

TOWN OF KENNEBUNK
BOARD OF SELECTMEN MINUTES
TUESDAY, MARCH 22, 2016 – 6:30 P.M.

REGULAR MEETING

1. CALL TO ORDER

On March 22, 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, Edward Karytko, Christopher Cluff, Shiloh Schulte, Deborah Beal and Daniel Boothby.

Also present were Town Manager Barry Tibbetts and Finance Director Joel Downs.

2. MINUTES

March 8, 2016 Regular Meeting.

The Chair announced the item and asked for Town/Board input.

A motion was made to accept the Minutes from the March 8, 2016 Regular Meeting.

MOVED: Cluff
SECONDED: Karytko
MODIFICATIONS: None
VOTE: 5 in favor, 2 abstained (Donovan, Boothby). The motion carried.

The Chair proceeded to the next item.

3. ITEMS TO BE SIGNED

- a. Items as Presented

The Chair proceeded to the next item.

4. PUBLIC HEARING(S)

- a. The Chair opened a hearing to act on the following renewal Malt, Spirituous and Vinous Liquor License and Special Amusement Permit application:

Federal Jacks d/b/a Federal Jacks Brewpub Inc.
Located at 2 Western Avenue
For a renewal Malt, Spirituous and Vinous Liquor License
And
renewal for a Special Amusement Permit

Town Manager's Note (not part of the public hearing notice):

Fire Department: no deficiencies noted in the annual inspection.

Police Department: no calls for service that would interfere with the renewal of the license.

Tibbetts reported there were no deficiencies and recommends approving the renewal of the applications.

A motion was made to approve the renewal Malt, Spirituous and Vinous Liquor License Application AND renewal Special Amusement Permit for Federal Jacks d/b/a Federal Jacks Brewpub Inc.

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

The Chair proceeded to the next item.

b. The Chair opened a hearing to act on the following:

To Receive Public Comment on the 2016-2017 Municipal Budget for the Town of Kennebunk

Town Manager's Note (not part of the public hearing notice):

Selectmen, Budget Board and staff have assembled a proposed budget for the coming year (July 2016 – June 2017). A PowerPoint presentation will be provided at Tuesday's meeting. This public hearing complies with the Town Charter.

DISCUSSION:

A slide presentation was reviewed of compiled information from the budget hearings. Tibbetts explained the Town Charter requires information from the budget hearings to be presented 70-90 days from the Annual Town Meeting and another 5-20 days before residents are asked to vote on it.

Tibbetts reviewed the pending considerations and explained the breakdown, such as the RSU, County and local utility district. The gross budget is \$12,651,000 and the net revenues budget is \$8,451,450, and assumes a separate article for PAYT. Operational services have a projected 3.2% increase in revenues and .7% increase in expenses.

Discussion of increasing the LD 1 tax levy limit to \$435,000 ensued. Tibbetts explained the LD1 limit on average has been \$225,000 and the Town has always been under the limit. He also stated that Legislative body-Town Meeting approval is needed to go over the limit. The projected tax bill allocation and the use of unassigned general fund balance by department was reviewed totaling \$954,000. There will be a bond issue for voters to consider regarding paving improvements to roads and infrastructure - bridges and drainage - at \$2,000,000 along with capital projects and vehicles at \$570,000, for a total of \$2,570,000.

The Board of Selectmen will need to submit the Order to the Town Clerk no later than April 26th in order to have it on the June ballot. Information will be posted on the web.

There were no public comments.

The Chair closed the public hearing portion and proceeded to the next item.

5. PUBLIC COMMENTS

None

The Chair proceeded to the next item.

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

None

The Chair proceeded to the next item.

7. TIME SENSITIVE BUSINESS

- a. Approve the CDBG Application for a Microenterprise Grant Discussed at the 3/8/16 Public Hearing– At the last meeting, the Board held public hearings to discuss CDBG applications. The Board needs to vote to send the Microenterprise Grant application to the Department of Economic Development and Community Development (DECD).

Listed as Public Hearing 4h on the March 8th agenda – To discuss an application being submitted to the State of Maine CDBG program for a Microenterprise grant. The purpose of the request is to assist the following businesses with expansion, location, or rehabilitation activities: **We Care Drycleaners, Tom Joyal Freight House, Garden Street Market, Douglass Chancellor Meyers & Associates, Fitness Nuthouse, and Home Instead.** Funding for each business will be approximately \$25,000.

DISCUSSION:

Mat Eddy, Economic Development Director, explained the deadline to submit formal applications is Friday. Karytko asked of the Town’s investment time to this project. Eddy replied the Town has a responsibility to work with the applicants and the State on the grant applications. Eddy further explained the applicants are responsible for doing the work, which will be monitored by the Town. Morin asked about liability to the Town if a business misuses the funds. Eddy responded that the State could hold the Town responsible. Eddy explained the process of dispersing funds and how the work bids are selected. The Town is in charge of reimbursements to the State.

Resident Arline Poisson asked Eddy to give an example of a town that had had a problem. Eddy described an incident involving a community in northern Maine.

The Chair proceeded to the next item.

A motion was made to approve the submittal of the CDBG application for a Microenterprise grant to the Department of Economic and Community Development.

MOVED: Cluff

SECONDED: Karytko

MODIFICATIONS: None

VOTE: 7 approved, 0 opposed. The motion carried.

Morin requested Eddy to monitor and tally the time dedicated to this. Eddy replied he would get the information for the Board.

- b. Take up the Following Election Items as Recommended by the Town Clerk for the June 14, 2016 State Primary and Municipal Election

- 1. Confirm the Town Clerk’s appointment of Mary Lou Nedeau as the Warden.

Merton Brown, Town Clerk, read the list of clerks.

- 2. Appoint the following as Election Clerks through June 30, 2018.

Eleanor Laude	Sue Brunelle	Sharon Cuneo	Susan Crowell
Dawne Tilton	Fred Trexler	Martha Hussey	Harriet Mill
Theresa Collard	Natalie Savage	Joan Carroll	Jane Obermeyer
Mary Lou Nedeau	Lynda Blunt	Linda Johnson	Terrance Beers
Mary Crimmins	Carol Whitten	Lynne Bridges	Rebecca Beers
Liz Walsh	June Huston	Pam Plummer	Tom Wolf

Laurette Dumas	Barbara Duffy	Marcia Cook	Ellen Wolf
Barbara Weeman	Trudy Weeman	Carrie Weeman	Betsy MacDonald
Craig MacDonald	Frank Nedeau Slattery	Diane Howard	

DISCUSSION:

Brown read the above names with the addition of Diane Howard. He stated the State allows Town Clerks to add any additional clerks as he/she sees fit.

Brown asked the Board to set the polling hours as follows:

3. Set the polling hours from 6:00 a.m. to 8:00 p.m.
4. Establish the following additional hours that the Town Clerk's Office will be open for voter registration and absentee balloting:

Saturday, June 4	11:00 a.m. to 4:00 p.m.
Sunday, June 5	11:00 a.m. to 4:00 p.m.
Monday, June 6	4:30 p.m. to 7:30 p.m.
Tuesday, June 7	4:30 p.m. to 7:30 p.m.
Wednesday, June 8	4:30 p.m. to 7:30 p.m.
Thursday, June 9	4:30 p.m. to 7:30 p.m.

There were no public comments.

A motion was made to set the polling hours from 6:00 a.m. to 8:00 p.m. and the additional hours for the Town Clerk's office as noted above and also confirm the Town Clerk's appointment of Mary Lou Nedeau as Warden and the appointment of the Election Clerks as listed.

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

Brown listed the following:

5. Nomination papers will be available for the following positions:

Board of Selectmen	(2) 3-year terms
RSU 21 Directors	(2) 3-year terms
Trustee KLP	(1) 5-year term
Trustee Sewer District	(2) 3-year terms

Beginning Monday, March 28th, nomination papers can be picked up in the Town Clerk's Office and must be returned by Monday, May 2nd by 4:30 p.m. A minimum of 25 signatures is required and no more than 100. Brown recommends 35. FMI, please contact the Town Clerk's office at 604-1326.

The Chair proceeded to the next item.

- c. Award the Town Hall Auditorium Solar Roller Winder Shade Bids – The Town recently requested bids for adding new roller window shades for the Town Hall Auditorium. The 10 main windows would have a shade operated by a chain clutch stainless steel mechanism. The project also included

the cleaning, repairing and reinstallation of the existing swags/drapes (see RFP included in the Board packet). A total of six bids were received and opened on February 22nd:

	<u>New Roller Shades</u>	<u>Clean Existing Swags</u>
• Well Dressed Interiors Kennebunk, ME	\$8,900.00	included in price
• Budget Blinds of So. Maine Kennebunk, ME	\$8,830.00	\$1,650.00
• Solarize Window Insulators Arundel, ME	\$7,000.00	included in price
• Color Concepts Bangor, ME	\$5,949.00	included in price
• Walker Specialties Braintree, MA	\$5,600.00	included in price
• Statewide Specialties, LLC Braintree, MA	\$3,810.00	Time/material (at Davis Bacon wage scale)

The low bidder did not meet specifications. They submitted a time and material request for the cleaning, repairing and reinstallation of the swags/drapes based on the Davis Bacon federal wage scale. The time and materials is an uncontrollable cost and could exceed the second low bid price. Walker Specialties, the second lowest bidder, is a manufacturer and has met the specifications of the RFP (blackout, fire retardant, and non-PVC solar shades; chain clutch mechanism with one continuous shade).

The recommendation is to award the bid to Walker Specialties at a price of \$5,600.00.

DISCUSSION:

Tibbetts explained money was set aside in the budget to replace the shades in the Auditorium. It is currently difficult to see movies and presentation for meetings, especially in the summer. Tibbetts explained the lowest bid was disqualified and he recommends Walker Specialties who will manufacture them at their location. Schulte asked if additional types of materials for insulating were included in the requests. Tibbetts responded that he did not look at upgrades only basic functions of black out, flame retardant, and non-PVC.

A motion was made to award the bid to Walker Specialties at a price of \$5,600.00.

MOVED: Cluff

SECONDED: Beal

MODIFICATIONS: None

VOTE: 6 in favor, 1 opposed (Schulte). The motion carried.

The Chair proceeded to the next item.

8. OLD BUSINESS (2ND READING)

- a. Discuss a Request by the Energy Efficiency Advisory Committee for an Ordinance Regulating Single-Use Carryout Plastic Shopping Bags – The Energy Efficiency Advisory Committee presented a draft ordinance on regulating single-use carryout plastic shopping bags. The proposed ordinance has been reviewed by the Selectmen’s Ordinance Subcommittee and Town attorney and was updated for the last

meeting. The only item added to the ordinance since the last meeting is “Section 10 Amendments”, which allows the Selectmen to modify the ordinance in the future with a public hearing. The proposed ordinance was included in the Board packet. This ordinance bans single-use plastic bags with a thickness of less than 3 mils with an integral handle. The proposed Town Meeting warrant article is as follows:

Art. ___ Shall an ordinance entitled “Single-Use Plastic Carry Out Bag Ordinance” to eliminate the use of single-use carry out plastic bags by retail establishments engaged in the sale of food or other merchandise in the Town of Kennebunk be enacted?

A true copy of the complete text of the above-proposed ordinance is on file for public inspection in the Town Clerk’s office and will be available for public inspection at the Annual Town Meeting to be held on June 14, 2016, prior to voting on the same.

DISCUSSION:

Tibbetts described the Ordinance and explained stores will not be charged for using other types of bags, though stores may charge customers. Tibbetts explained the update to Section 10 which would allow the Town flexibility if minor amendments need to be made. Morin asked if an amendment would include eliminating Styrofoam. Tibbetts replied there is a possibility. Schulte believes it is important to define how much flexibility because people would be concerned with the Board making large changes. Schulte also asked if the ordinance would exclude businesses that are 5,000 ft feet or less, which was discussed at the previous meeting. Karytko mentioned he has received emails from business owners questioning the authority of the Town to regulate what businesses do. Using paper bags may place an undue burden on them. Karytko also asked if plastic bag recycling containers could be used and located at stores. Tibbetts replied the Town Charter gives the Town the right to enforce an ordinance. Tibbetts also replied that the sub-committee did discuss the use of recycling containers placed at stores but decided to encourage residents to use the carry-in bags. The Board discussed the possibility of providing reusable bags for sale at stores for the summer.

Dennis Anderson, member of the Energy Efficiency Committee, thanked the Board and wanted to know about the next steps. Cluff explained this would go to public hearings then a warrant article would be included on the June 14th ballot. Tibbetts stated the ordinance would take effect 4 months after the vote.

A motion was made to schedule a public hearing on April 12th.

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

The Chair proceeded to the next item.

- b. Discuss the Town Meeting Warrant Article for the Discontinuance of the PAYT Trash Bags – At the last meeting, the Board discussed the PAYT warrant article. The article needs to address three areas: changes to the Solid Waste, Pay As You Throw, Recycling and Residential Compost Ordinance, the budgetary impact, and the property tax levy limit. This will require two warrant article questions; one question can combine the ordinance changes and budgetary impact, while the property tax levy limit needs to be a separate question. The proposed Town Meeting warrant article is as follows:

Art. _____ Shall an Ordinance entitled “Amendment to Sec. 3-14 of the Town’s Solid Waste, Pay as You Throw, Recycling and Residential Compost Ordinance” be enacted to delete all references to “Pay As You Throw” and related provisions thereby eliminating the “pay per bag” trash program in

Kennebunk, which shall raise and appropriate \$435,000 for the collection and disposal of the Town's municipal solid waste and other related miscellaneous expenditures by assessment.

[Fiscal Note: If this ordinance amendment passes, the elimination of the "Pay as You Throw" program of trash collection (purchase of blue and purple trash bags) will result in an increase to the Town's budget by \$435,000, which is the equivalent of (an approximate) \$.23 increase to the Town's tax mil rate. On the other hand, if this ordinance amendment fails, the continuance of the "Pay as You Throw" trash program may require the price of bags to be increased by 35%.]

Note: This warrant article pertains to the Town's blue and purple trash bags, not the Town's new trash and recycling containers. The containers will continue to be used regardless of the outcome of the vote.

A true copy of the complete text of the above-proposed ordinance is on file for public inspection in the Town Clerk's office and will be available for public inspection at the Annual Town Meeting to be held on June 14, 2016, prior to voting on the same.

DISCUSSION:

Tibbetts brought back wording to reflect the ordinance changes and the budgetary impact. The tax levy component will be separate.

Resident Arline Poisson commented that eliminating PAYT will not get rid of plastic bags and she is not in favor. Resident Susan Petit explained how she and her husband have been recycling and they will continue if the PAYT is eliminated.

Karytko reminded the public that the more they recycle, the more costs will be kept down on the mil rate if the bags are eliminated.

A motion was made to bring this item to a second reading on April 12th for clarification.

MOVED: Cluff

SECONDED: Karytko

MODIFICATIONS: None

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

9. NEW BUSINESS (1ST READING)

- a. Discuss Creating a New Committee on Aging – Mr. Bevan Davies has requested the Board consider forming a new committee on aging (letter was included in the Board packet). The committee could support the aging community with information on services, mass transportation and specialized transportation, affordable housing and at-home elder care. Currently "No Place Like Home" is a non-Town committee working to assist the elderly. How would the Board like to proceed?

DISCUSSION:

Tibbetts has received a proposal to form a new committee on aging and is bringing this to the Board. The new committee would provide information on services. Karytko mentioned that many people from "No Place Like Home" attended the Saturday Outreach Meeting. Karytko questioned adding another committee. Cluff would like to see their mission and goals for a new committee before approving. Morin is in favor of the committee and he is meeting with Molly Hoadley, of "No Place Like Home" to learn more about the agency. Schulte stated having many committees benefits the Town.

Resident Bevan Davies came to the podium and listed the goals and objectives of the new committee, such as advising of senior services, printed informational materials, geriatric physicians and medical services to aid people 50 and older.

Donovan likes the idea and believes it is worthwhile. Beal described her experience in obtaining help for a senior and she sees a need to have a resource for residents. As the committee gets going, Davies sees the committee having four to five members and he will send a copy of the mission and goals for the committee to Tibbetts for the Board. Karytko does not think the committee should fall under the Town. Tibbetts stated that most committees do get funding and it is based by need. Resident Arline Poisson believes it is a good idea because the town is 30% seniors and this will expand. Molly Hoadley, from No Place Like Home, described the services that they provide, mainly keeping people in their homes and providing assessments and she believes a committee would be beneficial to the citizens of the Town. Susan Petit, Executive Director of The Center in Lower Village, explained she is looking to have more people involved on the committee and explained that senior citizens are discriminated against. She applauds those who want to get this committee together.

A motion was made to move this item to a second reading.

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

The Chair proceeded to the next item.

- b. Discuss Awarding the Comprehensive Plan & Zoning Ordinance Update Project – The Town released an RFP for consulting services to assist the Town Comprehensive Plan & Zoning Ordinance Update Committee in reviewing, analyzing and providing recommendations for improvements to current regulations. The Town received three bids. After the committee interviewed the candidates, they selected Southern Maine Planning & Development Commission (SMPDC) as they are most qualified to assist in this process. The total cost for services would be \$49,500.00. The Town has \$50,000.00 budgeted in the current budget. The memorandum that was included in the Board packet defines the work plan and expenditures for services.

DISCUSSION:

Tibbetts explained that \$50,000 was set aside for this project. The specs went out to bid, three returned. Of the three, one did not qualify. The Comprehensive Plan & Zoning Ordinance Update Committee reviewed the bids and they are recommending Southern Maine Planning & Development Commission (SMPDC). SMPDC provided the most comprehensive services. The second bidder was specialized in graphics and mapping and they may use them for the graphics if the budget allows. Cluff asked if it is a fixed contract. Tibbetts replied that it was. Eddy gave a description of the principles and their experience.

There were no public comments.

A motion was made to award the Comprehensive Plan & Zoning Ordinance Update contract to Southern Maine Planning & Development Commission at a price of \$49,500.00.

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

The Chair proceeded to the next item.

- c. Discuss the Street Sign Replacement Project – The new street signs (for public and private identification of the roadways) are ready to be ordered. The Town has approved this purchase in the current budget. The original discussion was to have all street signs green in color.

After compiling the data and examining the usage further, staff and I recommend using the two-color distinction of green signs for public roads and blue signs for private roads, versus green signs for all roads. The color distinction would better aid staff and the public and is utilized in many other communities.

DISCUSSION:

In order to comply with the E911 Compliance Rules, street signs will need to be changed. The Board had discussed having all signs one color. After discussions with staff, they would like to keep green for public and blue for private roads. This is a Federal mandate that is costing \$25,000 to enlarge the letters on sign to 4-inches.

There were no public comments.

A motion was made to approve the two-color distinction of green for public roads and blue for private roads for the new Kennebunk street signs.

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

- d. Discuss Proposed Changes to Four Town Ordinances – The following ordinances are being recommended for minor adjustments. Tibbetts explained the changes that were included in the Board packet. Handout shows strike outs. 4-7 has been amended and see changes that are required to be in compliance to State law.

Street ordinance and vendors. Needed to clarify to be able to applicant would comply with all the ordinances with the permit of the code enforcement officers. Mainly concerned with traffic flow.

- **Section 3-14 – Solid Waste, Pay As You Throw, Recycling and Residential Compost Ordinance** – This ordinance has been amended to potentially reflect the discontinuation of the PAYT program. If the program is not discontinued by the voters in June, these changes would not be applied.

A public hearing is needed to receive public comment on the proposed changes. These changes do require a Town Meeting vote.

- **Section 4-7 – Property Tax Assistance Ordinance** – This ordinance has been amended to comply with current Maine State law. The program would apply to homeowners and renters with a \$300 cap. The program would only exist if funded by the Town. Currently, the balance in this fund is \$19,372.11.

A public hearing is needed to receive public comment on the proposed changes. These changes do require a Town Meeting vote.

- **Section 6-1 – Street Vendors and Peddlers Ordinance** – This ordinance would have a new clarification inserted in Section 6-1.5.6 Location, which states: “Applicant shall comply with all

local ordinances by permit of the Code Enforcement Officer.” This clarifies the need for vendors of proposed sites to meet setbacks and traffic/pedestrian safety regulations.

A public hearing is needed to receive public comment on the proposed changes. These changes do require a Town Meeting vote.

- **6-3 Victualer & Lodging Licenses Ordinance**– Section 6-3.8 Exemptions (4th paragraph) of this ordinance clarifies farmers’ market requirements for a Victualer license.

Businesses participating in ~~the Kennebunk~~ a farmers’ market located in a Town approved location ~~the Town parking lot~~ are exempt from the requirements of this Ordinance during the hours the farmers’ market is in operation. (06-21-2011)

A public hearing is needed to receive public comment on the proposed changes. These changes do not require a Town Meeting vote; the changes can be approved at the Public Hearing, per the current Ordinance language.

The proposed amendments to the above Ordinances were included in the Board packet for your review; items to be deleted are crossed through and new wording is underlined.

DISCUSSION:

Tibbetts explained the above change to Victualer & Lodging Licenses was made so vendors selling at the farmers market would not need a Victualer license because they have an agricultural license that covers selling food. Removing the word “Kennebunk” and using on a “town approved location” was less specific to one group.

There were no public comments.

A motion was made to send the proposed changes to the Town Ordinances noted above to Public Hearings on April 12th.

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

The Chair proceeded to the next item.

- e. Discuss Boards and Committees (resignations/appointments, if any) - None

The Chair proceeded to the next item.

- f. Discuss Any Other Business - None

The Chair proceeded to the next item.

10. SELECTMEN’S COMMENTS

- a. Subcommittee Reports (if any)

Donovan mentioned documents were signed.

b. Individual Selectmen Comments

Selectman Morin

- There were eight people that came to the Board of Selectmen outreach meeting on Saturday from 8:30 – 11:00. Among the topics discussed were elder care, education, taxes, revitalization of the downtown district, TIF funds, PAYT and dams. He will send his summary notes to Kathy Nolette for documentation. Karytko added that a resident at the meeting pointed out the importance of the dams if there were a large fire. Karytko also mentioned the need of the ladder fire truck was also discussed by residents.
- The Police Officer involved in the motor vehicle accident is recovering.

Selectman Boothby

- He has had complaints from residents regarding trash on the side of the roads. Tibbetts suggested they call Jeanne Brooks at the Public Services Department.

Selectman Schulte

- Reminded residents that if PAYT is eliminated, they will pay for trash out of taxes and will be paying for others who do not recycle.
- Compliance with the current bags. He has asked Tibbetts what the fine is for people that have not been complying with bags. Tibbetts replied there have been approximately 30 households a week. He further explained the Town does not require a fine but the information is tracked and the trash will not be picked up if the noncompliance continues.

Selectman Beal

- None

Selectman Karytko

- Residents requested more notification of the weekly outreach meetings, perhaps included on the Chamber of Commerce's website.
- Attended the Sewer District Workshop. The District is looking at a vote in June of 2017.
- Attended Eggs and Issues at York County Community College and watched a presentation from Sanford on their economic development plan.

Selectman Cluff

- None

Selectman Donovan

- None

11. TOWN MANAGER'S COMMENTS/NOTES

- a. We want to hear from you! Complete our Online Survey (or paper version available at Town Hall). The Town is developing a strategic planning process to guide their future activities. The survey is divided into three sections:
1. Strategic planning questions for the Board of Selectmen and Town Manager Comprehensive planning and land use questions for the Update Committee Demographic information about you to help us better understand trends in the community.

2. Please take the time to participate in this important effort. Your comments and observations will be anonymous and we encourage you to be open and candid.

The online survey can be found on the homepage of the Town's website (under News & Announcements) or at www.kennebunkmaine.us/planningsurvey. Printed copies are also available at the Town Clerk's Office. Surveys must be completed by April 15th.

- b. Wright Pierce Report/Dams – Kennebunk Light & Power District will hold their regular meeting on the third floor of the Kennebunk Town Office on Tuesday, March 29th at 6:00 p.m. as they have limited space at their facility. At this meeting, KLPD will review the Wright Pierce report regarding the dams. They will allow a limited time for citizen comments. This will be televised and replayed and will be on Town Hall Streams for those who are unable to attend.
- c. Hear an Update on the New Program: Board of Selectmen Outreach Sessions – This new program begins on Saturday, March 19th and will be held at the Police Department (meeting room next to lobby) from 8:30 a.m. to 10:30 a.m.

Future sessions will be held on the 3rd Saturday of each month at the Town Hall (3rd floor) from 8:30 a.m. to 10:30 a.m.

These sessions will provide residents with a chance to meet and talk with Selectmen on a one-on-one basis. They will be informal gatherings attended by two Selectmen. Refreshments will be available.

Watch our website (www.kennebunkmaine.us/calendars) for any changes in the schedule due to the weather, availability of Selectmen, etc.

12. EXECUTIVE SESSION(S)

- a. Discuss an Economic Development Matter with the Town Manager, Economic 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)
- b. Discuss Pending Litigation with the Town Manager, Finance Director, Community Development Director, and Town Attorney - Title 1 MRSA Sec. 405(6)(E)
- c. Discuss the Town Manager's Review with the Town Manager - Title 1 MRSA Sec. 405(6)(A)

A motion was made to go into Executive Session at 8:35 p.m.

MOVED: Donovan

SECONDED: Karytko

MODIFICATIONS: None

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

After coming out of Executive Session, the Board had nothing to report.

13. ADJOURNMENT

A motion was made to adjourn the meeting at 9:45 p.m.

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



Deborah Beal, Secretary
Kennebunk Board of Selectmen

Minutes Approved: 04-12-16