

**TOWN OF KENNEBUNK**  
**SELECT BOARD**  
**TUESDAY, APRIL 28, 2020 – 6:30 P.M.**  
**KENNEBUNK TOWN HALL**  
**3<sup>rd</sup> FLOOR, ROOM 301**  
**REGULAR MEETING AGENDA**

**This meeting will be conducted through  
the electronic platform [Zoom](#), as described below.**

**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: April 28, 2020 6:30 PM Eastern Time (US and Canada)**

Ways to join the webinar:

- By computer or mobile device:  
<https://zoom.us/j/96765021885?pwd=OG1NRUhcjcnRlczJrVEV6Q25QMUM93UT09> 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: 967 6502 1885**

**Password: 877035**

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

**Hear an update from the Town Manager regarding COVID-19 and the Town's Preparedness Plan**

2. APPROVAL OF MINUTES

- a. April 14, 2020 Regular Meeting [Please refer to supporting material \(PDF\)](#)

**MOTION:** To accept the minutes of the April 14, 2020 Regular Meeting.

- b. Budget Meetings (Joint Meetings with the Budget Board) - *minutes not yet available*

- January 30, 2020 Special Meeting (budget meeting)
- February 1, 2020 Special Meeting (budget meeting)
- February 4, 2020 Special Meeting (budget meeting)
- February 6, 2020 Special Meeting (budget meeting)
- February 8, 2020 Special Meeting (budget meeting)
- April 18, 2020 Special Meeting (budget 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:

**To hear public comment on the Proposed FY 2020-2021 Municipal Budget (as revised) for the Town of Kennebunk.**

**This budget will be voted on at the Municipal Referendum Election on July 14, 2020.**

Additional information may be obtained by calling the Town Clerk's Office.

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

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

*The Select Board, Budget Board and staff have revised the [proposed budget](#) for the coming year (July 2020-June 2021). Those Budget meetings that took place in January, February, and April are archived and available for viewing anytime at [www.townhallstreams.com](http://www.townhallstreams.com). This hearing complies with the Town Charter.*

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

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

- Ellen Fagan, Dog Advisory Committee – Regular 2021

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

b. **Discuss Upcoming Public Gathering Events to Include Possible Postponements and Potential Cancellations Due to COVID-19:**

1. May Day Festival - Canceled
2. Kennebunk Farmers' Market - anticipated to open May 2<sup>nd</sup> (deemed Essential Service)
3. Kennebunk Artisans Marketplace - TBD
4. Memorial Day Observances
5. Bicentennial Celebration - Postponed to August 22
6. July 4<sup>th</sup> Fireworks

8. OLD BUSINESS

- a. **Discuss the Tax-Acquired Property Policy and Possible Disposition of Foreclosure Action on Select Properties** – At the Board's meeting on April 14<sup>th</sup>, the Town Manager and Finance Director were requested to bring forward to the Select Board at least two vacant credible properties that can be liquidated to generate cash flow for the Town.

The Town Manager and Finance Director will provide the Board the information as requested.

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

**MOTION:** (If needed)

9. NEW BUSINESS

- a. **Discuss the Possible Sale of a Portion of the Property Located at 15 Portland Road**

**MOTION:** (If needed)

- b. **Discuss Strategic Planning**

**MOTION:** (If needed)

- c. **Discuss Any Other Business**

10. SELECT BOARD COMMENTS

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

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Tax Due Date Extended** – The second installment of the 2019-20 tax bill has been extended to Friday, May 1. View the [Finance and Tax Collector's webpage](#) for information on the different ways to get your tax payment to us (mail, drop box, online) while the offices are closed.
- b. **PAYT Trash Bags** – As of May 1, all users of the Town's trash collection service must use a Town of Kennebunk trash bag in their trash container.
  - o In coordination with local retailers, the Town is pleased to offer “No Contact” options to assist residents in purchasing Kennebunk trash bags. View the [“No Contact” list](#) to see the options for ordering and picking up town trash bags.
  - o If you need assistance purchasing town trash bags or are unable to afford them at this time, please contact the Town at 985-4811 or [trash@kennebunkmaine.us](mailto:trash@kennebunkmaine.us).

- c. **July 14, 2020, New Election Date** – Currently, the following items will be voted on at the July 14, 2020 Election:
- 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) - *This meeting was postponed from April 7, 2020, then May 14, 2020. Due to the ongoing COVID-19 situation, this election has been moved to July 14, 2020.*
  - Annual Town Meeting, Town Referendum, School Budget Validation, State Primary, State Referendum - *This meeting was postponed from June 9, 2020. Due to the ongoing COVID-19 situation, this election has been moved to July 14, 2020.*
- d. **Update on the Community Reengagement Task Force**
- e. **Update on the Workplace Reengagement Task Force**
- f. **COVID-19 Community Resources in the Kennebunks** – The Towns of Kennebunk, Kennebunkport and Arundel are partnering with community organizations like Community Outreach Services (COS), to assist our residents at this time. If you need something, please reach out. [View Resources](#)

12. EXECUTIVE SESSION

13. ADJOURNMENT