

**TOWN OF KENNEBUNK  
BOARD OF SELECTMEN**

**TUESDAY, JUNE 25, 2019 – 6:30 P.M.**

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

**REGULAR MEETING AGENDA**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. APPROVAL OF MINUTES
  - a. June 11, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
  - a. **Accept a Donation from the Rotary Club** – The Kennebunk Rotary Club has donated \$6,100 to be used for summer camp scholarships. Should anyone need financial assistance in order to attend this year's summer camp program, please visit the Parks and Recreation office located on the 3<sup>rd</sup> floor of Town Hall.

**MOTION: To accept the donation and send a letter thanking the Kennebunk Rotary Club for this generous donation.**

- b. **Summer Intern** – The Town of Kennebunk is pleased to welcome Sophie Kenny as an [AmeriCorps VISTA Summer Associate](#). AmeriCorps VISTA is a National Service program where members serve alongside community members to meet our nation's most pressing challenges and advance local solutions.

Sophie is a recent graduate from the University of New Hampshire (May 2019) with a B.S. in Nutrition and Wellness. She will serve for 10 weeks with the Community Development Department having a particular focus on working on initiatives that will combat poverty. Her work will include outreach and partnership with our local non-profit partners who address issues of food insecurity such as Community Outreach Services and Community Harvest. She will also be working on supporting and increasing participation in the SNAP/EBT program for the Farmers' Market.

Sophie began on June 18<sup>th</sup> and during her 10 weeks will diligently work to learn about the community, and how to support and improve access to programs for our residents in need.

- c. **Welcome K-9 Officer Sawyer and K-9 Otto** – Officer Kaitlyn Sawyer is coming up on her 5<sup>th</sup> anniversary as a Patrol Officer with Kennebunk PD. Officer Sawyer is A.R.I.D.E. (Advanced Roadside Impaired Driver Enforcement) certified and is a member of the York County R.I.D.E Team. She is actively involved in the department's work in addressing the opioid crisis as a Recovery Coach. Officer Sawyer is also a member of the department's honor guard. Following a selection process this past winter, she was selected to be our new K-9 handler.

Otto is a 1½ year old German Shepherd from Croatia. Otto and Officer Sawyer have just completed 14 weeks of rigorous training in obedience, tracking, article searches and patrol work, recently graduated from the Maine State Police 34<sup>th</sup> Basic Patrol School, at the Maine Criminal Justice Academy in Vassalboro.

- d. **Welcome Newly Elected and Re-elected Selectmen** – On Tuesday, June 11<sup>th</sup>, voters elected Selectman Frank Paul and re-elected Selectman L. Blake Baldwin, both to three-year terms. Congratulations to both! We look forward to working with you.
- e. **Thank you to Outgoing Selectman Richard Morin** – We would like to thank Richard Morin for his service on the Board of Selectmen. Dick served the Town as Selectman for nine years, three consecutive three-year terms, from 2010 to 2019, with the last three years serving as its Chairman. While in office, Dick has always had the best interest of Kennebunk in mind. Whether it was the Town’s road infrastructure, or the broad array of services provided to the residents, Dick was always mindful of Kennebunk’s reputation as one of the finest communities in Maine in which to live and conduct business. His contributions to guide Kennebunk forward by asking thought-provoking questions and making challenging decisions will be missed. We wish Dick the very best in the future. His elected appointment will end on June 30<sup>th</sup>.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Take Up the Annual Town Manager Appointments** – Below you will find the Town Manager’s Nominations for Annual Appointments for the period of July 1, 2019 to June 30, 2020. Confirmation from the Board is required.

1 YEAR APPOINTMENTS	7-1-19 to 6-30-20
Acting Town Manager	Joel Downs
Finance Director, Tax Collector, Treasurer	Joel Downs
Deputy Treasurer	Kris Fogg
Deputy Tax Collectors	Kris Fogg, Lynda Lightbody, April Jones, Merton Brown, Carrie Weeman, Tabettha Barden
General Assistance Agents	Michael Pardue, Karen Winton, Joel Downs, Kris Fogg
Town Clerk	Merton T. Brown
Tax Assessor, E911 Addressing Officer	Daniel Robinson
Police Chief	Robert F. MacKenzie
Fire Chief, EMA Director	Jeffrey Rowe
Director of Public Services/Road Commissioner	Bryan Laverriere
Parks & Recreation Director	Tasha Pinkham
Human Resources Director	Jeri Sheldon
Director of Information Services	Richard Boucher
Community Development Director, Town Engineer	Christopher Osterrieder
Town Planner	John Stoll
Code Enforcement Officer	Paul A. Demers
Building Inspector	Paul A. Demers
Plumbing Inspector	Paul A. Demers
Alternate Building Inspector	Brian Paul
Alternate Plumbing Inspector	Brian Paul
Alternate Building Inspector	Jonathan Reed
Alternate Plumbing Inspector	Jonathan Reed
Electrical Inspector	James H. Nichols
Alternate Electrical Inspector	William Clark
Alternate Electrical Inspector	Marc D. Lamontagne
Harbormaster	James Black
Shellfish Warden	Vacant

Town Historian	Stephen Spofford
Tree Warden	Wayne Cutting
Constables	Christopher Russell, Michael Tucci, Eric O'Brien
3 YEAR APPOINTMENTS	7-1-19 to 6-30-22
Health Officer	John Brady
Assistant Health Officer	Paul A. Demers

**MOTION:** To confirm the Town Manager’s Nominations listed above for the 2019-2020 Annual Appointments and the 3-year appointments of the Health Officer and Assistant Health Officer.

8. OLD BUSINESS

- a. **Take up the Annual Re-Appointment of a Member of the Energy Efficiency Advisory Committee –** At the last meeting, the Board took up the re-appointment of committee members. Scott Negley has since indicated he is interested in being reappointed. Our last agenda had indicated he would not be seeking re-appointment.

Scott has been an active member on the Energy Efficiency Advisory Committee (and the former Street Light Committee) for the past 14 years.

**MOTION:** To re-appoint Scott Negley as a Regular member on the Energy Efficiency Advisory Committee for a three-year term expiring on June 30, 2022.

9. NEW BUSINESS

- a. **Discuss Road Closures for Special Events –** The Special Event Policy requires Board approval for road closures. The following Special Event Applications have been received and will require road closures, per the Police Department, as noted below:

1) **Music on Main Summer Concert – Handel and Haydn Society (Boston)**

**Thursday, August 1, 2019** - This is a free concert held in conjunction with MPR featuring the Boston Classical Trio (violin, cello and harpsichord) from the Handel and Haydn Society.

This concert will be held at the Waterhouse Center.

*Road Closure Needed:*

- **Main Street** will be closed from the intersection of Main/Water Streets to the intersection of Main/Fletcher Streets
- 5:30 P.M. – 8:15 P.M. (Times are subject to change.)

**MOTION:** To approve the road closure as recommended by the Police Department for the Music on Main Summer Concert on Thursday, August 1<sup>st</sup> as noted above.

2) **West Kennebunk Family Fun Day – Saturday, August 3, 2019**

*Road Closure Needed:*

- **Alfred Road** (parade route) will be closed from the intersection of Alfred/Alewive Roads to the intersection of Alfred Road and Patterson Drive.
- 10:55 A.M. – 11:40 A.M. (Times are subject to change.)

**MOTION:** To approve the road closure as recommended by the Police Department for the West Kennebunk Family Fun Day on Saturday, August 3<sup>rd</sup> as noted above.

b. **Discuss the Pay-As-You-Throw Program** – The Selectmen PAYT, Recycling & Transfer Station Review Subcommittee met on May 28<sup>th</sup> and will be meeting prior to this meeting (5:30 p.m.). The Subcommittee will offer an update of their discussions to the full Board.

c. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

a. **Subcommittee Reports**

b. **Individual Selectmen Comments**

11. TOWN MANAGER ANNOUNCEMENTS

a. **Selectmen's Meeting Schedule:**

July 16            6:30 p.m.

August 13        6:30 p.m.

September 10   6:30 p.m.

September 24   6:30 p.m.

12. EXECUTIVE SESSION

13. ADJOURNMENT