

Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
June 24, 2021
6:00 PM

MINUTES

Selectmen attending via Zoom: Sheila Matthews-Bull, Allen Daggett, Patrick Briggs, D. Michael Weston, and Edward Hutchins.

Others attending via Zoom: Laurie Smith, David Powell, Jon Dykstra, Karina Graeter, Mike Claus, Jamie Mitchell, and others.

1. Call to Order

Selectman Matthews-Bull called the meeting to order at 6:00 PM. She took roll call of Selectmen present: Allen Daggett, Patrick Briggs, Michael Weston, Edward Hutchins, and Sheila Matthews-Bull.

2. Approve the June 10, 2021, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Briggs to approve the June 10, 2021, selectmen meeting minutes. **Roll Call Vote:** Briggs, Hutchins, Weston, Daggett and Matthews-Bull. **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.)

Jon Dykstra of the Solid Waste and Recycling Committee announced an education event this Saturday, June 26th from 9 am to 2 pm at the Parks & Rec building. Free bins will be given away to the first 200 customers. There will be activities for the entire family. After the 200 bins are given out, more will be available for purchase at Town Hall for \$10 each.

4. Announce the winning submission of the Kennebunkport Flag Contest.

Selectman Matthews-Bull thanked those who were involved with the administration of the contest, including the panel of judges. She advised that there were 35 submissions in total. Although there were many great submissions and the committee had their work cut out for them, they have come back with a decision. The winning flag was created by Nicholas DeBenedictis of Arlington, Massachusetts.

The inspiration for the flag comes from the Town's nautical history, stunning vistas and beaches. The blue background is symbolic of the ocean and sea and Kennebunkport's traditional blue color. The anchor depicts both the shipbuilding history and fishing trade. The circle represents the sun and waves that are a constant as Kennebunkport reaches for tomorrow.

Motion by Selectman Hutchins, seconded by Selectman Daggett to adopt the town bicentennial flag. **Roll Call Vote:** Hutchins, Weston, Daggett, and Matthews-Bull. **Voted:** 4-0. **Motion passed.**

5. Appoint Becky Nolette as Assessor.

Selectman Matthews-Bull stated that due to the passage of the ordinance amendment regarding the Selectmen and Assessor duties on June 8, 2021, the Assessor is now an appointed position. Staff recommends appointing Becky Nolette as Assessor with a term ending March 2022, as all appointments are made annually in March.

Motion by Selectman Hutchins seconded by Selectman Daggett to appoint Rebecca Nolette as the Assessor. **Roll Call Vote:** Matthews-Bull, Hutchins, Weston, and Daggett. **Voted:** 4-0. **Motion passed.**

6. Discussion and authorization of Solar Agreement.

Laurie Smith, Town Manager, introduced Karina Graeter, our Sustainability Coordinator with SMPDC (Southern Maine Planning & Development Commission) and gave some background on the Maine Net Energy Billing (NEB) program.

Karina Graeter presented updates on the NEB program and next steps. She also gave a summary of the bid process that the multi-town collaborative followed. They interviewed the top offers and unanimously agreed to recommend 20-year contract with Encore Renewable Energy.

Motion by Selectman Hutchins, seconded by Selectman Daggett to authorize the agreement with Encore Renewable Energy. **Roll Call Vote:** Hutchins, Weston, Matthews-Bull, and Daggett. **Voted:** 4-0. **Motion passed.**

7. Authorize purchase of Texa Laptop Scanner Tool.

Mike Claus, Public Works Director, recommended the purchase of a maintenance laptop and software to scan vehicle and equipment for fault codes and trouble lights. Mike anticipates savings in dealer repair costs as the Town Mechanic will be able to diagnose the issues in house. Mike received three quotes from Diesel Laptops, Connected Automotive Services, and J-Ball Electronics. Staff are recommending the purchase of Diesel laptops due to the cost, reliability, and free trade-in every 3 years. The purchase would be made with the savings in overtime, salt, and diesel accounts due to a light winter.

Motion by Selectman Daggett, seconded by Selectman Hutchins to authorize the purchase of software and equipment from Diesel Laptops for \$12,775. **Roll Call Vote:** Matthews-Bull, Hutchins, Weston, and Daggett. **Voted:** 4-0. **Motion passed.**

8. Consider recommendations from the Goose Rocks Beach Advisory Committee.

Kate Bauer Burke of the Beach Advisory Committee advised that the committee met on June 17, 2021, to discuss a variety of issues, they have two recommendations for the Board from that meeting.

- a. *Storage at Dinghy Point.* The Beach Use Agreement already prohibits storage of non-watercraft items overnight so nothing more needs to be done at this time except enforce the rules in place. Regarding watercraft, the Committee does not recommend any specific action at this time. They recommend monitoring the extent of watercraft storage in that area to determine if there is a problem with an excessive amount of watercraft being left in an area that has traditionally been a site for such storage. The Committee suggests that the CSOs monitor how many craft are left there overnight. Once we have hard data, we can consider the issue at a later meeting.
- b. *Permitting of fires on beach.* There was a lot of discussion on the issue of whether to start re-permitting campfires on the beach this summer. As a result, two BAC members took responsibility for meeting to discuss possible action proposals (ranging from going back to the former campfire policies, extending the moratorium into this summer, banning campfires completely, or some hybrid such as reducing the number of campfires). The plan is to have another BAC (one-issue) meeting as soon as possible.

The subcommittee should have recommendation for the full Beach Advisory Committee soon with comments from the Fire and Police Chiefs.

9. Discussion and Authorization of Truck Bid.

Mike Claus, Public Works Director, reminded the Board that the Town authorized the capital funding at the town meeting to replace our tandem wheel axle dump truck which is which is 17 years old. The current vehicle did not pass inspection this year and hence is not on the road. The issue is with the pandemic; the supply chain in various countries have impacted the delivery date on the new truck. The delivery is estimated to be somewhere between 7-12 months out from order. Although we received a fair number of bids that met our specifications all of them have an elongated delivery time and that means we will not have the new truck available for the upcoming winter.

The Town also received a bid for a truck that is in stock (a dealer's model truck) that would need some adjustments. Those adjustments include the addition of a plow, fenders, liquid system, rails, and paint touch up. That would put the truck slightly over the low bid that meets specifications from O'Connor GMC. The difference is that one truck is available immediately and the other is available in 2022.

Motion by Selectman Hutchins, seconded by Selectman Briggs to purchase the 2021 Western Star 4700SF truck with Viking Cives equipment for \$195,700. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

10. Authorize annual Animal Shelter Agreement with Animal Welfare Society.

Motion by Selectman Daggett, seconded by Selectman Hutchins to authorize the annual Animal Shelter Agreement with the Animal Welfare Society. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

11. Discussion of the American Rescue Plan.

Laurie Smith, Town Manager, reviewed the perimeters of the American Rescue Plan and informed the Board that the Town of Kennebunkport is estimated to receive \$360K in funding (half in 2021 and half in 2022). She also reviewed the potential uses for the funds.

12. Set meeting to sign the treasurer's warrant on June 30, 2021.

Laurie Smith, Town Manager, advised that as part of the year end closing, the Treasurer has asked to have a short meeting to authorize the final treasurer warrant for FY 2021. This warrant shortens the year end workload for the Finance Department.

Motion by Selectman Daggett, seconded by Selectman Hutchins to schedule a Board of Selectmen's meeting for June 30, 2021, at 9 am. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

13. Discussion of summer meeting schedule.

Over the past few years, the Board has held one regular meeting and one treasurer warrant meeting during July and August. This would mean that regular meetings would be July 8th and August 12th. Short treasurer meetings would be July 22nd and August 24th. The short warrant meetings are normally held at 9 am at Town Hall. The Board agreed with the proposed schedule.

14. Other Business.

Laurie Smith, Town Manager, introduced Jamie Mitchell, Town Clerk, to give an update on the Short Term Rental timeline. The goal is to have a final contract to be presented at the July 8th meeting. If we can get the signed contract to them on July 9th, it will take about a week to be assigned a Customer Success Agent. That person will work with the Town through the process. It will take about another 4-6 weeks to begin address identification. After that, compliance letters will be sent, and a mobile permitting process will be open. Mid-December is a deadline for being ready to issue permits on January 1, 2022.

15. Approve the June 10, 2021, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Briggs to approve the June 10, 2021, Treasurer's warrant. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

16. Executive Session per (MRSA 1, §405-6D) for discussion of union negotiations.

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

17. Adjournment.

Motion to adjourn was made, seconded, and approved after discussion in Executive Session.

Submitted by,
Tracey O'Roak
Administrative Assistant