

**TOWN OF KENNEBUNK  
BOARD OF SELECTMEN**

**TUESDAY, OCTOBER 8, 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. September 24, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS
  - a. **Accept the Following Donation** – The Town recently received a donation in the amount of \$100.00 from Carl and Leslie Lindgren for the Town’s Medical Equipment Loan Closet.

**MOTION:** To accept the donation and send a letter of thanks to the Lindgrens for their generosity.

- b. **Hear a Summary on Kennebunk's Property Tax Assistance Program** – The Town's Property Tax Assistance Ordinance/Program was established to provide property tax assistance to persons 62 years of age and over who reside in the Town of Kennebunk. There were 40 applicants this year; 31 applicants qualified for assistance ranging from \$33.25 to \$300.00. The total amount of assistance granted as of August 23, 2019 was \$5,194.25.

The expected amount available for the Property Tax Assistance Program as of July 1, 2019 is \$20,701.86, contingent upon the Board of Selectmen carrying the balance in the account forward once the Town’s books and records are closed for FY18-19 in December.

<b>Property Assistance - Carry forward balance (14400-54047)</b>	
Amount carried forward from FY17-18, as of 6/30/2018	\$ 22,882.11
Amount used and applied during FY18-19 as reported on 10/9/2018	<u>(2,180.25)</u>
Balance expected to be carried forward from FY18-19, as of 6/30/2019	20,701.86
Amount used and applied during FY19-20 as reported on 10/8/2019	<u>(5,194.25)</u>
Balance expected to be carried forward from FY19-20 to FY20-21	<u><u>\$ 15,507.61</u></u>

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

No motion is necessary.

c. **Discuss Boards and Committees**

- **Accept the Following Committee Resignation:**

Michelle Ruth, Community Garden Committee – Regular Member 2021

**MOTION:** To accept the resignation of Michelle Ruth from the Community Garden Committee and send a letter thanking her for her service.

8. **OLD BUSINESS**

- a. **Hear an Overview of the Status of the Skatepark Initiative being advanced by Staff Members** – In its continued pursuit to build upon the interest and efforts devoted to the development of a skatepark over the last several years, staff from the Community Development and Parks and Recreation Departments have recently been working with the core users of the current park to gather data and identify a variety of resources for advancing the development of a skatepark that can be used and enjoyed for years to come. Staff will be available to provide an update on their progress and goals.

No motion necessary.

- b. **Hear an Update by Members of the Energy Efficiency Advisory Committee Regarding the LED Street Light Conversion Initiative** – Sharon Staz, Chair of the Energy Efficiency Advisory Committee, will provide an update on the Committee's "to-date" research regarding the possible conversion of the Town's street lights to energy efficient LEDs.

No motion necessary.

9. **NEW BUSINESS**

- a. **Set a Fine for Violators of the new Ordinance Prohibiting the Release and Display of Balloons** – This Ordinance (4-10) was approved at the Annual Town Meeting on June 11, 2019. The fine for violators of the ordinance as not yet been established.

The Selectmen Ordinance Subcommittee will be meeting just prior to this meeting (at 5:30 p.m.) and may have a recommendation ready to share with the full Board.

*[Please refer to supporting material – Ordinance and Current Fee Schedule \(PDF\)](#)*

Changes to the Ordinance Fee Schedule can be approved following a public hearing and do not require a Town Meeting vote.

If the Board is ready to advance this item, the motion could be as follows:

**MOTION:** To hold a public hearing on October 22, 2019 to hear public comment on the proposed fine for violators of the Ordinance Prohibiting the Release and Display of Balloons.

- b. **Discuss Necessary Road Closures Associated with Special Event Applications** – The Special Event Policy requires Board approval for road closures. The Police Department is requesting approval for the following road closures or delays:

- **Saturday, October 26** – Wicked 5K-10K Race

Road Closures Needed:

3:00 – 4:30 P.M.+/- Western Avenue, from the intersection of Boothby Road to Beach Avenue

Note: Times are approximate and are subject to change.

- During the race, traffic heading toward Kennebunkport from the Wells direction will be redirected down Sea Road.
- Local traffic will be allowed on Western Avenue from Sea Road to Boothby Road.

**MOTION:** To approve the road closures noted above for the Wicked 5K-10K Race.

**c. Discuss Rescheduling the November 12 and December 24 Selectmen’s Meetings**

1. November 12 Meeting – The regular meeting of the Board of Selectmen, scheduled for Tuesday, November 12, falls on the same evening as the Kennebunk Fire Society's Annual Meeting, which some of the Selectmen are hopeful to attend. Does the Board wish to move this meeting to another day, perhaps Thursday, November 14?

**MOTION:** To move the November 12 meeting to Thursday, November 14.

2. December 24 Meeting – This regular meeting of the Board of Selectmen falls on Christmas Eve. It is recommended the Board move this meeting to January 7.

**MOTION:** To move the December 24 meeting to Tuesday, January 7.

**d. Discuss Any Other Business**

**10. BOARD OF SELECTMEN COMMENTS**

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

**11. TOWN MANAGER ANNOUNCEMENTS**

- a. Climate Change and Coastal Sustainability Update
- b. **Saturday, October 12 – HarvestFest**, a free, family-friendly festival, held rain or shine along Main Street and at the Waterhouse Center: pumpkin decorating and professional carver, scavenger hunt, horse wagon rides, inflatables, costume parade, music, crafters/vendors and so much more! Costumes are encouraged! New this year: In collaboration with the organizers of the KHS Homecoming Parade, the HarvestFest and Homecoming Parades have been combined. Parade at noon.
- c. **Monday, October 14 – Indigenous Peoples’ Day - Holiday Information**
  - *Offices Closed:* The Town Office and Department of Public Services will be closed on Monday.
  - *Transfer Station/Recycling Center Closed:* (closed on Sundays and Mondays every week)
  - *Trash & Recycling Pickup:* NO CHANGE – pickup will take place as usual all week
- d. **Saturday, October 19 – Selectmen Outreach Session**, 8:30-10:30 am, 3<sup>rd</sup> floor of the Town Office. This session will be hosted by Selectmen Shiloh Schultz and Frank Paul. Stop in for a chat and enjoy a cup of coffee and donut! Any changes to this schedule will be posted on our website.
- e. **Saturday, October 26 – Residential Household Hazardous Waste Drop-Off Day**, 8:00 a.m.–1:00 p.m. at the Kennebunk Public Services Department at 36 Sea Road. This is open to all Kennebunk, Kennebunkport, Wells and Arundel residents and property owners. Proof of residency is required. FMI, visit [www.kennebunkmaine.us/hazmatday](http://www.kennebunkmaine.us/hazmatday).

**12. EXECUTIVE SESSION**

**13. ADJOURNMENT**