

Town of Kennebunkport
Board of Selectmen and Budget Board Joint Meeting
March 9, 2023
6:00 PM

MINUTES

Selectmen attending in person: Edward Hutchins, Sheila Matthews-Bull, Allen Daggett, Jon Dykstra.

Selectmen attending via Zoom: Michael Weston.

Budget Board Members attending in person: Michelle Powell, Robert Wester, Rick Wakeland, Dan Beard, Marybeth Gilbert, April Dufoe, Ki Leffler, Carol Cook, and Dimitri Michaud.

Budget Board Members attending via Zoom: David James.

1. Call to Order:

Selectman Hutchins called the meeting to order at 6:00 PM.

Budget Board Chairperson, April Dufoe, stated that the Budget Board had a quorum with eight members present in person and one on Zoom, and called the meeting to order at 6:00 PM.

2. Joint meeting with Budget Board for the fiscal year 2024 municipal budget presentations:

Motion by Michelle Powell, seconded by Robert Wester, to approve the minutes from last week's meeting on March 2, 2023. **Voted:** 9-0. **Motion passed.**

Town Manager Laurie Smith informed the budget board about items in a packet that was sent to them yesterday including information about mil rates in neighboring towns, how the budget works in relation to the fund balance, residential building permit fees, and fuel costs and contingency amounts.

Finance Director Nicole Evangelista passed out sheets with the important points of the RSU 21 draft budget. Laurie Smith explained that the net result is a 7.02% increase in that budget. Based on the cost sharing formula it is estimated Kennebunk and Arundel will see a 9% increase in their tax rate while Kennebunkport will see a 1.67% increase.

Laurie Smith reports she also met with the York County Administrator and learned that the amount that Kennebunkport contributes is increasing more than anticipated. We were expecting a 5% increase of \$65,000 but were informed that this year it will be a 7.72% increase, closer to \$100,000.

Budget presentations were made by these departments: Public Works, Public Health, and Parks & Recreation.

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Laurie Smith described the Goose Rocks Beach Advisory Reserve Account, which by the agreement is to be maintained at a funding level of \$2k per property in the agreement x 66 properties. Salaries for summer beach patrol staff, water testing, brochures and signs are paid from this account.

Laurie also explained the purpose and use of the Accrued Liabilities, Fuel Contingency, and Miscellaneous Contingency Accounts.

Nicole Evangelista described debt service and various bonds the town holds.

Laurie displayed a slide showing the budget impacts of different tax rates.

Motion by Michelle Powell, seconded by Dimitri Michaud, to adjourn the Budget Board meeting at 7:26 PM. **Voted:** 9-0. **Motion passed.**

3. Approve the February 23, 2023, selectmen meeting minutes and March 2, 2023, joint meeting with the Budget Board minutes:

Motion by Selectman Daggett, seconded by Selectman Dykstra, to approve the February 23, 2023, selectmen meeting minutes and March 2, 2023, joint meeting with the Budget Board minutes. **Voted:** 5-0. **Motion passed.**

4. 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 in-person attendees remaining, and no Zoom attendees came forward.

No motion was necessary. No motion was taken.

5. Consider the liquor license renewal for Chez Rosa LLC d/b/a Chez Rosa Bistro, Building “D” on Cross Street and Union Street:

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the liquor license renewal for Chez Rosa LLC d/b/a Chez Rosa Bistro, Building “D” on Cross Street and Union Street. **Voted:** 5-0. **Motion passed.**

6. Consider Goose Rocks Beach Advisory Committee’s recommendation regarding the contract with Woodard & Curran and Black Fly Media for Water Quality Project:

Selectman Dykstra informed the Board that we’ve been collecting data at Goose Rocks Beach since 2004 but have not done a good job of communicating to residents what the data mean. The Natural Resources Subcommittee has recommended to the Goose Rocks Beach Advisory Committee, and in turn they are recommending to the Board of Selectmen that we hold a contract with Woodward & Curran for \$13,600 from the Goose Rocks Beach Maintenance Fund to do this work.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, that we hold and fund the contract with Woodward & Curran for \$13,600 from the Goose Rocks Beach Maintenance Fund. **Voted: 5-0. Motion passed.**

7. Presentation of proposed June 2023 ordinance changes with the legal review:

- a. Administrative Code revision regarding Cape Porpoise Pier Committee members.
- b. Administrative Code revision regarding days of annual town meeting.
- c. Land Use Ordinance revision regarding accessory dwelling units.
- d. Land Use Ordinance revision regarding private road construction.
- e. Land Use Ordinance revision regarding the description of the resource protection zone.
- f. Update to Floodplain Management Ordinance.

Town Clerk Tracey O'Roak and Director of Planning and Development Werner Gilliam gave brief overviews of the specific changes proposed by legal review.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to approve the ordinance changes proposed by legal review. **Voted: 5-0. Motion passed.**

8. Accept donations towards the fuel fund:

- a. \$100.00 from an anonymous donor.
- b. \$1,000.00 from The Goose Rocks Beach Fire Company.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to accept the donations towards the fuel fund. **Voted: 5-0. Motion passed.**

9. Accept \$50.00 from an anonymous donor towards the general nurses' account:

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to accept the donation towards the general nurses' account. **Voted: 5-0. Motion passed.**

10. Accept \$850.00 from Patricia and Larry Keller towards the general needs account.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to accept the donation towards the general needs account. **Voted: 5-0. Motion passed.**

11. Accept \$1,500.00 from the Arundel Lodge #76: \$750.00 towards the nurses' account; \$750 towards the general needs account.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to accept the donations towards the nurses and general needs accounts. **Voted: 5-0. Motion passed.**

12. Other Business.

None of the Selectmen had other business. Town Manager Laurie Smith had two items:

- a. She handed out information received today regarding the York County Budget Committee Caucuses. They are for Selectmen to attend to elect Budget Committee members at a meeting in Alfred, ME on Wednesday, April 12th at 6:30 pm.
- b. Our Federal Delegation is seeking to secure funding for dredging of the Kennebunk River. Laurie Smith and the Kennebunk Town Manager are seeking support letters to send to the Federal Delegation.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to send a support letter for dredging the Kennebunk River to the Federal Delegation. **Voted:** 5-0. **Motion passed.**

13. Approve the March 9, 2023, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to accept the donations towards the nurses and general needs accounts. **Voted:** 5-0. **Motion passed.**

14. Executive Session per MRSA 1, §405-6C to consider the acquisition of real estate.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to enter Executive Session per MRSA 1, §405-6C to consider the acquisition of real estate. **Voted:** 5-0. **Motion passed.**

Selectmen were in Executive Session for 37 minutes. Remotely attending Selectman Weston did not return from Executive Session.

No motion was necessary. No motion was taken.

15. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to adjourn. **Voted:** 4-0. **Motion passed.**

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Submitted by,
Dave Powell,
Technology Specialist

Kennebunkport Budget Board

Minutes—3/9/2023

Ed Hutchins called the joint meeting of the selectboard and the budget board to order at 6:00pm. April Dufoe opened the meeting of the budget board by declaring 8 members present: herself, Michelle Powell, Rick Wakeland, Bob Wester, Dan Beard, Marybeth Gilbert, Ki Leffler, and Carol Cook. David James was also present on zoom, and Dimitri Michaud joined in person a few minutes later. Absent were David Betses and Allan Evelyn.

Moved by Michelle Powell and seconded by Rick Wakeland to approve the minutes of the 3/2/2023 meeting; motion passed unanimously.

Laurie distributed additional information requested during the meeting of 3/2. She also distributed the RSU 21 proposed budget and spoke on the meeting held that morning when it was presented to the finance committee. The school is expecting perhaps a 7.04% increase overall, but using the current funding formula Kennebunkport *could* see an increase as small as 1.67% (using a three-year average valuation of all three towns). She also noted an update on the county portion of the tax rate with a potential 7.72% increase. It was emphasized that these are still preliminary budgets.

We then turned to the new budgets. Laurie and several department directors focused on the highlights of their budgets. They covered Solid Waste, Public Health and Welfare, Social Service Agencies (though not on the agenda, Laurie asked if there were any questions or comments), Shellfish Conservation, Public Restrooms, Public Works, Utilities, Street Lights, Recreation, GRB Advisory Reserve, Contingency, and Debt Service. Of particular good news: Chris Simeoni noted a \$31,000 rebate because of no contamination charges and thanked John Dykstra for his education program, Alison Kenneway noted the incredible generosity of our Town's people to help those who do not qualify for state welfare assistance, Chris mentioned cooperative efforts with Kennebunk that saved Public Works over \$84,000, and the Rec Department is coming back strong post-Covid with new staff and strong participation numbers.

The meeting was adjourned at 7:27 by unanimous vote.

Respectfully submitted,
Carol G. Cook