

**Town of Kennebunkport
Board of Selectmen/Assessor's Meeting
Village Fire Station-32 North Street
September 10, 2015 – 7:00 PM**

Minutes of the Selectmen Meeting of September 10, 2015

Selectmen present: Stuart E. Barwise, Patrick A. Briggs, Edward W. Hutchins, and Sheila Matthews-Bull

Selectmen absent: Allen A. Daggett

Others present: Carol Berg, Michael Davis, April Dufoe, Werner Gilliam, David James, James McMann, Arlene McMurray, Allan Moir, Deborah Langshaw, Randall Simon, Craig Sanford, Laurie Smith, and others

1. Call to Order.

Chair Matthews-Bull called the meeting to order at 7:03 PM.

2. Approve the August 27, 2015, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the August 27, 2015, 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. Finalize and sign the November 2015 Special Town Meeting Warrant.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to finalize and sign the November 2015 Special Town Meeting Warrant. **Vote:** 4-0.

5. Approve Certification of Ordinances.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to approve Certification of Ordinances. **Vote:** 4-0.

6. Public Hearing on proposed amendment to the Traffic and Parking Control Ordinance:

Section 4. One Way Traffic

2. East Avenue: from South Main Street toward Ocean Avenue (~~excepting the period of December 1 to March 31 when two way traffic is allowed~~).

Carol Berg would not like the ordinance changed. She is more concerned about 18 wheelers that come down that road.

Selectmen Briggs said they should keep it simple, and that having the road run two ways is confusing to people, especially those who live out of town.

Debra Langshaw said in 1989, the Town approved making East Street one-way all year. Somehow, later on, it was changed to two-way in the winter. She would like to keep it to one-way traffic year round.

Motion by Selectman Barwise, seconded by Selectman Briggs, to have one-way traffic on East Avenue from South Main Street toward Ocean Avenue year round. **Vote:** 4-0.

7. Award the Town Hall attic insulation bid.

Werner Gilliam, director of planning and development, said the Town received three bids:

Northeast Spray Insulation, Inc.	\$19,330.00
Nickerson-Remick	\$25,254.00
Keith Trembley Home Solutions	\$34,431.00

Mr. Gilliam recommends awarding the bid to Northeast Spray Insulation, Inc.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to award the bid for town hall attic insulation to Northeast Spray Insulation, Inc. for a cost of \$19,330.00. **Vote:** 4-0.

8. Consider the Wastewater Department RFP for the sewer waste study.

Wastewater Superintendent Allan Moir said he received three bid proposals from engineering firms:

Underwood Engineers	\$6,500
Wright-Pierce	\$14,700
Woodard & Curran	\$29,480

Mr. Moir said he and the town manager thought the huge difference in the bid proposals between Underwood Engineers and the other bidders was that they may not have budgeted the correct amount to cover meetings. He asked Underwood to resubmit their bid, and they agreed they had underestimated it. They resubmitted a proposal not to exceed \$8,500.

Mr. Moir said he checked Underwood's references and received good reports. Also, it is convenient that the project manager lives in Wells.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to award the bid for the sewer waste study to Underwood Engineers for a cost not to exceed \$8,500. **Vote:** 4-0.

9. Accept the following donations to the Kennebunkport Emergency Fuel Account.

- a. A \$300 donation from the Kennebunk Savings Bank Community Promise Program.
- b. An anonymous \$100 donation in memory of Kathy Jones.
- c. An anonymous \$50 donation in memory of Kathy Jones.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept with heartfelt appreciation the \$300 donation from Kennebunk Savings Bank and \$150 in anonymous donations to the Kennebunkport Emergency Fuel Account. **Vote:** 4-0.

10. Consider Town Manager's employment contract.

Selectman Barwise said after evaluating the Town Manager's job performance, the Board unanimously agreed to raise her base salary \$10,000 because of the fine job she is doing.

Motion by Selectman Barwise, seconded by Selectman Briggs, to raise the Town Manager's base salary \$10,000. **Vote:** 4-0.

Ms. Smith thanked the Board, and said she enjoys working for the Town.

11. Consider street opening permit for Sherman Kinney Properties, LLC for sewer under sidewalk on Kings Highway.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to approve the street opening permit for Sherman Kinney Properties, LLC for the sewer under the sidewalk on Kings Highway. **Vote:** 4-0.

12. Meet as Assessors to consider the following property tax supplemental bill:

Property Owner	Location	Map	Blk	Lot(s)	Tax Supplemental bill 2015
William A. & Laura Glasser	9 Eel Bridge Lane	22	7	25	\$365.80

This item was tabled and will be addressed at a future meeting.

13. Other business.

Chair Matthews-Bull wanted to thank whoever put the Patriot's yearbook in her mailbox on her birthday.

Town Manager Laurie Smith said David Crandall resigned to accept a position up north, and she welcomed Wayne Dorr as interim Principal of Consolidated School. She also mentioned that she had two air conditioning companies looking at the air conditioning at the Village Fire Station Meeting Room. She expects to hear back from them sometime next week.

14. Approve the September 10, 2015, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the September 10, 2015, Treasurer's Warrant. **Vote:** 4-0.

15. Adjournment.

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

The meeting adjourned at 7:28 PM.

Submitted by

Arlene McMurray
Administrative Assistant