

***In-person or Remote Meeting?***

Pursuant to a vote of the Select Board on 5/10/22, the Select Board will hold their meetings (in-person or by remote means) when the Maine CDC indicates that the COVID-19 community level of transmission for York County is:

- low (green) = **in-person meeting**
- medium (yellow) or high (red) = **remote meeting**

**TOWN OF KENNEBUNK  
SELECT BOARD  
TUESDAY, JUNE 28, 2022 – 6:30 P.M.  
TOWN HALL – 3<sup>RD</sup> FLOOR, ROOM 301  
REGULAR MEETING AGENDA**

This is a televised Meeting.

View meeting in person, Cable TV Channel 5 or online anytime at [www.townhallstreams.com](http://www.townhallstreams.com).

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. CONSIDERATION/APPROVAL OF MINUTES
  - a. Regular Meeting of June 14, 2022 [View draft minutes \(PDF\)](#)  
**MOTION:** To approve the minutes of the Regular Meeting of June 14, 2022.
  - b. Special Meeting of June 21, 2022 [View draft minutes \(PDF\)](#)  
**MOTION:** To approve the minutes of the Special Meeting of June 21, 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:

Application from Smoke BBQ LLC for a Victualer License and a Liquor License located at 58 York Street.

***Town Manager's Note (not part of the public hearing notice):***  
***MOTION:*** To approve the Victualer License and Liquor License applications for Smoke BBQ LLC located at 58 York Street.
  - b. Municipal Officers of the Town of Kennebunk will hold a Public Hearing to hear public comment on the following:

Application from Gerald Gerlach d/b/a Independence Food Service for a Victualer License located at 61 Main Street.

***Town Manager's Note (not part of the public hearing notice):***  
***MOTION:*** To approve the Victualer License application for Gerald Gerlach d/b/a Independence Food Service located at 61 Main Street.

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

Application from Truckin Delicious LLC d/b/a Truckin Delicious for a Victualer License located at 61 Main Street.

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

***MOTION:*** To approve the Victualer License application for Truckin Delicious d/b/a Truckin Delicious located at 61 Main Street.

5. PUBLIC COMMENTS

6. ACKNOWLEDGEMENTS/ANNOUNCEMENTS

7. TIME SENSITIVE BUSINESS & STAFF PRESENTATIONS

a. **Accept the Following Donations:**

- \$5,000 from Paper Trails, Inc. for the Waterhouse Center Zamboni
- \$5,000 from Duffy's Tavern & Grill for the Waterhouse Center Zamboni

**MOTION:** To accept the donations listed above and send letters thanking each for their very generous donation.

- b. **Thank you to Outgoing Select Board Members Frank Paul and L. Blake Baldwin** – We would like to thank Frank Paul and Blake Baldwin for their service on the Select Board. Their elected terms on the Select Board will end on June 30<sup>th</sup>.

**Frank** has served the Town as a Select Board member for three years. Frank has also served on the Select Board Communications/Dispatch Subcommittee, Ordinance Review Subcommittee as well as the Board's liaison to the Affordable Housing Committee, Historic Preservation Commission, Lower Village Committee and Site Plan Review Board during his tenure. Frank has also volunteered his time as a Zamboni operator at the Waterhouse Center. Frank's commitment to the Board is deeply appreciated.

**Blake** has served as a highly dedicated Board member for the past six years. During that time, Blake has served the Board in several capacities to include one year as Secretary, one year as Vice Chair and three years as Chair. He has been the Board's liaison to RSU 21 as well as the Bicentennial Committee, Committee on Aging, Community Garden Committee, Downtown Committee, Economic Development Committee, Festival Committee, and Tree Committee. Blake has also served on the following Select Board Subcommittees: Communications/Dispatch Subcommittee, Finance Subcommittee, Ordinance Review Subcommittee and Social Service Agencies Review Subcommittee. He has served on multiple task forces and volunteered countless hours of service to the community to include videoing numerous Town events and keeping the ice clear at the Waterhouse Center as a Zamboni driver.

We wish Frank and Blake the very best and offer a sincere thank you to them for their service to our Town.

- c. **Welcome Newly Elected Select Board Members** – On Tuesday, June 14<sup>th</sup>, voters elected Select Board Members Leslie Trentalange and Miriam Whitehouse. Both were elected to three-year terms, beginning July 1<sup>st</sup>. Congratulations Leslie and Miriam! We look forward to working with you.

- d. **Hear Presentations on Department Overviews** – In an ongoing series of Department updates, Division Directors will be presenting a brief overview of their department's recent activities and upcoming initiatives.

**Overviews Scheduled for this Meeting:**

- Bryan Laverriere – Public Services (Highway, Parks) and Parks & Recreation
- Chris Osterrieder – Community Development (Planning, Codes, Community Development)

## 8. OLD BUSINESS

- a. **Discuss the Process for Reappointment of Committee Members** – Select Board member Sally Carpenter requested that the topic of “committee rollover” be placed on the agenda for discussion.

*View supporting material:*

[Appointment to Boards, Committees and Commissions Policy \(PDF\)](#)

[Town Charter \(PDF\)](#)

## 9. NEW BUSINESS

- a. **Discuss Sunsetting the Comprehensive Plan & Zoning Ordinance Update Committee** – With the adoption of the 2021 Comprehensive Plan at the Annual Town Meeting on June 14<sup>th</sup>, the Board is requested to consider sunsetting this committee.

**MOTION:** To Sunset the Comprehensive Plan & Zoning Ordinance Update Committee and send letters thanking the members for their hard work and dedication that led to this Plan’s adoption.

- b. **Discuss the Town’s Newsletter** – Select Board member Sally Carpenter requested this item be placed on the agenda for further discussion.
- c. **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. **Wednesday, June 29** – Join Town Officials and local stakeholders for a **Community Conversation on Housing in Kennebunk**. Event will be held at the Waterhouse Center at 6:00 p.m. Topics include: Short-Term Rentals, ADUs (Accessory Dwelling Units), and AAA Housing (Affordable, Attainable, Available).
- b. **Thursday, June 30** – **Deadline to Buy-A-Brick for Placement at the Waterhouse Center** – We are accepting orders through June 30 for the fall installation of personalized, engraved bricks to be installed around the Waterhouse Center pavilion. Visit [www.kennebunkmaine.us/buyabrick](http://www.kennebunkmaine.us/buyabrick) to order your brick online or to download an order form. Forms can also be found at the Town Hall, 2<sup>nd</sup> floor lobby.
- c. **Monday, July 4** – **Independence Day Holiday**
  - Town Offices and Department of Public Services will be closed
  - There is **no change** in the trash and recycling curbside collection schedule due to the holiday. Note: They will be collecting on the Monday holiday as well as the rest of the week as usual.
  - Fireworks will be held on July 4 at Kennebunk Beach as dusk. Rain date will be July 5.
- d. **Upcoming Select Board Meetings – Summer Schedule**
  - Tuesday, July 12 at 6:30 p.m. – Regular meeting
  - Tuesday, August 16 at 6:30 p.m. – Regular meeting
  - Tuesday, August 30 at 6:30 p.m. – Regular meeting
  - Special meetings will be scheduled if needed
- e. **“Slow Down Kennebunk”** yard signs are available in the Town Clerk’s office and at the Police Department. FMI: [www.kennebunkmaine.us/slowdown](http://www.kennebunkmaine.us/slowdown)

## 12. EXECUTIVE SESSION

## 13. ADJOURNMENT