

**TOWN OF KENNEBUNK
BOARD OF SELECTMEN**

TUESDAY, MAY 14, 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 23, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)
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:

**Application from Live Café LLC d/b/a Live Café for a new Victualer License
located at 169 Port Road.**

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

MOTION: To approve the Victualer License Application for Live Café LLC d/b/a Live Café.

5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
 - a. **Accept a Donation to the Kennebunk Police Department for the K-9 Program** – Eastern Avenue LLC, a Kennebunk, Maine company, wishes to donate funds in the amount of \$7,000 to be used “solely to support the K-9 program, including the purchase of necessary equipment, uniforms and care for the K-9.” In the Agreement between the Town of Kennebunk and Eastern Avenue LLC., Eastern Avenue LLC, “wishes to ensure these funds are not used to supplant funds already allocated by the Town of Kennebunk but rather are used to provide additional monetary support for equipment for both K-9 and its handler, supplemental food and nutrition and medical care and other expenses to properly support the program.” This generous donation is offered in memory of William F. Rogers.
[Please refer to supporting material \(PDF\)](#)
MOTION: To accept the donation and send a letter thanking Mr. David Harrison, a representative of Eastern Avenue LLC for this generous donation.
 - b. **Accept a Donation from Kennebunk Savings for the Waterhouse Center** – Kennebunk Savings has presented the Town with a check in the amount of \$7,500 for final payment of a three-year commitment in support of the operating costs of the Waterhouse Center.
MOTION: To accept the donations from Kennebunk Savings and send a letter thanking them for their generous donation.

c. **Chief of Police Robert MacKenzie Profiled in Rotary International Publication** – In the May edition of “The Rotarian,” Chief Mackenzie is profiled in an article entitled, “Rotarians Destigmatize Opioid Recovery.” In this article, the Chief is recognized for his work on reducing the stigma associated with opioid use and for being “instrumental in organizing District 7780’s Overdose Recognition and Response seminars.” [Please refer to supporting material \(PDF\)](#)

d. **New Hire** – The Town Manager is pleased to announce the hiring of the following new employee:

Shawn Minotti began employment with the Town on April 29th as a full-time Laborer in the Parks & Facilities Department of the Public Services Division. Shawn has significant experience in landscaping and grounds maintenance and enjoys remodeling projects. Please join us in welcoming Shawn to our team and our community.

e. **Road Rangers** – Eileen Willard, representing the “Road Rangers” will be recognized by the Board for the great work of this organization. The Road Rangers, a private entity, spend numerous hours removing trash and debris from the side of Town roads. Their efforts are a tremendous benefit to our community. The work of the Road Rangers has resulted in a safer and cleaner roadside landscape and, have relieved the staff of the Public Services Department of this work so they can attend to other equally important needs of the community.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

a. **Consideration of Candidate for Appointment to Town Committee** – Patricia Seamans will be in attendance to discuss her interest in joining the Dog Advisory Committee.

- Vacancies: (1) Regular Member - 2019

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

MOTION: To appoint Patricia Seamans as a Regular Member on the Dog Advisory Committee for the remainder of a three-year term that expires on June 30, 2019.

b. **Discuss Proposed Depot Street Sidewalk Project** – The Town of Kennebunk was awarded a grant by the Maine DOT (WIN 019392.00) for the design of the sidewalk along Depot Street and Factory Pasture Lane. The Town has exhausted the available grant funding. The project agreement is up for renewal. The Maine DOT has budgeted money for the continuation of the project through final design, which could then lead to construction funding within the next three year work plan. The Town needs to consider whether to pursue completion of the project and eventual construction funding.

Town Engineer Chris Osterrieder will provide the Board additional information on this project to include options the Board may wish to consider.

MOTION:

c. **Discuss the Renewal of the Agreement with the Sanford Regional Communications Center for Dispatch Services** – The Town’s Agreement with the City of Sanford for dispatch services is due to expire on June 30, 2019. Sanford Regional Communications Center Director William R. Tower III has provided the Town with a new Agreement for said services. The proposed Agreement begins on July 1, 2019 and expires June 30, 2020. The Town’s legal counsel has reviewed this agreement and made suggested edits. Those edits have been incorporated in the document being presented and Mr. Tower and Sanford City Manager Steven Buck are in agreement with those amendments.

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

MOTION: To approve the agreement with the Sanford Regional Communications Center as presented.

8. OLD BUSINESS

- a. **Discuss the Energy Innovation and Carbon Dividend Bill (HR763) as presented by the Energy Efficiency Advisory Committee** – This is a follow up to the discussion presented at the Board's April 23rd meeting.

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

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

MOTION:

9. NEW BUSINESS

- a. **Hear an Update from the Street Light Committee on their Research into Converting Street Lights in Kennebunk to LED Fixtures**

MOTION:

- b. **Discuss the Selectmen's Summer Meeting Schedule** – In previous years the Board has elected to cancel one meeting in July and August to accommodate staff and Board member vacation schedules. If the Board chooses to remain consistent with this approach, it is recommended that the July meeting be held on July 16th and the August meeting be held on August 13th. Should a pressing matter present between meeting dates, a special meeting of the Board can be called.

Kleinschmidt Associates has indicated they will attend the July 16th meeting.

MOTION: To move the July 9 meeting to July 16 and cancel the July 23 and August 27 meetings.

- c. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

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

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Economic Development Director** – On May 6, Brian Doyle joined our workforce serving as the Town's Economic Development Director. Brian's services are being provided under a contract agreement as we await the Town's vote on the proposed FY 20-21 budget, which includes funding for a full-time Economic Development Director.
- b. **Tuesday, May 14 – Selectmen Ordinance Review Subcommittee meeting will be held at 5:30 p.m.** (just prior to this meeting) to discuss proposed amendments to the Town's Long-Term Street Light Policy as proposed by the Energy Efficiency Advisory Committee.
- c. **Saturday, May 18 – Selectmen's Outreach Session** will be held on the third floor of the Town Hall from 8:30 a.m. to 10:30 a.m. and will be hosted by Selectmen Ed Karytko and Bill Ward. Stop in for a coffee and donut and share your thoughts about the Town.
- d. **Monday, May 27 – Memorial Day**
- Town Offices and Department of Public Services will be closed
 - There is **no change** in the trash and recycling curbside collection schedule due to the holiday
 - Memorial Day Parade at 2:00 pm – Main Street

- e. **Wednesday, May 29 – Maine DOT Preliminary Public Meeting re: Bridge Rehabilitation of the Nash Mill Bridge (#5756) on Mill Street** – Meeting will be held at on the 3rd floor of the Kennebunk Town Office at 6:00 p.m. [Please refer to supporting material \(PDF\)](#)
- f. **Efficiency Maine Trust RFP Process for Level 2 Public EV Charging Stations** – Update on the April 26th Pre-Bidders Webinar
- g. **Update on Parsons Beach Road Tree Assessment Project**

12. 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.

13. ADJOURNMENT