

TOWN OF KENNEBUNK
BOARD OF SELECTMEN MINUTES

April 23, 2019 – 6:30 P.M.

1. CALL TO ORDER

On Tuesday, April 23, 2019, at approximately 6:30 p.m., in Room 301 of the Town Hall, Blake Baldwin, Vice-Chairman of the Board of Selectmen for the Town of Kennebunk, called to order the Board of Selectmen. Present were Selectmen Richard Morin, L. Blake Baldwin, Christopher Cluff, Edward Karytko, William Ward, Jr., Wayne Berry, and Shiloh Schulte.

Also present was Town Manager Michael Pardue.

2. APPROVAL OF MINUTES

a. April 9, 2019 Regular Meeting

A motion was made to approve the minutes for the Regular Meeting on April 9, 2019.

MOVED: Karytko

SECONDED: Cluff

VOTE: 7 in favor, 0 opposed. The motion passed.

3. ITEMS TO BE SIGNED

The Town Clerk presented the Board with the Warrant for the June 11, 2019 Annual Town Meeting, which they signed.

4. PUBLIC HEARINGS

a. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to act on the following:

**Applications for a new Lodging House License and Victualer License for Giri
Kennebunk d/b/a Port Inn (new owners) located at 55 York Street**

A motion was made to approve the Lodging House License and Victualer License Applications for Giri Kennebunk d/b/a Port Inn.

MOVED: Karytko

SECONDED: Cluff

VOTE: 7 in favor, 0 opposed. The motion passed.

5. PUBLIC COMMENTS - none

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

a. **New Hires:** The Board welcomed the following new employees:

- **Police Patrol Officer** – Ashley Desrochers
- **Payroll/Accounts Payable Specialist** – Ruby-Ann Nugent

b. Proclaim the Month of May as “Building Safety Month”

A motion was made to proclaim the Month of May as “Building Safety Month” and authorize the Town Manager to sign and display said Proclamation.

MOVED: Karytko

SECONDED: Cluff

VOTE: 7 in favor, 0 opposed. The motion passed.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

a. Candidate(s) to Appear for Appointment Consideration to Town Committee(s)

- **Treasure Chest Monitoring Committee - Vacancies: (2) Regular**
(There are no terms associated with these positions)
 - J. Jennifer Babiec

Board members were introduced to Ms. Babiec and asked her some questions related to her desire to serve on the Treasure Chest Monitoring Committee. Ms. Babiec shared her passion for working at the Treasure Chest and her desire to help others.

A motion was made to appoint J. Jennifer Babiec as a Regular Member on the Treasure Chest Monitoring Committee with a term expiring on June 30, 2020.

MOVED: Karytko

SECONDED: Ward

VOTE: 7 in favor, 0 opposed. The motion passed.

- b. Award the Dane Street Rehabilitation Project Bid** – This work involves approximately 900 linear feet of roadway reconstruction, installation of a new drainage system, granite curbing, driveway reconstruction, new brick sidewalks and surface restoration. A bid alternate for replacement of the sanitary sewer system is also included as part of the bid solicitation. Proposals received were:

Bidder	Bid Security	Base Bid	Bid Alternate #1 (to be reimbursed by KSD)	Total
N.M. Curtis Earth Works, Inc. So. Berwick, ME	Yes	\$497,484.50	\$159,498.00	\$656,982.50
Woods Excavating, LLC Gorham, ME	Yes	\$719,345.00	\$169,450.00	\$888,795.00

Town Engineer Chris Osterrieder recommends the following:

- awarding the contract to N.M. Curtis Earth Works, Inc. of South Berwick, ME in the amount of \$656,982.50, with the Bid Alternate # 1 to be reimbursed by the Kennebunk Sewer District.
- allocating a 10% project contingency (\$49,749.00) to address any concerns.
- granting authorization to expend up to **\$547,232.95** (\$497,484.50 + \$49,749.00) for the Town’s share of the work on the project.

The Board asked a variety of questions related to the proposed project, to include the requirements of the Historic Preservation Commission i.e. brick sidewalks. Mr. Osterrieder explained that the mandate of the Historic Preservation Commission to require brick sidewalks at this project site served to increase the project cost by approximately \$75,000.

A motion was made to award the Base Bid and Alternate #1 to N.M. Curtis Earth Works, Inc. at a price of \$656,982.50, with \$159,498.00 to be reimbursed by the Kennebunk Sewer District.

MOVED: Karytko

SECONDED: Cluff

VOTE: 7 in favor, 0 opposed. The motion passed.

8. OLD BUSINESS

- a. **Update on Assessment of Teen Center** – Town Engineer Chris Osterrieder will provide the Board with an update on the status of this effort.

Chris Osterrieder provided a historical overview of the Teen Center. He further referenced that he is working with a structural engineer to determine the viability of using the current block building going forward. Mr. Osterrieder anticipates having additional information to share about this initiative in the near future.

- b. **Update on Status of Survey of 36 Sea Road Parcel** – Town Engineer Chris Osterrieder will provide the Board with an update on the status of this effort.

Chris Osterrieder provided the Board with an update on to-date efforts to regarding the survey of this property, which included having the site flown by a U.A.V. (drone). Mr. Osterrieder is beginning his evaluation of the data provided by the survey effort and expects to have more information to present in the near future.

9. NEW BUSINESS

- a. **Hear a Presentation from Nick Bartenhagen of the Town's Energy Efficiency Advisory Committee regarding the Energy Innovation and Carbon Dividend Bill (HR763)**

Mr. Nick Bartenhagen provided the Board an overview of HR763. Mr. Jay Kilbourn added information to Mr. Bartenhagen's presentation. Board members requested further information and time to give thoughtful consideration to the request that they support HR763.

A motion was made to move this matter to a second reading on May 14th.

MOVED: Schulte

SECONDED: Cluff

VOTE: 7 in favor, 0 opposed. The motion passed.

- b. **Discuss Efficiency Maine Trust RFP Process and Upcoming Related Pre-Bid Bidders Conference for Level 2 Public EV Charging Stations** – Efficiency Maine Trust is seeking proposals from qualified bidders (or teams of bidders) to host, purchase, install and operate public Level 2 EV charging stations to serve electric vehicles (EV) along prescribed priority corridors and locations in Maine. With a Pre-bid Bidders Conference scheduled for Friday, April 26th, Selectman Wayne Berry has asked that this matter appear on the agenda for Board discussion.

Patti Sass Perry provided the Board an overview of this initiative, citing an upcoming webinar planned for April 26th. Town Manager Pardue said he, along with others would be participating in the upcoming webinar and encouraged other interested parties to attend on April 26th at 10 AM in Room 301 of Town Hall.

The Board will discuss this matter again at their next meeting (May 14th).

- c. **Discuss the Dedication of the 2018 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:

<u>Name</u>	<u>Date of Death</u>	
John M. Cummings	09/17/18	Member of the Budget Board
Jeffrey D. Cole	03/31/18	Longtime member of Kennebunk Fire Rescue, RSU 21 School Board Member
Lawrence E. Dwight	10/20/18	Longtime member of the Budget Board
Arthur R. LeBlanc, Jr.	04/12/18	Member of the Planning Board
Joseph R. Motta	04/06/18	Member of the Board of Selectmen
Karen A. Paro	03/13/18	Member of Treasure Chest Monitoring Committee
Barbara R. Yates	10/05/18	Deputy Town Clerk for many years

Selectman Berry asked if we could try to obtain photos of each for the report.

A motion was made to dedicate the 2018 Annual Town Report to those listed above.

MOVED: Karytko

SECONDED: Ward

VOTE: 7 in favor, 0 opposed. The motion passed.

- d. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

- a. **Subcommittee Reports** - none
b. **Individual Selectmen Comments**

Selectmen Baldwin, Schulte and Ward:

- None

Selectman Morin:

- Attended the Elected Officials Workshop last week in Saco.

Selectman Karytko:

- Reminder that the American Legion takes tattered or faded flags.
- Reminder that there is a box in the lobby on the 2nd floor of Town Hall where eyeglasses, cell phones and hearing aids can be dropped off for redistribution of many of those items.
- West Kennebunk Family Fun day will be held on August 3rd.
- Lot of activity at the Community Garden in West Kennebunk.
- He was elected to the York County Budget Committee in Alfred recently
- Asked about the Street Scan project.

Selectman Cluff:

- He was one of the Selectmen hosting the April Selectmen Outreach Session.

Selectman Morin:

- He will not be able to host the May 18th Selectmen Outreach Session. Other members discussed their availability for that date.

11. TOWN MANAGER ANNOUNCEMENTS

Announcements were made by the Town Manager.

12. EXECUTIVE SESSION - none

13. ADJOURNMENT

At approximately 8:23 p.m., a motion was made to adjourn the meeting.

MOVED: Baldwin

SECONDED: Ward

VOTE: 7 in favor, 0 opposed. The motion passed.



Christopher Cluff, Secretary
Kennebunk Board of Selectmen

Date: 5/14/19