

**TOWN OF KENNEBUNK
BOARD OF SELECTMEN**

TUESDAY, NOVEMBER 26, 2019 – 5:30 P.M.

**KENNEBUNK TOWN HALL
3rd FLOOR/ROOM 301**

REGULAR MEETING AGENDA

**See Article 11 for:
Thanksgiving Holiday
and
Tree Lighting/Holiday
Information**

1. CALL TO ORDER
2. EXECUTIVE SESSION
 - a. **Discuss Matters of Litigation** with the Town Manager, Finance Director, Director of Community Development and Town 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 and Town Legal Counsel, pursuant to Title 1 MRSA Sec. 405(6)(E), to discuss Matters of Litigation.

- b. **Discuss an Economic Development Matter** with the Town Manager, Finance Director, Director of Community Development and Economic Development Director regarding an economic development matter where premature disclosure of the same would prejudice the competitive bargaining position of the Town relative to the same - Title 1 MRSA Sec. 405(6)(C)

MOTION: To enter into executive session with the Town Manager, Finance Director, Director of Community Development and Economic Development Director, pursuant to Title 1 MRSA Sec. 405(6)(C), to discuss an Economic Development Matter.

It is estimated that the meeting will resume at 6:30 p.m.

3. PLEDGE OF ALLEGIANCE, APPROVAL OF MINUTES, ITEMS TO BE SIGNED
 - a. November 14, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)
4. PUBLIC HEARINGS
5. PUBLIC COMMENTS
6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS
 - a. **Accept the Following Donation** – The Town recently received \$150.00 from the Parsons Beach Association as a donation to the Police Department.

MOTION: To accept the donation and send a letter thanking them for their very generous donation.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

8. OLD BUSINESS

- a. **Discuss Adjusting the Name “Board of Selectmen” to “Selectboard” or “Select Board”**

MOTION: (if needed)

9. NEW BUSINESS

- a. **Discuss Appointing a Kennebunk Light & Power District Trustee** – Jonathan Kilbourn recently resigned as Trustee on the Kennebunk Light & Power District (KLPD). Board of Trustees President David Cluff is recommending that the Board of Selectmen consider the appointment of Thomas Wellman to fill the remainder of Mr. Kilbourn's term, through June 30, 2020.

Pursuant to KLPD's Charter, “such appointee shall serve only until the next annual town meeting when a successor shall be elected to fill such vacancy for the unexpired term, unless such term shall expire at said next annual meeting, in which case election shall be as provided under section 9 of this act.” In this instance, the term Mr. Kilbourn was elected to expires June, 2023.

In addition to Mr. Wellman's letter of interest, the District also received interest from Beverly Freudenreich and Albert Kolff. All letters of interest are included in the supporting documentation.

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

If the Board supports President Cluff's request, the motion could be as follows:

MOTION: To appoint Thomas Wellman as a member of the Board of Trustees for the Kennebunk Light & Power District with a term ending on June 30, 2020.

- b. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

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

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Kennebunk In-Town Transportation (KITT) starting December 3rd.**
b. **Update on the Communication Initiative with RSU 21 School Board**
c. **Climate Change and Coastal Sustainability Update**
d. **Update on LED Street Light Initiative**
e. **West Kennebunk Community Thanksgiving Dinner – Thursday, Nov. 28, noon to 2:00 p.m.**
This event will be held at the Stevens Community Center, 80 Thompson Road.
A traditional Thanksgiving Dinner with all the trimmings! *FREE and open to everyone!*
f. **Thanksgiving Holiday - Closures and Changes - Thursday, Nov. 28 & Friday, Nov. 29**
 - Offices Closed: Town Office and Department of Public Services closed both days
 - Transfer Station/Recycling Center closed both days (will reopen on Saturday)
 - **Changes to Curbside Collection of Trash & Recycling for Thanksgiving Week**
 - No trash and recycling collection on Thursday, Nov. 28 (Thanksgiving Day)
 - Thursday's route will be collected on Friday, Nov. 29
 - All other days will remain the same

g. **Town Hall LATE OPENING - Wednesday, December 4 for Training** – Staff is scheduled to convene at 8:00 a.m. for an “All Staff” training session. The Town Office will be opening at 10:00 a.m. to allow staff to attend and train as a team. The Town Manager appreciates the Board's continued support of this approach to professional development.

h. **Upcoming Holiday Events:**

1. **Small Business Saturday – Saturday, Nov. 30** - Support local businesses and "Shop Local" on this day (*and throughout the year!*)
2. **Skate Swap/Purchase - Waterhouse Center: Saturday, Nov. 30** from 11:00 a.m. - 1:00 p.m.
 - Bring skates to swap or purchase
 - 11am to noon, swapping only
 - Noon to 1pm, swap or purchase (minimum \$10 donation)

All proceeds will go to future skate swap events. Swap/sale is limited to one pair of skates/person, with priority given to children.

Skate donations are currently being accepted at the Parks & Recreation Office or the Town Clerk's office at Town Hall.

3. **Holiday Tree Lightings/Prelude:**

- **Downtown Tree Lighting – Saturday, Nov. 30 at 5:00 p.m.**
Tibbetts Plaza and Waterhouse Center (51 Main St.)
 - Caroling
 - Tree Lighting with Santa
 - Skating with Santa and company (*weather permitting*)Come early to enjoy free refreshments provided by merchants and friends.
After Tree Lighting, stay a while and enjoy some ice skating!
- **Lower Village Tree Lighting – Saturday, Dec. 7 at 5:30 p.m.**
at the Corner of Christensen Lane and Route 35
- **Prelude will run from Dec. 5 to Dec. 15**
- **Shuttle to Prelude –Dec. 6 & 7 and Dec. 13 & 14**
 - Friday, Dec. 6 4-9 PM
 - Saturday, Dec. 7 10 AM-8 PM

 - Friday, Dec. 13 4-9 PM
 - Saturday, Dec. 14 4-9 PM

✓ Pick up/drop off approx. every 30 minutes from:

 - Chamber of Commerce (Water Street) and
 - Village Market Place (Lower Village)*In lieu of fares, donations gladly accepted to fund “Ben’s Fight”*
- **West Kennebunk Tree Lighting – Saturday, Dec. 14 at 6:00 p.m.**
at the Dorothy Stevens Center, 80 Thompson Road



- i. **Wreaths Across America/Escort to Arlington** – Monday, Dec. 9 – Please note, the convoy will NOT be stopping in Kennebunk, however, we hope you will show your support as they make their way through Kennebunk (via turnpike or Route 1) to Kittery.

Schedule/route for Monday, December 9:

- 7:45 a.m. Arrival at Gorham High School
 - 8:00 a.m. Ceremony begins (1 hour)
- 10:00 a.m. Arrival at Thornton Academy, Saco
 - 10:15 a.m. Ceremony begins (1 hour)

It is unsure whether the convoy will be travelling on Route 1 or the turnpike on their way from Saco to Kittery – please stay tuned, as we will update our website as the date gets closer.

- 1:00 p.m. Arrival at Kittery Trading Post
 - 1:15 p.m. Ceremony begins (1 hour)
- 4:35-5:50 p.m. Arrival at Thomas Prince School, Princeton, MA

Please be advised that this schedule is subject to change based on weather and/or other conditions.

12. EXECUTIVE SESSION

13. ADJOURNMENT