

**Board of Selectmen Meeting  
Village Fire Station – 32 North Street  
May 10, 2018 – 6:00 PM**

Minutes of the Selectmen's Meeting of May 10, 2018

**Selectmen Attending:** Stuart Barwise, Patrick A. Briggs, Allen Daggett, Edward Hutchins, Sheila Matthews-Bull

**Others:** Bob Almeder, Susan Boak, Tom Boak, Michael Claus, David James, Bill Leffler, Crystal McCurdy, Lee McCurdy, Arlene McMurray, Robert Mills, Tracey O'Roak, Nina Pearlmutter, Laurie Smith, and others

**1. Call to Order.**

Chair Briggs called the meeting to order at 6:05 PM.

**2. Approve the April 25, and 26, 2018, selectmen meeting minutes.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the April 25, 2018, selectmen meeting minutes. **Vote:** 4-0-1/Selectman Matthews-Bull abstained because she was not at that meeting.

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the April 26, 2018, 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.).**

Bill Leffler said he wanted to publicly thank all who worked on Route 9 and New Biddeford Road. He also mentioned that he, his wife, and Selectman Barwise attended the KCS Amazing Shake Contest on May 2 which taught students social skills. He stated he was very impressed with the third, fourth, and fifth graders and that the event was inspiring. He wants the public to be aware of how exceptional Consolidated School is. Selectman Barwise agreed.

Town Clerk Tracey O'Roak made the following announcements:

- Secretary of State Mathew Dunlap will discuss rank choice voting on May 14, from 4:00 to 6:00 p.m., at McArthur Public Library, in Biddeford.
- She posted a link on the Town website on the Town Clerk's webpage to the "Secretary of State Resource Page." It has sample ballots and an explanation of the rank-choice voting process.
- The RSU #21 Budget Meeting is on Tuesday, May 15, at 7 PM, at the Kennebunk Elementary School.

- Next week, absentee ballots will be available. People can call and request ballots or come to town hall to pick them up.
- Reminder, the June 12 election is a primary so people have to be enrolled in a political party before they can get a ballot. Friday, May 25, is the deadline to change political parties.
- The phone number for her direct line is 967-1610.

Cape Porpoise Pier Harbormaster Lee McCurdy announced that he would like to use Fogg Oil Equipment Co. for a fuel system upgrade at a total cost of \$11,975. He said this vendor has everything he needs. He budgeted for the equipment, but not the labor for it. In his budget, he had the funds for painting the Chowder House. He would like to use those funds and postpone painting the Chowder House until the next budget. He said the Chowder House is still looking good. The Board agreed with his suggestion.

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize the expenditure of \$11,975.00 to purchase the Cape Porpoise Pier Fuel System from a single source vendor Fogg Oil Equipment Co. **Vote:** 5-0.

**4. Consider a renewal liquor license application submitted by the Peter Ciriello, DBA Edgewater Hospitality "The Edgewater Inn," 126 Ocean Avenue.**

**Motion** by Selectman Barwise, seconded by Selectman Hutchins to renew the liquor license application submitted by the Peter Ciriello, DBA Edgewater Hospitality "The Edgewater Inn," 126 Ocean Avenue. **Vote:** 5-0.

An inspection was performed by the fire inspector, code enforcement officer, and police chief. All approved this application.

**5. Consider appointment of Robert Mills to the Shade Tree Committee.**

Robert Mills presented his background in computer science, and said he was urged to join the committee by Patrick Briggs.

**Motion** by Selectman Barwise, seconded by Selectman Hutchins to appoint Robert Mills to the Shade Tree Committee for a one-year term, ending in July 2019. **Vote:** 5-0.

**6. Joint Public Hearing with Planning Board to take public comment on the items to be voted on by Referendum Ballot at the June 12, 2018, Annual Town Meeting.**

Chair Briggs opened the public hearing for the Board of Selectman at 6:17 PM, and Tom Boak opened the public hearing for the Planning Board.

- a. **Amendment to the Administrative Code regarding restructuring of the organizational chart of the Town.**
- b. **Amendment to the Cape Porpoise Pier Ordinance regarding supervision of the Pier Manager.**
- c. **Amendment to the Land Use Ordinance regarding Growth Area Map.**
- d. **Amendment to the Land Use Ordinance to clarify setbacks related to lot lines and rights of way.**
- e. **Amendment to the Land Use Ordinance regarding removal of reduction of lot coverage credit for semipervious materials.**
- f. **Amendment to the Kennebunkport Floodplain Management Ordinance removing the floodplain permit fee and placing it in a fee schedule set annually by the Board of Selectmen.**
- g. **Amendment to the Street Ordinance adding a Naming System section, Street Numbering section, and a Compliance section.**

There were no comments. A member from the audience asked for more information and Town Manager Laurie Smith provided a summary of what was already discussed at previous meetings.

Barbara Barwise added that the Growth Planning Committee voted unanimously on all the Land Use Ordinance revisions, and Mr. Boak said the Planning Board also concurred.

Chair Briggs closed the public hearing at 6:28 PM along with Mr. Boak for the Planning Board.

**7. Annie Cox, Coordinator of the Coastal Training Program at Wells National Estuarine Research Reserve, to discuss the coastal business resiliency project.**

Ms. Cox was not present, so this item was not addressed.

**8. Consider authorization of two beach use agreements.**

Selectman Barwise explained that the Town Manager was asked to give the Board of Selectmen the Beach Use Agreements as they came forward. The Board received two Agreements: Aaron Cooper and Emily Cooper, Trustees, and Sher-

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to authorize the Beach Use Agreements for Aaron Cooper and Emily Cooper, Trustees, and Sherman/Kinney Properties, LLC. **Vote:** 5-0.

**9. Award bid for Parks and Recreation building bond.**

Ms. Smith said the construction for the parks and recreation building should be completed in early November. She received four bids for the bond request of \$450,000:

| <b>Bank</b>            | <b>Interest</b> | <b>1<sup>st</sup> pmt</b> | <b>Interest</b> | <b>Total</b> |
|------------------------|-----------------|---------------------------|-----------------|--------------|
| Biddeford Savings Bank | 3.36%           | 2018                      | \$72,362.03     | \$522,362.03 |
| Biddeford Savings Bank |                 | 2019                      | \$88,613.17     | \$538,613.17 |
| Camden National Bank   | 3.27%           | 2018                      | \$69,242.14     | \$519,242.14 |
| Camden National Bank   |                 | 2019                      | \$84,831.92     | \$534,831.92 |
| Century Bank           | 3.51%           | 2019                      | \$93,426.75     | \$543,426.75 |
| Norway Savings Bank    | 3.70%           | 2019                      | \$98,041.23     | \$548,041.23 |

All of the banks agreed there would be no penalty for pre-payment.

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to award the bond request bid for \$450,000 to Camden National Bank at an interest rate of 3.27% and to make the first payment in July 2018. **Vote:** 5-0.

**10. Approve street opening permit submitted by Colony Hotel, 140 Ocean Avenue, to connect the pool drain to the catch basin.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the street opening permit submitted by Colony Hotel, 140 Ocean Avenue, to connect the pool drain to the catch basin. **Vote:** 5-0.

**11. Consider Senior Advisory Committee.**

Vice-Chair Susan Boak of the Senior Advisory Committee asked the Board if it would reconsider their two-year term and make it longer. She said AARP provides a process to make the town an age-friendly town, and it takes longer than two years. Chair Bill Leffler concurred with Ms. Boak.

Discussion followed and Ms. Smith explained that right now there is no need for a longer term. This is just the start of the process and it will be an ongoing process.

Selectman Hutchins expressed his concern about the younger population declining in town.

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to authorize a

new Senior Advisory Committee consisting of the residents who served on the initial committee if they wished to continue and for it to be comprised of five to seven members for a two-year term. **Vote:** 5-0.

**12. Other business.****a. Discussion of summer meeting schedule.**

Ms. Smith asked the Board about the summer schedule. The Board agreed to still have meetings for the months of June, July, and August, on the second and fourth Thursdays, and to start the first meeting at 6 PM, and to have it at the Village Fire Station. The second meeting of the month will be a brief meeting to sign the warrants starting at 9 AM, and be held at the Town Hall.

Ms. Smith announced that the RSU #21 Budget Committee agreed to add four School Resource Officers (SRO). She said the school would pick up 75% of the direct cost for the SRO. She added the Town could apply for a Federal COPS Grant if the Board agreed.

The Board would like to move forward with applying for a COPS Grant.

Selectman Matthews-Bull thanked the firemen. She said she went to the firemen recognition night. She also mentioned that the Kennebunkport Business Association (KBA) would like the Town to alert them when the Dock Square Parking Lot opens. She stated it seems to open earlier every year, and the KBA would like the opportunity to provide their input.

Chair Briggs mentioned the letter the Board received from the president of the KBA requesting "the opportunity to provide input to the Town's parking policy decision-making process in the future, and that the Town publish, at least annually, the profit and loss statement for its parking fund, detailing results on a month by month basis." The Board will comment on this request at a later date.

**13. Approve the May 24, 2018, Treasurer's Warrant.**

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to approve the May 24, 2018, Treasurer's Warrant. **Vote:** 5-0.

**14. Executive session pursuant to MRSA 1, §405-6A to discuss personnel.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins, to go into executive session pursuant to MRSA 1, §405-6A to discuss personnel and per MRSA 1, §405-6D to discuss union negotiations. **Vote:** 5-0.

**15. Executive session per MRSA 1, §405-6D to discuss union negotiations.**

The Board went into executive session at 7:10 PM and came out at 8:05 PM.

There was no action taken.

**16. Adjournment.**

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

The meeting adjourned at 8:05 PM.

Submitted by Arlene McMurray  
Administrative Assistant