

## Monday, May 25 – Memorial Day

- Town Offices and Dept. of Public Services will be closed
- No change to trash/recycling curbside collection schedule
- There will not be a parade this year, due to COVID-19 restrictions and CDC guidelines.
- Representatives of the American Legion and Veterans of Foreign Wars posts will place a wreath in the Mousam River from the Route 1 bridge at 7 a.m., followed by stops at local cemeteries and memorials at KHS, Centennial Park (Cannon Park, across from Library) and Washington Park (next to PD).



## TOWN OF KENNEBUNK

### SELECT BOARD

TUESDAY, MAY 26, 2020 – 6:30 P.M.

### REGULAR MEETING AGENDA

**This meeting will be conducted through the electronic platform Zoom, as described below.**

This is a televised Meeting.

View meeting on [Zoom](#), Cable TV Channel 1302 or online anytime at [www.townhallstreams.com](http://www.townhallstreams.com).

## ZOOM MEETING INSTRUCTIONS FOR COMMUNITY PARTICIPATION

This meeting will be conducted using [Zoom](#), a web-based video conferencing tool, under [1 M.R.S.A. § 403-A](#), which authorizes the Town to hold remote meetings during the state of emergency declared by the Governor due to the outbreak of COVID-19.

**Time: May 26, 2020 6:30 PM Eastern Time (US and Canada)**

Ways to join the webinar:

- By computer or mobile device:  
<https://us02web.zoom.us/j/86737940819?pwd=U0lXNDloWVQ3a2lvcGpBQm1QdzhJZz09> or go to [ZOOM](#)  
or
- By Phone 1 312 626 6799 US or 1 646 876 9923 US or 1 669 900 6833

**Webinar ID: 867 3794 0819**

**Password: 133337**

Please take a minute to read these important Instructions before you join:

- **Please mute your audio and disable your video before joining**
- **Here are some brief videos to help familiarize you with the Zoom platform**
  - [Joining a Zoom Meeting](#) (brief instructional video)
  - [Video or Audio off by Attendee](#) (brief instructional video)
  - [Attendee Controls in a Meeting](#) (brief instructional video)
- **PUBLIC COMMENT:** If you wish to speak on an agenda item and you are:
  - **Joining via your computer or cell phone**
    - Please use the “raise your hand” feature by clicking “participants” (computer). The host will be notified and will identify you when it is your turn to comment.
  - **Joining via landline phone:**
    - The following commands can be entered using your phone’s dial pad while in a Zoom meeting. The host will be notified and will identify you when it is your turn to comment.
      - \*6 - Toggle mute/unmute
      - \*9 - Raise Hand

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. APPROVAL OF MINUTES
  - a. May 12, 2020 Regular Meeting [Please refer to supporting material \(PDF\)](#)
  - b. Budget Meetings (Joint Meetings with the Budget Board) - *minutes not yet available*
    - January 30, 2020 Special Meeting (budget meeting)
    - February 1, 2020 Special Meeting (budget meeting)
    - February 4, 2020 Special Meeting (budget meeting)
    - February 6, 2020 Special Meeting (budget meeting)
    - February 8, 2020 Special Meeting (budget meeting)
    - April 18, 2020 Special Meeting (budget meeting)

3. ITEMS TO BE SIGNED

4. PUBLIC HEARINGS

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **Officer Kaitlyn Sawyer and K-9 Otto Recognized** – Officer Kaitlyn Sawyer was recently awarded the National Alliance for Mental Illness (NAMI-Maine) Crisis Intervention Team (CIT) in Action Award. This award recognizes the work Officer Sawyer and her K-9 partner Otto perform in our community with those who suffer from with mental illness and substance use disorder. From NAMI-Maine:

*“This year during Police Week we're honored to celebrate the work of Officer Kaitlyn Sawyer of the Kennebunk Police Department with a CIT in Action Award! Thank you to Officer Sawyer (and K9-Unit Otto!) for your dedication to the Crisis Intervention Team program!”*

In addition, the Town recognizes Officer Sawyer and her K-9 partner Otto for a very successful track they recently conducted in the Town of Arundel:

*On May 4<sup>th</sup> at approximately 4:10 p.m., the York County Sheriff's Office received a report of a missing person. The report was of an 80-year-old male, suffering from dementia, who was reportedly lost, having walked into the woods off Limerick Road in Arundel. Officer Sawyer and K-9 Otto were called to assist. K-9 Otto started a track at 5:00 p.m., locating the male 0.3 miles away. The man was in good spirits and uninjured. This successful track was performed in under 5 minutes! Without the keen work of Officer Sawyer and Otto, the outcome of this incident could have been far different.*

Congratulations Officer Sawyer and K-9 Otto for a job very well done!

- b. **Hear an Update from the Town Manager regarding COVID-19 and the Town's Preparedness Plans:**
  - Update on the Community Reengagement Task Force
  - Update on the Workplace Reengagement Task Force
  - Upcoming Public Gathering Events to Include Possible Postponements and Potential Cancellations due to COVID-19:
    - July 4<sup>th</sup> Fireworks have been cancelled
    - West Kennebunk Family Fun Day, scheduled for August 1<sup>st</sup>, has been cancelled
    - Summer Day Camp Update
    - Treasure Chest will remain closed until further notice

- COVID-19 Community Resources in the Kennebunks – The Towns of Kennebunk, Kennebunkport and Arundel have partnered with Community Outreach Services (COS) to assist residents during this time. [View the Resources available](#) and please reach out if you need assistance.

## 7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Consideration of Candidate for Appointment to Town Committee** – Stephanie Seiders will be in attendance (via Zoom) to discuss her interest in joining the Planning Board.

- Vacancies: (1) Alternate Member - 2020

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

**MOTION:** To appoint Stephanie Seiders as an Alternate Member on the Planning Board for the remainder of a one-year term that expires on June 30, 2020.

- b. **Countersign the RSU 21 Warrant and Notice of Election** – RSU 21 met recently to review their budget and to change the date of the District Budget Meeting to coincide with the new election date of July 14, 2020. They have finalized and signed their updated Warrant and Notice of Election for the upcoming Budget Validation Referendum Election on July 14, 2020. The documents will be in the Town Clerk's Office for signatures. Four Select Board members' signatures are needed. By signing, it does not indicate your endorsement.

**MOTION:** To countersign RSU 21's updated Warrant and Notice of Election for the RSU 21 Budget Validation Referendum Election to be held on July 14, 2020.

## 8. OLD BUSINESS

## 9. NEW BUSINESS

- a. **Discuss the Community Reengagement Task Force/Business Work Group's Recommendations for increased flexibility in signage, parking and outdoor spaces as we move toward re-opening Kennebunk's business community** – This discussion follows the meeting of the Select Board Ordinance Review Subcommittee that preceded this meeting.

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

**MOTION:**

- b. **Discuss the Select Board'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 14<sup>th</sup> and the August meeting be held on August 11<sup>th</sup>. Should a pressing matter present between meeting dates, a special meeting of the Board can be called.

**MOTION:** To cancel the July 28<sup>th</sup> and August 25<sup>th</sup> meetings.

- c. **Discuss the Dedication of the 2019 Annual Town Report** – Each year, the Town honors individuals who have passed away by recognizing their service to the community as committee members or employees. The individuals listed below have served the community in various capacities:

**BOYD A. SWENSON**

Date of Death – January 16, 2019

Member of the Tree Committee

**ALEXANDER DAVIS, JR.**

Date of Death – January 21, 2019  
Longtime Member and Chaplain of Kennebunk Fire Rescue

**DOUGLAS C. GREARSON**

Date of Death – February 3, 2019  
Longtime Member of Kennebunk Fire Rescue

**JOHN D. DICKENS**

Date of Death – February 19, 2019  
Longtime Highway Department Employee and Superintendent

**MADELINE N. MARX**

Date of Death – February 27, 2019  
Member of the Conservation Commission  
Member of the Zoning Board of Appeals

**LEO G. MARTIN**

Date of Death – April 3, 2019  
Park Street School Principal  
SAD #71 Superintendent of Schools

**STUART V. FLAVIN, JR.**

Date of Death – August 30, 2019  
Member of the Dog Advisory Committee

**TIMOTHY M. DIETZ**

Date of Death – September 18, 2019  
Dedicated volunteer, donated services to many Town committees and initiatives

**THEODORE J. AXELSON, JR.**

Date of Death – November 8, 2019  
Member of the Budget Board

**SUSAN D. LEE**

Date of Death – November 11, 2019  
Member of the Lower Village Committee  
Member of the Beach Parking Assessment Committee  
Volunteered with the VIPS (Volunteer In Police Services)

**STEPHEN P. SPOFFORD**

Date of Death – November 24, 2019  
Town Historian  
Member of the Bicentennial Committee

**LAWRENCE C. BRACKLEY**

Date of Death – December 30, 2019  
Served as Interim Town Manager  
Member of the Kennebunk Reserve Police Association  
Member of the Fair Hearing Authority

**MOTION:** To dedicate the 2019 Annual Town Report to those listed above.

d. **Discuss Any Other Business**

10. SELECT BOARD COMMENTS

a. **Subcommittee Reports**

b. **Individual Select Board Member Comments**

11. TOWN MANAGER ANNOUNCEMENTS

12. EXECUTIVE SESSION

13. ADJOURNMENT