

**Town of Kennebunkport  
Board of Selectmen Meeting  
April 9, 2020 – 6:00 PM  
VIRTUAL MEETING (via Zoom)**

Minutes of the Selectmen's Meeting of April 9, 2020

**Selectmen Attending:** Patrick A. Briggs, Allen Daggett, Sheila Matthews-Bull  
Edward Hutchins, D. Michael Weston

**Others:** Michael Claus, Werner Gilliam, David James, Jen Lord, Arlene  
McMurray, Tracey O'Roak, David Powell, Rick Roberge, Chris Simeoni, Laurie Smith,  
Police Chief Craig Sanford, and others

**1. Call to Order.**

Chair Daggett called the Zoom meeting to order at 6:00 PM. He took **roll call** of the Selectmen attending: Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. He explained how people could join the meeting using the Zoom conferencing format and discussed the ground rules.

**2. Approve the March 26, and 30, 2020, selectmen meeting minutes.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the March 26, and 30, 2020, selectmen meeting minutes. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **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.).**

David Powell explained how the public could participate, but there were no comments.

**4. Consider special amusement permit submitted by Yalcin Kaya DBA Pier 77 Restaurant.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the special amusement permit submitted by Yalcin Kaya DBA Pier 77 Restaurant. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

**5. Annual appointment of town officers.**

Chair Daggett read the list of town officers.

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to appoint the following Town Officers:

Animal Control Officer Deborah Higgins  
Assessor's Agent Rebecca R. Nolette  
Code Enforcement Officer Werner D. Gilliam  
Asst. Code Enforcement Officer Gregory W. Reid

Asst. Code Enforcement Officer Andrew Welch  
Plumbing Inspector Werner D. Gilliam  
Asst. Plumbing Inspector Gregory W. Reid  
Asst. Plumbing Inspector Andrew Welch  
Constable Tracey L. O'Roak  
Emergency Management Director Craig A. Sanford  
Fire Chief John C. Everett  
Fire Inspector John C. Everett  
Harbormaster-Cape Porpoise Christopher Mayo  
Harbormaster-Kennebunk River James Black  
Health Officer Alison Z. Kenneway  
Deputy Health Officer *Vacant*  
Public Access Officer Tracey L. O'Roak  
Registrar of Voters Tracey L. O'Roak  
Road Commissioner Michael W. Claus  
Shellfish Warden Everett Leach  
Street Naming & Numbering Delegate John C. Everett  
Tax Collector Laurie A. Smith  
Town Clerk Tracey L. O'Roak  
Town Forester Patrick A. Briggs  
Treasurer Jennifer L. Lord  
Tree Warden John Ripton

**Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

#### **6. Appointment of election clerks.**

Chair Daggett read the list of election clerks.

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to appoint the election clerks mentioned from 2020 to 2022. See Exhibit A. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

#### **7. Consider street opening permit for 204 Ocean Avenue for new water service to replace seasonal one.**

Public Works Director said this is the back of the house onto Summit.

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the street opening permit on Summit Avenue. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

#### **8. Authorize annual treasurer's warrant disbursement policy.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize the annual treasurer's warrant disbursement policy. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

**9. Other Business.**

Selectman Matthews-Bull thanked all the workers who keep the town running and wished everyone a happy Easter.

Town Manager Laurie Smith asked Police Chief Sanford for an update.

Chief Sanford said the parking restrictions at the beaches have helped. They have seen cars from out of town but have had no problems.

Ms. Smith reminded everyone to make sure to fill out the Census form which can be found online.

**10. Approve the April 9, 2020, Treasurer's Warrant.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the April 9, 2020, Treasurer's Warrant. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

**11. Adjournment.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to adjourn. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

Ms. Smith reminded everyone that there is a 4 PM public hearing the next day.

The meeting adjourned at 6:20 PM.

Submitted by Arlene McMurray  
Administrative Assistant

## ELECTION WORKERS FOR 2020-2022

Democrats	Republicans	Unenrolled
Anne Adams	Janet DesChenes	Gracine Adams
Wayne Adams	Doug Dicey	Scott Nolette
Barbara Barwise	Janet Dicey	
Sarah Bonneau	Mette Englington	
Ann Marie Briggs	Mary Jane Grant	
Helen Conaty	Sally McKay	
Jean Conaty	Karen Schlegel	
Carol Cook	Audrey Williamson	
Connie Dykstra	Rose Wills	
April Dufoe		
Geralyn Fitzgerald		
Penelope Gruen		
Lisanne James		
Claire Julian		
Kathryn Leffler		
Mary McLaughlin		
Rebecca Nolette		
Gillet Page		
Susan Richards		
Janet Surett		

We, the undersigned Municipal Officers of Kennebunkport, Maine  
do hereby appoint the attached listing of Election Clerks for 2020-2022.

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The Municipal Officers of Kennebunkport, Maine.

Dated:\_\_\_\_\_