

**Town of Kennebunkport
Board of Selectmen's Meeting
June 27, 2013-7 PM
Village Fire Station, 32 North St.**

Minutes of the Selectmen Meeting of June 27, 2013

Selectmen present: Stuart E. Barwise, Patrick A. Briggs, Allen A. Daggett, Edward W. Hutchins, and Sheila Matthews-Bull

Others present: Marcus Ballou, Barbara Barwise, Michael Claus, Pam Duranceau, John Hirst, David James, Jen Lord, David Moravick, Larry S. Mead, Allan Moir, Chris Perry, David Powell, Amy Tchao, and others

1. Call to Order.

Chair Barwise called the meeting to order at 7:01 PM.

2. Approve the June 13 and 15, 2013, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the June 13, and 15, 2013, selectmen meeting minutes. **Vote:** 5-0.

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 comments.

4. Consider a renewal liquor license application submitted by Beverly Davis and Richard Litchfield, DBA The Captain Lord Mansion, Inc., 6 Pleasant St.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve a renewal liquor license application submitted by Beverly Davis and Richard Litchfield, DBA The Captain Lord Mansion, Inc., 6 Pleasant St. **Vote:** 5-0.

5. Consider a renewal liquor license application submitted by US Hotels New England LLC, and US Hotels New England Management Corp, DBA The Breakwater Inn, 131-133 Ocean Ave.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the renewal liquor license application submitted by US Hotels New England LLC, and US Hotels New England Management Corp, DBA The Breakwater Inn, 131-133 Ocean Ave. **Vote:** 4-0-1/Selectman Barwise abstained to avoid conflict of interest.

6. Consider a renewal special amusement permit application submitted

by US Hotels New England LLC, DBA The Breakwater Inn, 127 Ocean Ave.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the renewal special amusement permit application submitted by US Hotels New England LLC, DBA The Breakwater Inn, 127 Ocean Ave. **Vote:** 4-0-1/Selectman Barwise abstained to avoid conflict of interest.

Selectman Matthews-Bull announced that the Breakwater Inn and Captain Lord Mansion were inspected and approved by the police chief, fire inspector and code enforcement officer.

7. Renew policy on treasurer's disbursement warrants for employee wages and benefits.

Town Manager Larry Mead said annually under Maine State Law, the Board has the opportunity to adopt a policy of allowing one Selectman to review, approve, and sign the treasurer's disbursement warrants for municipal employee wages and benefits. This policy will go into effect the beginning of the next fiscal year on July 1, 2013.

Motion by Selectman Hutchins seconded by Selectman Daggett, to continue requiring only one Selectmen's signature on the Treasurer's Disbursement Warrants for employee wages and benefits. **Vote:** 5-0.

8. Consider Highway Department items.

a. Confirmation of appointment of Michael Claus as Highway Superintendent.

Town Manager Larry Mead said nine candidates interviewed for the position of Highway Superintendent to replace John Hirst who is retiring on June 28. The interview team consisting of Mr. Mead; Allan Moir, sewer superintendent/fire chief; and Roger Taschereau, director of public works from Arundel; unanimously selected Michael Claus because of his work experience and education. He was Director of Public Works in Kennebunk for 11 years, Deputy Director of Public Works in Brunswick for four years, and a structural engineer in Portland for six years. Mr. Claus has a degree in civil engineering. His employment with the Town begins on July 15.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to confirm the appointment of Michael Claus as Highway Superintendent. **Vote:** 5-0.

Mr. Claus said he grew up in Kennebunkport and is looking forward to ending his career here.

Mr. Mead thanked John Hirst for doing a great job during his tenure. He said over the years, he has gotten very few phone calls regarding bad roads in the winter because of Mr. Hirst's leadership.

b. Confirmation of Michael Claus as Road Commissioner.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to appoint Michael Claus as Road Commissioner. **Vote:** 5-0.

9. Consider appointment to the Growth Planning Committee.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to appoint Barbara Barwise to a three-year term on the Growth Planning Committee with much appreciation. **Vote:** 5-0.

10. Consider purchase of items for Fire Department.

a. Self-contained Breathing Apparatus (SCBA) cylinders

Fire Chief Allan Moir said he has an eight-year schedule for replacing cylinders. He solicited quotes from two vendors of SBCA cylinders:

Fire Tech and Safety	\$8,750
Industrial Protection Services, L.L.C.	\$9,800

Chief Moir recommends the low bidder Fire Tech and Safety.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to award the bid for SCBA cylinders to Fire Tech and Safety at a cost of \$8,750.

b. Portable radios

Chief Moir said the brand of radios the Fire Department uses is becoming obsolete. He solicited bids and received the following for 10 portable radios:

Motorola	\$11,750.40
Maine Radio	\$11,999.00
2-Way Communication	\$13,340.00

Chief Moir recommends awarding the bid to Motorola.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to award the bid for 10 portable radios to Motorola. **Vote:** 5-0.

11. Consider award of contract for insurance coverage services.

Mr. Mead said the Town solicited bids for insurance coverage and he presented

a bid comparison worksheet at the last meeting which has been modified to the amounts below:

Kennebunk Savings Insurance	\$70,104
Property and Casualty Insurance	\$67,812
Maine Municipal Association Property and Casualty Pool.	\$78,813

Mr. Mead said the Property and Casualty Insurance number was reduced since the last meeting because the Town was not confident with the medical professional liability coverage for nurses with Trident. Property and Casualty Insurance was able to find alternative coverage through Medical Mutual Insurance Company at a lower cost than Trident. Also, MMA does not cover the nurses' liability coverage so their total includes purchasing coverage through Kennebunk Savings Insurance.

Pam Duranceau, Property and Casualty Insurance; David Moravick, Kennebunks Savings Insurance; and Marcus Ballou, Maine Municipal Association Property and Casualty Pool; gave their insurance presentation and answered questions.

Discussion followed regarding flood insurance. Some issues discussed:

- MMA's proposal is the only one that offers flood damage coverage to both Cape Porpoise Pier and Government Wharf pier.
- If damage occurred during a declared disaster, FEMA would pay 85% and the state would be responsible for 15%, but due to financial conditions may not necessarily pay the 15%.
- If the Town had flood insurance coverage from MMA, MMA's insurance would be primary and pay out first.
- The Cape Porpoise Pier is sheltered, and the possibility of a water surge is not as likely there or at Government Wharf.
- Kennebunk Savings Insurance has done a lot for the community.
- Kennebunk Savings Insurance did a good job last year, no need to change companies.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to award the insurance bid to Kennebunk Savings Insurance at a cost of \$70,104.

Vote: 4-0-1/Selectman Briggs abstained.

12. Appoint selectmen committee assignments.

Board members were assigned to the following committees/boards:

Committees	2013-2014
Cape Porpoise Pier Committee	Allen A. Daggett
Government Wharf	Patrick A. Briggs
Graves Library Board	Patrick A. Briggs
K.E.M.S.	Edward W. Hutchins
Public Safety Committee	Edward W. Hutchins
S.M.R.P.C.	Stuart E. Barwise
Growth Planning Committee	Allen A. Daggett
Planning Board	Patrick A. Briggs
Shade Tree Committee	Sheila Matthews-Bull
Zoning Board of Appeals	Sheila Matthews-Bull

13. Other business.

Selectman Daggett wished Selectman Matthews-Bull and her husband a happy anniversary.

Selectman Matthews-Bull said the bridge dedication went well the other night and thanked all who attended.

Mr. Mead announced that the Town Office is closing at 3:30 PM, this Friday, for the end-of-year processing.

Mr. Mead said the trash collection schedule for the July 4 holiday remains the same.

14. Consider the June 27, 2013, Treasurer's Warrant.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the June 27, 2013, Treasurer's Warrant. **Vote:** 5-0.

15. Executive session per MRSA 1, §405-6C for potential property acquisition.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull to go into executive session per MRSA 1, §405-6C for potential property acquisition. **Vote:** 5-0.

16. Adjournment.

Motion by Selectman Daggett, seconded by Selectman Hutchins to adjourn. **Vote:** 5-0.

The meeting adjourned at 8:15 PM.

Minutes taken via online videostreaming.

Submitted by

Arlene McMurray
Administrative Assistant