

**Town of Kennebunkport  
Board of Selectmen Meeting  
March 28, 2019  
Village Fire Station, 32 North Street  
6:00 PM**

Minutes of the Selectmen’s Meeting of March 28, 2019

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

**Others:** Michael Claus, Jean Conaty, Michael Davis, Werner Gilliam, John Harcourt, David James, David Kling, Jennifer Lord, Arlene McMurray, Breese Reagle, Craig Sanford, Chris Simeoni, Harrison Small, Laurie Smith, Sue Ellen Stavrand, Dick Stedman, and others

**1. Call to Order.**

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

**2. Final review of fiscal year 2020 municipal budget requests.**

The Board of Selectmen reviewed the budget requests and voted on the following:

<b>Motion by Selectmen</b>	<b>Seconded by Selectman</b>	<b>to approve</b>	<b>to the</b>	<b>account</b>	<b>Vote:</b>
Barwise	Matthews-Bull	1,001,725.00	Administration	account	5-0
Barwise	Matthews-Bull	500.00	Zoning Board of Appeals	account	5-0
Barwise	Matthews-Bull	1,350.00	Conservation Commission	account	5-0
Barwise	Matthews-Bull	5,000.00	Growth Planning	account	5-0
Barwise	Matthews-Bull	93,000	Legal fees	account	5-0
Barwise	Matthews-Bull	268,142.00	Insurance	account	5-0
Barwise	Matthews-Bull	29,495.00	Community Development	account	5-0
Barwise	Matthews-Bull	447,171.00	Planning & Development	account	5-0
Barwise	Matthews-Bull	1,768,839.00	Police dept	account	5-0
Barwise	Matthews-Bull	531,938.00	Communications	account	5-0
Barwise	Matthews-Bull	417,258.00	Fire Dept.	account	5-0

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Barwise	Matthews-Bull	155,000.00	KEMS	account	5-0
Barwise	Matthews-Bull	1,500.00	Emergency Management	account	5-0
Barwise	Matthews-Bull	15,376.00	Animal Control	account	5-0
Barwise	Matthews-Bull	38,838.00	Harbormaster	account	5-0
Barwise	Matthews-Bull	488,242.00	Solid Waste	account	5-0
Barwise	Matthews-Bull	187,811.00	Health	account	5-0
Barwise	Matthews-Bull	3,335.00	Welfare	account	5-0
Barwise	Matthews-Bull	22,400.00	Social Services	account	
Barwise	Matthews-Bull	3,671.00	Shellfish Conservation	account	5-0
Barwise	Matthews-Bull	32,500.00	Public Restrooms	account	5-0
Barwise	Matthews-Bull	976,267.00	Highway dept	account	5-0
		0.00	Mechanic	account	
Barwise	Matthews-Bull	192,790.00	Utilities	account	5-0
Barwise	Matthews-Bull	42,123.00	Shade Tree	account	5-0
Barwise	Matthews-Bull	14,513.00	Cemetery	account	5-0
Barwise	Matthews-Bull	283,002.00	Recreation	account	5-0
Barwise	Matthews-Bull	155,000.00	Graves Library	account	5-0
Barwise	Matthews-Bull	13,950.00	Cape Porpoise Library	account	5-0
Barwise	Matthews-Bull	4,000.00	Parsons Way	account	5-0
Barwise	Matthews-Bull	44,000.00	GRB Advisory	account	5-0
Barwise	Matthews-Bull	65,000.00	Contingency	account	5-0
Barwise	Matthews-Bull	10,668.00	Miscellaneous	account	5-0
Barwise	Matthews-Bull	627,662.00	Debt Service	account	5-0

Barwise	Matthews-Bull	130,000.00	CO - Admin.	account	5-0
Barwise	Matthews-Bull	30,000.00	CO - Police	account	5-0
Barwise	Matthews-Bull	188,500.00	CO -Fire Reserve	account	5-0
Barwise	Matthews-Bull	6,000.00	CO - Highway	account	5-0
Barwise	Matthews-Bull	587,600.00	CO - Road Improvement	account	5-0
Barwise	Matthews-Bull	90,000.00	CO - Sidewalk construction	account	5-0
Barwise	Matthews-Bull	2,000.00	CO - Recreation	account	5-0
Barwise	Matthews-Bull	67,000.00	CO-Revaluation	account	5-0
		0.00	CO-Special Projects	account	
Barwise	Matthews-Bull	200,000.00	CO - Piers	account	5-0

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to approve the total expenses in the amount of \$9,243,166. **Vote:** 5-0.

**3. Approve the March 14, 2019, selectmen meeting minutes.**

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to approve the March 14, 2019, selectmen meeting minutes. **Vote:** 5-0.

**4. 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.

**5. Consider a renewal liquor license application submitted by Nunan's Lobster Hut, Inc., 9 Mills Road.**

Chair Hutchins mentioned that the following establishments applying for a liquor license were inspected and approved by fire, police, and code.

**Motion** by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the renewal liquor license application submitted by Nunan's Lobster Hut, Inc., 9 Mills Road. **Vote:** 5-0.

**6. Consider a renewal liquor license application submitted by the Seaside Hotel Association, Seaside Hotel Association, L.T.D., DBA Nonantum**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to approve the renewal liquor license application submitted by the Seaside Hotel Association, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue.

**Vote:** 5-0.

**7. Consider a renewal special amusement permit application submitted by the Tina Hewett-Gordon, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to approve the renewal special amusement permit application submitted by the Tina Hewett-Gordon, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue. **Vote:** 5-0.

**8. Consider a renewal liquor license application submitted by SBJC, LLC, DBA Bandaloop, 2 Ocean Avenue.**

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to approve the renewal liquor license application submitted by SBJC, LLC, DBA Bandaloop, 2 Ocean Avenue. **Vote:** 5-0.

**9. Consider appointments to Village Parcel Master Plan Steering Committee.**

Selectman Barwise thanked everyone for their level of commitment and Chair Hutchins for a great job managing the interview process.

Chair Hutchins remarked that there are so many talented people in the community.

**Motion** by Selectman Daggett, seconded by Selectman Barwise to appoint: Connie Dykstra, Rebecca Young, John Harcourt, Jamie Houtz, Mike Weston, Tim Pattison, and Russ Grady to the to the Village Parcel Master Plan Steering Committee a term expiring December 31, 2019. **Vote:** 5-0.

**Motion** by Selectman Barwise, seconded by Selectman Briggs to appoint Selectmen Daggett and Matthews-Bull to serve on the Village Parcel Master Plan Steering Committee. **Vote:** 5-0.

**10. Consider renewing contract with Sunrise Credit Services, Inc. to assist in bill collection.**

Treasurer Jen Lord explained that they have been working on their account receivables and have contacted those that haven't paid and made payment

arrangements for some of them. At this point, she suggested renewing the contract with Sunrise Credit Services, Inc. She said she would be coming back to the Board on April 25 to ask for write offs.

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to renew the contract with Sunrise Credit Services, Inc. to assist in bill collection. **Vote:** 5-0.

**11. Review proposed ordinance revisions and vote to place on Town Meeting Warrant.**

Town Manager Laurie Smith said these ordinance revisions have been discussed in previous meetings.

**a. Street numbering**

**b. Waterfront Ordinance**

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to place the proposed ordinance revisions for street numbering and the Waterfront Ordinance on the Town Meeting Warrant. **Vote:** 5-0.

**12. Donation of tax-acquired parcel, ice skating rink, to the Kennebunkport Heritage Housing Trust.**

The Heritage Housing Trust would like to acquire this property for affordable housing. Selectman Briggs said their application to the Federal government which was sent in December for 501c3 status is in queue, so it is all coming together.

Chair Hutchins was concerned about the approximately 18 acres behind this property. He wanted to make sure there are no easements that would provide a right of way for more development. For now, they can only divide that property and put two houses.

The Board is confident the Trust will manage it in the best interest of the Town.

**Motion** by Selectman Barwise, seconded by Selectman Daggett to grant the Town Manager the authority to pass the donation for the tax-acquired parcel, ice skating rink, to the Kennebunkport Heritage Housing Trust with no encumbrances. **Vote:** 3-1-1 Selectman Briggs recused himself because he is the Heritage Housing Trust President, and Chair Hutchins opposed.

David James said the members of the KRA are happy and excited to have Selectman Briggs and others from the Trust come and speak to them and answer questions.

**13. Accept donation of \$50 to the nurses fees account from Donald and Lucille Gaudette in memory of Ellen Dube.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to accept the donation of \$50 to the nurses fees account from Donald and Lucille Gaudette in memory of Ellen Dube with great appreciation. **Vote:** 5-0.

**14. Accept a donation of \$100 from Ed Macleod to the nurses general account.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to accept the donation of \$100 from Ed Macleod to the nurses general account. **Vote:** 5-0.

**15. Other business.**

Selectman Briggs thanked other members of the Board and townspeople for their support in acquiring and managing the village parcel.

Selectman Matthews-Bull added that the Heritage Housing Trust has done an incredible job in such a short amount of time.

Ms. Smith said there were some revenue changes and wanted to confirm that the Board was in favor of putting them on the next agenda. The Board agreed to have revenue changes on the next agenda.

Chair Hutchins thanked everyone who applied for the Village Master Plan Steering Committee. He said he was overwhelmed by the people who came out and their talent. He congratulated those who were appointed.

**16. Approve the March 28, 2019, Treasurer's Warrant.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett to approve the March 28, 2019, Treasurer's Warrant. **Vote:** 5-0.

**17. Adjournment.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to adjourn.

The Meeting adjourned at 6:40 PM

Submitted by Arlene McMurray  
Administrative Assistant