

TOWN OF KENNEBUNK
SELECT BOARD WORKSHOP – MINUTES/NOTES
TUESDAY, AUGUST 10, 2021 – 6:30 P.M.
KENNEBUNK TOWN HALL
3rd FLOOR, ROOM 301

This was a non-televised, in-person Workshop.
Face coverings required, regardless of vaccination status.

1. Call to Order

On Tuesday, August 10, 2021, at 6:30 p.m., L. Blake Baldwin, Chair of the Select Board for the Town of Kennebunk, called to order the Workshop of the Select Board. Present were Select Board members L. Blake Baldwin, Sally Carpenter, Frank Paul and Lisa Pratt. Absent were Kortney Nedeau, Shiloh Schulte and William Ward Jr.

Also present were Town Manager Michael Pardue, Finance Director Joel Downs, Community Development Director Chris Osterrieder and Public Services Director Bryan Laverriere.

Budget Board members were invited to attend this workshop.

Budget Board members present were Deborah Beal (Chair), Richard Morin and Thomas Wellman. Members absent were John Costin, Robert Fiore and Daniel Sayer.

Others present: Chris Cluff, Peter Brewitt.

Finance Director Joel Downs provided attendees with a succinct overview of the below topic areas.

2. FY20-21 year-end (6/30/2021) preliminary P&L review
3. FY21-22 review of the approved budget
4. 6/30/2021 Balance sheet balances – cash, tax A/R, fixed assets, fund balances
5. Overview of the various funds we have – General, Capital, Special Revenue (primarily TIFs), Enterprise (PAYT & Electrical Inspection)
6. Overview of the mil rate – components – a quick prep for the August 24th Select Board meeting when the Board sets the mil rate
7. Overview of the annual budget process including capital
8. Overview of the mechanics of the TIFs (TIF 101)
9. Overview of PAYT
10. Overview of the lien process and tax acquired property
11. **Adjournment - The workshop concluded at approximately 8:21 p.m.**

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

Minutes/Notes by Michael Pardue, Town Manager