

TOWN OF KENNEBUNK
SELECT BOARD
TUESDAY, APRIL 26, 2022 – 6:30 P.M.
KENNEBUNK TOWN HALL
3rd FLOOR, ROOM 301
REGULAR MEETING AGENDA

This is a televised Meeting.

View meeting in person, on Cable TV Channel 5 or online anytime at www.townhallstreams.com.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. CONSIDERATION/APPROVAL OF MINUTES
 - a. Regular Meeting of April 12, 2022 [View draft minutes \(PDF\)](#)
MOTION: To approve the minutes of the Regular Meeting of April 12, 2022.
3. ITEMS TO BE SIGNED
4. PUBLIC HEARINGS
 - a. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

An application from MIP Trading Company LLC d/b/a Mornings In Paris The Creperie for a Victualer License located at 186 Port Road

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

MOTION: To approve the Victualer License Application for MIP Trading Company LLC d/b/a Mornings In Paris The Creperie.

- b. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

Applications from 46 Western Avenue LLC d/b/a Wandby Landing for a Liquor License, Victualer License and Special Amusement Permit located at 46 Western Avenue (formerly Salt Marsh)

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

MOTION: To approve the Liquor License, Victualer License and Special Amusement Permit for 46 Western Avenue LLC d/b/a Wandby Landing.

- c. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

Applications from VS KBK Restaurant LLC d/b/a Via Sophia By The Sea for a Liquor License, Victualer License and Special Amusement Permit located at 27 Western Avenue (formerly Pearl)

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

MOTION: To approve the Liquor License, Victualer License and Special Amusement Permit for VS KBK Restaurant LLC d/b/a Via Sophia By The Sea.

- d. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

An amendment to the Zoning Ordinance: Article 15 Wetland Mitigation Ordinance

View supporting material:

[Executive Summary \(PDF\)](#)

[Proposed Wetland Mitigation Ordinance \(PDF\)](#)

This item is being considered for inclusion at the Annual Town Meeting on June 14, 2022.

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

The enactment of a Wetland Mitigation Ordinance will require a Town Meeting vote.

MOTION: *To send the Proposed Wetland Mitigation Ordinance to the Annual Town Meeting on June 14, 2022.*

If the Board wishes to place a recommendation on the Warrant, the motion could be:

MOTION: *To recommend acceptance of this article.*

- e. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

Proposed Contract Zone for 2-4 Harbor Lane, Tax Map 88 Lots 11 & 12

This item is being considered for inclusion at the Annual Town Meeting on June 14, 2022.

View supporting material:

[Proposed Contract Zone Agreement \(PDF\)](#)

[Plan \(PDF\)](#)

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

The approval of a Contract Zone will require a Town Meeting vote.

MOTION: *To send the Proposed Contract Zone for 2-4 Harbor Lane, Tax Map 88 Lots 11 & 12 to the Annual Town Meeting on June 14, 2022.*

If the Board wishes to place a recommendation on the Warrant, the motion could be:

MOTION: *To recommend acceptance of this article.*

- f. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

**The 2022 Annual Town Meeting Warrant which includes the
FY 2022-23 Municipal Budget**

Additional information is available in the Town Clerk's Office.

View supporting material – [Town Meeting Warrant \(PDF\)](#)

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

Per our Charter, two public hearings are required for all warrant items. This is the first public hearing; the second hearing is scheduled for May 24th.

No motion needed.

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

- a. **New Hire** - Keith Cluff joins the Public Services Department on Monday, April 25 as Operations Manager. This vacancy was created due to the retirement of a long-time employee. Keith previously worked for A-1 Environmental Services for 15 years. During that time, he held multiple positions including Maintenance & Repair Manager, Parts & Inventory Manager, and Fleet/Operations Manager. Keith also worked for his family's towing company as a Foreman and Truck Driver. Please welcome Keith to the Town of Kennebunk!
- b. **Hear an Update from the Town Manager regarding COVID-19 and the Town's Preparedness Plan**

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

a. **Accept the Following Donation:**

- \$1,000 from Tom Wellman for the Waterhouse Center Chillers
- \$3,000 from Kennebunk Savings for Concerts in the Park

MOTION: To accept the donations listed above and send letters thanking them for their generous donations.

8. OLD BUSINESS

- a. **Discuss the Town Manager Search Process** – Select Board Chair Baldwin and Vice Chair Schulte will provide an update on this effort. This update will include steps proposed for contracting with an experienced executive search firm for the recruitment of the Town's next Town Manager.

MOTION:

9. NEW BUSINESS

- a. **Discuss the Dedication of the 2021 Annual Town Report** – Each year, the Town honors individuals who have passed away by recognizing their service to the community as committee members/volunteers or employees. The individuals listed below have served the community in various capacities:

GEORGE F. CRESSEY

53 years of dedicated service to Kennebunk Fire Rescue

JOHN D. DOWNING

Volunteer/Master of Ceremonies for many years
for the Downtown Tree Lighting and Santa's Arrival

HARRIET H. MILL

Ballot Clerk

STEPHEN D. NASON

Mechanic/Truck Driver with the Department of Public Services

RICHARD N. SHAROOD

Member of the Historic Preservation Commission

SHARON A. STAZ

Member of the Energy Efficiency Advisory Committee,
Volunteer with the Skate Park Ad Hoc Committee,
General Manager/Treasurer of Kennebunk Light & Power District

MOTION: To dedicate the 2021 Annual Town Report to those listed above.

b. **Discuss Any Other Business of the Board**

10. SELECT BOARD COMMENTS

- a. **Subcommittee Reports**
- b. **Board Liaison Reports**
- c. **Individual Select Board Member Comments**

11. TOWN MANAGER ANNOUNCEMENTS

- a. **Project Updates**
- b. **Tuesday, May 3 – Select Board Workshop, 6:30 p.m.** re: Charter Review Process
- c. **Saturday, May 7 – May Day Festival:** Events from 8am-3pm; parade at 1:30 p.m. View information at www.kennebunkmaine.us/mayday
- d. **Note Updated Date: Thursday, May 19 – Candidates Night** will be held at 6:30 pm at the Town Hall for candidates running for Select Board. View in person, watch on Cable TV channel 5, or streamed live (or any time after) at www.townhallstreams.com. This event can be found on the Town’s website calendar at www.kennebunkmaine.us/calendars.
- e. **Buy-A-Brick** – We are currently taking orders through June 30 for personalized, engraved bricks to be installed this fall at the Waterhouse Center. Brick order information can be found on our website at www.kennebunkmaine.us/buyabrick. Orders received after June 30 will be included in next year’s order.

12. EXECUTIVE SESSION

13. ADJOURNMENT