

**Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
June 25, 2020
6:00 PM**

Minutes of the Selectmen's Meeting of June 25, 2020

Selectmen attending via Zoom: Allen A. Daggett, Ed Hutchins, Sheila Mathews-Bull, and D. Michael Weston.

Selectman absent: Patrick A. Briggs

Others attending via Zoom: Jen Lord, Arlene McMurray, Karina Graeter, Dave Powell, Chris Simeoni, Laurie Smith, and others

1. Call to Order.

Chair Daggett called the meeting to order at 6:00 PM. He took **roll call** of Selectmen present: Allen Daggett, Sheila Matthews-Bull, Ed Hutchins, and D. Michael Weston.

2. Approve the June 11, 2020, selectmen meeting minutes.

Motion by Selectman Matthews-Bull, seconded by Selectman Weston, to approve the June 11, 2020, selectmen meeting minutes. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **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 comments.

4. Public Hearing to consider the annual victualer's licensing.

Chair Daggett opened the public hearing at 6:03 p.m. and hearing no comments closed it at 6:30 p.m.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the annual victualer's licenses. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

5. Consider a liquor license renewal application for Musette, LLC, d.b.a. Musette Restaurant, 2 Pier Road.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the liquor license renewal application for Musette, LLC, d.b.a. Musette Restaurant, 2 Pier Road. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

6. Consider application to renew liquor license submitted by Breakwater Inn & Spa, Kennebunkport, LLC, d.b.a. Breakwater Inn & Spa, 127 Ocean Ave.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the renewal liquor license application submitted by Breakwater Inn & Spa, Kennebunkport, LLC, DBA Breakwater Inn & Spa, 127 Ocean Ave. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

7. Authorize the Town Manager to sign the Animal Welfare Society Animal Shelter Agreement.

Town Manager Laurie Smith explained that this is an annual agreement with the same amount as last year.

Motion by Selectman Hutchins, seconded by Selectman Weston, to authorize the Town Manager to sign the Animal Welfare Society Animal Shelter Agreement. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed**

8. Authorize the Treasurer to write off accounts as uncollectible and instruct Sunrise Collections to halt further collection attempts.

Treasurer Jen Lord explained that is has been over a year since she submitted her old outstanding accounts to Sunrise Collections. She sent a balance of \$16,550.59 which consisted of 337 accounts. She said Sunrise has continued to try to collect and as of June 17, 2020, collected \$2,317.37. She would like authorization to write off the balance. She read the list of outstanding accounts.

Discussion followed. Many are people who drive rental cars and leave without paying for parking, others owe for pier fuel or pier dues and are no longer pier members; and the rest owe recreation fees and will not or cannot attend future programs unless prepaid.

Motion by Selectman Weston, seconded by Selectman Matthews-Bull, to write off the remaining uncollectable accounts. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

Town Manager Laurie Smith explained that their current system of writing out parking tickets manually is antiquated and very time consuming when it comes to the collection of money. She said they are working on getting an automated system like other towns which will make the whole collection process faster and easier.

9. Regional Sustainability and Resilience Program presentation by Karina Graeter and Abbie Sherwin of SMPDC.

Ms. Smith reminded everyone that the Board previously agreed to fund a regional sustainability and resilience program with Kennebunk, Kittery, York, Ogunquit, and Wells, and partner with Southern Maine Planning and Development Commission (SMPDC).

Karina Graeter of SMPDC reported that she went around to all of the towns and put together a work plan which was very challenging due to the current pandemic. She said they have applied for several grants to help accomplish their objectives.

10. Consider abatement of sewer user fees for 3 Temple Street.

Deputy Director of Public Works Chris Simeoni said the owner of 3 Temple Street renovated his building from a four-unit apartment building to a single-family unit.

Motion by Selectman Hutchins, seconded by Selectman Weston, to approve the abatement of sewer user fees in the amount of \$1,402.86 for 3 Temple Street. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

11. Consider appointment of Selectmen representative to the Beach Advisory Committee.

Selectman Weston volunteered to be the Selectmen representative on the Beach Advisory Committee.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to appoint Mike Weston as Selectman Representative to the Beach Advisory Committee for a term expiring in July 2021. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

12. Use of Dock Square Parking Lot.

Ms. Smith said the Governor has now authorized indoor dining with restrictions for York County. Alison's and Hurricanes say that customers feel more comfortable with outdoor dining and are asking to be able to use the parking lot which is set up with tents for the rest of the summer.

Motion by Selectman Hutchins to extend the use of the Dock Square Parking Lot to Alison's and Hurricane's for outdoor dining to July and August.

Discussion followed and the Board agreed to allow only one month and see what happens.

Amended Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to extend the use of the Dock Square Parking Lot to Alison's and Hurricane's for outdoor

dining for the month of July. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

13. Consider ordinance amendment regarding tents.

Ms. Smith said she will be bringing forward an Emergency Order Ordinance and Chair Daggett suggested amending the current Land Use Ordinance below regarding the use of tents. She wanted direction from the Board on new language regarding the 30-day limit because she needs to finalize this by the end of August.

Amend Article 11.2 Permit Required as follows:

11.2 Permit Required

L. Temporary placement of an awning or tent(s) exceeding 80 square feet in size: Temporary placement not to exceed 30 days per any calendar year per parcel. Tents that exceed 80 square feet and are in place for more than 30 days per calendar year are subject to conditions and approvals as a permanent structure.

Discussion followed and the Board agreed that allowing tents is an enhancement to businesses because people like eating under them. The user fees are currently \$40. The Board instructed Ms. Smith to increase the user fees, get rid of the 30 days, and allow commercial establishments to come down after Columbus Day.

Ms. Smith will bring the new language back to the Board at the next meeting.

14. Accept donations to the nurses' general account in memory of Pricilla Spang.

- a. **Donation of \$50 from Dorothy Reynolds.**
- b. **Donation of \$50 from Stan and Barbara Barwise.**

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to accept the \$50 donations to the nurses' general account in memory of Priscilla Spang from Dorothy Reynolds, and Stan and Barbara Barwise. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

15. Other Business.

Selectman Weston thanked the police department for doing an exemplary job during this pandemic. He said they are very professional.

Ms. Smith recommended that businesses be allowed to place signs outside their place of business if they remained on their property. She said Director of Planning and Development Werner Gillian did not have a problem with this. The Board agreed with them.

Ms. Smith said the Governor extended the state of emergency until July 10. She asked if the Board wanted to continue having Zoom Meetings. The Board agreed to meet virtually in July.

Ms. Smith explained how the Town Meeting will run this summer because of COVID-19. It will be on Saturday, July 18, in the gymnasium at Consolidated School. Social distancing will be maintained, and seating will be limited to a maximum of 50 individuals. If there is overflow, they will be accommodated in the music room. Separate microphones will be sanitized.

Ms. Smith added there will be not be July 4 fireworks this year. She said the use of fireworks in Kennebunkport is prohibited, and the police will be patrolling areas. Because of the drought, there is a fear of fire.

16. Approve the June 25, 2020, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the June 25, 2020, Treasurer's Warrant. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

17. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Weston, to adjourn. **Roll Call Vote:** Hutchins, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

The meeting adjourned at 7:01PM.

Submitted by Arlene McMurray
Administrative Assistant