

TOWN OF KENNEBUNK

BOARD OF SELECTMEN MINUTES

June 11, 2019 – 6:30 P.M.

1. CALL TO ORDER

On Tuesday, June 11, 2019, at approximately 6:30 p.m., in Room 301 of the Town Hall, Richard Morin, Chairman of the Board of Selectmen for the Town of Kennebunk, called to order the Board of Selectmen. Present were Selectmen L. Blake Baldwin, Christopher Cluff, Edward Karytko, Wayne Berry, William Ward, Jr. and Richard Morin.

Also present was Town Manager Michael Pardue. Absent was Selectman Shiloh Schulte.

The Pledge of Allegiance was recited.

2. APPROVAL OF MINUTES

- a. May 28, 2019 Regular Meeting [Please refer to supporting material \(PDF\)](#)

A motion was made to approve the minutes from May 28, 2019 (Regular Meeting).

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

Applications from Live Café LLC d/b/a Live Café for a Liquor License and a Special Amusement Permit, located at 169 Port Road - Unit 1

A motion was made to approve the Liquor License and Special Amusement Permit Applications for Live Café LLC d/b/a Live Café.

MOVED: Karytko

SECONDED: Cluff

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

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **Presentation by Representatives of Hope Cemetery & Woods** – Representatives of Hope Cemetery & Woods will present “The People of the Town of Kennebunk” with a gift of appreciation.

George Harrington, President of Friends of Hope Woods and Cemetery and Betsy Stevens, President of Hope Woods expressed their gratitude and presented a framed photograph to the "People of the Town of Kennebunk" for their support of the Hope Woods Conservation Initiative.

- b. **Accept Donation from Tommy McNamara Fund for Camp Scholarships** – The family of Tommy McNamara has generously donated the sum of \$3,500.00 to be used for summer camp scholarships. Should anyone need financial assistance in order to attend this year’s summer camp program, please visit the Parks and Recreation office located on the 3rd floor of Town Hall.

A motion was made to accept the donation and send a letter thanking the McNamara family for this generous donation.

MOVED: Karytko

SECONDED: Cluff

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

- c. **New Hire** – The Town Manager announced the hiring Police Administrative Assistant , Courtney Downs.

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

- a. **Discuss the Implementation of a Committee Handbook** – Previously, the Board of Selectmen hosted an “All Committee Night” during which the Board heard various comments and concerns from volunteers representing a variety of Town committees. After thoughtful vetting of those comments, staff, coupled with input from Board of Selectmen members, developed a Committee Handbook. This critical resource is filled with significant information designed to aid committees in being successful in their efforts, while meeting certain compliance requirements. Meetings with committee chairs will occur in the coming weeks to support the rollout of this new handbook.

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

Pardue offered some comment on this agenda item. He stated his appreciation to Karen Winton, in particular, for the tremendous amount of work she put into this. He stated this handbook has evolved from the Board's "All Committee Night" a couple of years ago and taking that information and putting it into the handbook that appears tonight. He stated Chris Osterrieder, Karen Winton, Jeri Sheldon, Kathy Nolette and Board of Selectmen members all weighed in and offered guidance. He also noted that Legal Counsel has vetted this, and only had one or two very minor changes, which were incorporated in the book. In the long run, Pardue stated this handbook will be beneficial to all members who volunteer on committees to provide them with guidance and support as they move forward with their good work.

Karytko asked what the main feature of the handbook is and how it would be important to committees. To that, Pardue said he doesn’t know that there is any one particular main feature. Pardue said it illustrates the connection to our Charter, it talks about our purchasing policy and forms that need to be incorporated when they need to make a purchase. There is also strong information related to FOAA (Freedom of Access Act). Pardue said Chris Osterrieder, Karen Winton and himself will be meeting with each Committee Chair in the near future to talk about the handbook and how to roll it out to the committees. In September an "All Committee Training Night" will be held for committee members to come together to review the handbook.

John Costin, from the public stated that he believes what is written in the section on reappointment is in conflict with State law. He wondered if Legal looked carefully at that section. Costin also noted the standards of conduct section of the handbook. He said while he thinks treating people with decorum is a good idea, he doesn’t think you can require that people respect people and doesn’t think such a

requirement should be in the manual. Recusal and conflicts were also discussed by Costin, and he feels what is written in the handbook concerning this topic is overbroad.

Ted Trainer, Chairman of the Committee on Aging, spoke, asking about the process for his committee. Pardue explained that the three of them (Chris, Karen and himself) will be a resource to him for the Committee on Aging. Trainer asked for clarification (and received it from Pardue) that this is a guidebook for volunteers on how to work productively with the Town rather than a guidebook on how committees should work better on their own.

A motion was made to support the Implementation of a Committee Handbook as presented.

MOVED: Karytko

Before the motion was seconded, Karytko noted the comments made by Costin and wondered how to word that. Pardue then said they worded the motion so as to “support” as opposed to “adopt,” so they have flexibility for certain things such as what Costin brought forward that they can then seek guidance and amend without changing the adoption.

SECONDED: Cluff

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

- b. **Discuss the Combining of HarvestFest and Homecoming Parades in October** – Parks & Recreation Director Tasha Pinkham, RSU 21 Athletic Administrator Joe Schwartzman and Town Events Coordinator Linda Johnson are recommending the Town and RSU work in partnership to host a single parade in support of HarvestFest and Homecoming. The proposed date for 2019 is October 12th, with a parade start time of noon. The homecoming football game would then follow with kick-off scheduled for 1:30 p.m.

Pardue spoke regarding this agenda item, noting the positive collaboration that the Town and the RSU have had.

Karytko said he thinks this is a great idea because it will draw more people out for the school function and yet there’ll be a lot of people here for the football game and hopefully get more people Downtown for HarvestFest.

Ward asked if this will take anything away from the HarvestFest itself. Responding to Ward, Pardue said their belief is that all the vendors and all the HarvestFest festival activities will begin in the morning and will go throughout. Pardue said too that he thinks it may grow the attendance and make it much more robust in nature.

A motion was made to approve the combining of HarvestFest and Homecoming celebrations, and to hold this year’s event on October 12th as recommended by Town and RSU personnel.

MOVED: Karytko

SECONDED: Cluff

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

8. OLD BUSINESS

- a. **Hear an Update on the Parsons Beach Road Tree Project** – Town Manager Michael Pardue will update the Board on the to-date progress made toward removing the trees identified as posing a risk to public safety.

Pardue gave an update on this matter. He said the latest report he had from Bryan Laverriere, Public Services Director, is that 25 trees have been removed and 21 stumps have been removed from site. Pardue spoke about a Tree Committee meeting held yesterday (June 10th). Pardue said consensus coming out of the meeting was for all the remaining trees (under consideration with this tree project) to be removed. Pardue said the Tree Committee representatives were of significant opinion that in order to go forward and create the desired alley—the canopy—that is unfortunately coming down now, and try to recreate that, the 47 trees would need to come out. Pardue also noted that at the meeting there was discussion on what types of trees to use.

Baldwin was also at the Tree Committee meeting Pardue spoke of, noted above, and he offered comment on it, saying, for one thing, that he thinks the representatives of the family that were there seemed to feel that the best way forward was to essentially start over and recreate the alley that Henry Parsons established in 1920. Baldwin said the intent of the Town has been, since 2012, to recreate what Henry Parsons established in 1920.

Karytko explained that he has been in agreement with that process of taking all the trees down, saying he believes it would look much nicer if all the trees were planted pretty much at the same time, if they could do that. He talked about the importance he sees in keeping the size of the trees in conformance (pretty close to the same size for each of the trees).

Discussion continued.

Peggy Liversidge, resident of 10 Crescent Surf in Kennebunk at Parsons Beach, spoke. She said people are mad, they are disappointed and disgusted with the way this situation was treated. She said she came to meetings with family members, trying to come to some sort of agreement. She said several of them walked out of here on May 21st thinking they were making good, positive momentum, that they were being heard, that they didn't want all the trees to come down. But she said that in a meeting on the May 28th, the whole thing was reversed. She found what happened at that meeting to be unprofessional. She added that the place "looks like a warzone". She spoke of the beauty of the land on which the trees had stood. She took issue with the idea of taking down saplings which were planted by a member of the Parsons family and she said those trees are not a danger.

Dan Riley, from the public, spoke. He said that like Peggy he is married into the broader Parsons family, and he lives at 29 Crescent Surf. He said that on the 21st, the Selectmen voted, as a Board of Selectmen, to take a particular position. He said that the agenda for the Regular Selectmen meeting for the 28th says that there will be an update from Pardue on the progress being made with respect to the high risk and moderate risk trees. He said the Motion was left blank. He said that for him, as an attorney who represents clients before the Legislature, before state government, he read that to mean, and he thinks the average citizen would as well, that an update would be given from Pardue and that would be the end of it. He said the Selectmen took action on the 28th to provide Pardue with additional room to move beyond what they did on the 21st. He said there was no notice provided to the public that that motion was potentially going to be made. He said the citizens of this Town deserve open, honest and transparent government and on the 28th the Selectmen, in Riley's opinion, did not provide that.

Baldwin said that if the Sunday night Facebook discussion had not ensued, on Monday morning, April 1st 20 trees would have been taken down pursuant to the plan that had been agreed upon seven years ago, and 20 trees would have been planted. Baldwin continued, saying they had done what they had thought was transparent and open and they stopped and they engaged the family and the public in a discussion about what they should do. He noted too a report that was commissioned, saying it was produced and there was

an agreement through the PBA (Parsons Beach Association) and the Board that this was the appropriate thing to do, and the report designated 29 trees that were risky to the public and that report changed everything. Baldwin said they acted as is their primary function as a Board of Selectmen: to protect the residents of and visitors to this Town.

Karytko said he appreciates Baldwin filling everyone in on what happened.

9. NEW BUSINESS

a. **Hear an Update from Students of The New School, in Conjunction with the Energy Efficiency Committee, on the Global Covenant of Mayors on Climate and Energy**

Maggy Bartenhagen, Liaison from the Energy Efficiency Committee to The New School, as they work on this Global Covenant of Mayors that the Board unanimously voted the Town to commit to last August, made a few comments.

Joel Ferris, recent graduate of The New School, spoke, saying those presenting are a part of the climate change class at The New School, saying they are going to show their findings on Kennebunk's greenhouse gas emissions. He said nine students and two teachers came together to make the inventory that will be shown tonight.

Ian Pizey, student at The New School, made comments. One thing he noted is that ICLEI (International Council for Local Environmental Initiatives) has been used by cities large and small across the world.

Penelope White, student at The New School, spoke about their climate change class, saying they started their class learning about the greenhouse gas effect and investigating evidence for climate change. One thing she said further is that they performed intergenerational interviews to hear firsthand accounts on how Maine's climate has changed over the past 150 years.

Ferris noted that they met with a member of the Energy Efficiency Committee, Dave Sluyter, who showed them how to read energy consumption data for the Town Hall, the Fire and Police Departments and Public Works from 2016 to 2018. He then noted a video conference they had with Eli from ICLEI to learn about data input and how to use the program.

Pizey went over a pie chart noting the CO2 emissions by entity in 2016 (Fire, Police, Public Works and the Town Hall were the covered entities); Town Hall produced a little more than half of the covered entities' CO2 emissions that year, with Public Works following by producing 19.3% of the covered entities' CO2 emissions that year. He then showed another pie chart which tracked CO2 emissions by the same entities noted above but for 2017; in 2017, Town Hall produced about half of the covered entities' CO2 emissions, with Public Works following with 34.5% of the covered entities' CO2 emissions.

White then noted a pie chart for CO2 emissions by the same entities noted above, but for 2018. She noted the increased CO2 emissions of Public Works for that year (their emissions for 2018 were a little over half of that of the covered entities') and she said this is an anomaly in their data set and they are in the process of following up with Kennebunk Light and Power regarding these errors. White said the anomaly hampered their ability to make meaningful comparisons across the three years.

Ferris noted that they have no data containing vehicle fuel use for all the vehicles for public transportation.

Another thing noted was by White, namely their short-term goal, which is to continue inventorying the Town. She said that next they will tackle Town vehicles, schools, general vehicle emissions, businesses and residences, with the ultimate goal being a snapshot of the entire Town's emissions. She said their plan is to offer another climate change class at The New School this fall and to report their second phase of findings in January.

Ferris said that in 2017, the Town Hall, the Police Department, the Fire Department and Public Works collaboratively emitted a total of 454 metric tons of CO₂, an 8% increase from 2016. He said that over the coming years they would hopefully, with collaboration, like to see that number decrease.

Karytko asked the students what it is that they looked at to get the data that they presented. In response to Karytko, Ferris said they looked at the propane use, the heating oil use, electricity and gasoline use across the four entities of Town Hall, Public Works, Fire Department and the Police Department.

Karytko said the students said they were going to be getting more data from the vehicles. To that, Pizey said currently they lack a lot of the significant data about vehicle fleet, both from the Police Department and the Fire Department. Karytko noted that could make the Police Department become a greater piece of the pie. To that, Pizey said for both of them (Police Department and Fire Department), adding it (vehicle fleet emissions) probably is a significant amount of their emissions.

Discussion continued.

Baldwin said extremely impressive work. Then he asked what a reasonable goal for a Town our size is to try to achieve regarding CO₂ emissions, saying it would be helpful to this Board to understand what we're shooting for. Morin said he's looking for the other end of the spectrum too and hopes the students will come back with some ideas and recommendations that will drive to the number Baldwin inquired about (a reasonable goal for a Town the size of Kennebunk to try to achieve in terms of CO₂ emissions). Morin also said phenomenal job. Responding, Ferris said they are really not at the stage to be recommending steps to take to reduce CO₂ emissions in Town but that any amount of reduction is good. He said they don't have enough data to make any accurate assumptions on what they should do or what they could even reach.

Berry said great job, really appreciate it. He asked the students if they had the opportunity to go back any further in time than 2016, and he wondered if that data was available. He said he'd like to see a longer range. He asked if the students could provide the methodology used. Sharon Staz, Chair of the Energy Efficiency Committee, spoke with regard to Berry's question about the time frame of the students' data, saying the Energy Efficiency Committee started collecting data in 2016 and typically they were advised that you have to have a baseline and then you go out three years from that, and so they set those parameters for The New School—that was the guidance that The New School was given because that data was available on spread sheets.

Cluff said he's hopeful now that they've started this process they can continue it moving forward for the next several years and they'll have that longer term vision. To that, Staz said absolutely.

Brad Lopes, teacher at The New School, spoke regarding Baldwin's comment about how much CO₂ emissions for a town of this size is a reasonable goal to try to achieve, saying he was intrigued by that and thinks that is a really good jumping off point for them and he said he thinks the next time they are here

they will actually have a target goal; he said he thinks that's an awesome thing to strive for and that he wants to say thank you for mentioning that as well.

Morin thanked those involved in this presentation.

b. Hear an Update on the Efficiency Maine Trust RFP Process for Level 2 Public EV Charging Stations (if said update is available)

Lower Village Committee Alternate Member Patti Sass Perry spoke, saying they've clearly been working two tracks: the solar track, and just the EV charging station.

Karytko wondered about costs. Responding to Karytko, Perry said she can ballpark some really substantial kinds of numbers but with some presumptions: (1) that they are going to use Washington Hose Fire Station, (2) that the charging station will be attached to the building, near the power source. She added that Betsy (Smith) consulted with one of Town Electrician regarding numbers on labor, parts, that sort of thing. Perry said just the station itself is going to run in the vicinity of \$665. Perry said the estimate from the Town Electrician for parts and labor was approximately \$875. Perry said that totals to about \$1,500; that would be for one car to charge at the same time at the charging station. She said if you have portals, it splits the energy, or the electrical charge that the station produces, so both cars would take a longer time to charge. She said two stations would be something like \$1,300; the electrician estimated that the install cost for two stations is about \$1,200. She said, in the case of them having two charging stations the costs would be something like \$2,500.

In response to a comment Karytko made, Perry said these are the hard costs that will be offset by the RFP; the solar component is not offset by the RFP. But when Karytko inquired further, she made clear that the grant would pay for 50% of the costs; if they don't reach \$5,000 in costs, the Town's obligation is 50% of the total cost.

Karytko asked if there will be a charge for the electricity (plugging into the charging station). In response to Karytko, Perry said there are some options. She said the firehouse in Kennebunkport, on North Street—the feedback people involved with that are getting from CMP is that their solar array pays for all their charging.

Berry sought confirmation from Perry that under the grant process from Efficiency Maine, in order to charge for the service of providing the charging for the vehicles they need to be connected to the internet. Responding to Berry, Perry said yes, to the network.

Discussion continued. Berry said he spoke with Fire Chief Jeff Rowe and District Chief Chris Paré about using the Washington Hose and they all recognized that the fire stations are municipal buildings and therefore we should be able to utilize them for this purpose. Berry said the real question at Washington Hose comes down to where a parking space or parking spaces would be located.

Discussion regarding where a parking space or parking spaces could go continued.

Berry said he thinks it's up to this Board to decide that we should move forward with putting the RFP in to Efficiency Maine.

Cluff said he thinks they have more than enough information for those working on this item to move forward, the pricing is very reasonable and it's a pretty reasonable project.

A motion was made to allow the Energy Efficiency Committee and the Lower Village Committee to continue with the RFP.

MOVED: Cluff

SECONDED: Morin

Before the motion was voted on, Karytko said when a vehicle is charging and they are being charged for the electricity, what is the rate that they're being charged. In response to that, Staz said it varies. She said most of the places they looked at set a fee for an amount of time. Karytko then said it would be a lot easier from his perspective, relative to the rest of the community, to know that it wouldn't be costing the Town anything for the electricity, and perhaps try to offset some of the costs. Betsy Smith then said phase 2 they hope will be solar. Perry said once the RFP is granted, you have 18 months to complete the installation (so, they could marry the electrical charging station with the solar component with such time granted them).

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

- c. **Discuss Road Closures for Special Events** – The Special Event Policy requires Board approval for road closures. The following Special Event Application has been received and will require road closures, per the Police Department, as noted below:

- **KBIA 5K Road Race/1K Kids Fun Run – Sunday, July 7, 2019**
Road Closure Needed:
8:50 A.M. until 10:00 A.M. (end of race)
Beach Avenue closed from Woodland Avenue to Boothby Road
(Times are subject to change.)

A motion was made to approve the road closure as recommended by the Police Department for the KBIA 5K Road Race/1K Kids Fun Run on Sunday, July 7, 2019 as noted above.

MOVED: Karytko

SECONDED: Cluff

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

- d. **Discuss Two Requests to Waive the Beach Parking Permit Requirements** –

- 1.) **KBIA 5K Road Race/1K Kids Fun Run** – We received a request from Sue Donaher, Events Coordinator for KBIA, to waive the beach parking permit requirements to allow the attendees and volunteers of their July 7th Road Race access to park at Mother's Beach.

They are requesting to have the permit requirements waived on the following date:

Sunday, July 7, 2019

6:00 a.m. to 12:00 p.m. at Mother's Beach only

(to accommodate registration and road race)

A motion was made to waive the beach parking permit requirements for KBIA's 5K Road Race/1K Kids Fun Run on Sunday, July 7th from 6:00 a.m. to noon at Mother's Beach only.

MOVED: Karytko

SECONDED: Ward

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

- 2.) Special Surfer’s Nights – We received a request from Nanci Boutet to waive the beach parking permit requirements to allow the attendees and volunteers of their “Special Surfer’s Nights” access to park at Gooch’s Beach and Middle Beach. This non-profit program is facilitated by volunteers from the community and was developed to share the experience of surfing with physically and mentally challenged children and adults.

Boutet is requesting to have the permit requirements waived on the following dates:

2:00 p.m. to 7:00 p.m. (at Gooch’s Beach and Middle Beach)

- **Tuesday, June 18**
- **Tuesday, July 16**
- **Tuesday, August 20**

A motion was made to waive the beach parking permit requirements for the Special Surfer’s Nights for the dates and times listed above.

MOVED: Karytko

SECONDED: Ward

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

- e. **Take up the Annual Board Re-Appointments** – The board members up for re-appointment have terms expiring on June 30, 2019. These are Regular Members (3-year terms) and Alternate Members (1-year terms). [Please refer to supporting material \(PDF\)](#)

→ **1. The following members have stated they DO wish to be re-appointed:**

COMMITTEE	MEMBERSHIP	Regular (3-yr) Alternate (1-yr)	Number of meetings Jan. - Dec. 2018 (from minutes on file)	Number of meetings attended
Bicentennial Comm.	Edward Trainer	Regular	6	6
Bicentennial Comm.	J. Steve Hrehovcik	Regular	6	4
Bicentennial Comm.	Conrad Berdeen NR	Alternate	6	6
Bicentennial Comm.	Dana Pearson	Alternate	N/A (appointed 3/12/19)	
Board of Assessment Rev.	Richard B. Smith	Regular	1	1
Budget Board	John Costin	Regular	10	10
Budget Board	Peter Brewitt	Regular	N/A (appointed 1/22/19)	
Committee on Aging	Edward Trainer	Regular	13	10
Committee on Aging	S. Sassy Smallman	Regular	13	8
Community Garden Comm.	Joseph "Gus" Favreau	Regular	15	10
Community Garden Comm.	Barbara Rummmler	Regular	15	11
Community Garden Comm.	Steven Doughty	Regular	15	9
Community Garden Comm.	Dominic Cacciola	Regular	15	6
Community Garden Comm.	Richard Coots NR	Alternate	2* (appt. 10/9/18)	2

Board of Selectmen Meeting Minutes

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Conservation Comm.	Nicholas Branchina	Regular	20	19
Conservation Comm.	Todd Bridgeo	Regular	20	16
Dog Advisory Comm.	Susan Hennessey	Regular	5	3
Dog Advisory Comm.	Caren Lederer	Regular	5	5
Dog Advisory Comm.	Patricia Seamans	Regular	N/A (appointed 5/14/19)	
Economic Dev. Comm.	Robert Georgitis	Regular	14	14
Economic Dev. Comm.	Gary Dugas	Regular	14	13
Economic Dev. Comm.	Jonathan Johnson	Regular	14	11
Economic Dev. Comm.	Maureen Flaherty	Alternate	9	7
Economic Dev. Comm.	Justin Young	Alternate	1*	0
			* Appointed 11/15/18	
Energy Eff. Advisory Comm.	Nicholas Bartenhagen	Regular	13	11
Historic Pres. Comm.	Barbara Fleshman	Regular	19	15
Historic Pres. Comm.	Paul Bevacqua	Regular	19	19
Historic Pres. Comm.	Maria Kyriakides	Alternate	N/A (appointed 1/8/19)	
Kennebunk River Comm.	Charles Barker	Regular	6	5
Kennebunk River Comm.	Robert Danzilo, Joint Member w/ Kport NR	Regular	6	6
Kennebunk River Comm.	Reinier Nieuwkerk	Alternate	N/A (appointed 1/8/19)	
Lower Village Comm.	Elizabeth Smith	Regular	11	10
Lower Village Comm.	Patti Sass Perry	Alternate	N/A (appointed 2/26/19)	
Parks & Recreation Comm.	Jonathan Whitehouse	Regular	3	1
Parks & Recreation Comm.	Eddie St. John	Regular	3	3
Planning Board	Robert B Metcalf	Regular	17	16
Planning Board	Edward Trainer	Alternate	15*	12
			*Appointed 1/23/18	
WK Village Comm.	Brenda L Spulick	Regular	7	7
WK Village Comm.	Raymond Ingalls	Regular	7	0
Zoning Board of Appeals	Douglas Gallagher	Regular	1 meeting held, no minutes on file	
Zoning Board of Appeals	Leah B Rachin	Regular	1 meeting held, no minutes on file	
Zoning Board of Appeals	Stephen Sayers	Alternate	1 meeting held, no minutes on file	

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A motion was made to re-appoint the Regular Members listed above with three-year terms expiring on June 30, 2022 and to re-appoint the Alternate Members listed above with one-year terms expiring on June 30, 2020.

MOVED: Karytko

SECONDED: Ward

Before the motion was voted on, Baldwin said he noticed the number of meetings held versus attended. He said every time they pass these things by without observing the irregularity of people not attending meetings is probably creating more difficulty for us in the future in terms of enforcing that rule (of attendance). To that, Karytko said that's a good point. He said there is at least one listed on this list in which there are extenuating circumstances and the individual has been in contact with the committee but unfortunately is not able physically to be at a certain meeting. He said it is probably incumbent upon the committee chair to recognize whether that individual is just not coming to the meetings or whether that chair has input as to whether there are extenuating circumstances. Ward said he would agree with what Karytko said and Ward added that he doesn't think now's the time to handle the issue brought up by Baldwin.

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

→ **2. The following members have stated they DO NOT wish to be re-appointed:**

COMMITTEE	MEMBERSHIP	Regular (3-yr) Alternate (1-yr)	Any Alternates to move up?
Budget Board	Thomas Wiggins	Regular	No
Committee on Aging	Pat Schwebler	Regular	No
Energy Eff. Advisory Comm.	Scott Negley	Regular	No
Site Plan Review Board	Matthew Fagginger-Auer	Regular	Christopher Carroll (see below)
Zoning Board of Appeals	Susan Mosher, Alt.	Alternate	No

A motion was made to send a letter to the above committee members that did not wish to be re-appointed thanking them for their service to the Town.

MOVED: Karytko

SECONDED: Ward

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

→ **3. The following Alternate Member can be MOVED UP to a Regular Member position:**

COMMITTEE	MEMBERSHIP	# of meetings Jan. - Dec. 2018 (from minutes on file)	# of meetings attended
Site Plan Review Board	Christopher Carroll, Alt.	N/A (appointed 3/26/19)	

A motion was made to appoint Christopher Carroll as a Regular Member on the Site Plan Review Board with a term expiring in 2022.

MOVED: Karytko

SECONDED: Ward

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

f. **Discuss Any Other Business**

10. BOARD OF SELECTMEN COMMENTS

- a. Subcommittee Reports
- b. Individual Selectmen Comments

Selectmen Ward, Baldwin, Berry, Cluff and Morin:

- None

Selectman Karytko:

- Lions Club box down by the Town Clerk's Office for used eye glasses, hearing aids and cellphones. If you have tattered/torn flags, bring them over to the American Legion on Water Street. I purposively wore my fly flag tie tonight to remind everybody that Friday is Flag Day, and it would be great if this whole Town were covered with American flags this coming Friday and through the weekend.

11. TOWN MANAGER ANNOUNCEMENTS

The Town Manager made announcements.

Peter Brewitt, from the public, spoke, offering his gratitude to Morin, knowing how much time it takes away from home, from your job and how sometimes it appears not to be appreciated.

Morin then thanked Brewitt and said that nothing he does is done without "these guys" (looking right and left around the table) and that they only move forward because they work together.

12. EXECUTIVE SESSION

- a. Discuss an Economic Development Matter

At approximately 8:04 p.m., a motion was made to go into executive session, with the Town Manager, Finance Director and the Town Engineer pursuant to Title 1 MRSA Sec. 405(6)(C) to discuss an Economic Development Matter.

MOVED: Cluff
SECONDED: Karytko
VOTE: 6 in favor, 0 opposed, 2 didn't vote (Baldwin, Berry), 1 absent (Schulte)
The motion passed.

At approximately 8:24 p.m., a motion was made to exit executive session.

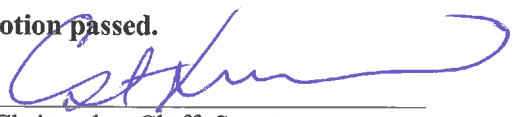
MOVED: Karytko
SECONDED: Cluff
VOTE: 6 in favor, 0 opposed, 1 absent (Schulte). The motion passed.

Upon coming out of executive session, the Board had nothing to report.

13. ADJOURNMENT

At approximately 8:24 p.m., a motion was made to adjourn the meeting.

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



Christopher Cluff, Secretary
Kennebunk Board of Selectmen
Date 6/25/19