

**Town of Kennebunkport
Board of Selectmen's Meeting
September 26, 2013-7 PM
Village Fire Station, 32 North Street**

Minutes of the Selectmen Meeting of September 26, 2013

Selectmen present: Patrick A. Briggs, Allen A. Daggett, Edward W. Hutchins, and Sheila Matthews-Bull

Selectmen absent: Stuart E. Barwise

Others present: Michael Davis, John Fraser, David James, Carol Laboissonniere, Arlene McMurray, Allan Moir, and others

1. Call to Order.

Vice-Chair Daggett called the meeting to order at 7:01 PM. He mentioned that Chair Barwise apologized from not being able to attend this meeting, but said he will attend the next one.

2. Approve the September 12, 2013, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the September 12, 2013, selectmen meeting minutes. **Vote:** 4-0

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 comments.

4. Consider the following tax abatements:

Property Owner	Location	Map	Blk	Lot(s)	2013 Tax Abatement
Stanley E. Zimmerman, Jr.	9 Seaview Ave.	20	1	57A	Denied
Peter& Kristyn Martin	Ocean Ave.	7	13	2	\$2,052.98

Motion by Selectman Hutchins, seconded by Selectman Briggs, to deny the abatement for Map 20, Block 1, Lot 57A and approve the abatement for Map 7, Block 13, Lot 2 in the amount of \$2,052.98 per Assessors' Agent Donna Moore Hays' recommendation. **Vote:** 4-0.

5. Approve lease agreements for a) Goose Rocks Fire Company and b) Atlantic Volunteer Engine Company, and authorize interim Town Manager to sign leases.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to au-

thorize interim Town Manager John Fraser to sign the lease agreement with Goose Rocks Fire Company and Atlantic Engine Company. **Vote:** 4-0.

6. Award the bid for the return activated sludge pump replacements for the Wastewater Department.

Mr. Moir explained that the Wastewater Department has \$20,000 budgeted for the purchase of two RAS replacement pumps. The existing pumps are approximately 29 years old. The cost of one pump is \$7,965.00 plus \$1,250 for installation, and Blake Equipment is the only vendor that sells these pumps.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to purchase two sludge pumps from Blake Equipment at a total cost of \$18,430.00. **Vote:** 4-0.

7. Discuss selectmen meeting schedule for the holidays.

The Board decided on the following meetings during the holidays in November and December:

The November 28, 2013, meeting that falls on Thanksgiving is changed to Tuesday, November 26, 2013, at 9 AM, at the town hall to sign the Treasurer's Warrant.

The December 26, 2013, meeting is moved to Friday, December 27, 2013, at 9 AM, at the town hall to sign the Treasurer's Warrant.

8. Consider appointment of Carol Laboissonniere to the Conservation Commission.

Vice-Chair Daggett asked Carol Laboissonniere to present her background to the Board.

Ms. Laboissonniere said she believes in volunteerism and when she lived in Kennebunk, she served on the Garden Committee. She currently volunteers for the Kennebunkport Historical Society. She said she's had a lifelong interest in the environment and conservation. She is a member of the AMC, Sierra Club, and Maine Audubon. She is a certified organic landcare professional and she has a design, landscape and installation-build company. She specializes in environmentally sensitive designs. She said she looks forward to being a member of the Conservation Commission.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to appoint Carol Laboissonniere to a three-year term on the Conservation Commission. **Vote:** 4-0.

9. Award the winter heating fuel contract.

Interim Town Manager John Fraser said that Branch Brook Fuels offered a fixed price of 3.259 per gallon to the Town for #2 heating oil for the winter season that is the same price as last winter.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to purchase the Town's #2 winter heating oil for the winter season from Branch Brook Fuels at a fixed price of 3.259 per gallon. **Vote:** 4-0.

10. Town Manager recruitment process

a. Appoint candidates from the community and staff for the Town Manager's recruitment process.

The review committee for Town Manager will consist of: the Board of Selectmen, two residents (one male and one female), and two from town staff.

Motion by Selectman Matthews-Bull to nominate from the Town staff group: Jennifer Lord and Allan Moir, and from the community: Barbara Barwise and Mike Weston. **Vote:** 4-0.

b. Select dates and times to review applicants for Town Manager.

Mr. Fraser stated the deadline for Town Manager applications is October 9, and David Barrett of the Maine Municipal Association (MMA) will send them to the Town by the 10th and begin his review process. He will present a short list of his selection of applicants for the first review committee meeting.

He said October 15 is a convenient day for Mr. Barrett to meet with the review committee. The Board agreed to meet with him on that date, at 6 PM, at the Village Fire Station.

11. Other business.

Selectman Matthews-Bull announced they are sending out their notices to businesses regarding the Prelude schedule via e-mail. Anyone interested in being on the schedule should telephone her.

Mr. Fraser said the Planning Board was not thrilled with the plans for Silas Perkins Park, so he and Werner have discussed a few ideas for the layout and will present it after it is redrawn.

Mr. Fraser said the Board approved the contract with Vision for Code Enforcement software at the last meeting. He said the Board needs to authorize him to sign this contract, since Mr. Mead is gone.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to au-

thorize John Frazer to sign the contract for the purchase of software for Code Enforcement through Vision. **Vote:** 4-0.

Mr. Frazer said the Budget Board formed a subcommittee to work on social service agencies. He asked if the Board approved of Judy Barrett being on this committee. The Board approved.

Mr. Frazer mentioned that the flowers have been vandalized twice in the last two weeks. He said Kennebunk's Police Chief is working with Chief Sanford to stop this problem.

Mr. Frazer also announced that household hazardous waste day is Saturday, October 5, 2013 and information on this item can be found on the Town's website. Also, Secret Santa applications are now available.

12. Consider the September 26, 2013, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the September 26, 2013, Treasurer's Warrant. **Vote:** 4-0.

13. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to adjourn. **Vote:** 4-0.

The meeting adjourned at 7:20 PM.

Submitted by Arlene McMurray
Administrative Assistant