeffrey D. Cole	03/31/18	Longtime member of Kennebunk Fire Rescue, RSU 21 School Board Member
Lawrence E. Dwight	10/20/18	Longtime member of the Budget Board
Arthur R. LeBlanc, Jr.	04/12/18	Member of the Planning Board
Joseph R. Motta	04/06/18	Member of the Board of Selectmen
Karen A. Paro	03/13/18	Member of Treasure Chest Monitoring Committee
Barbara R. Yates	10/05/18	Deputy Town Clerk for many years

MOTION: To dedicate the 2018 Annual Town Report to those listed above.

- d. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

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

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Kennebunk's Road Posting has been Lifted** – The posting of certain Town ways to any non-exempt vehicle or combination of vehicles registered for a gross weight of over 23,000 pounds has ended.
- b. **Tuesday, April 30 – Board of Selectmen Workshop**, 6:30 p.m. (Review of Street Scan Initiative)
- c. **Saturday, May 4** – Kennebunk's [May Day Festival](#)
- d. Update on Parsons Beach Road Tree Project
- e. FEMA Reimbursement for Storm Damage

12. EXECUTIVE SESSION

13. ADJOURNMENT