

**Town of Kennebunkport
Board of Selectmen's Meeting
Village Fire Station, 30 North Street
June 12, 2014 – 7 PM**

Minutes of the Selectmen Meeting of June 12, 2014

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

Others present: Steve Bolton, Carol Cook, Michael Davis, Richard Driver, Werner Gilliam, Tim Good, Susan Graham, David James, Kathy Jones, Regina Leonard, Arlene McMurray, Allan Moir, Chris Perry, Craig Sanford, Bob Sherman, Suzanne Stohlman, Laurie Smith, Michael Tarabilda, and others

1. Call to Order.

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

2. Approve the March 20, 27, and May 22, 2014, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the selectmen meeting minutes of March 20, 2014. **Vote:** 4-0-1/Selectman Barwise abstained because he was not present at that meeting.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the selectmen meeting minutes of March 27, 2014. **Vote:** 5-0.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the selectmen meeting minutes of May 22, 2014. **Vote:** 4-0-1/Selectman Barwise abstained because he was not present at that meeting.

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 not comments.

4. Consider a renewal liquor license application submitted by Arundel Marine Service, Inc., DBA Arundel Wharf Restaurant, 43 Ocean Avenue.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve a renewal liquor license application submitted by Arundel Marine Service, Inc., DBA Arundel Wharf Restaurant, 43 Ocean Avenue. **Vote:** 5-0.

5. Public Hearing to consider an application for a victualer's license for Seashore Trolley Museum, 195 Log Cabin Road for June 13, 2014, through May 31, 2015.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to open the public hearing. The public hearing opened at 7:03 P.M.

Town Manager Laurie Smith mentioned that staff reviewed the application and have no issues with it. This application is so that they can sell hot dogs and sausages on site.

Chair Barwise closed the public hearing at 7:04 P.M.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve an application for a victualer's license for Seashore Trolley Museum, 195 Log Cabin Road for June 13, 2014, through May 31, 2015. **Vote:** 5-0.

6. Consider Proclamation of the Town of Kennebunkport Recognizing the 75th Anniversary of the found of the Seashore Trolley Museum.

Ms. Smith said the Trolley Museum is celebrating their anniversary on Saturday, July 5.

Chair Barwise read the proclamation.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the Proclamation of the Town of Kennebunkport Recognizing the 75th Anniversary of the found of the Seashore Trolley Museum. **Vote:** 5-0.

7. Consider the Proclamation recognizing the 90th birthday of George Herbert Walker Bush.

Selectman Matthews-Bull read the proclamation.

Motion by Selectman Daggett, seconded by Selectman Briggs, to approve the Proclamation recognizing the 90th birthday of George Herbert Walker Bush. **Vote:** 5-0.

8. Public discussion to gather input and ideas regarding the future design of Silas Perkins Park.

- a. **How the park is used.**
- b. **Amenities the park should include.**
- c. **Future design and look of the park.**

Ms. Smith said the park is located on Ocean Avenue near the intersection with Green Street. The family of Silas Perkins donated the property to the Town to be used as a park. She said in 2013 the Town hired landscape architect Regina Leonard to design a space that is inviting and where people can enjoy the river views. Her plan had to go through the Planning Board and was denied.

Regina Leonard explained their goals:

- To increase park visibility from the street.
- To provide universal access to the park.
- To provide new seating.

Ms. Leonard said the issues the Planning Board had are that the ordinance is not written for parks in the shore land zone and did not meet the zoning requirements. She said the Planning Board supported it, and wanted to find a way to make it work.

Discussion followed with questions and concerns from Kathy Jones and Michael Tarabilda about maintenance, concern it will change the neighborhood, and that more events will take place there like at the Village Green.

Parks and Recreation Director Carol Cook added that there is a deed restriction that the park "shall not be permitted commercial use."

9. Consider amendment to the Traffic and Parking Control Ordinance in Section 2. Parking Control Regulations for no parking on either side of Community House Road.

Ms. Smith explained that the Board wanted more information on this item and deferred it to this meeting when members from the Beach Advisory Committee were present.

Richard Driver said the Beach Advisory Committee's rationale for not wanting parking is because the Community Center is there, and they are concerned for the safety of children walking and riding bikes because there are visibility problems and people driving too fast. The request came from a resident Community House Road who sees all of the children.

Discussion followed and Bob Sherman suggested that perhaps they should do a survey to see if the residents of Community House Road have issues. The Board agreed. Mr. Sherman and Mr. Driver will get feedback from residents and bring it back to the Board.

10. Approve the Goose Beach Advisory Committee to expend an additional \$224 for the printing of informational brochures.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to authorize the Goose Beach Advisory Committee to expend an additional \$224 for the printing of informational brochures. **Vote:** 5-0.

11. Consider donation of land (tax map 24-001-002, 24 001-016, 160 Beachwood Avenue, formerly owned by heirs of Howard Smith) to

Steve Bolton of Habitat for Humanity explained what his organization provides and said they would like to partner with the Town to construct a 1,000 to 1,200 square foot home built specifically for a veteran family since they received \$20,000 in private donations for a veteran's build. He hopes the Town can find a recipient from Kennebunkport.

The Board was very enthusiastic in helping this organization.

Motion by Selectman Hutchins, seconded by Selectman Briggs to donate land (tax map 24-1-2, and 24-1-16 to be used for the Habitat for Humanity project. **Vote:** 5-0.

12. Consider appointments to the Mat Lanigan Bridge Advisory Committee.

Ms. Smith named the candidates who volunteered to be on the Bridge Advisory Committee to work with the DOT in the design and construction process:

- Jen Lanigan
- Ashley Padget
- Sheila Matthews-Bull
- Debra Lennon
- Thomas Boak
- Richard Natoli
- Richard Smith
- Denise Clavette (Chamber Director, withdrew)

The Town of Kennebunk will also appoint five members from Kennebunk to be on the committee.

Motion by Selectman Hutchins, seconded by Selectman Daggett to appoint Jen Lanigan, Ashley Padget, Sheila Matthews-Bull, Richard Smith, and Thomas Boak to the Mat Lanigan Bridge Advisory Committee. **Vote:** 5-0.

13. Award the bid for a Wanco WVTMM-M Message Board for the police department.

Police Chief Sanford solicited bids for a message board which could also be used by the highway department. He mentioned it will be kept in the highway barn and could be used for directing traffic, potential flooding, storm closings, missing persons, etc.

The following bids were received:

White Sign	\$14,295.00
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Fleet Safety Equipment

\$15,599.95

National Signal Inc.

\$13,950.00 (freight and tax not included)

Chief Sanford recommended awarding the bid to White Sign for \$14,295, which includes a \$1,000 radar package to allow for safe driving messages.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to award the bid to White Sign to purchase as Wanco WVTMM-M 73" x 49" Full Matrix Message Board and optional radar package at a cost of \$14,295.00. **Vote:** 5-0.

14. Consider purchase of turnout gear for fire department.

Fire Chief Allan Moir recommended purchasing 8 sets of pants & coat, and 2 pairs of pants from Bergeron Protective Clothing. They are the only authorized distributor in Maine for the Globe Manufacturing Company.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to purchase 8 sets of pants & coat, and 2 pairs of pants from Bergeron Protective Clothing at a cost of \$14,872.00. **Vote:** 5-0.

15. Accept donation from the Fire Companies for the Kennebunkport emergency fuel/food fund.

Tim Good, president of the Port Village Fire Company, said this donation in the amount of \$531.70 comes from Prelude, Walk the Port, and Memorial Day events.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the donation of \$531.70 for the Kennebunkport emergency fuel/fund account from the Port Village Fire Company. **Vote:** 5-0.

16. Consider expanding the scope of Ransom Environmental's FEMA map study to include the Goose Rocks Beach area.

Ms. Smith mentioned that a resident from Goose Rocks Beach wrote to her requesting that Goose Rocks Beach be included in Ransom Environmental's FEMA map. She said the Board did not have to make a decision at this time. Director of Planning and Development Werner Gilliam explained what has been done so far.

17. Consider street opening permit for James Parolin for new water service at 9 Edgewood Avenue.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the street opening permit for James Parolin for new water service at 9 Edgewood Avenue. **Vote:** 5-0.

18. Approve the Animal Shelter Agreement for July 1, 2014 to June 30, 2015.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the street opening permit for James Parolin for new water service at 9 Edgewood Avenue. **Vote:** 5-0.

19. Approval of the Letters of Credit for CDMK Subdivision.

Chair Barwise said the Town Attorney has approved this item.

Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to approve the Letters of Credit for CDMK Subdivision. **Vote:** 5-0.

20. Review the April 20, 2014, Investment Report.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the April 20, 2014, Investment Report. **Vote:** 5-0.

21. Consider Advertising Policy for Dock Square Restrooms.

Ms. Smith reported there are two encased bulletin boards in the restrooms at Dock Square that can fit 8 8½ x 14" posters in each case.

The Board discussed what should be in the advertising policy when considering ads. It was decided that ads should be similar in size, no advertising of election candidates or events, and the price would be \$250 for the season for each sign. If there is a blank spot, an event is permitted to be advertised.

2. Cape Porpoise Pier Parking

Ms. Smith explained that there is tight space for parking at the Pier. She was asked to amend the rules to allow patrons of Pier 77 to park in the Town lot after 5:30 PM when the Pier isn't busy, and to expand parking. She said that the Town does not wish to cause parking problems; however, the Town's priorities for parking as identified in the Pier's Rules and Regulations are for fishermen, our own tenants, and public users of the pier.

Lengthy discussion followed. Selectman Daggett recused himself. The Board decided to not make any changes since nothing new has been introduced.

23. Other business.

- a. Discuss Town Office closing at 3 PM, on June 30, for end of fiscal year processing.**

The Board approved closing the Town Offices early on June 30.

b. Discuss selectmen meeting dates.

The Board agreed to cancel its regular meeting on June 26 at the Village Fire Station, and have a brief meeting on June 26 to sign the Treasurer's Warrant, at 9 AM, in the Town Manager's office at Town Hall.

c. Use of trolleys at Goose Rocks Beach.

Ms. Smith and the Police Chief wanted clarification if trolleys could be used for weddings. Chair Barwise said the idea of the ordinance is to preclude area businesses and resorts from shuttling large groups of people on trolleys to take them to the beach for recreation. He said trolleys used to transport wedding parties are permitted.

Ms. Smith announced that the Town received a donation of \$450 from the American Legion.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the \$450 donation from the American Legion #159. **Vote:** 5-0.

Ms. Smith said she submitted a letter of intent for the Small Harbor Improvement Grant for the Government Wharf project, and needed authorization to submit an application for the grant by June 30 of this year.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to authorize Town Manager Laurie Smith to submit an application for the SHIP grant. **Vote:** 5-0.

Ms. Smith said she was reviewing the policies and making sure the Town is adhering to them. The Purchasing Policy requires that the Town solicit RFP's for professional services every five years. She would like to extend the general services contract with GIS Mapping and Analysis for one year.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to extend the contract for general services from GIS Mapping and Analysis for one year. **Vote:** 5-0.

Ms. Smith reported that she received a letter from York County Budget Committee. The Committee completed its work on the proposed fiscal year 2015 County Budget. There is a 1.6% increase. There is a public hearing on the county budget on Wednesday, June 25, at 6:30 PM in York County Court House in Alfred.

Since Consolidated School is doing asbestos abatement, Parks and Recreation Director Carol Cook has secured a spot for the summer parks and recreation program at the Sea Road Church in Kennebunk. Ms. Cook said she would like to take out \$1,000 from the contingency account to have the carpets cleaned.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve \$1,000 to be expended for carpet cleaning for the parks and recreation department summer program at Sea Road Church in Kennebunk. **Vote:** 5-0.

Ms. Smith announced the Summer Free Lunch Program for those (preschool through grade 12) who receive subsidized lunches. Lunches will be offered Tuesdays and Thursdays, from July 8 through August 28.

Ms. Smith reminded everyone that Town Meeting is Saturday, at Consolidated School, at 9 A.M.

24. Consider the June 12, 2014, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the June 12, 2014, Treasurer's Warrant. **Vote:** 5-0.

25. Adjournment.

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

The meeting adjourned at 9:35 PM.

Submitted by

Arlene McMurray
Administrative Assistant