

Town of Kennebunkport
Board of Selectmen Meeting
October 27, 2022
5:30 PM

MINUTES

Selectmen attending: Jon Dykstra, Michael Weston, Sheila Matthews-Bull.

1. Call to Order.

Selectman Weston called the meeting to order at 6:30 PM.

2. Executive session per (MRSA 1, §405-6E) for consultation with Town attorney to discuss legal rights and duties.

3. Approve the October 13, 2022, selectmen meeting minutes.

Motion by Selectman Dykstra, seconded by Selectman Matthew-Bull, to approve the October 13, 2022, selectmen meeting minutes. **Voted:** 3-0. **Motion passed.**

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 from the public.

No motion was necessary. No action was taken.

5. Consider a renewal Liquor License Application submitted by Asador LLC d/b/a The Lost Fire, 625 Mills Road.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to renew the Liquor License Application submitted by Asador LLC d/b/a The Lost Fire, 625 Mills Road. **Voted:** 3-0. **Motion passed.**

6. Goose Rocks Beach Advisory Committee recommendation to request advice from the GRB Committee before appointing someone to fill the committee vacancy.

Selectman Weston updated the residents that Tom Ferrara, elected in June 2022, resigned from the Beach Advisory Committee for personal reasons. The Board of Selectmen needs to appoint a replacement until June, and since Tom was appointed for a three-year term with expiration in 2025, the new candidate will run for a two-year

term. The Town has advertised for the opening but has not received any applications yet.

The Goose Rocks Beach Advisory Committee passed a resolution recommending to the Board of Selectmen that any appointment to the GRBAC they make would be upon the advice of the GRBAC.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to accept Goose Rocks Beach Advisory Committee's recommendation to request advice from the GRB Committee prior to appointing someone to fill the committee vacancy. **Voted:** 3-0. **Motion passed.**

7. Discussion of Town Manager and Finance staffing.

Laurie Smith, the Town Manager, presented a new model of staffing at the Town Manager and Finance offices. She explained that currently, the Town Manager and Finance staff work together as one team and, besides the Town Manager, we have 4.3 full-time equivalent positions. A few changes that happened recently in the economy and labor market urged the need to re-evaluate the functions and positions at the Town Hall.

Laurie offered a new model that introduced two new positions: Special Projects Manager/HR Administrator and Communications & Technology Specialist.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to accept the changes in Town Manager and Finance offices as presented by the Town Manager. **Voted:** 3-0. **Motion passed.**

8. Consider the Ad-hoc Boat Launch Committee's purpose and guidelines.

Laurie Smith, the Town Manager, reminded the Board that at their last meeting, they approved establishing an ad-hoc Boat Launch Committee. The staff advertised and received 12 applications so far. Jon Dykstra sent an email to each applicant asking them to share their unique experience that would help to contribute to the goal of the committee.

Laurie also said she wrote a committee description, purpose, and goals that will serve to each member as a guide.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to adopt the ad-hoc Boat Launch Committee purpose and goals. **Voted:** 3-0. **Motion passed.**

9. Sewer Commitment for six prorated properties.

Chris Simeoni, Public Works Director, said that recently we had 6 more properties obtain occupancy that was established after the commitment date. According to our policy, sewer bills are established on a prorated basis once the certificate of occupancy is authorized.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to commit the six sewer bills announced by the Public Works Director. **Voted: 3-0. Motion passed.**

10. Discussion of the November and December Board of Selectmen meeting dates.

Laurie Smith, the Town Manager, explained that the first meeting in November falls on November 10, which is normal and requires no changes. The second meeting falls on November 24, which is Thanksgiving.

Selectman Dykstra offered to meet on Tuesday, November 22 at 3 PM. The other Board members agreed on the date.

Further, Laurie explained that the first meeting in December falls on December 8, which is normal and requires no changes. The second meeting falls on December 22. She asked if the Board wanted to keep that meeting and the members said they were ok with keeping both dates as regular meetings in December.

No motion was necessary. No action was taken.

11. Accept a \$50.00 donation from an anonymous donor dedicated towards the nurses' account.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to accept a \$50.00 donation from an anonymous donor dedicated towards the nurses' account. **Voted: 3-0. Motion passed.**

12. Accept a \$100.00 donation from Christopher Audley dedicated towards the emergency fuel fund.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to accept a \$50.00 donation from an anonymous donor dedicated towards the emergency fuel fund. **Voted: 3-0. Motion passed.**

13. Other business.

Selectmen Weston thanked David Kling, Dick Smith and his grandchildren, Bill Duggan, and Sheldon Pope's family for helping to restore the little fire truck at the Firefighters' Park. It is there at the park and ready to be used by children.

Laurie said that she notified the Board of Selectmen about the Cape Porpoise Pier schedule. There have been some delays due to real estate deed work for the EDA and workforce issues in terms of design staff. We have submitted paperwork for permits and more applications will be submitted to EDA and DOT by November 16 for their review. We hope to hear back from them by the middle of January and then we will be ready to place the project out to bid so we can have a contract on board by April. Because of this timeframe, they cannot do any underwater work or in-water work until the following November by the DEP regulation. This means we are hoping to get a contractor in spring. The Pier project won't take place until winter 2023-2024.

No motion was necessary. No motion was taken.

14. Approve the October 27, 2022, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to approve the October 27, 2022, Treasurer's Warrant. **Voted:** 3-0. **Motion passed.**

15. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to adjourn. **Voted:** 3-0. **Motion passed.** Meeting adjourned at 7:02 PM.

Submitted by,
Yanina Nickless,

Special Projects Manager/HR Administrator