

TOWN OF KENNEBUNK
SELECT BOARD MINUTES

TUESDAY, JANUARY 14, 2020 – 6:30 P.M.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

On Tuesday, January 14, 2020, at approximately 6:30 p.m., in Room 301 of the Town Hall, L. Blake Baldwin, Chairman of the Select Board for the Town of Kennebunk, called to order the meeting of the Select Board. Present were Select Board members Edward Karytko, Wayne Berry, L. Blake Baldwin, Christopher Cluff, William Ward, Jr. and Frank Paul. Shiloh Schulte was absent (with notice).

Also present was Town Manager Michael Pardue.

The Pledge of Allegiance was recited.

2. APPROVAL OF MINUTES

- a. January 7, 2020 Regular Meeting - *minutes will be presented at the January 28th meeting.*
- b. January 8, 2020 Special Meeting (attend Budget Board mtg.) [*Please refer to supporting material \(PDF\)*](#)

A motion was made to approve the minutes for the Special Meeting on January 8, 2020 attended by the Budget Board and Select Board.

MOVED: Karytko
SECONDED: Cluff
VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS

- a. **New Victualer License and Liquor License Applications for Nourrir LLC d/b/a Boulangerie (new owner) at 5 Nasons Court, Suite 12.**

Michelle Maguire, who bought Boulangerie, introduced herself, in part praising said business.

A motion was made to approve the Victualer License and Liquor License Applications for Nourrir LLC d/b/a Boulangerie.

MOVED: Karytko
SECONDED: Ward
VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

- b. **New Victualer License and Liquor License Applications for Legacy Holdings Group Inc. d/b/a Pedro's Mexican Restaurant (new owners) located at 181 Port Road.**

Peter Morency, the current owner of Pedro's, said he has been in the business for 48 years and is done. He said Norm Hall, from Skowhegan, is going to run the place with Norm's son. He said they are going to keep the same name, same menu. He said Norm Hall could not make it tonight; he was out of state.

A motion was made to approve the Victualer License and Liquor License Applications for Legacy Holdings Group Inc. d/b/a Pedro's Mexican Restaurant.

MOVED: Karytko
SECONDED: Cluff
VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

c. New Victualer License, Liquor License and Special Amusement Permit Applications for The Grand Hotel and Suites, LLC d/b/a The Grand Hotel (new owners) located at 1 Chase Hill Road.

Ralph Austin spoke. He noted that in attendance at tonight's meeting was Justin Grimes, General Manager of the Kennebunkport Resort Collection, the Grand Hotel being one of the businesses in that collection. He said they were before the Board about two months ago when Tim Harrington was bringing in a new ownership group that he was going to partner with. Austin explained that that transaction did not take place. Austin said it is the same application that was before the Board in November.

A motion was made to approve the Victualer License, Liquor License and Special Amusement Permit Applications for The Grand Hotel and Suites, LLC d/b/a The Grand Hotel.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

5. PUBLIC COMMENTS

Lionel Menard asked "what's up with the dams?" He was advised to check with Kennebunk Light & Power District as to the status of the dams.

Peter Brewitt asked if various statistics and information on reports on departments are on the Town website. He said it is something he would like to see.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

a. Accept the Following Donation – The Town recently received the following donation:

- \$100 donation from Nancy & John Phythyon to the Police Department in appreciation of services recently provided to them by police personnel. The Phythyons have requested their donation be applied toward a program of the Police Department's choosing.

A motion was made to accept the donation and send a letter of thanks.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

- b. Retirement of Sergeant Andrew Belisle – Sergeant Andrew Belisle has submitted his intent to retire as of April 15, 2020. Sergeant Belisle's retirement announcement comes forward as he nears 45 years of full-time, dedicated service to law enforcement.**

The Board and audience members rose and applauded his service to the town. He will be missed.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

a. Discuss Boards and Committees

- **Candidate(s) to Appear for Appointment Consideration to Town Committee(s) –**
- Joseph Wolfson – Energy Efficiency Adv. Committee [Please refer to supporting material \(PDF\)](#)
Vacancies: (2) Regular Member positions - 2021

Joseph Wolfson spoke about his interest in joining the committee.

A motion was made to appoint Joseph Wolfson as a Regular Member on the Energy Efficiency Advisory Committee with a term expiring on June 30, 2021.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

- Stephen Sawyer – Economic Development Committee [Please refer to supporting material \(PDF\)](#)
Vacancies: (1) Alternate Member position – 2020

Stephen Sawyer spoke about his interest in joining the committee.

A motion was made to appoint Stephen Sawyer as an Alternate Member on the Economic Development Committee with a term expiring on June 30, 2020.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

b. Hear Presentations on Department Overviews

Bryan Laverriere gave the first department overview. For one thing, he mentioned that there were many staffing shortages during the winter of 2019. He said he gives credit to the staff they did have, saying that they stepped up. He then mentioned numerous projects.

Berry asked Laverriere questions regarding paving and Laverriere responded to him.

Karytko asked Laverriere a question regarding the tree removal project at Parsons Beach and Laverriere responded to him.

Karytko also said that someone mentioned that on Summer Street snow had not been plowed as close to the curb as possible and that mail delivery was cut off there for a week. Laverriere responded to Karytko, in part saying that the postmaster typically reaches out to him if there is an issue and that he did not hear about the issue Karytko mentioned regarding mail delivery being cut off.

Karytko asked Laverriere another question and Laverriere responded to him.

Police Chief Robert MacKenzie gave the next department overview. One thing MacKenzie highlighted is the opioid epidemic, in part touching on the positive impact the Kennebunk Police Department has had in fighting that issue. He said that all of the officers in the Kennebunk Police Department have been trained in how to approach substance use disorder. Another thing he mentioned regarding this topic is “The Family Restored,” a family support group for families that have loved ones struggling with substance use disorder. He said there is a chapter of that group actively running, meeting on Tuesdays from 6-7:30 p.m., every week, at the 7-mile Road Church on Portland Road in Kennebunk. He said you do not have to be a Kennebunk resident to attend those meetings. He said that has been going very well.

Ward said he does not see a direct place with links whereby someone could find some resources regarding substance abuse. He asked if that is possible to develop. MacKenzie, in response to that, said Ward just made another goal for him because Ward is right; they have to be better on that.

Karytko asked about crime in the community and MacKenzie responded to him.

Karytko also said he is a big proponent of the community being involved in the protection of its own community and not simply saying that the police will take care of it. He encouraged people to call 911 or

the police department if they see something that looks suspicious. MacKenzie then thanked Karytko for saying that. He said they depend on their citizens to make these calls.

Further discussion continued.

Fire Chief Rowe gave the last department overview of the evening. One thing he mentioned is Fire Prevention Week. He also said they have increased the responsibility of their lifeguards. He mentioned too devices that have been received. He also mentioned that some of their personnel have been going to a training in Indianapolis, Indiana.

- c. **Appoint the Registrar of Voters through 2021** – State law requires the Select Board to appoint a Registrar of Voters in all odd number years for a two-year period. Town Clerk Merton Brown has agreed to serve in this position.

A motion was made to appoint Merton Brown as the Registrar of Voters until December 31, 2021.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

8. OLD BUSINESS

9. NEW BUSINESS

- a. **Discuss Applying for Grant Funding to Aid in the Purchase of a Ladder Truck** – In the Town's Capital Equipment Replacement Schedule, the Fire Department's 1989 ladder truck is due to be replaced next year. Kennebunk Fire Rescue would like to apply for an Assistance to Firefighter Grant through FEMA. If successful in acquiring grant funding under the AFG program, the grant pays 95% of the vehicle cost.

Fire Chief Jeff Rowe spoke with regard to this item.

Karytko wondered if they do get this grant, could it be turned down. To that, Rowe said yes. Karytko said he asks that because he wonders if every town needs a ladder truck; could they collaborate with other fire departments and thereby possibly not need a ladder truck? Rowe responded to Karytko.

Further discussion ensued.

A motion was made to authorize the Fire Chief, in conjunction with the Town Manager as needed, to apply for an Assistance to Firefighters Grant to aid in the purchase of a new ladder truck.

MOVED: Berry

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

- b. **Discuss Road Closures for Special Events** – The following Special Event Applications have been received and will require road closures, per the Police Department.

1. **Friday, July 10, 2020: 23rd Edition Library Road Race 5K**

Road Closures Needed:

5:45 p.m. - 6:40 p.m. Dane Street closed from Park Street to Main Street (race start location)

6:05 p.m. - 6:30 p.m. Depot St. (one lane closed); no cars can enter Depot St. from Summer St.

5:55 p.m. - 6:40 p.m. Main Street closed from Water Street to Dane Street (northbound only)

6:00 p.m. - 6:40 p.m. Summer Street closed from Main Street to Depot Street (eastbound only)

The above information may be subject to change.

A motion was made to approve the road closures as recommended by the Police Department for the 23rd Edition Library Road Race 5K as noted above.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

2. Nicole's 5K Walk/Run – Saturday, July 18, 2020

Road Closure Needed:

8:50 a.m. - 10:00 a.m. Beach Avenue (from Woodland Ave. to Boothby Rd. - end of race)
The above information may be subject to change.

A motion was made to approve the road closure as recommended by the Police Department for Nicole's 5K Walk/Run on July 18, 2020 as noted above.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

Beach Parking Permit Waiver Request:

Amanda Morris, Race Director of Nicole's Run, has requested the Board waive the beach parking permit requirements for the event from 6:00 a.m. to noon at all three beaches, as they have in prior years.

A motion was made to waive the beach parking permit requirements for Nicole's 5K Walk/Run at all three beaches on July 18, 2020 from 6 a.m. to noon.

MOVED: Karytko

SECONDED: Cluff

VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

c. Discuss Any Other Business

10. SELECT BOARD COMMENTS

a. Subcommittee Reports

Cluff said the Finance Subcommittee members have been signing warrants and the Pay-As-You-Throw Subcommittee and the Ordinance Subcommittee met just prior to this meeting tonight. He made further comment.

b. Individual Select Board Member Comments

Ward:

- Thanked all the great services from the Police, Highway and Fire Departments

Karytko:

- Mentioned that someone approached him about flags on the north end of Town on Route One, saying that person was wondering why they have flags Downtown but don't continue them further than they do (geographically—further in the Town)
- Mentioned that the West Kennebunk Village Committee met, saying they worked on the Budget
- Mentioned that any torn and tattered flags can be brought to the American Legion on Water Street and cited that eyeglasses, cellphones and hearing aids can be put in the box by the Clerk's Office.

- Mentioned the Budget, saying he thinks the proportion of School to Town (in terms of the Budget) is important to him. Said that if they could close the gap between the School Budget and that of the Town they would be in great shape in this Town.

Cluff, Paul, Berry:

- None

Baldwin:

- Talked about the Tree Committee. He said they are doing a great job.
- Mentioned that the Medical Equipment Loan Closet has been put on hold for a brief period of time. He elaborated further.
- Mentioned that the Select Board has offered reappointment to Town Manager Michael Pardue for a three-year period beginning July 1, 2020. He then read a press release, which is included with these minutes (page 7). Baldwin also mentioned that Pardue's contract would be posted online.

11. TOWN MANAGER ANNOUNCEMENTS

The Town Manager made announcements.

Before adjournment, Pardue detailed the possibility of having a joint public hearing with the Select Board and the Planning Board on Monday, January 27th regarding proposed changes to the Zoning Ordinance regarding retail marijuana testing facilities.

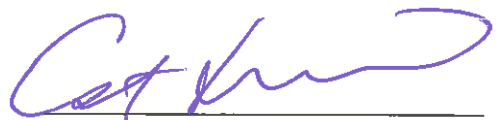
A discussion ensued regarding this matter.

At approximately 8:14 p.m., a motion was made to adjourn tonight's Select Board Meeting.

MOVED: Karytko

SECONDED: Cluff

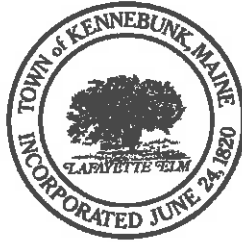
VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.



Christopher Cluff, Secretary
Kennebunk Select Board

Date: 1/28/2020

Town of Kennebunk, Maine



PRESS RELEASE

To: Media Outlets, For Immediate Release
From: L. Blake Baldwin, Select Board Chair and Michael Pardue, Town Manager
Phone: 207-604-1308
Date: January 14, 2020
RE: Renewal of Kennebunk Town Manager Michael Pardue's Employment Contract

On January 7, 2020, the Kennebunk Select Board announced that they have reappointed Michael W. Pardue as Town Manager for a three-year period beginning July 1, 2020. This announcement follows the Board's review of Pardue's work performance under his current contract, which expires on June 30, 2020.

Select Board Chair Blake Baldwin said that factors considered when reappointing Pardue to his new contract included his strong leadership skills, his positive interaction with staff, citizens, the business community and his ability to handle numerous projects simultaneously. "One of Kennebunk's most enduring strengths has been strong leadership in the position of Town Manager. The Board is grateful to have a person with tremendous knowledge, experience and integrity working on our behalf. We are very pleased that Mike has agreed to the reappointment," said Baldwin.

Pardue credits his success over the past several years as Town Manager to the strength of the municipal staff he manages. "I could not ask for a more supportive and professional group of personnel. My colleagues are dedicated, highly motivated and always demonstrate an unwavering commitment to provide the highest quality service possible. I am honored to have the opportunity to continue to work with the wonderful people that serve this great community," said Pardue.

Pardue will work under the provisions of his current employment agreement with the Town until his new contract begins on July 1st.

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