

Town of Kennebunkport
Board of Selectmen Meeting
September 22, 2022
6:30 PM

MINUTES

Selectmen attending: Jon Dykstra, Edward Hutchins, Sheila Matthews-Bull, Michael Weston, Allen Daggett.

Others attending: Laurie Smith, Yanina Nickless.

1. Call to Order.

Selectman Hutchins called the meeting to order at 6:51 PM.

2. Approve the September 8, 2022, meeting minutes.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett to approve the Selectman 8, 2022, selectmen meeting minutes. **Voted:** 5-0. **Motion passed.**

3. Public Forum. (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.)

There were no public comments.

4. Set a public hearing for October 13, 2022, for the November election.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to set a public hearing for October 13, 2022, for the November election. **Voted:** 5-0. **Motion passed.**

5. Public hearing to adopt the MMA Model Ordinance GA Appendices A-G for the period October 1, 2022-September 30, 2023.

Alison Kenneway, Director of Public Health, informed the Board that the State analyzes each Town and County to determine the maximum amount of assistance a person can qualify for. As it is mandated by the State, Kennebunkport has to vote yearly to accept maximums set by the State. In 2021, there were seven requests for general assistance in Kennebunkport, and none met State requirements. The Public Health Department still helps those families through other programs and through the donations that they receive from citizens.

Selectmen Mathews-Bull expressed that the Board appreciates every donation very much.

There were no questions from the public.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to adopt the MMA Model Ordinance GA Appendices A-G for the period October 1, 2022 – September 30, 2023. **Voted: 5-0. Motion passed.**

6. Consider a resolution entitled, “Resolution to Authorize Lease Purchase Financing of a New Fire Truck in the Principal Amount of \$487,000.”

Laurie Smith, Town Manager, reminded us that, at the last meeting, the Board voted to not only purchase a new ladder truck but to make a lease purchase with Gorham Leasing, putting the reserve money down and making a lease purchase for the \$487,000. As part of the lease purchase, we needed a legal opinion. The presented resolution was reviewed by the legal team, and now the Board needs to authorize it.

Motion by Selectman Daggett, seconded by Selectman Weston, to approve a resolution entitled, “Resolution to Authorize Lease Purchase Financing of a New Fire Truck in the Principal Amount of \$487,000.” **Voted: 5-0. Motion passed.**

7. Update from Eric Labelle on the Pier Road Causeway Project.

Eric Labelle, Principal Engineer, gave a quick update on the Pier Road Causeway Project. He informed the Board that the surveys have been completed. The engineers have met with most of the residents and local contractors individually. The next step is to go out there, take photos, and develop renderings of what the project would look like in the various scenarios (if it would be raised 2 ft, 4 ft, etc.). The next update will be on the BOS meeting on October 13; and two weeks after that, there will be a public meeting.

Selectmen Dykstra asked if the engineers considered the idea of the bridge instead of a causeway. Eric explained that it was a possibility, but it was hard to implement. Eric also expressed that he would be happy to meet and discuss it further.

8. Award of design and engineering proposal for Town Hall project:

Laurie Smith, Town Manager, explained that we received 3 RFPs. A team reviewed proposals and decided to interview two companies: Sebago Technics and Port City. Based on the references and the interview outcome, the Committee recommended awarding the contract to Sebago Technics and Grant Hayez Associates. Their estimate was not to exceed the cost of \$290,000. The goal is to have a public process.

Motion by Selectman Weston, seconded by Selectman Dykstra, to award the design and engineering contract for Town Hall to Sebago Technics in the amount of \$290,000. **Voted: 4-0. Motion passed.**

9. Award of Parks Master Planning agreement.

Stephanie Simpson, Director of Parks and Recreation, reminded the Board that the Town approved funding for a master plan for the Firefighter's Park and Parsons Field. They received four proposals back, and the search committee (Recreation Committee, Recreation staff, Town Planner, and BOS member) narrowed it down to two. After interviewing both companies, the committee decided to recommend TJD & A.

Motion by Selectman Weston, seconded by Selectman Daggett, to award the master plan process to TJD & A in the amount of \$44,955. **Voted:** 5-0. **Motion passed.**

10. Appoint Nicole Evangelista as Finance Director/Treasurer.

Laurie Smith, the Town Manager, announced that after many interview rounds, the committee selected Nicole Evangelista as the next Town's Finance Director. Nicole has been working for the Town for the past 15 years, 3 of which she served in the Finance Department as the Deputy Treasurer.

Nicole thanked the Board for the opportunity.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to appoint Nicole Evangelista as the Finance Director. **Voted:** 5-0. **Motion passed.**

11. Other business.

Selectmen Hutchins explained the need for the Boat Launch Committee.

No motion was necessary. No motion was taken.

12. Approve the September 22, 2022, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the September 22, 2022, Treasurer's Warrant. **Voted:** 5-0. **Motion passed.**

13. Adjournment.

Motion by Selectman Matthews-Bull seconded by Selectman Daggett to adjourn. **Voted:** 5-0. **Motion passed.** Meeting adjourned at 8:23 PM.

Submitted by,
Yanina Nickless,
Assistant to the Town Manager