

TOWN OF KENNEBUNK
SELECT BOARD - ORDINANCE REVIEW SUBCOMMITTEE
THURSDAY, MAY 4, 2023 – 10:00 A.M.
KENNEBUNK TOWN HALL, ROOM 301
MINUTES/NOTES

1. Call to Order

On May 4, 2023 at 10:00 a.m., a meeting of the Ordinance Review Subcommittee was called to order.

Those in attendance were:

Ordinance Subcommittee Members: Select Board members Shiloh Schulte, Miriam Whitehouse and Kortney Nedeau.

Others: Town Manager Heather Balsler, Town Clerk Merton Brown, Police Lt. Chris Russell, Fire Chief Justin Cooper, Public Services Director Bryan Laverriere, Community Development Director Chris Osterrieder, Community Development Deputy Director Karen Winton, as well as members of the public.

2. Short-term Rentals [View supporting documentation \(PDF\)](#)

The Ordinance Review Subcommittee discussed the memo linked above and suggested they did not wish to spend additional time on further assessing inventory or land use regulations but rather start drafting language for a registration system. There was discussion regarding safety aspects of such a registration system, process and fire department review. Staff will also need to assess costs to implement and a proposed fee for registration based on such costs. Some initial work on possible ordinance changes had been discussed previously in public meetings and that can be a starting point for drafting language. Staff will bring back some initial outline and language for registration changes at June meeting.

3. Future Items

- Meeting Dates
 - Schedule recurring monthly meeting date/time, delayed discussion to next meeting
- Topics
 - Amendments to Ordinance Section 6-1 Street Vendors and Peddlers and 6-1.8: Mobile Vending Units (Food Trucks)
 - Additional time is needed for Fire Rescue and Community Development to outline a process chart – June Meeting
 - Road Acceptance Policy/Ordinance – June Meeting
 - Town Fees – June Meeting

4. Adjourn

The meeting was adjourned at 12:10 p.m.

Minutes/Notes by Heather Balsler, Town Manager