

**Town of Kennebunkport
Board of Selectmen Meeting
Village Fire Station – 32 North Street
February 27, 2020 – 6:00 PM**

Minutes of the Selectmen's Meeting of February 27, 2020

Selectmen Attending: Patrick A. Briggs, Allen Daggett, Edward Hutchins

Selectmen Absent: Sheila Matthews-Bull and D. Michael Weston

Others: Mike Claus, Ashley Baker Cook, Michael Davis, Sarah Dore, Jay Everett, Tracey Gere, Gaby Grekin, David James, Arlene McMurray, Becky Nolette, Phil Potenziano, Harrison Small, Laurie Smith, Sandra Schmucki, Sue Ellen Stavrand, Tammy Wells, and others

1. Call to Order.

Chair Daggett called the meeting to order at 6:00 PM.

2. Approve the February 13, and 19, 2020, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the February 13, 2020, selectmen meeting minutes. **Vote:** 3-0.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the February 19, 2020, selectmen meeting minutes. **Vote:** 3-0.

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. Consider a liquor license renewal application submitted by First Serve KPT Hospitality Group, DBA Mabels Lobster Claw, 124 Ocean Avenue.

Chair Daggett announced that all of the liquor license and special amusement applications have been approved by the police chief, fire inspector, and code enforcement officer.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the liquor license renewal application submitted by First Serve KPT Hospitality Group, DBA Mabels Lobster Claw, 124 Ocean Avenue. **Vote:** 3-0.

5. Consider a renewal liquor license application submitted by First Serve Edgewater, Inc. DBA The Edgewater Inn, 126 Ocean Avenue.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the liquor license renewal application submitted by First Serve Edgewater, Inc. DBA The Edgewater Inn, 126 Ocean Avenue. **Vote:** 3-0.

6. Consider a renewal liquor license application submitted by Boughton Hotel Corps DBA The Colony Hotel, 140 Ocean Avenue.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the liquor license renewal application submitted by Boughton Hotel Corps DBA The Colony Hotel, 140 Ocean Avenue. **Vote:** 3-0.

7. Consider a renewal special amusement application submitted by Boughton Hotel Corps DBA The Colony Hotel, 140 Ocean Avenue.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the renewal special amusement permit application submitted by Boughton Hotel Corps DBA The Colony Hotel, 140 Ocean Avenue. **Vote:** 3-0.

8. Consider a renewal liquor license application submitted by W & A, Inc., DBA Cape Pier Chowder House, 79 Pier Road.

This item will be considered at a future meeting because Selectman Daggett would have to recuse himself and a majority of the board is not present to vote.

9. Consider a renewal liquor license application submitted by The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the renewal liquor license application submitted by The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road. **Vote:** 3-0.

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

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the renewal liquor license application submitted by Nunan's Lobster Hut, Inc., 9 Mills Road. **Vote:** 3-0.

11. Consider application submitted by the Kennebunkport Marina to add two additional floating docks (5 ft x 20 ft) each adjacent to the existing dock system.

The Board went to a site walk at this location on February 13. Chair Daggett said the Kennebunkport Marina is putting in a free pump out station. This will be the first one available on the Kennebunk River. Selectman Hutchins added that this is only the first step in the application process.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the application submitted by the Kennebunkport Marina to move forward for Planning Board approval. **Vote:** 3-0.

12. Consider appointment to the Conservation Commission.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to appoint Jenne James to the Conservation Commission for a term expiring in July 2022. **Vote:** 3-0.

13. Sales Market Analysis Update with Vision Appraisal.

Assessors' Assistant Becky Nolette introduced Sandra Schmucki from Vision Government Solutions, formerly called Vision Appraisal.

Ms. Schmucki said the letters have gone out notifying residents who have purchased properties within the past few years that there will be someone coming out to perform inspections in the coming month. Income and expense forms will be sent out, and she is currently doing a sales review. She said the data collectors will come at the end of April and knock on residents' doors. In July, they should have all of the information needed.

14. RSU 21 Board Member, Sarah Dore with an update on the enrollment task force.

Sarah Dore; Gaby Grekin; and Philip Potenziano, interim superintendent; each presented sections of a PowerPoint presentation regarding RSU #21 elementary enrollment and answered questions from the audience. See Exhibit A.

One of the changes will be that new families would register at a central office. Since they have four schools, this would allow for ongoing, consistent decision making.

The Board and Town Manager thanked the enrollment task force and complimented them on their thorough presentation.

Mr. Potenziano invited interested parties to attend their meetings and said that they could also contact him.

They received audience comments from: Ashley Baker Cook, David James, and Tracey Gere.

Town Manager Laurie Smith added that this is not just a Kennebunkport problem but a problem for all three towns.

15. Mike Claus with an Ocean Avenue seawall update.

Public Works Director Mike Claus explained that the initial costs he received for the gray, galvanized steel guardrail did not include a colored coating which would cost an additional \$81,000. He recommended staying with the initial quote and not adding a colored coating. He said he will start the project on Monday, and their goal is to be finished by Memorial Day.

The Board agreed with him to not purchase colors.

16. Authorize a Quit Claim Deed for map 13, block 6, lot 10.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to authorize a Quit Claim Deed for map 13, block 6, lot 10. **Vote:** 3-0.

17. Approve restrictions on vehicle weight limits on certain roads in accordance with 29-A M.R.S.A. Section 2395 and the Kennebunkport Traffic and Parking Control Ordinance.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve restrictions on vehicle weight limits on certain roads in accordance with 29-A M.R.S.A. Section 2395 and the Kennebunkport Traffic and Parking Control Ordinance and to be lifted at the Public Work's discretion. **Vote:** 3-0.

18. Accept a donation of \$485.74 from the Wellness Committee at Consolidated School to the emergency fuel fund.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept a donation of \$485.74 from the Wellness Committee at Consolidated School to the emergency fuel fund. **Vote:** 3-0.

19. Other Business.

Ms. Smith reminded everyone that the presidential primary election is Tuesday, March 3. Kennebunkport residents vote at the Village Fire Station, 32 North Street. The polls are open at 8:00 AM and close at 8:00 PM.

20. Approve the February 27, 2020, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the February 27, 2020, Treasurer's Warrant. **Vote:** 3-0.

21. Adjournment.

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

The meeting adjourned at 7:00 PM.

Submitted by Arlene McMurray
Administrative Assistant



Exhibit A - 2-27-2020

RSU #21: Balancing Elementary Enrollment

Kennebunkport - 6:00pm, Thursday, February 27th @ Village Fire Station

Kennebunk - 6:30pm, Wednesday, March 4th @ Kennebunk Town Hall

Arundel - 6:00pm, Monday, March 9th @ Arundel Town Office

THE PROBLEM WE FACE:

Imbalances in elementary enrollment are creating inequities.

Tonight's Objectives

- ✓ To **raise awareness and increase understanding** of our district's current enrollment challenges
- ✓ To **share the history and status** of our work to date
- ✓ To **share our committee's pending recommendations** and the data, rationale and thinking behind them
- ✓ To **answer questions** and hear strengths and concerns

RSU 21 Enrollment Task Charge 2019-20

To produce and provide a detailed report that:

- ✓ Identifies the exploration of all possible options related to balancing enrollment across the RSU #21 District, but provides a *recommended approach* by the end of December 2019;
- ✓ Incorporates feedback from community stakeholders;
- ✓ Ensures that the diversity of our communities and towns is considered;
- ✓ Considers evidenced-based research and District documents;

Agenda

✓The current enrollment challenge

Our committee's work to date

Our committee's pending recommendations

The data, rationale and thinking behind our recommendations

Community questions



RSU #21 has 4 elementary schools that offer high quality instruction to 1110 PreK-grade 5.



Kennebunk Elementary School

Grades Pre-Kindergarten – Grade 2

Located in West Kennebunk

Current Enrollment: 396 students



Sea Road School

Grades 3-5

Located in Kennebunk

Current Enrollment: 313 students



Kennebunkport Consolidated School

Grades Kindergarten- Grade 5

Located in Kennebunkport

Current Enrollment: 143 students



Mildred L. Day School

Grades Kindergarten- Grade 5

Located in Arundel

Current Enrollment: 227 students

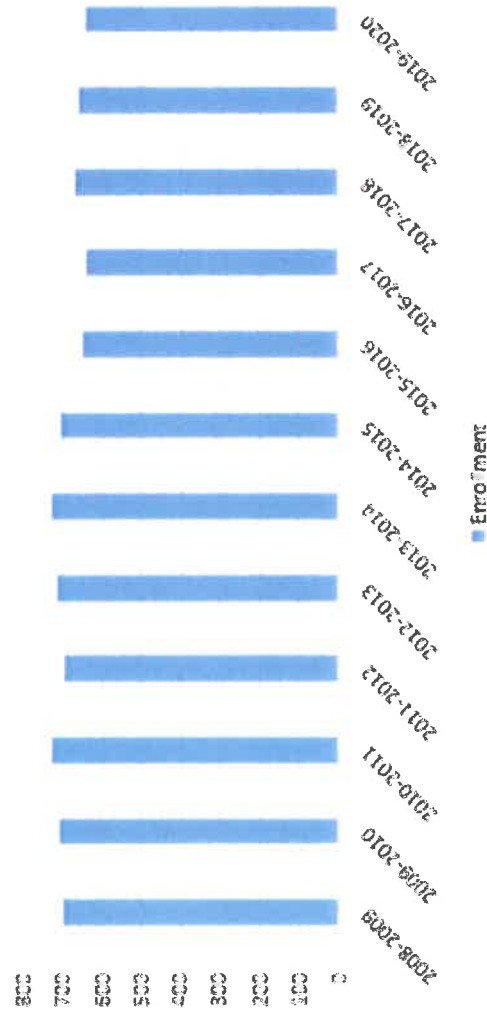
Historical enrollment at Mildred L. Day school shows relatively steady enrollment.

Exhibit A - 2-27-2020



Historical enrollment at Kennebunk Elementary and Sea Road schools show slightly declining enrollment grades K-5.

Enrollment Trends at Kennebunk Elementary School & Sea Road School

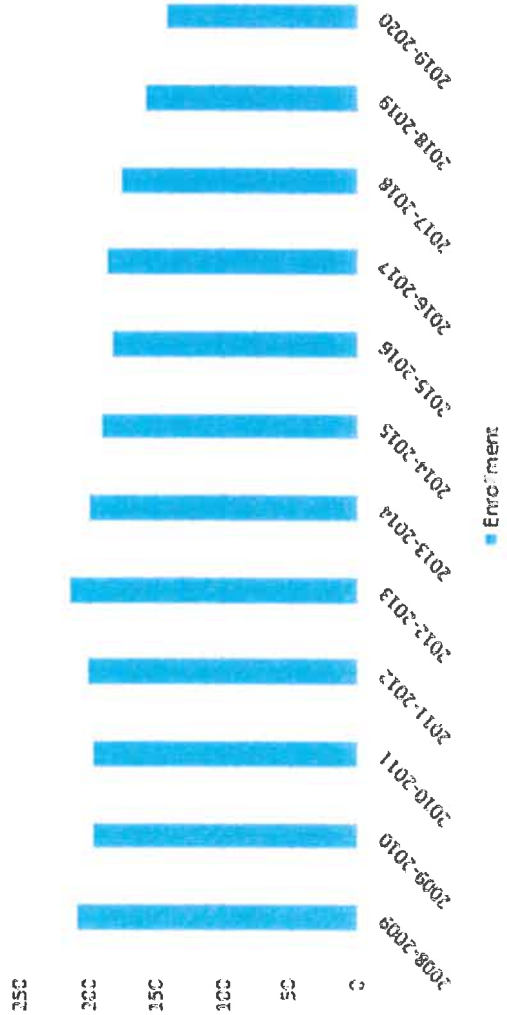


School Year	Enrollment
2008-2009	702
2009-2010	711
2010-2011	731
2011-2012	699
2012-2013	715
2013-2014	731
2014-2015	705
2015-2016	652
2016-2017	642
2017-2018	671
2018-2019	661
2019-2020	643

*2018 & 2019- addition of Pre-K at KES
With these students, total enrollment numbers would be 783 (2018) and 744 (2019)

Historical enrollment at Kennebunkport Consolidated School shows stark, sustained declines.

Enrollment Trends at Kennebunkport Consolidated School



Imbalanced enrollment creates a variety of inequities across the District.

Some examples of the impacts of imbalanced enrollment:

- ✓ Impacts teaching and learning by destabilizing or reducing school-based teaching cohorts
- ✓ Raises concerns about the cost effectiveness of running our schools by decreasing or increasing personnel, available resource and operational efficiencies
- ✓ Challenges classroom size consistency as some classrooms are under current RSU 21 class size policy; while others are at the maximum
- ✓ Decreases diversity in educational programming and student population
- ✓ Causes imbalances in class sizes between schools and from year to year (i.e. spikes or dips in enrollment)
- ✓ Impacts the unity of our District by challenging the ability to have strong schools in each town

Exhibit A - 2-27-2020

Imbalanced enrollment creates a variety of school-specific inequities.

Some examples of the impacts of imbalanced enrollment:

AT KES:

- ✓ Large class sizes have resulted in the need to hire additional support staff (cost) and impact teacher ability to provide as much 1:1 instruction as desired (or available at other schools)

AT MLD:

- ✓ Steady population growth in Arundel has resulted in an elementary population that cannot fit in MLD alone- many resident students attend school at KCS or KES.

AT KCS:

- ✓ Since 2012-13, KCS enrollment has steadily dropped from 214 to 143
- ✓ Resident enrollment is currently under 100 students
- ✓ Some grades at KCS are as small as 14 students per grade
- ✓ Families have limited teacher options per grade to address differentiated student fit

Average class sizes vary significantly between our 4 elementary schools.



Kennebunk Elementary School

Grade	Average Class Size
K	18.5
1	19.6
2	19.5
--	--
--	--
--	--



Sea Road School

Grade	Average Class Size
--	--
--	--
--	--
3	21.8
4	21.2
5	20.6



Kennebunkport Consolidated School

Grade	Average Class Size
K	13.3
1	14.7
2	15.3
3	17.3
4	20
5	17.3



Mildred L. Day School

Grade	Average Class Size
K	18
1	18
2	17.5
3	14
4	21
5	24

The numbers in red identify significant differences in average class sizes between the schools.

Current elementary enrollment varies drastically between schools.



Kennebunk Elementary School	
SCHOOL TOTAL	432



Sea Road School	
SCHOOL TOTAL	312



Kennebunkport Consolidated School	
SCHOOL TOTAL	143



Mildred L. Day School	
SCHOOL TOTAL	225

Exhibit A - 2-27-2020

While school size variation can be advantageous to offer a variety of district options, these extreme variations cause inequities.

Our unified district benefits our students and community — and is worth preserving.

Some strengths include:

- ✓ Newly renovated schools
- ✓ Strong MEA Student Achievement Data
- ✓ Access to top-notch technology resources (1 to 1 computing K-12)
- ✓ Cost-sharing and economy of scale (financial savings for all 3 towns)
- ✓ Depth and caliber of curriculum, athletic offerings, the Arts and extracurriculars
- ✓ After-school, rec and club activities encourage and promote early connections
- ✓ Cross-District events and activities encourage early connections between students & shared experiences

Of the 71 community members who responded to surveys (distributed in October 2019):

- 70% agreed or strongly agreed that “Preserving our unified, three-town district benefits our students, our taxpayers and our property values”
- 59% agreed or strongly agreed that “balancing enrollment amongst our elementary schools will strengthen our district”.

All three towns have sacrificed to join our RSU; all three towns have benefited from our RSU.

Agenda

The current enrollment challenge

✓ **Our committee's work to date**

Our committee's pending recommendations

The data, rationale and thinking behind our recommendations

Community questions



We have examined 15 different options in-depth to weigh the benefits and drawbacks of each.

Approaches explored include:

- ✓ 3 approaches initially identified by last year's committee
- ✓ 12 additional approaches proposed by the committee and the public (ideas shared in-person, online and via surveys)
- ✓ Make no changes to elementary school assignments

Exhibit A - 2-27-2020

Our approach has encompassed both breadth and depth.

We have explored multiple factors and possible levers to address the problem.

Factors explored include:

- ✓ Maintaining current school structures and current grade spans
- ✓ Reconfiguring current school structures and current grade spans
- ✓ Decentralizing Pre-K
- ✓ Adjusting school assignment areas by proximity instead of town residence
- ✓ Maintaining school assignment by town of residence
- ✓ Blending all district students in 4th grade instead of 6th grade
- ✓ Creating a district magnet or specialty school
- ✓ Grandfathering and delayed implementation
- ✓ Closing a school (not an available option based on current enrollment)

We have conducted in-depth data analyses of the impacts of various options.

Impacts explored include:

- ✓ Financial (district costs re transportation and structural renovations)
- ✓ Student bus times
- ✓ District-wide enrollment trends and projections
- ✓ Class size
- ✓ School start times
- ✓ Estimated number of students impacted by town, by approach
- ✓ Effects on existing programming, staff teaming options and academic features
- ✓ Student/family disruption
- ✓ Student cohort continuity
- ✓ Research on the impact of grade spans, transitions and school configuration

We conducted three community forums to raise awareness, share progress and seek input.

Highlights include:

- ✓ In-depth discussion of three proposed plans from prior committee
- ✓ Comprehensive presentation of analysis of pros, cons and costs of each plan
- ✓ In person engagement with over 100 community members
- ✓ Participants worked in small groups to actively explore each option
- ✓ Participants shared plan-specific feedback

Additionally, approximately 100 surveys were distributed to community and staff members and 71 were returned.

There are no easy answers; All approaches contain trade-offs.

We valued staged implementation to minimize disruption and ease transitions — while recognizing the downside of staged action.

All potential approaches resulted in a small percentage of students who live in closer proximity to a school than their assigned school (true for current assignments as well) — and we recognized the inconvenience of this necessity.

All potential approaches by necessity included bussing across town lines — and we recognized this will require a change of mindset and expectation.

Exhibit A - 2-27-2020

We feel confident that our recommended approach best balances the many competing tensions and factors.

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Our recommendation proposes...

Beginning in Fall 2020, all new families with students in grades Pre-K through 5 enrolling after June 1, 2020 into the RSU 21 District will be placed in a District elementary school. Placement will be made based on a combination of the following factors:

- ✓ Grade cohort, class size and school capacity
- ✓ Location
- ✓ Preference
- ✓ Programmatic Location
- ✓ Siblings/Family Composition
- ✓ Student Needs

Our recommendation...

- ✓ Improves and ensures equity and a balance of enrollment
- ✓ Minimizes disruption to currently enrolled families
- ✓ Streamlines the location and process of new student enrollment to one location
- ✓ Provides transportation for all elementary students residing within the District to their school of placement
- ✓ Establishes consistent decision making factors for Administration

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✓ **The data, rationale and thinking behind our recommendations**

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Our recommendation is grounded in data- and evidence-based decision-making and offers clear benefits (1 of 2).

Eases maxed classroom sizes: Results in long-term alleviation of oversize classes across all elementary schools and provides decision-making guidance for administration in times of future enrollment “bubbles”

Builds student population where needed: Results in long-term growth for KCS

Minimizes financial impact: Provides the least expensive option regarding required transportation and building renovation costs

Minimizes student impact: Impacts the fewest students of all major plans considered and preserves the vast majority of student cohorts

Minimizes busing impact: Results in shortest bus rides for students

Respects public sentiment:

- 89% said “Minimizing transportation time” was very or somewhat important
- 83% said “Assigning school based on proximity to a building” is very or somewhat important

Our recommendation is grounded in data- and evidence-based decision-making and offers clear benefits (2 of 2).

Provides protection against inconsistent enrollment projections: Since three enrollment projections showed three varying predictions (declining, increasing and flat), we avoided major structural changes to preserve flexibility and stability

Preserves structural continuity: Maintains current school structures and preserves a K-5 option in each town

Preserves varied district options: Maintains diversity of school structures within district (K-5, PK-2, 3-5 schools; large and small schools)

Requires monitoring: Mandates deliberate attention be paid to ongoing district-wide enrollment to minimize risk of future imbalances

Establishes consistency and transparency: Establishes clear enrollment decision-making framework for Administration (for new enrollments, superintendent agreements, in-district transfers, etc.)

We recognize and carefully considered the following impacts of our recommendation.

Exhibit A - 2-27-2020

- ✓ Some students will attend a school other than the one that is geographically closest to their home (true of current assignments as well)
- ✓ Some students will attend a school other than the one that is in their Town of residence (true of current assignments as well)
- ✓ Short-term inequities not immediately solved by this plan; Administrative efforts to mitigate short-term enrollment inequities will be essential

We strongly recommend additional deliberate efforts to mitigate the short-term inequities.

Administrative efforts should include:

- ✓ Reviewing all current Superintendent Agreements and Out-of-District Tuition placements using the identified factors to determine placement for Fall 2020
- ✓ Working collaboratively with current Pre-K families to encourage Kindergarten placement at KCS
- ✓ Working collaboratively with current 2nd grade families transitioning from KES to SRS to encourage placement at KCS
- ✓ Reviewing current bus routes that travel from Kennebunk and Arundel to Kennebunkport and work collaboratively with identified families to encourage placement at KCS
- ✓ Utilizing the new placement factors to inform decision-making for in-district transfer requests

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✓ **Community questions**

Your thoughts?

- ✓ What questions do you have?
- ✓ What strengths do you see?
- ✓ What concerns do you have?

Additional Information & Next Steps

✓ RSU 21 Enrollment Webpage (www.rsu21.net/enrollment-subcommittee)

✓ Next Meetings:

- **Wednesday March 4, 2020**- Kennebunk Selectperson Board 6:30pm- Kennebunk Town Hall
- **Monday March 9, 2020**- Arundel Selectmans Board 6:00pm- Arundel Town Hall
- **Wednesday March 11, 2020**- Task Force Meeting- Kennebunk Elementary School (B135)
- **Wednesday March 25, 2020**- Special Workshop Presentation to RSU 21 School Board 6pm, Kennebunk Elementary School A102

Thank you!