

Town of Kennebunkport
Board of Selectmen Meeting
December 14, 2023
6:00 PM
Village Fire Station (32 North Street)

MINUTES

Selectmen attending: Mike Weston, Allen Daggett, Sheila Matthews-Bull, Jon Dykstra, Marybeth Gilbert.

1. Call To Order.

Chairman Weston called the meeting to order at 6:00 PM.

2. Approve the November 21, 2023, and November 22, 2023, selectmen meeting minutes.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the November 21, 2023, and November 22, 2023, meeting minutes. **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.)

Bill Case presented a proposal to build a new facility for the Codes & Planning Department only, located on six acres behind the public safety building, utilizing the existing parking lot. He feels that this building could be paid for entirely from the proceeds of the 8-acre "McCabe property" on School Street. He distributed a handout for this proposal to the Select Board.

No motion was necessary. No motion was taken.

4. Discussion of Parks and Recreation master plan follow-up.

Stephanie Simpson, Director of Parks and Recreation, presented some suggested revisions to the master plan:

- Firefighters Park – change the marsh edge pruning from high to medium priority. Cleaning of the culvert is to be done by Public Works at no cost.
- Parsons Field – change reconstruction of the field drainage from low to high priority to resolve current drainage issues. Flexlawn has been removed from the plan. Chairman Weston asked why the T-ball field is proposed to be moved from

Firefighters Park to Parsons Field. Stephanie and Laurie Smith, Town Manager, responded that there are many fewer mosquitoes at Parsons and amenities such as restrooms are already at the Parsons location. In addition, the idea is to have adequate room at Firefighters Park for walking paths and a full playground, making that a neighborhood park.

- Rotary Park at Beachwood – change the shade structure from low to medium priority, expand/restructure the play area from medium to low priority, add a fence along Beachwood Ave from high to low priority (noting that if the basketball courts were changed to multi-use with pickleball, the fencing for that would be extended along the side of the playground), and change the portable bathroom to low priority.

Selectman Gilbert stated that she is concerned about the impact of activities (particularly pickleball) on the park neighbors. She feels we should leave the park as is and not expand it.

Chairman Weston expressed his support of the Firefighters Park plan for an expanded playground incorporating the existing fire truck play structure, a wider entrance and walking trails. He noted that there are drainage issues at all parks and feels those should be addressed first. Stephanie agreed.

No motion was necessary. No motion was taken.

5. Award contract amendment for dewatering project and construction administration contract.

Eric Labelle, Principal Engineer, stated that he has better numbers now regarding this project. He is effectively taking funds from the pump station upgrades and applying those to the dewatering project. The overall wastewater upgrade costs remain just below the \$6 million bond that was recently approved by the voters.

Chairman Weston explained that our wastewater systems are very old and that the high cost of critical upgrades came as a surprise to the Board. The plan going forward is for a regular schedule of upgrades and repairs and to avoid waiting another 25 years for a high-cost major upgrade.

Eric continued, saying that working with Woodard and Curran directly on the SCADA project yielded a \$56,000 savings to the Town. He would like to contract with Woodard and Curran to provide administrative and construction support for the dewatering project at a cost not to exceed \$50,000.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to authorize a change order with Apex Construction for \$1,211,155. **Voted:** 5-0. **Motion passed.**

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to authorize a construction administration contract with Woodard and Curran for \$50,000. **Voted:** 5-0. **Motion passed.**

6. Award bid for the Public Works 2006 Ford F-350 truck.

Chris Simeoni, Public Works Director, informed the board that Truck 10 had been replaced with funds from this year's budget. The old truck was then put out to bid with a list of its extensive mechanical issues, noting that it would not pass inspection as is. He received two bids, the greater being for \$1,300 from Amy Aldrich. He recommended accepting this bid.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to authorize the sale of the 2006 Ford F-350 truck for \$1,300. **Voted:** 5-0. **Motion passed.**

7. Consider the request for the waiver of Planning Board fees for Housing Trust's new subdivision on Beachwood.

Larissa Crockett, Executive Director of the Kennebunkport Heritage Housing Trust (KHHT), requested that the Select Board consider waiving the preliminary and final application fees totaling \$5,000 for the Landon Woods project on Beachwood Avenue. She answered questions from the Board regarding the planned design and other aspects of the project. David Kling, KHHT Board Member, added that the project will need to go through the Planning Board process before they can present the design to the Board. The project is for a total of six units. Larissa & David both made a public appeal for fundraising, as clearing the title was a significant, unanticipated expense. They also shared details relating to finding appropriate and interested applicants.

Melinda Anderson, via Zoom, asked Larissa what dollar amount corresponds to the 80% and 120% of area median income Larissa mentioned regarding a candidate search. Larissa responded that HUD does this calculation based on county and revises the calculation annually. At this time, for a family of four, 120% would be a household salary of about \$115,000 per year, and 80% would be about \$79,000.

Selectman Dykstra requested that the KHHT come before the board quarterly to provide updates on the project status. Larissa agreed and provided information on how community members can donate to the KHHT.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to waive the Planning Board fees for the Kennebunk Heritage Housing Trust project on Beachwood Avenue. **Voted:** 5-0. **Motion passed.**

8. Approve 2024 Waste Hauling Permits.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the waste hauling permits for Waste Management of Maine and Casella. **Voted:** 5-0. **Motion passed.**

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

Motion by Selectman Matthews-Bull, seconded by Selectman Gilbert, to accept a \$50.00 donation from an anonymous donor towards the general nurses' account. **Voted:** 5-0. **Motion passed.**

10. Other Business.

Selectman Matthews-Bull expressed her appreciation for all of the volunteers at the Christmas Prelude this year. She thinks it went very well. The other Selectmen thanked Sheila for her efforts as well.

No motion was necessary. No motion was taken.

11. Approve the December 14, 2023, Treasurer's Warrant.

Motion by Selectman Mathews-Bull, seconded by Selectman Daggett, to approve the December 14, 2023, Treasurer's Warrant. **Voted:** 5-0. **Motion passed.**

12. Executive Session per MRSA 1, §405-6E to consult regarding a settlement offer.

Motion by Selectman Daggett, seconded by Selectman Mathews-Bull, to enter executive Session per MRSA 1, §405-6E to consult regarding a settlement offer. **Voted:** 5-0. **Motion passed.**

13. Adjournment.

The Board came out of Executive Session, and the meeting adjourned at 7:50 PM.

Submitted by,
Dave Powell,
Technology Specialist