



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

**Board of Selectmen Agenda
Village Fire Station – 32 North Street
November 9, 2017 – 6:00 PM**

1. Call to Order.
2. Approve the October 26, 2017, selectmen meeting minutes.
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.).
4. Consider budget development schedule for FY 2019.
5. Board submits budget priorities and requests.
6. Other business.
 - a. Meetings in November and December:

November 22, 9 AM, Town Hall
December 14, 6 PM, Village Fire Station
December 28, 9 AM, Town Hall
7. Approve the November 9, 2017, Treasurer's Warrant.
8. Adjournment.

**Town of Kennebunkport
Board of Selectmen/Assessors Meeting
Village Fire Station, 32 North Street
October 26, 2017 – 6:00 PM**

Minutes of the Selectmen's Meeting of October 26, 2017

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

Others: Mike Davis, Dave James, Arlene McMurray, Becky Nolette, Nina Pearlmutter, Laurie Smith, Suzanne Stohlman, and others

1. Call to Order.

Chair Briggs called the meeting to order at 6:03 PM.

2. Approve the September 28, and October 12, 2017, selectmen meeting minutes.

Motion by Selectman Barwise, seconded by Selectman Daggett, to approve the September 28, 2017, selectmen meeting minutes. **Vote:** 4-0-1/Selectman Hutchins abstained because he was not present at that meeting.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the October 12, 2017, selectmen meeting minutes. **Vote:** 3-0-2/Selectmen Daggett and Matthews-Bull abstained because they were 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 no public comments.

4. Consider appointment of John Ripton to the Shade Tree Committee.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to appoint John Ripton to the Shade Tree Committee for a term expiring in July 2018. **Vote:** 5-0.

5. Update on Shade Tree Committee activities presented by Suzanne Stohlman.

Suzanne Stohlman thanked the Board of Selectmen, Tree Warden Pat Briggs, and Town Manager Laurie Smith for their support for the Shade Tree Committee's activities. She also thanked April Jones for her help with the GIS mapping shade tree inventory. She mentioned some of their accomplishments, e.g., the Kennebunkport tree walking tour of some of the significant trees in the area. She said they are working on another tree walking tour on Langsford Road.

Ms. Stohlman also thanked all of the volunteers who helped with the elm tree watch. She said volunteers selected a set of elms and observed them two or three times a week looking for signs of Dutch elm disease. She complimented Nina Pearlmutter and Steve Powell for spotting the early signs of the disease in one of the trees each of them followed. She also mentioned that although Arborist Bob Palmer has retired, he agreed to be a consultant for the town.

6. Meet as Assessors to consider tax abatements.

Property Owner	Location	Map	Blk	Lot	Tax Abatement 2017
Matt & Leigh Eppinger	7 Evening Place	22	1	17A	\$174.60
Univest Capital, Inc.	19 River RD				\$119.78
Total Abatements					\$ 294.38

Assessor's Agent Becky Nolette recommended the abatements above.

Motion by Selectman Barwise, seconded by Selectman Matthews-Bull, to follow the recommendations of the Assessor's Agent to approve a tax abatement for Matt & Leigh Eppinger in the amount of \$174.60, and another tax abatement for Univest Capital, Inc. in the amount of \$119.78. **Vote:** 5-0.

7. Approve sewer supplemental bill for Commonwealth Collective, LLC, 14 Towne Street, in the amount of \$888.00 for 1/1/2017 to 12/31/2017.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the sewer supplemental bill for Commonwealth Collective, LLC, 14 Towne Street, in the amount of \$888.00 for 1/1/2017 to 12/31/2017. **Vote:** 5-0.

8. Approve street opening permit for Meghan and Dimitri Michaud, Towne Street (map 10, block 6, lot 11B) to install new sewer line to existing manhole in street for new home.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the street opening permit for Meghan and Dimitri Michaud, Towne Street (map 10, block 6, lot 11B) to install new sewer line to existing manhole in the street for a

9. Other business.

a. Set Selectmen Meeting dates for November and December.

Due to the holidays, Town Manager Laurie Smith asked the Board for dates it would like to hold meetings in November and December. The Board agreed to the following meeting dates:

November 9, at 6 PM at the Village Fire Station
November 22, at 9 AM a town hall
December 14, at 6 PM at the Village Fire Station
December 28, at 9 AM at town hall

Ms. Smith announced that Town Meeting is on November 7, from 8 AM to 8 PM, at the Village Fire Station. She said the Town Clerk/Register of Voters will hold evening hours on Saturday, October 28 and Wednesday November 1, from 4:30 to 7:00 PM to conduct absentee voting, register any person eligible to vote, and to accept any enrollment/address changes. Also, November 2 is the last day to request an absentee ballot.

Selectman Matthews-Bull announced that the Kennebunkport Business Association is searching for a beautiful holiday tree for Dock Square. Anyone interested in donating their tree can contact her or Tina Hewitt Gordon at the Nonantum Resort. Chair Briggs suggested announcing this on the Town Website.

10. Approve the October 26, 2017, Treasurer's Warrant.

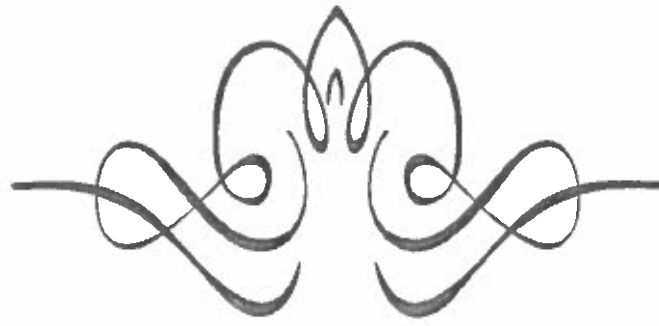
Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the October 26, 2017, Treasurer's Warrant. **Vote:** 5-0.

11. Adjournment.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to adjourn the meeting. **Vote:** 5-0.

The meeting adjourned at 6:24 PM.

Submitted by Arlene McMurray
Administrative Assistant



Agenda Item Divider



**Town of Kennebunkport - Fiscal Year 2019
July 2018 to June 2019 - Budget Development Schedule**

- **October 2, 2017** - Send out all applications to Social Service Agencies.
- **November 9, 2017** - Board of Selectmen to review proposed budget development schedule and *submit priorities and special requests*.
- **November 17, 2017** - Social service agency requests are due.
- **November 30, 2017** - Forward all social service agency requests to Budget Board subcommittee.
- **December 1, 2017** - Budget request sent to all departments, committees and outside agencies.
- **January 5, 2018** - (Friday) All budget requests are submitted to Finance.
- **January 5, 2018** - Budget Board social service agency recommendations are given to Town Manager.
- **January 22, 2018** - Week of - Town Manager meets with all departments.
- **February 5, 2018** - Week of - Town Manager has follow-up meetings with all departments.
- **February 23, 2018** - (Friday) - Town manager submits capital and operating budget to the Board of Selectmen and Budget Board. THIS IS NOT A MEETING. It is a deadline for submitting information.
- **March 1, 2018 (Thursday @ 6:00 PM)** - JOINT MEETING - Budget Board will meet at 5:30 to elect officers. Town manager and department heads present overview and department operational budgets to the Board of Selectmen. The Budget Board will attend the meeting to hear all requests.
- **March 8, 2018 (Thursday @ 6:00 PM)** - JOINT MEETING - Presentation of department capital requests. (Regular Board of Selectman Meeting to follow at 7 PM.)
- **March 15, 2018 (Thursday @ 6:00 PM)** - JOINT MEETING - Presentation of Town Committee requests, outside agency requests and social service requests. Board of Selectmen meeting to review and consider all budget requests.
- **March 22, 2018 (Thursday @ 6:00 PM)** - SELECTMEN meet to review final budgets and take all recommendation votes. (Regular Board of Selectman Meeting to follow at 7 PM.)
- **March 23, 2018 (Friday)** - Submit all budget changes to Budget Board.
- **March 29, 2018 (Thursday @ 6:00 PM)** - BUDGET BOARD meet to review final budgets and take all recommendation votes.
- **April 5, 2018 (Thursday @ 6:00 PM)** - JOINT MEETING - *if necessary* - Last chance to make any adjustments in the budget or their recommendations. (Regular Board of Selectman Meeting to follow.)
- **April 12, 2018 (Thursday @ 7:00 PM)** - Board of Selectmen meeting to sign the warrant (Last possible day to sign will be April 26)
- **April 20, 2018** - (Friday) Submit town report version of the budget to the printers.
- **May 29, 2018** - (Tuesday) Distribution of town reports.
- **June 12, 2018** - (Tuesday) Annual town meeting - elections.
- **June 16, 2018** - (Saturday) Annual town meeting - Consolidated School.