

**This is an in-person meeting.  
Face coverings are required for those not fully vaccinated.**

**AMENDED:  
Article 7c**  
(Updated committee membership and vacancies)

**TOWN OF KENNEBUNK**

**SELECT BOARD**

**TUESDAY, JULY 20, 2021 – 6:30 P.M.**

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

**REGULAR MEETING AGENDA**

This is a televised Meeting.

View meeting on Cable TV Channels 5 & 1302 or online anytime at [www.townhallstreams.com](http://www.townhallstreams.com).

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. CONSIDERATION/APPROVAL OF MINUTES
  - a. Approval of Minutes:
    - Regular Meeting of June 22, 2021 [Please refer to supporting material \(PDF\)](#)
    - Special Meeting of July 1, 2021 [Please refer to supporting material \(PDF\)](#)
    - Special Meeting of July 8, 2021 [Please refer to supporting material \(PDF\)](#)
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
  - a. **Accept the Following Donations for Kennebunk Fire Rescue:**
    - \$200 from Frances Harrison
    - \$25 from Andrew & Betty Golub, in memory of Richard Gordon
    - \$30 from William & Connie Collins, in memory of Richard Gordon
    - \$25 from Christopher Parsons in memory of George Cressey

**MOTION:** To accept the donations and send letters thanking each for their generosity.

- b. **Accept a Grant from the Tommy McNamara Charitable Foundation** – The Town was awarded a grant in the amount of \$6,275 from the Tommy McNamara Charitable Foundation. The purpose of this grant is to fund the purchase of a portable beach access mat.

The Town was approached by Kathryn Palano, a local Physical Therapist who was interested in improving beach access for individuals with mobility challenges. Together, the Public Services Department, the Parks & Recreation Department and the Community Development Department, submitted a proposal to the Tommy McNamara Foundation requesting funding to purchase a Mobi-Mat, which is a durable, ADA compliant, reusable woven polyester mat, which will allow for access from the parking area at Mother’s Beach to the water for individuals with mobility challenges. Staff anticipates completing the mat installation this summer.

**MOTION:** To accept the grant from the Tommy McNamara Charitable Foundation in the amount of \$6,275 to purchase a portable beach access mat to be installed at Mother's Beach, and send a letter thanking the Tommy McNamara Charitable Foundation for their generosity.

c. **New Officers – Kennebunk Police Department:**

- Lawrin Demo has been hired as a Kennebunk Police Officer effective July 12, 2021. Lawrin is originally from Maine, but has been working for the Germantown Police Department in Ohio since 2013. There, he started as an Auxiliary Officer, then became full-time, and in 2017, became a Field Training Officer. Lawrin has also served in the United States Coast Guard. Welcome back to Maine and to the Town of Kennebunk!
- Frank Marcotti has been hired as a Kennebunk Police Officer effective July 13, 2021. Frank is originally from Massachusetts, where he earned his Bachelor's degree in Criminal Justice at Springfield College. Shortly after, Frank joined the U.S. Army, working in several States until April 2020. Upon discharge from the Army, Frank earned his Master's degree in Homeland Security and moved to Maine. While attending the Maine Criminal Justice Academy, he became a Reserve Officer with the Town of York until accepting the full-time position with Kennebunk. Congratulations and welcome Frank!

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Take up the Election of the 2021-22 Select Board Officers** – Each year, at the first meeting in July (per the Charter), the Board elects its new officers for the coming year.

**MOTION:** To elect \_\_\_\_\_ as the Chair.

**MOTION:** To elect \_\_\_\_\_ as the Vice Chair.

**MOTION:** To elect \_\_\_\_\_ as the Secretary.

- b. **Consider Placing an Article on the Special Town Meeting Warrant to Release the Town's Right of Enforcement of a Deed Restriction** – This deed restriction was created in a deed from Jo R. Johnson, Trustee of the Johnson Property Trust, to C & K Realty Corporation, dated February 25, 2016 and recorded in the York County Registry of Deeds in Book 17191, Page 469. The deed restriction states: "This conveyance is made subject to the following restrictive covenant: the structure on the land being conveyed, the "Barnard Tavern," so-called, may not be torn down." The deed authorizes the Town and others to enforce this covenant. The current owners of the property, Randy A. Gates and Kari L. Gates, have asked the Town to release its right of enforcement.

**MOTION:** To place an article on the Special Town Meeting warrant for November 2, 2021, releasing the Town's right of enforcement of a covenant in a deed from Jo R. Johnson, Trustee of the Johnson Property Trust, to C & K Realty Corporation, dated February 25, 2016 and recorded in the York County Registry of Deeds in Book 17191, Page 469.

- c. **Candidate to Appear for Appointment Consideration to Town Committees** – The following resident will be in attendance at Tuesday's meeting to discuss his interest in joining the following committees:

Wayne Berry:

- Energy Efficiency Advisory Committee, consisting of 9 Regular, 1 Youth Members  
Vacancies: (1) Regular 2024, (3) Regular 2023, (1) Youth
- Fair Hearing Authority, consisting of 3 Regular Members  
Vacancies: (1) Regular 2024, (1) Regular 2022
- Lower Village Committee, consisting of 7 Regular, 2 Alternate Members  
Vacancies: (1) Alternate 2022
- Zoning Board of Appeals, consisting of 5 Regular, 2 Alternate Members  
Vacancies: (2) Alternate 2022

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

**MOTION:** To appoint Wayne Berry as a Regular Member on the Energy Efficiency Advisory Committee for the remainder of a three-year term expiring on June 30, 2024, as a Regular Member on the Fair Hearing Authority for the remainder of a three-year term expiring on June 30, 2024, as an Alternate Member on the Lower Village Committee for a one-year term expiring on June 30, 2022, and as an Alternate Member on the Zoning Board of Appeals for a one-year term expiring on June 30, 2022.

- d. **Award the Bid for a 2021 GMC Sierra 2500 4x4 with Fisher 8’6” Plow for the Public Service Department** – The following bid was received for this purchase:

Company	Bids
Weirs Motor Sales	Base Bid (per vehicle): \$45,973.00
Arundel, ME	Deduct Alt. 1 (allowance for trade-in) \$10,000.00
Year: 2022	Add Alt. 1 (extended warranty) \$3,000.00

The Public Services Director recommends purchasing the 2022 GMC Sierra 2500 4x4 with Plow (\$45,973) and the extended warranty (\$3,000) from Weirs Motor Sales for \$48,973.00.

The budget for the purchase of this vehicle is \$55,000.00.

**MOTION:** To award the bid to Weirs Motor Sales for a 2022 GMC Sierra 2500 4x4 with Plow and extended warranty in the amount of \$48,973.00.

- e. **Award the Bid for a 2021 Tandem Axel Dump Truck for the Public Service Department** – The following bids were received for this purchase:

Company	Bids
1. Allegiance Trucks	Base Bid (per vehicle): \$201,863.00
Falmouth, ME Year: 2023	Deduct Alt. 1 (allowance for trade-in) \$23,000.00
Make/Model: Int'l HV513 SFA	Add Alt. 1 (extended warranty) \$6,976.00
Body Manufacturer: Everest	\$185,839.00
2. Daigle & Houghton	Base Bid (per vehicle): \$199,623.00
Hermon, ME Year: 2023	Deduct Alt. 1 (allowance for trade-in) \$20,000.00
Make/Model: Int'l HV513 SFA	Add Alt. 1 (extended warranty) \$7,226.00
Body Manufacturer: Everest	\$186,849.00
3. O'Connor Motor Co.	Base Bid (per vehicle): \$210,891.51
Augusta, ME Year: 2023	Deduct Alt. 1 (allowance for trade-in) \$22,000.00
Make/Model: Western Star 4700 SF	Add Alt. 1 (extended warranty) \$4,686.00
Body Manufacturer: Everest	\$193,577.51
4. Freightliner of Me.	Base Bid (per vehicle): \$209,915.00
Westbrook, ME Year: 2022	Deduct Alt. 1 (allowance for trade-in) \$7,500.00
Make/Model: Western Star 4700	Add Alt. 1 (extended warranty) \$6,936.00
Body Manufacturer: Everest	\$209,351.00
5. Daigle & Houghton	Base Bid (per vehicle): \$114,500.00
Hermon, ME	Deduct Alt. 1 (allowance for trade-in) \$20,000.00
Chassis only: Int'l HV513 SFA	Add Alt. 1 (extended warranty) \$7,226.00
	\$101,726.00
6. HP Fairfield	Base Bid (per vehicle): \$85,123.00
Skowhegan, ME Year: 2022	
Body Only: Everest	

The Public Services Director recommends the purchase of vehicle #3 noted above, a 2023 Western Star 4700 Tandem Axle Dump Truck, with trade allowance and extended warranty, from O'Connor Motor Co, for a total price of \$193,577.51.

The budget for the purchase of this vehicle is \$225,000.00.

**MOTION:** To award the bid to O'Connor Motor Co. for the 2023 Western Star 4700 Tandem Axle Dump Truck, with trade allowance and extended warranty for \$193,577.51.

## 8. OLD BUSINESS

- a. **Confirmation of the Town Manager's Annual Appointments** – At the June 22<sup>nd</sup> meeting, the Board confirmed the Town Manager's nominations for the 2021-22 annual appointments. On the list of appointments, Franklyn Kunkel was inadvertently listed as *Alternate* Building Inspector and *Alternate* Plumbing Inspector. He should have been appointed as the *Assistant* Building Inspector, *Assistant* Plumbing Inspector and the Assistant Code Enforcement Officer.

**MOTION:** To confirm the Town Manager's Nominations of Franklyn Kunkel as Assistant Code Enforcement Officer, Assistant Building Inspector and Assistant Plumbing Inspector for the 2021-2022 Annual Appointments.

## 9. NEW BUSINESS

- a. **Review the Select Board Code of Ethics** – Included in the supporting material below is the Board's Code of Ethics for your review and signatures. The only change to the document was to Board member names.

[Please refer to supporting material – Code of Ethics \(PDF\)](#)

No motion is necessary.

- b. **Discuss Select Board Liaisons to Committees** – The referenced spreadsheet lists the various Town committees that include Select Board Liaisons. Board members should review the list and indicate the committees they are interested in working with. Board members are requested to sign up for committees they expect to be able to attend on a quarterly or as-needed basis.

Please give advance consideration to your preferences so as to streamline this agenda item, should you wish to make final selections during this meeting.

[Please refer to supporting material – Committee Liaisons and Subcommittees \(PDF\)](#)

**MOTION:**

- c. **Discuss Select Board Subcommittee Assignments** – The subcommittees are shown at the bottom of the referenced spreadsheet. Subcommittees have no more than three members, and meet as necessary. Please give advance consideration to your preferences.

[Please refer to supporting material – Committee Liaisons and Subcommittees \(PDF\)](#)

**MOTION:**

- d. **Discuss the Appointment of a Kennebunk Sewer District Trustee** – As this agenda was being finalized, we received word that Mark Allenwood announced his resignation from the Kennebunk Sewer District (KSD) Board of Trustees. His three-year term expires on June 30, 2024. KSD has identified a replacement for Mr. Allenwood and will be preparing a letter to the Select Board for their August 24<sup>th</sup> meeting. At this time, the Board may wish to discuss the process they would like to follow for the filling of this position, which may include accepting the recommendation of KSD or interviewing candidates should multiple candidates apply.
- e. **Discuss the Election of Maine Municipal Association Vice President and Executive Committee Members** – Each year, member municipalities have an opportunity to vote on the election of MMA Vice President and Executive Committee Members.
- Vice-President, for a 1-year term – VOTE FOR ONE
    - Elaine Aloes, Chair of Selectboard, Town of Solon
  - Executive Committee Members, for 3-year terms – VOTE FOR THREE
    - David Cyr, Town Manager, Town of Frenchville
    - Melissa Doane, Town Manager, Town of Bradley
    - Justin Poirier, Town Manager, Town Administrator, Town of Chebeague Island

[Please refer to supporting material – MMA Annual Election Information \(PDF\)](#)

If the Board wishes to support these candidates, the motion could be as follows:

**MOTION:** To vote for the Elaine Aloes for Vice President and David Cyr, Melissa Doane and Justin Poirier for Executive Committee Members, and to authorize the Town Manager to sign the ballot on the Board's behalf.

f. **Discuss Any Other Business of the Board**

10. SELECT BOARD COMMENTS

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

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Upcoming Regular Select Board Meetings**
  - August 24 (summer schedule – only one meeting this month)
  - September 14 (resume regular meeting schedule of 2<sup>nd</sup> & 4<sup>th</sup> Tuesday of each month)
  - September 28

12. EXECUTIVE SESSION

13. ADJOURNMENT