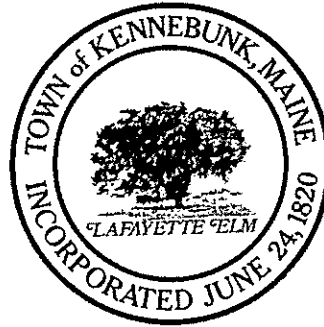


# Town of Kennebunk, Maine



## Planning Board

### MEETING MINUTES

July 10, 2023

In Person Meeting, Town Hall, Room 301, 3<sup>rd</sup> Floor, 1 Summer Street, Kennebunk

This meeting was held in person and televised on Cable TV Channel 5.  
It is available for public viewing at any time at [TownHallStreams.com](http://TownHallStreams.com).

- Present: Richard Smith [Vice Chair]; Janice Vance [Secretary], Robert Metcalf [Member], and Daniel Kiley [Alternate];
- Absent: Chris MacClinchy [Chair], and Edward Trainer [Member];
- Also Attending: Brittany Howard [Town Planner], Sandy Gilbreath [Executive Director, Kennebunk Land Trust], and Michael Cooper [Caribou Recreational Development LLC].

- 1. Call to Order:** Vice Chair and presiding officer R. Smith called the meeting to order at 7:00pm on July 11, 2023. The meeting was held in person at Town Hall. The presiding officer elevated D. Kiley, an Alternate Member, to voting status for the purpose of the meeting. The number of voting members in attendance was, therefore, four: Smith, Vance, Metcalf, and Kiley.

## 2. Agenda Items

### Preliminary – Special Exception – Kennebunk Land Trust Board Walk – Cole Road – Map 3 Lot 7

B. Howard introduced this application from the Kennebunk Land Trust requesting authorization to install a boardwalk along Alewife Pond on Land Trust property. The project, Howard said, was exempt from Article 15 – the Wetland Mitigation Ordinance – as the walkway was for public access and therefore met the exemption criteria of Article 15 Section 4.B.1.(b). The applicant, Howard added, had supplied a detailed boardwalk plan and narrative.

S. Gilbreath, representing the Land Trust, then addressed the Board. She explained that the Trust sought to relocate a path and create a boardwalk on property off Cole Road. The

existing trail, she said, was badly eroded, unstable, and in extremely poor condition. It often led walkers into deep mud.

“Our goal is to create a hardened path...that is dedicated and stable,” the representative stated. The boardwalk would be 62-feet in length and made of white cedar. Gilbreath affirmed that no wetlands would be filled.

J. Vance observed that there was no signage on the site guiding people to the pond. S. Gilbreath replied that such signage would be installed as well as a platform on the pond's shore as part of the boardwalk where fishing could take place. Signage, S. Gilbreath said, would also guide walkers away from wildlife nesting sites.

R. Metcalf suggested that the boardwalk be elevated slightly higher than planned to prevent the walkway's premature deterioration and early replacement. M. Cooper, a consultant aiding the Land Trust, countered that bringing in the necessary equipment to pound in the support posts for higher elevation would be environmentally disruptive and cost more. The larger installation costs up front, Cooper said, would offset any replacement cost savings later in time.

R. Smith asked if the existing trail would be abandoned, and S. Gilbreath replied in the affirmative. One small segment of the existing pathway would be kept and not have a boardwalk covering. The rest of the existing trail would be abandoned and vegetation would be allowed to take over.

J. Vance urged the Land Trust to look into the elevated boardwalk at Saco Heath, which uses composite, longer-lasting material and is elevated over a bog. M. Cooper said he was aware of that installation, but was not sure if its materials used there were cost-effective long term.

D. Kiley asked if handrails would be installed, and S. Gilbreath answered in the negative. There being no other Board questions or comments, members then discussed the requirements for a site walk. S. Gilbreath confirmed that survey flags and blue survey stakes were already in place. Members and the representative subsequently agreed to a site walk on Thursday, July 19, 2023 at 6:00pm.

Members then briefly discussed the completeness of this plan, noting that a required report from Inland Fisheries had already been submitted to Town Hall.

Motion: **Move that the Planning Board consider the application of the Kennebunk Land Trust for [this] boardwalk to be complete.**

Moved: J. Vance

Second: D. Kiley

Vote: **Show of hands vote, 4 in favor, none opposed; the motion carried.**

Board members also agreed to hold a Public Hearing on this application at their meeting of August 14, 2023 at 7:00pm.

### 3. **Prior Meeting Minutes**

R. Smith next led the Board in a page-by-page review of the minutes of its meeting of June 26, 2023.

Motion: **Move to accept the Minutes of June 26, 2023 as written.**  
Moved: J. Vance  
Second: D. Kiley  
Vote: **Show of hands vote, 3 in favor, none opposed, 1 abstention (R. Metcalf had not attended the 6/26/2023 meeting); the motion carried.**

#### 4. Other Business

B. Howard offered Board members hard and/or digital copies of the Zoning Ordinance for reference. Members then proceeded to elect officers for this period.

Motion: **Move to re-appoint Chris MacClinchy as Planning Board Chair.**  
Moved: R. Metcalf  
Second: D. Kiley  
Vote: **Show of hands vote, 4 in favor, none opposed; the motion carried.**

Motion: **Move to re-appoint Richard Smith as Planning Board Vice Chair.**  
Moved: R. Metcalf  
Second: J. Vance  
Vote: **Show of hands vote, 4 in favor, none opposed; the motion carried.**

Motion: **Move to re-appoint Janice Vance as Planning Board Secretary.**  
Moved: R. Metcalf  
Second: R. Smith  
Vote: **Show of hands vote, 4 in favor, none opposed; the motion carried.**

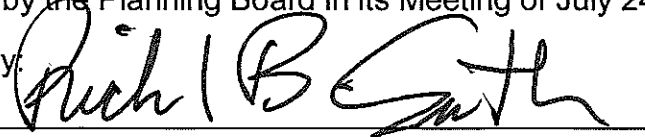
Following these votes. R. Metcalf asked fellow members for "recaps" of the Kennebunk Savings Bank and Wedding Cake House applications which had been heard in Metcalf's absence. J. Vance, R. Smith, and D. Kiley offered brief summaries.

#### 5. Adjournment: There being no further business, the Vice Chair adjourned the meeting at 7:39pm.

Motion: **Move to adjourn.**  
Moved: J. Vance  
Second: D. Kiley  
Vote: **Show-of-hands vote, 4 votes in favor, none opposed; the motion carried.**

Respectfully submitted by  
J. Schlagheck, Clerk

Adopted by the Planning Board in its Meeting of July 24, 2023

Signed by:   
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PLANNING BOARD

