

**Town of Kennebunkport
Joint Meeting with:
Arundel Board of Selectmen
Kennebunk Board of Selectmen
Kennebunkport Board of Selectmen
RSU 21 School Board of Directors**

**Kennebunk Elementary School, 177 Alewife Road
September 16, 2015**

Minutes of the joint Selectmen Meeting of September 16, 2015

Kennebunkport Selectmen present: Patrick A. Briggs, Allen A. Daggett, Sheila Matthews-Bull

Kennebunkport Selectmen absent: Edward W. Hutchins and Stuart E. Barwise

Others present: Haven Andrews, Jr., Deborah Beal, Daniel Boothby, Nick Branchina, Jeffrey Cole, Tom Danylik, Kevin Donovan, Frank Drigotas, Matt Fadman, Peter Fellenz, Duke Harrington, Katie Hawes, Velma Hayes, Brad Huot, Amy Johnson, Maureen King, Mary Beth Luce, Nathan Lynch, Lionel Menard, Dick Morin, Jason Nadeau, Jack Reetz, Jeff Rowe, Laurie Smith, Barry Tibbetts, and Keith Trefethen

1. Welcome and Introductions.

Chair Matthews-Bull opened the meeting at 6:05 PM.

2. History of collaboration and joint projects.

The Boards discussed better ways of communicating, collaborating, and purchasing. See Exhibit A for more information on items 3 and 4.

3. Group Discussion of cooperative ventures, potential partnerships, staff goals and effective communication.

4. Next steps.

5. Adjournment.

Motion by Selectman Daggett, seconded by Selectman Briggs to adjourn.
Vote: 3-0.

The meeting adjourned at 7:54 PM.

Submitted by

Laurie A. Smith
Town Manager

**Exhibit A
Joint Minutes
Arundel Board of Selectmen
Kennebunk Board of Selectmen
Kennebunkport Board of Selectmen
RSU 21 School Board of Directors**

**Kennebunk Elementary School, 177 Alewife Road
September 16, 2015**

The public meeting was opened, at 6:05 pm, by Maureen King (RSU 21 Board Chair), Sheila Matthews-Bull (Kennebunkport Selectman Board Chair), Jason Nadeau (Arundel Selectman Board Chair), and Kevin Donovan (Kennebunk Selectman Board Chair).

The group pledged the flag.

Laurie Smith, Town Manager in Kennebunkport, welcomed the group and reviewed the purpose of the meeting.

Keith Trefethen, Town Manager in Arundel facilitated introductions.

Dinner was served.

Barry Tibbetts, Town Manager in Kennebunk provided a historical view of collaboration between the towns and RSU. A handout was provided outlining many of the current areas of collaboration.

Katie Hawes, Superintendent of Schools, facilitated a small group discussion focusing on: Communication, Purchasing/Services and Collaboration.

“What is working well in these areas?”

“What can we do better?”

“What issues should we be discussing as we move forward?”

Administrators from the Towns and RSU reported out on the discussion groups. Members were given 3 dots to place next to the most important areas surfaced. Katie Hawes reviewed the ideas that received the most dots (votes).

Report Out on the Discussion Groups

- Shared public safety services (6 dots)
- Balance individual identities with sharing
- Kids go to closest school (11 dots)
- Form communications strategy
 - Can we share all agendas? (1 dot)
 - Similar agenda format (1 dot)

- Backup to agendas
- All boards meet annually

- Regional mutual aid – cost motivates
- Fire service is a positive
- Change is something to consider
- Emergence – shooters? (3 dots)
- Can we or do we communicate in emergencies
- Capital cost – discussion on management issues
- Mutual purchasing of large ticket items
- Like or similar equipment in purchases
- Expand discussion with committee and boards not just elected office level (3 dots)
- Communication between RSU and Selectmen (key to success, not only when big issues) (8 dots)
- Information thru websites
- Some of purchasing disjointed – utilities, services, coordination
- Could we share equipment
- Are there shared opportunities with water, sewer, electric (3 dots)
- Continued meetings with administrators
- Could we share departments and/or departmental services (1 dots)
- Support bottom up regional approaches
- Insurance – property, casualty, etc.
- Towns health insurance (3 dots)
- Audit Services
- Facilities/Maintenance
- Social services – schools/towns (2 dots)
- Public safety – Arundel – SRO @ MLD
- Bulk purchasing – explore major cost centers (example paving) (1 dot)
- Recycling
- Listening, not just hearing (3 dots)
- Can towns use facilities in other towns?
- Are we talking enough during the building projects to ensure we meet all need with community space?
- Save money without decline in services, willingness to give up on “territory”
- Can we combine public works – grounds/snow? (4 dots)
- Purchasing oil together (gas, fuel) paper products (7 dots)
- Internet breaks? (cost)
- Trash

- Police/fire/EMT? (2 dots)
- Follow-up more than once a year – three or four times a year (7 dots)
- Sub-committee with two members from each board work with administration
- Social interactions amongst staff
- Minimize adversarial/issues stay focused on long term relationships
- Education of voters
 - Committees from towns
 - At the board level
 - Promoting the positive

Administrators will further discuss these areas with a report back to their respective Boards during future public meetings.

The public meeting was closed, at 7:55 pm, by Maureen King (RSU 21 Board Chair), Sheila Matthews-Bull (Kennebunkport Selectman Board Chair), Jason Nadeau (Arundel Selectman Board Chair), and Kevin Donovan (Kennebunk Selectman Board Chair).