

**TOWN OF KENNEBUNK**  
**BOARD OF SELECTMEN MINUTES**

**June 25, 2019 – 6:30 P.M.**

1. CALL TO ORDER

On Tuesday, June 25, 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. June 11, 2019 Regular Meeting [\*Please refer to supporting material \(PDF\)\*](#)

**A motion was made to approve the minutes for our Regular Meeting on June 11, 2019.**

**MOVED: Karytko**

**SECONDED: Ward**

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

3. ITEMS TO BE SIGNED  
4. PUBLIC HEARINGS  
5. PUBLIC COMMENTS

Marc Baron, member of the Skate Park Ad Hoc Committee, spoke, wondering if the Selectmen (and/or Town Manager) had any update for what's going on for the skate park. Pardue stated the survey results are in to Chris Osterrieder and that Osterrieder's hope is to be able present to the Board of Selectmen on July 16, the Board's next scheduled meeting.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **Accept a Donation from the Rotary Club** – The Kennebunk Rotary Club has donated \$6,100 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 3<sup>rd</sup> floor of Town Hall.

**A motion was made to accept the donation and send a letter thanking the Kennebunk Rotary Club for this generous donation.**

**MOVED: Karytko**

**SECONDED: Ward**

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

- b. **Summer Intern** – The Town of Kennebunk is pleased to welcome Sophie Kenny as an [AmeriCorps VISTA Summer Associate](#). AmeriCorps VISTA is a National Service program where members serve alongside community members to meet our nation's most pressing challenges and advance local solutions. Refer to agenda for full description.

The Board, and members of staff that were present, welcomed Sophie.

- c. **Welcome K-9 Officer Sawyer and K-9 Otto** – Officer Kaitlyn Sawyer is coming up on her 5<sup>th</sup> anniversary as a Patrol Officer with Kennebunk PD. Officer Sawyer is A.R.I.D.E. (Advanced Roadside Impaired Driver Enforcement) certified and is a member of the York County R.I.D.E Team. She is actively involved in the department's work in addressing the opioid crisis as a Recovery Coach. Officer Sawyer is also a member of the department's honor guard. Following a selection process this past winter, she was selected to be our new K-9 handler.

Otto is a 1½ year old German Shepherd from Croatia. Otto and Officer Sawyer have just completed 14 weeks of rigorous training in obedience, tracking, article searches and patrol work, and they recently graduated from the Maine State Police 34<sup>th</sup> Basic Patrol School, at the Maine Criminal Justice Academy in Vassalboro.

Town Clerk Merton Brown administered the Oath of Office to Otto, who barked his "consent".

Police Chief Robert MacKenzie spoke, thanking on behalf of the police department the Selectmen, Budget Board and community for the opportunity for allowing this to happen. He said he is very proud of Officer Sawyer and K-9 Otto, adding that they did extremely well at the Maine Criminal Justice Academy. MacKenzie also said the training will continue on. Morin thanked MacKenzie.

Officer Sawyer offered thanks for the support of this program.

Karytko said he thinks it all goes toward making this police department the best police department in the State of Maine.

- d. **Welcome Newly Elected and Re-elected Selectmen** – On Tuesday, June 11<sup>th</sup>, voters elected Selectman Frank Paul and re-elected Selectman L. Blake Baldwin, both to three-year terms. Congratulations to both! We look forward to working with you.

Town Clerk Merton Brown administered the Oath of Office to Baldwin, to which Baldwin swore to.

Frank Paul had already sworn to the Oath of Office prior to tonight's meeting.

- e. **Thank you to Outgoing Selectman Richard Morin** – We would like to thank Richard (Dick) Morin for his service on the Board of Selectmen. Dick served the Town as Selectman for nine years, three consecutive three-year terms, from 2010 to 2019, during the last three years serving as the Selectmen's Chairman. While in office, Dick has always had the best interest of Kennebunk in mind. Whether it was the Town's road infrastructure, or the broad array of services provided to the residents, Dick was always mindful of Kennebunk's reputation as one of the finest communities in Maine in which to live and conduct business. His contributions to guide Kennebunk forward by asking thought-provoking questions and making challenging decisions will be missed. We wish Dick the very best in the future. His elected appointment will end on June 30<sup>th</sup>.

Morin was presented with gifts, such as a parting gift of appreciation from staff. Pardue said that we as staff recognize how much time Morin has put into being here for us and the community.

Morin said thank you and spoke of the many memorable moments he enjoyed during his tenure on the Board. He also reviewed numerous accomplishments of the Board during his nine years as a Board member.

**7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS**

- a. **Take Up the Annual Town Manager Appointments** – in tonight’s meeting agenda and on the Town website you will find the Town Manager’s Nominations for Annual Appointments for the period of July 1, 2019 to June 30, 2020. Confirmation from the Board is required.

1 YEAR APPOINTMENTS	7-1-19 to 6-30-20
Acting Town Manager	Joel Downs
Finance Director, Tax Collector, Treasurer	Joel Downs
Deputy Treasurer	Kris Fogg
Deputy Tax Collectors	Kris Fogg, Lynda Lightbody, April Jones, Merton Brown, Carrie Weeman, Tabetha Barden
General Assistance Agents	Michael Pardue, Karen Winton, Joel Downs, Kris Fogg
Town Clerk	Merton T. Brown
Tax Assessor, E911 Addressing Officer	Daniel Robinson
Police Chief	Robert F. MacKenzie
Fire Chief, EMA Director	Jeffrey Rowe
Director of Public Services/Road Commissioner	Bryan Laverriere
Parks & Recreation Director	Tasha Pinkham
Human Resources Director	Jeri Sheldon
Director of Information Services	Richard Boucher
Community Development Director, Town Engineer	Christopher Osterrieder
Town Planner	John Stoll
Code Enforcement Officer	Paul A. Demers
Building Inspector	Paul A. Demers
Plumbing Inspector	Paul A. Demers
Alternate Building Inspector	Brian Paul
Alternate Plumbing Inspector	Brian Paul
Alternate Building Inspector	Jonathan Reed
Alternate Plumbing Inspector	Jonathan Reed
Electrical Inspector	James H. Nichols
Alternate Electrical Inspector	William Clark
Alternate Electrical Inspector	Marc D. Lamontagne
Harbormaster	James Black
Shellfish Warden	Vacant
Town Historian	Stephen Spofford
Tree Warden	Wayne Cutting
Constables	Christopher Russell, Michael Tucci, Eric O'Brien
3 YEAR APPOINTMENTS	7-1-19 to 6-30-22
Health Officer	John Brady
Assistant Health Officer	Paul A. Demers

**A motion was made to confirm the Town Manager’s Nominations for the 2019-2020 Annual Appointments and the 3-year appointments of the Health Officer and Assistant Health Officer as listed above.**

**MOVED: Karytko**

**SECONDED: Ward**

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

## 8. OLD BUSINESS

- a. **Take up the Annual Re-Appointment of a Member of the Energy Efficiency Advisory Committee** – At the last meeting, the Board took up the re-appointment of committee members. Scott Negley has since indicated he is interested in being reappointed. Our last agenda had indicated he would not be seeking re-appointment.

Scott has been an active member on the Energy Efficiency Advisory Committee (and the former Street Light Committee) for the past 14 years.

**A motion was made to re-appoint Scott Negley as a Regular Member on the Energy Efficiency Advisory Committee for a three-year term expiring on June 30, 2022.**

**MOVED: Karytko**

**SECONDED: Ward**

Karytko asked if he was correct in assuming that Negley didn’t want to be re-appointed but now does. To that, Sharon Staz, Chair of the Energy Efficiency Advisory Committee, said Negley indicated that he always wanted to be re-appointed but missed the deadline accidentally.

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

At the last meeting, the Board reappointed Historic Preservation Commission Member Paul Bevacqua as a Regular Member. Paul should have been reappointed as an **Alternate Member**, for a one-year term.

**A motion was made to rescind the three-year Regular Member reappointment of Paul Bevacqua (made on 6/11/19 meeting) and reappoint him as an Alternate Member on the Historic Preservation Commission for a one-year term expiring on June 30, 2020.**

**MOVED: Morin**

**SECONDED: Ward**

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

## 9. NEW BUSINESS

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

- 1) **Music on Main Summer Concert – Handel and Haydn Society (Boston)**

**Thursday, August 1, 2019** - This is a free concert held in conjunction with MPR featuring the Boston Classical Trio (violin, cello and harpsichord) from the Handel and Haydn Society.

This concert will be held at the Waterhouse Center.

*Road Closure Needed:*

- **Main Street** will be closed from the intersection of Main/Water Streets to the intersection of Main/Fletcher Streets
- 5:30 P.M. – 8:15 P.M. (Times are subject to change.)

**A motion was made to approve the road closure as recommended by the Police Department for the Music on Main Summer Concert on Thursday, August 1<sup>st</sup> noted above.**

**MOVED: Karytko**

**SECONDED: Ward**

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

**2) West Kennebunk Family Fun Day – Saturday, August 3, 2019**

*Road Closure Needed:*

- **Alfred Road** (parade route) will be closed from the intersection of Alfred/Alewive Roads to the intersection of Alfred Road and Patterson Drive.
- 10:55 A.M. – 11:40 A.M. (Times are subject to change.)

**A motion was made to approve the road closure as recommended by the Police Department for the West Kennebunk Family Fun Day on Saturday, August 3<sup>rd</sup> noted above.**

**MOVED: Karytko**

**SECONDED: Ward**

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

- b. **Discuss the Pay-As-You-Throw (PAYT) Program** – The Selectmen PAYT, Recycling and Transfer Station Review Subcommittee met on May 28<sup>th</sup> and prior to tonight's Selectmen meeting.

Cluff offered comment on tonight's PAYT, Recycling and Transfer Station Review Subcommittee meeting (held prior to this meeting (at 5:30 p.m.)). He said is the Subcommittee is going to continue to work with the Energy Efficiency Advisory Committee to be promoting more recycling efforts and composting efforts. He also said they are still having issues with the PAYT in terms of compliance, and public services, as available, will continue to manage that.

- c. **Discuss Any Other Business**

**10. BOARD OF SELECTMEN COMMENTS**

- a. **Subcommittee Reports**  
b. **Individual Selectmen Comments**

Selectman Ward:

- Dick, thanks a lot for nine years of hard service

Selectman Baldwin:

- Berry and I held a Selectmen Outreach Session last Saturday and we had four attendees. We met Frank Paul, newly elected Selectman, which was good. It's very important, for our form of government, that people participate. If you don't participate then the town meeting form of government will perish; we don't want to see that happen.

Selectman Berry:

- There were a couple additional items brought up by an individual who came after we closed the Community Outreach Session meeting this past Saturday.

Selectman Cluff:

- Thank you very much, Morin, for several years of membership and leadership; the last couple years have been great.

Selectman Karytko:

- Seeking volunteers for Kennebunk Village Family Fun Days; if anyone wants to volunteer, contact Barbara Weeman, who's usually at the Lunchbox, which is right across from Village Tavern, at any time during the week.
- Attended the last Comprehensive Plan meeting; they're all working very hard to refine the Comprehensive Plan, based on the comments that were made; they're really trying to refine it in the best way they can.
- If anyone has any torn or tattered flags, please bring them to the American Legion on Water Street. If anyone has used eye glasses, hearing aids, and/or cell phones they wish to donate, there's a box provided by the Lion's Club on the second floor of Town Hall.

Selectman Morin:

- I have a golf tie on; the Town Manager and I teamed up with a couple other players and took home the cup yesterday at the Chamber of Commerce Golf Outing. It was the perfect day, perfect venue and a wonderful cause.

11. TOWN MANAGER ANNOUNCEMENTS

Pardue made a few announcements. He personally thanked Morin for his many years of service to the community, for his leadership during his (Pardue's) time here; he said he says that on behalf of the staff as well; the staff has thoroughly enjoyed Morin's leadership both on the Board and then as the Chair of the Board, Pardue said. Further, Pardue stated that Morin has been very supportive of staff.

**Note: Selectmen's Meeting Schedule:**

July 16	6:30 p.m.
August 13	6:30 p.m.
September 10	6:30 p.m.
September 24	6:30 p.m.

12. EXECUTIVE SESSION


13. ADJOURNMENT

**At approximately 7:11 p.m., a motion was made to adjourn the meeting.**

**MOVED: Cluff**

**SECONDED: Ward**

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

  
L. Blake Baldwin, Chair  
Kennebunk Board of Selectmen

Date: 7/16/19