

TOWN OF KENNEBUNK
BOARD OF SELECTMEN MINUTES
FEBRUARY 9, 2016 – 6:15 P.M.

SPECIAL MEETING

Interview the following Candidate for Committees:

Lisa Emmons

Downtown Committee

Vacancies: (1) Regular 2017
(1) Alternate 2017

The candidate appeared before the Board and answered questions pertaining to background and history. Boothby mentioned that he has worked with this candidate on other boards and she does a nice job. The Chair explained all appointments will be announced at the end of the meeting and she will be contacted with the decision.

REGULAR MEETING

1. CALL TO ORDER

On February 9, 2016, at 6:30 p.m., in Room 301 of the Town Hall, Kevin Donovan, Chairman of the Board of Selectmen for the Town of Kennebunk, called to order the Regular Meeting of the Board of Selectmen. Present were Selectmen Kevin Donovan, Richard Morin, Ed Karytko, Daniel Boothby, Chris Cluff, Shiloh Schulte and Deborah Beal.

Also in attendance was Town Manager Barry Tibbetts, Finance Director Joel Downs.

The Chair led everyone in the Pledge of Allegiance. A moment of silence was held in memory of Geraldine Waterhouse, who passed away on Sunday.

2. MINUTES

a. January 26, 2016 Regular Meeting.

Budget Meetings - minutes will be available at the conclusion of the budget sessions

b. February 2, 2016 Special Meeting (Budget Meeting 6:00 pm)

c. February 4, 2016 Special Meeting (Budget Meeting 6:00 pm)

d. February 6, 2016 Special Meeting (Budget Meeting 8:30 am)

e. February 11, 2016 Special Meeting (Budget Meeting 6:00 pm)

f. *Tentative/if needed meeting:* February 13, 2016 Special Meeting (Budget Meeting 8:30 am)

g. *Tentative/if needed meeting:* February 16, 2016 Special Meeting (Budget Meeting 6:00 pm)

A motion was made to accept the Minutes from the January 26, 2016 Regular Meeting.

MOVED: Karytko

SECONDED: Cluff

MODIFICATIONS: None

VOTE: 7 in favor, 0 opposed. The motion carried.

The Chair proceeded to the next item.

3. ITEMS TO BE SIGNED – NONE

4. PUBLIC HEARING(S) - NONE

5. PUBLIC COMMENTS

Mat Eddy, Economic Development Director, introduced Doug and Heather Gilbert, who are interested in relocating their business to Kennebunk. Eddy explained that the Town is helping them look for office space, housing and funding opportunities. The Gilberts went to the podium, described their business, and explained why they are looking to relocate to this area.

With no other public comments, the Chair proceeded to the next item.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. (Public Services) Recreation Department – Matthew Duplisea, Program Coordinator/Teen Center Supervisor, has submitted his resignation effective February 19. Matt has accepted a position with Biddeford Recreation as the Youth and Family Program Coordinator. Matt has been an intricate part of the expansion of the Teen Center activities and his input has been an important part of the growth of the programs offered by the department in his nine years of employment. We wish him the very best in his new position.

There were no public comments.

The Chair proceeded to the next item.

7. TIME SENSITIVE BUSINESS

- a. Discuss 2016 EMS Ambulance Rates – Each year, the Town reviews the rates charged for ambulance services. For 2016, the Fire Chief recommends maintaining the same rates as in 2015. With the fuel costs low and our current rates in the “middle range” of other communities, we feel the 2016 rates do not need to be adjusted. The current rate schedule was included in the Board packet.

DISCUSSION:

Chief Rowe was present and explained that he has revised the 2016 billing rates because of concerns regarding revenue from the budget meeting. Rowe handed out a sheet listing the revised rates. He explained the increases and the various services provided.

Karytko asked if the increase would cover the projected \$25,000 shortfall. Rowe hopes it will cover the deficit and explained the fees are user fees only. Discussion of the affect of private tiers, which Rowe explained are small and will not affect the Town. Morin mentioned that he believes the numbers will cover the shortfall.

There were no public comments.

A motion was made to approve the recommended EMS Ambulance Rates for 2016.

MOVED: Cluff

SECONDED: Schulte

MODIFICATIONS: None

VOTE: 7 in favor, 0 opposed. The motion carried.

The Chair proceeded to the next item.

- b. Discuss a Request by the Energy Efficiency Advisory Committee for an Ordinance Regulating Single-Use Carryout Plastic Shopping Bags – The Energy Efficiency Advisory Committee would like to present a possible ordinance on regulating single-use carryout plastic shopping bags. The draft Ordinance prepared by the Committee was included in the Board packet for your review. It has not yet been reviewed by our attorney.

Members of the Committee will be in attendance to answer any questions the Board may have. Bella Rossborough, a 5th grade student at Sea Road School, will also be in attendance. As you may recall, Bella attended a meeting of the Board when this issue came up last spring. She has been attending the Energy Efficiency Committee's meetings regularly and continues to be very interested in this issue (see newspaper article "Pupils seek plastic bag ban" that was included in the Board packet). At the Sea Road School's December Fair, Bella's class took a vote on "Would you support a fee for the use of single-use plastic bags?" The results were:

- 166 adults voted: 143 in favor and 23 against
- 13 children voted: 11 in favor and 2 against

In November, York voters approved the first-in-the state ban on single-use plastic bags.

In July of 2014, the Committee came before the Board requesting a non-binding question be placed on the November ballot to determine if the voters were interested in supporting a proclamation charging 5¢ for single-use shopping bags. At that time, the Board did not support their request and this was not forwarded to a Town Meeting vote.

DISCUSSION:

Tibbetts explained that there were members of the Energy Efficiency Committee present.

Fifth grade student, Bella Rossborough, went to the podium and explained she has learned 11 stores in town would support a 5 cent per bag fee, six stores would not and five had no comment. She explained the bags are not biodegradable and there are dangers to the environment and animals in our area.

Resident Dennis Andersen, who is a member of the Energy Efficiency Committee, mentioned that Bella comes to all the meetings and she energizes them. He explained that the ordinance before them is based on the City of Portland's ordinance. Andersen believes passing this will help by showing the Town cares about the environment and people. He mentioned it helps the storeowner because the fee goes back to them. Andersen thanked the Board for listening and he also explained that the Energy Efficiency Committee feels very strongly about this topic and would like this put before the voters in June, if possible. Morin asked how it will affect smaller businesses that use, for example, small sandwich bags. Anderson explained there are definitions in the ordinance about the different plastic bags. Morin mentioned that the public needs to know the information before voting on this. Boothby stated he would prefer signs made to hang in stores to remind people to use reusable bags. Andersen further explained the shopping bags cannot be recycled with other recyclables and should not be placed in the recycle cans. He further explained that large grocery stores, such as Hannaford, are required to have recycling containers for plastic bags. Schulte mentioned that the people in town recycle 50 percent because of the "Pay as You Throw" program. Schulte would prefer the bags be banned. Cluff would like to get rid of the bags too. Morin asked about enforcing the ordinance. Andersen explained that Portland does not enforce, but if there is a complaint, a letter is sent to the storeowner. Karytko suggested having a plastic bag disposal at the Town's transfer station and he likes the idea of using signs as a reminder to use reusable bags. Beal asked about the price difference between plastic and paper because if paper is more expensive, it would incur extra costs to the store.

Tibbetts will look into having a plastic bag receptacle at the transfer station. Donovan would like to see this item go to the Ordinance Subcommittee and let Bella know so she can be included in the next step.

Bob Wuerthner, who is also on the Energy Efficiency Committee, mentioned that the goal is to get rid of plastic bags and the five cents is to encourage people to use reusable bags.

Resident Arlene Poisson mentioned that she is glad people are talking on this subject and thinks a higher fee or banning them will get quick results.

Resident Edie Rossborough stated that she would settle for a fee if that encourages people to use reusable bags.

A motion was made to direct this matter to the Ordinance Subcommittee, also include Styrofoam, and notify Bella Rossborough of the meeting date.

MOVED: Morin

SECONDED: Karytko

MODIFICATIONS: None

VOTE: 7 in favor, 0 opposed. The motion carried.

Schulte also recommends a ban on plastic bags.

The Chair proceeded to the next item.

8. OLD BUSINESS (2ND READING)

- a. Discuss the Recreation Director Position – Recreation Director, Brian Costello, will be retiring on April 22nd after 30 years of service with the Town. The discussion at the last meeting was to see what the interest level was with Arundel and Kennebunkport. After meeting with the two Town Managers, they felt the best solution going forward was to begin with “small steps” by working together on a few joint programs in the coming years.

Tibbetts’ recommendation is to move forward with filling the Recreation Director position.

DISCUSSION:

Tibbetts reported that Arundel and Kennebunkport are not ready to merge the departments together. Karytko stated that he had spoken to a board member from one of the other towns and this person was unaware of this issue. Karytko asked Tibbetts if the other Boards have been approached and Tibbetts thought they had discussions. Karytko would like to see what will be advertised for the position and he mentioned areas that can be streamlined because of his concern with the \$240,000 deficit. Cluff mentioned that the programs pay for themselves, as determined at the budget meeting, but the overhead is costly. Morin suggested promoting from within because the programs are established. Tibbetts explained some of the responsibilities the Recreation Director has, such as being out in the field because someone will need to do this if we do not hire another director and it would add to their workload. The Director leads the department and Tibbetts believes it will be difficult to maintain the programs. Schulte and Boothby would like the position filled. Cluff mentioned that they need to look at this because, if hiring someone now, it will be difficult to merge with other towns in the future. Discussion ensued of vacancies being filled every time without an assessment of need. Schulte mentioned that the deficit was discussed at the last budget meeting and this position was included in those discussions.

Resident Arlene Poisson stated that she thinks the program is important and the \$240,000 deficit is substantial. She believes it is possible to hire someone at a lower pay rate and the position should be filled quickly.

A motion was made to advertise the Recreation Director position.

MOVED: Schulte
SECONDED: Boothby
MODIFICATIONS: None
VOTE: 4 in favor, 3 opposed (Morin, Cluff, and Karytko). The motion carried.

Karytko requested seeing the advertisement before it is posted. Beal stated they need to be clear on the salary.

The Chair proceeded to the next item.

- b. Discuss a Consent Agreement for 2 Marsh View Avenue – The Board heard the presentation on this item at their meetings on December 8 and 22. This consent agreement is between the Town and the owners of 2 Marsh View Avenue, John and Jennifer McDonald regarding a violation in the fall of 2014 involving the unauthorized removal of trees in the Shoreland/Resource Protection districts as well as the removal of one tree on the neighboring property.

At the December 22nd meeting, the Board asked the Code Enforcement Officer, Paul Demers, for a revised plan, which was included in the Board packet. Please note that the plan now only reflects the actual restoration that would be acceptable to address the violation. The plan is the result of numerous conversations with DEP- endorsed arborists that are familiar with the violation process in other communities. The plant types and sizes have been reviewed to provide sufficient buffer restoration and are spaced to provide optimum opportunity for them to survive and do well in the long term.

This item was moved to a February discussion at the property owner's request.

DICUSSION:

Demers explained the revised restorative plan he put together with the help of the DEP, arborists and landscapers. A new plan was done because the majority of the Board did not like the previous plan. Demers further explained why certain trees were chosen. He further explained that some have a higher density of tree growth replacing those that were cut down. He also mentioned that the McDonalds have reviewed the plan and they approve. Tibbetts mentioned that one of the plans needs to be implemented and, if not, the DEP will step in and make the decision. Morin asked about the estimated price. Demers explained that the estimated price is \$40,000; \$20,000 of which is in escrow. Donovan asked Demers about the cost of attorney's fees and staff time. Demers replied review of the consent agreement was approximately \$500 and he does not have an accurate number of staff hours. Cluff asked what the fines were in the past for similar incidents. Demers replied that fees vary. Schulte asked what the guidelines are for fines. Demers explained DEP fines are based per tree and the amount of money is at the discretion of the Board. McDonald explained they have tried to resolve this issue and want to do the right thing.

There were no public comments.

A motion was made to approve the revised set of plans and assess a \$2,000 fine.

MOVED: Boothby
SECONDED: Cluff
MODIFICATIONS: Noted below
VOTE: 4 in favor, 3 opposed (Schulte, Beal, and Karytko). The motion carried.

Discussion of clarifying the original motion ensued. Boothby explained that he chose \$2,000 to include attorney's fees and staff time. Beal suggested waiting to receive the exact amount of attorney's fees before a motion is made. Schulte is in favor of requesting a \$500 fee in accordance with the information Demers has given. An amended motion was made.

An amended motion was made to accept the plan as written and assess a \$500 fee for attorney's fees.

MOVED: Schulte

SECONDED: Beal

MODIFICATIONS: None

VOTE: 3 in favor, 4 opposed (Morin, Donovan, Cluff, Boothby). The motion failed.

The Chair proceeded to the next item.

- c. Discuss Various Special Events and Timing Thereof – Kennebunk is host to approximately 40+ special events over the course of one year. Most events are either non-profit organizations or Town events; however, we are beginning to receive new requests from for-profit individuals/groups. A summary of all events held in 2015 was included in the Board packet, providing insight into the potential conflicts by area and dates. Also included in the packet was a listing of past road closures.

At the last meeting, the Board reviewed a draft policy to regulate these events. The summary addresses:

- Areas covered in Town
- Priority ranking of which application is first
- Restrictions for road events and number of events on any given weekend
- Number of events allowed within a given area (Lower Village, Downtown, West Kennebunk)
- Events cannot be reserved earlier than six months in advance
- All events must comply with the Special Events Application
- A nominal fee of \$25 would be charged for processing
- The number of participants that would trigger an application is now indicated
- Any road closure would be posted on the Town's website.

The draft policy has been revised further to include the items discussed at the last meeting.

DISCUSSION:

Tibbetts explained his revisions to the draft policy. Cluff questioned where there should be certain eligibility criteria to close roads. Anybody can apply for road closure now. Morin mentioned that criteria is missing. Boothby suggested staff decide on events and those that include road closures will up to the Board. Donovan agrees staff need to review first. The Board members discussed for-profit entities vs. nonprofit. Donovan recommends keeping the process fluid and not have guidelines too rigid.

Resident Lois Copeland explained it could be a function of quantity. She explained how her neighborhood is impacted due to the location and the number of events. There, can be four or five hour spans and it is an inconvenience, She suggested looking at different routes intermittently and not use the same roads all the time. Consider the needs of the residents and consider the inconvenience to residents.

A motion was made to approve the Special Event policy as written.

MOVED: Cluff

SECONDED: Schulte

MODIFICATIONS: None

VOTE: 5 in favor, 2 opposed (Karytko, Morin). The motion carried.

Karytko asked about the number of events that can be held. Cluff explained that it is one event per day. Karytko would like to see language used in the policy regarding different routes. Beal mentioned that this policy is a good start and can always be revised in the future.

The Chair proceeded to the next item.

- d. Portland Symphony Orchestra (PSO) Event for July 28, 2016 – As discussed at the January 12th meeting, a group of local residents would like to bring back the PSO this summer (Thursday, July 28th) at the Waterhouse Center. We have met with the co-chairs of the Festival Committee and they have given their committee's endorsement. The same format for the Main Street road closure used last year would be applied. There were no accidents, delays or reported issues during that event. Those attending felt the event was a success.

The "Music on Main Street" subcommittee will be responsible for all event fundraising and announcements. They would work under the Festival Committee. As we did last year, Main Street would need to be closed for the performance.

DISCUSSION:

Tibbetts explained Music on Main Street and the Festival Committee believes this is a good event for downtown. He also mentioned that the traffic last year was handled well from the feedback he has heard.

Boothby asked if Tibbetts has spoken to businesses that were impacted last year. Tibbetts replied that Music on Main Street members had discussions with some of the businesses. Tibbetts also mentioned that Linda Johnson has spoken with them too. Schulte asked if last year's costs were covered by the Senior Center. Tibbetts replied that, to the best of his knowledge, it was fully covered. He also mentioned that Music on Main Street will fundraise to pay for the event this year. If the money is not raised, it will not be held. Morin has had feedback that the event was a costly evening for the restaurants in the area. Karytko mentioned it was difficult to hear the event from across the street and asked about holding the event in an enclosed area. Beal responded that there is no other venue and seating would be difficult for some people. Cluff asked if this event will need to go through the new special event policy. Tibbetts responded that is a Town sponsored event because the Festival Committee is sponsoring it. Cluff stated his preference is to wait until it goes through the special event process.

Carolyn Nishon, Executive Director of the PSO, thanked the Board for hosting last year's event. The group enjoyed performing in Kennebunk and were welcomed by the community. Nishon described the event from last year and asked to consider closing the road again. She did mention rehearsal was difficult because of motorcycle noise. Nishon would like to collaborate with the businesses across the street to improve this year's event. She also pointed out that this is a free event and she hopes those who had a positive experience outweigh those who did not.

A motion was made to allow the PSO event on July 28th with the necessary traffic redirection.

MOVED: Donovan

SECONDED: Boothby

MODIFICATIONS: None

VOTE: 4 in favor, 3 opposed (Cluff, Morin Karytko). The motion carried.

The Chair proceeded to the next item.

- e. Discuss the Board of Selectmen's Strategic Plan Survey – included in the Board packet is a modified survey to include questions for the Comprehensive Plan and Zoning Ordinance Update Committee's review/usage. These additional questions will allow the survey to have a dual usage.

DISCUSSION:

Tibbetts mentioned that the survey notice will be going out with the property tax bills the beginning of March and needs to be ready by February 23rd. Cluff expressed his concern with the length of the survey. Eddy replied that it is the similar number of questions as the previous survey and they received over 1,000 responses then. Karytko asked what the purpose of the survey is. Eddy explained they are attempting to provide direction for the Selectmen's strategic process and provide guidance to go forward.

Resident Betsy Smith, Comprehensive Plan and Zoning Ordinance Update Committee member, mentioned that the Committee has not approved the questions. She explained that she worked on three versions along with other members. Eddy explained that he needed to get it back to the Board so it would be ready for the mailing. Smith stated she is concerned that the survey is being rushed and is concerned with the complication of being online. She recommends a mailing because not all people have computers.

Resident Chauncey Copeland asked if a question on the dams is included in the survey. Cluff replied that there is a question in the survey about the dams. Copeland stated that it does not make good sense to ask for public opinion without information from the report and he suggests the question be removed. Donovan explained that they are asking for opinions only and it is not binding. Schulte mentioned that he is uncomfortable having the Comprehensive Plan portion included if their committee has not approved it. Eddy stated that he would bring to the committee for review if this can wait.

Resident Lois Copeland stated her outrage that the question of dams is on the survey before options are vetted. She stated that she is waiting for the Town and the Board do its job and have the workshop. Donovan explained it is a KLPD decision.

Resident Tim Summers stated that it is important that everyone providing input has all the information and it is not the right time to have a dam question on the survey.

Morin thinks the question should be removed from the survey. Beal agrees and does not want it to come back to the Board.

Resident Patricia Hughes mentioned that seniors may not have an option to use a computer. She questioned why the dam question is on this.

Schulte suggested sending the questions back to the committee and come back to this item in at the next Board meeting.

No motion was made. This will be reviewed at the next Board meeting after the Comprehensive Plan and Zoning Ordinance Update Committee has had a chance to review it.

The Chair proceeded to the next item.

- f. Discuss the Workshop Tentatively Scheduled for March 15th Regarding the Dams – Kennebunk Light & Power District will be holding a hydro meeting in mid March based on the Wright Pierce final report that is expected to be released in the latter part of February. A potential KLPD decision on the disposition of the dams may be made in late March or May. This timeframe still gives KLPD several months to prepare

and analyze options prior to filing with FERC. KLPD has declined a joint meeting with Kennebunk Board of Selectmen at this time.

Since KLPD will not make the decision until late March or May, there is not enough time for a straw poll vote in June. The next option for a straw poll would be November. Depending on the outcome of a straw poll vote, an early winter vote by the legislative body may be necessary before the FERC filing date.

After KLPD's initial decision (March/May), the Board could hold a workshop to discuss that decision and the Wright Pierce final report before making recommendations to KLPD for their consideration before the filing with FERC. Perhaps late May or June might be a better timeline for the workshop.

DISCUSSION:

Tibbetts has spoken to KPLD and requested a joint meeting on March 15th. KLPD has declined to attend the joint meeting and they will be issuing their final report at the end of February and holding a public meeting in mid-March. Tibbetts explained the option of having a straw vote in November. Tibbetts is recommending putting the workshop on hold until the Town receives KPLD's initial decision in March/May. Donovan recommends having the workshop after KLPD has made their decision also and after their board makes their decision, this board will decide whether to bring it to the voters.

Resident Sean Teague understands the logic and he feels it would not satisfy many of the residents to have the workshop after the KLPD meeting. He would like to go into a workshop first. Teague would like to have someone in to advise on property values. Cluff mentioned that realtors could be biased because it affects their business and he also disclosed that his father is on the Board of KPLD and his information is the same as Tibbetts.

Resident Chauncey Copeland voiced his concerns in trusting KLPD and the timing of the meetings. He read the timeline from KPLD's November 6th minutes and stated the timeline has changed. Tibbetts explained that when he spoke to Todd Shea, General Manager of KLPD, he was told they will not file with FERC until 2017 and will give the community a chance to decide on alternatives.

Resident Nancy Campbell-Jones asked if the Town could buy the dams back from KLPD. Tibbetts replied that it can be accomplished and KLPD needs to determine if they will continue electric generation for some or all of the dams. At that time, the Town will be able to determine what to do.

Resident Ward Hanson mentioned his concern with the lack of response from KPLD on electric costs. They only mentioned a range of 2.5% to 11.5% increase.

Resident Arlene Poisson believes that KPLD has been open. They have held one or two meetings that were open to the public. She believes property values will rise if the dams are gone and a workshop held prior would be beneficial.

Merton Brown, Town Clerk, reminded the Board that in order to have something on the November ballot, it will need to be ready by August 15th.

No motion was made.

The Chair proceeded to the next item.

9. New Business (1st Reading)

- a. Discuss a Request by the Police Department to Obtain Statewide Arrest Powers –Kennebunk PD is looking to obtain statewide arrest powers in order to reduce liability on officers when making arrests outside our jurisdiction. Kennebunk officers are occasionally put in a position where officers may have to make an arrest outside Kennebunk. This may involve our detectives, officers assigned to countywide taskforce groups or other situations.

Statewide arrest powers, by state statute, must be confirmed by the Board of Selectmen. There are currently seven agencies within York County with this authority: Biddeford, Eliot, Kittery, Wells, Sanford, York and Ogunquit.

Why do we need this? Recently, several Kennebunk officers had countywide arrest powers after being sworn in as special deputies. However, the Sheriff has since found an issue with the special deputy authorization and had to rescind all of the IDs and arrest powers. The York County Sheriff's Office is looking into creating a Memorandum of Understanding to solve this, but the timeframe is unknown.

With statewide arrest powers, we would not have to be concerned with countywide jurisdiction. Deputy Chief Nugent is familiar with this program and will make a presentation to the Selectmen at the meeting. A copy of the draft of the Statewide Arrest Powers and Procedures document was included in the Board packet and provided by Deputy Chief Nugent.

DISCUSSION:

Nugent gave a background of what the previous arrest powers covered when the officers were sworn in as special deputies. This authorization has recently changed and their authority was rescinded. Nugent further explained that enforcement teams are unable to operate. Having statewide power gives legal authority for officers to take actions when circumstances compel them outside of the Town. He explained that if this is approved, it will take effect immediately. Morin stated that it is useful to give our officers protection. Donovan stated not having these powers puts our officers in danger. No second reading was necessary.

There were no public comments.

A motion was made to accept the statewide arrest powers policy.

MOVED: Karytko

SECONDED: Cluff

MODIFICATIONS: None

VOTE: 7 in favor, 0 opposed. The motion carried.

The Chair proceeded to the next item.

- b. Allocate Additional TIF Operational Items– At the February 4th budget meeting, the Budget Board and Board of Selectmen identified the following two committees to be funded from the Route One North TIF:

Economic Development Committee	\$4,250.00
Downtown Committee	<u>4,900.00</u>
	\$9,150.00

The approved TIF Operational balance for 2016 is \$190,903; with the \$9,150.00 addition from the budget meeting, the new total would be \$200,053.

There were no public comments.

A motion was made to add the Economic Development Committee (\$4,250.00) and Downtown Committee (\$4,900.00) to the 2016 Operational TIF account.

MOVED: Boothby
SECONDED: Cluff
MODIFICATIONS: None
VOTE: 7 in favor, 0 opposed. The motion carried.

Beal stated that this does not need a second reading due to discussion at the February 4th budget meeting.

The Chair proceeded to the next item.

- c. Discuss the Use of the Proceeds from the Sale of the 1973 Dodge Brush Truck – Would the Board consider an alternative to placing the \$5,973.73 received from the sale of the 1973 Dodge truck into the general fund? The Fire Chief has requested using the funds to resolve an issue the Fire Department (Central Station) and the West Kennebunk Village Committee (Dorothy Stevens Community Center) have regarding their kitchen hood vents.

The existing hood vent at the Dorothy Stevens Community Center is too small for the facility. The West Kennebunk Village Committee has been looking for a larger hood vent system. The current stove and hood vent in the Central Fire Station bay kitchen is available. The Fire Department wants to place a new stove in their kitchen area and needs a smaller hood vent. The Chief would like to use the funds from the sale of the brush truck to hire a licensed installer to switch the hood vents.

Would the Board be willing to allow the monies from the sale of the truck to be used for this conversion versus being put in the general fund?

DISCUSSION:

Tibbetts explained that the West Kennebunk Village Committee has wanted to improve the kitchen but there is an issue with the new stove and hood size. Staff came up with a good solution to reuse both hoods. Cluff asked Rowe if the other departments are in agreement since they share equipment costs. Chief Rowe explained that he has spoken with staff and they are satisfied with the idea. Karytko asked about the expense. Rowe mentioned that the hoods have fire extinguishing systems which incur higher expenses for installation.

There were no public comments.

A motion was made to allow the \$5,973.73 to be applied toward the installation of vented hoods for the Dorothy Stevens Community Center and Central Fire Station.

MOVED: Karytko
SECONDED: Cluff
MODIFICATIONS: None
VOTE: 7 in favor, 0 opposed. The motion carried.

The Chair proceeded to the next item.

Selectman Morin

- No comments.

Selectman Donovan

- On behalf of the Selectmen and the Town, he would like to extend the condolences to the family of Geraldine Waterhouse. He had the opportunity to speak with her one-on-one and found her to be a very intelligent and caring woman.

The Chair proceeded to the next item.

11. TOWN MANAGER'S COMMENTS/NOTES

- a. Budget Meetings dates for review of the 2016-17 proposed budget are as follows:
- | | | |
|------------|-----------------------|---------------------|
| Meeting #1 | Tuesday, February 2 | 6:00 pm to 9:00 pm |
| Meeting #2 | Thursday, February 4 | 6:00 pm to 9:00 pm |
| Meeting #3 | Saturday, February 6 | 8:30 am to 11:30 am |
| Meeting #4 | Thursday, February 11 | 6:00 pm to 9:00 pm |
| Meeting #5 | Saturday, February 13 | 8:30 am to 11:30 am |
| Meeting #6 | Tuesday, February 16 | 6:00 pm to 9:00 pm |

Budget meeting is on Thursday night and they will be discussing public works and debt structure. Saturday's budget meeting will have capital equipment and roads discussions.

- b. Public Meeting Notice for Mathew J. Lanigan Bridge Replacement Meeting – Wednesday, February 10th at 6:00 p.m. in the Kennebunk High School Auditorium.

The Chair proceeded to the next item.

12. EXECUTIVE SESSION(S)

- a. Discuss Pending Litigation with the Town Manager, Finance Director and Town Attorney - Title 1 MRSA Sec. 405(6)(E)
- b. Discuss an Economic Development Matter with the Town Manager, Development Director and Finance Director regarding an economic development matter where premature disclosure of the same would prejudice the competitive bargaining position of the Town relative to the same - Title 1 MRSA Sec. 405(6)(C)
- c. Discuss a Personnel Issue with the Town Manager, Finance Director, Human Resource Director and Public Services Director - Title 1 MRSA Sec. 405(6)(A)
- d. Discuss Salaries and Wages with the Town Manager, Finance Director and Human Resource Director - Title 1 MRSA Sec. 405(6)(A)

A motion was made to go into Executive Session at 9:45 p.m.

MOVED: Donovan

SECONDED: Cluff

MODIFICATIONS: None

VOTE: 7 in favor, 0 opposed. The motion carried.

Upon coming out of executive session, the Board had nothing to report.

13. ADJOURNMENT

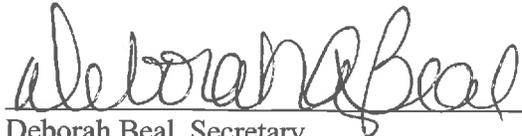
A motion was made to adjourn the meeting at 11:00 p.m.

MOVED: Donovan

SECONDED: Cluff

MODIFICATIONS: None

VOTE: 7 in favor, 0 opposed. The motion carried.



Deborah Beal, Secretary
Kennebunk Board of Selectmen

Minutes Approved: 2/23/16