

Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
July 8, 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, Jennifer Lord, Tracey O’Roak, Christopher Simeoni, Werner Gilliam, Jon Dykstra, Jono Anzalone, 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 24, and June 30, 2021, selectmen meeting minutes.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the June 24, 2021, selectmen meeting minutes. **Roll Call Vote:** Briggs, Hutchins, Weston, Daggett and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the June 30, 2021, selectmen meeting minutes. **Roll Call Vote:** Briggs, Hutchins, and Daggett. Selectmen Weston and Matthews-Bull abstained. **Voted:** 3-0. **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.)

There were no public comments.

4. Set the FY22 Tax Rate.

Laurie Smith, Town Manager, explained the options for setting the FY22 tax rate.

Motion by Selectman Weston, seconded by Selectman Daggett to set the FY 22 tax rate at \$9.60. **Roll Call Vote:** Briggs, Weston, Daggett, and Matthews-Bull. **Voted:** 4-0. **Motion passed.**

5. Annual board/committee appointments.

Laurie Smith, Town Manager, advised that in July of every year, board and committee members are appointed/reappointed. A slate of appointments and reappointments was presented.

Rick Wakeland introduced himself as the newest member of the Budget Board.

Motion by Selectman Daggett seconded by Selectman Weston to reappoint the slate of committee members with the terms outlined **Roll Call Vote:** Briggs, Matthews-Bull, Weston, and Daggett. **Voted:** 4-0. **Motion passed.**

Motion by Selectman Hutchins seconded by Selectman Briggs, to appoint the slate of new committee members with the terms outlined. **Roll Call Vote:** Briggs, Matthews-Bull, Weston, and Daggett. **Voted:** 4-0. **Motion passed.**

6. Appoint Selectmen representatives to boards/committees.

Laurie Smith, Town Manager, advised that in July of every year, the Selectmen appoint the representatives from the BOS to each committee. **Motion** by Selectman Daggett, seconded by Selectman Briggs to appoint the selectmen representatives as outlined on the proposed slate for the next year. **Roll Call Vote:** Briggs, Matthews-Bull, Weston, and Daggett. **Voted:** 4-0. **Motion passed.**

7. Authorize MMA Workers' Compensation Safety Incentive Program Resolve Form.

Laurie Smith, Town Manager, gave an overview of this safety incentive program. The Board must resolve to participate in the program in order to get started.

Motion by Selectman Daggett, seconded by Selectman Briggs to resolve to participate in the MMA Worker's Compensation Safety Incentive Program. **Roll Call Vote:** Briggs, Matthews-Bull, Hutchins, Weston, and Daggett. **Voted:** 5-0. **Motion passed.**

8. Award Wastewater bid for secondary clarifier upgrades.

Christopher Simeoni, Deputy Public Works Director, recapped the bid process and listed the four bids received:

- Penta - \$947,300
- Northeast Earth Mechanics - \$898,000
- T. Buck Construction - \$995,511
- Apex Construction - \$951,250

He stated that the Town's engineers (Wright Pierce) have done their background check on the lowest bidder and are recommending Northeast Earth Mechanics.

Motion by Selectman Daggett, seconded by Selectman Briggs, to authorize a contract with Northeast Earth Mechanics for \$898,000. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

9. Award contract for Wildes District Survey.

Mike Claus, Public Works Director, presented the results of the bid for survey work to begin the Wildes District shoulder widening project. The plan would be to complete the survey and then undertake a neighborhood meeting to gather input about changes within the town ROW. Mike recommended the lowest bid with Main-Land Development for \$8,200.

Motion by Selectman Daggett, seconded by Selectman Weston to authorize a contract with Main-Land Development for \$8,200. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

10. Accept contract with Host Compliance for STR software

Werner Gilliam, Town Planner, and Jamie Mitchell, Town Clerk, brought forward pricing from two different companies – Host Compliance and Lodging Revs. Host Compliance does charge based on the number of permitted properties you have, fortunately they are willing to hold our price for this year to the number they originally quoted us which is lower than Lodging Revs. Other Maine communities that are regulating rentals have also gone with Host Compliance – so they are a known entity in the state. Staff recommend approval of the Host Compliance contract.

Motion by Selectman Hutchins, seconded by Selectman Briggs to authorize a contract with Host Compliance for \$22,302.95. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

11. Jono Anzalone of the Kennebunkport Climate Initiative.

Jono Anzalone, the ED of the KCI was present to discuss the purpose of KCI, its commitment to Kennebunkport, and its desire to construct their headquarters in Kennebunkport.

The Board of Selectmen was supportive and gave Laurie Smith, Town Manager, authorization to continue talks with Jono.

12. Recommendations from BAC regarding beach fire permits.

Jon Dykstra, Vice-Chair of the BAC, made a presentation to the Selectmen concerning this issue.

Motion by Selectman Hutchins, seconded by Selectman Daggett to accept the proposed language as written to start on July 18, 2021 and to be reviewed at the end of the summer. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

13. Other Business.

Laurie Smith, Town Manager, thanked those who turned out for the ribbon cutting of the new softball field. She also thanked Allen and Wanda Daggett for their support.

Laurie Smith also shared new language from MMA regarding virtual meetings. The ability to hold virtual only meetings ends on July 31st. If the Board would like to hold hybrid meetings, they will need to adopt a policy.

14. Approve the July 8, 2021, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Weston to approve the July 8, 2021, Treasurer's warrant. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.**

15. Adjournment.

Motion by Selectman Hutchins, seconded by Selectman Daggett to adjourn. **Roll Call Vote:** Briggs, Hutchins, Weston, Matthews-Bull and Daggett. **Voted:** 5-0. **Motion passed.** Meeting adjourned at 7:45 p.m.

Submitted by,
Tracey O'Roak
Administrative Assistant