

KENNEBUNK SELECT BOARD MEETING MINUTES
TUESDAY, JULY 12, 2022 – 6:30PM
IN PERSON MEETING, TOWN HALL, 3rd FLOOR, 1 SUMMER STREET

This meeting was held in person and televised on Cable TV Channel 5.
It is available for public viewing at TownHallStreams.com.

1. Call to Order

The meeting was called to order at 6:30pm by Vice Chair Shiloh Schulte, who then led attendees in the Pledge of Allegiance. Those in attendance were:

Present: Select Board Members Shiloh A. Schulte [Vice Chair], Kortney E. Nedeau [Secretary], Sally A. Carpenter, Lisa J. Pratt, Leslie G. Trentalange, William Ward, Jr., and Miriam J. Whitehouse

Absent: None

Also Present: Michael Pardue [Town Manager], Joel Downs [Finance Director], Merton Brown [Town Clerk], Chris Osterrieder [Director of Community Development], and Karen Winton [Deputy Director, Community Development].

The meeting was held in person in keeping with the Board's COVID-19 safety policy. Effective May 10, 2022, the Board agreed to hold Zoom or teleconference meetings when the CDC's color-coded, COVID infection rating for York County is red ["high"] or yellow ["medium"]. The prevailing rating was green ["low"], hence this meeting was held in person.

2. Approval of Minutes

S. Schulte next led members in a review of the minutes of the Select Board's Regular Meeting of June 28, 2022 and Special Meeting of June 29, 2022.

Motion: To approve the minutes of the Select Board's Regular Meeting of June 28, 2022.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 4 votes in favor, none opposed, 3 abstentions [Schulte was not present at the meeting, Trentalange and Whitehouse were not Select Board members at that time]; the motion passed.

Motion: To approve the minutes of the Select Board's Special Meeting of June 29, 2022.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 4 votes in favor, none opposed, 3 abstentions [Schulte was not present at that meeting, Trentalange and Whitehouse were not Select Board members at that time]; the motion passed.

3. Items To Be Signed

There were none.

4. Public Hearing

S. Schulte next opened public hearings to hear comments on sundry license applications.

a. **Victualer License [“Trail Dogs”, 173 Port Road]**

S. Schulte advised the Board and public that Tom’s Original Street Food and Catering d/b/a “Trail Dogs” sought a Victualer License for a food truck at 173 Port Road. He solicited public and Board comments or questions, but there were none.

Motion: To approve the Victualer License application for Tom’s Original Street Food and Catering d/b/a Trail Dogs located at 173 Port Road.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show-of-hands vote. 7 votes in favor, none opposed; the motion passed.

b. **Victualer License [“Spirit Restaurant Food Truck”, 4 Harbor Lane]**

S. Schulte solicited public comment on the application of Kyick Charters d/b/a “The Spirit Restaurant Food Truck” for a Victualer License for a food truck to be located at 4 Harbor Lane. There were no Board or public comments or questions.

Motion: To approve the Victualer License application for Kyick Charters d/b/a The Spirit Restaurant Food Truck located at 4 Harbor Lane.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show-of-hands vote. 7 votes in favor, none opposed; the motion passed

c. **Victualer License [“Live Pizza”, 169 Port Road]**

S. Schulte solicited public comment on the application of Live Café LLC d/b/a “Live Pizza” for a Victualer License for a food truck to operate at 169 Port Road. There were no Board or public comments or questions.

Motion: To approve the Victualer License application for Live Café LLC d/b/a Live Pizza located at 169 Port Road.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show-of-hands vote. 7 votes in favor, none opposed; the motion passed

d. **Victualer License [“Maxim’s Desserts”, 173 Port Road]**

S. Schulte solicited public comment on the application of Maxim’s Desserts LLC d/b/a “Maxim’s Desserts” for a Victualer License for a food truck to operate at 173 Port Road. There were no Board or public comments or questions.

Motion: To approve the Victualer License application for Maxim’s Desserts LLC d/b/a Maxim’s Desserts located at 173 Port Road.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show-of-hands vote. 7 votes in favor, none opposed; the motion passed.

5. Public Comments

The Vice Chair next opened a public hearing for public comments and questions of a general nature. Rachel Phipps, a public commentator, offered views on the authorities of the Select Board Chair and other Select Board officers. “The Chair,” Phipps stated, “is not the mayor

of Kennebunk.” Ms. Phipps remarked that the Select Board’s Chair “only presides over Board meetings to ensure that they are conducted with decorum, nothing more.”

John Costin, another public commentator, continued comments he had begun at the Select Board’s on June 28, 2022 meeting about committee term limits and re-appointments. He voiced concern about the “politicization” of the reappointment process. The Select Board, he cautioned, should not exclusively reappoint committee members whose views they [members of the Select Board] happen to like, but should welcome view-point diversity.

When Mr. Costin spoke for more than 5 minutes, he asked the Board to move to afford him more speaking time. The Board entertained such a motion, but it failed.

Motion: To give Mr. Costin five (5) minutes of additional speaking time.
Moved: M. Whitehouse
Seconded: L. Trentalange
Vote: Show-of-hands vote. 3 votes in favor [Whitehouse, Trentalange, Carpenter], 3 opposed [Pratt, Ward Jr., Schulte], 1 abstention [Nedeau]; the motion failed.

6. Acknowledgements/Announcements – none

7. Time Sensitive Business & Staff Presentations

The Board then agreed to change the sequence of the meeting’s Agenda in order to elect Select Board officers and entertain other time sensitive business [*Item #7 in the original Agenda*].

a. Election of Officers

M. Brown, Town Clerk, explained that the Town’s Charter requires the Select Board to elect new officers for the coming year at the Board’s first meeting in July. He explained the election process, including that a motion to nominate a candidate does not require a second. Members initially discussed whether a third officer or “Secretary” was needed, but ultimately agreed that a third officer represented important backup. Hence, members proceeded to entertain nominations for three posts: Chair, Vice Chair, and Secretary. The Town Clerk presided over the nomination and voting process.

(1) Election of Select Board Chair

Members nominated the following candidates for Chair.

Motion: To nominate Kortney Nedeau for Chair.

Moved: S. Carpenter

Seconded: S. Schulte

Motion: To nominate Lisa Pratt for Chair.

Moved: L. Trentalange

Seconded: S. Schulte

Motion: To nominate Shiloh Schulte for Chair.

Moved: K. Nedeau

Seconded: W. Ward, Jr.

The Town Clerk asked for any other nominations, hearing none, he proceeded to call for a vote on each of the nominations.

Motion: To nominate Kortney Nedeau for Chair.

Moved: S. Carpenter

Seconded: S. Schulte

K. Nedeau subsequently **declined the nomination**, stating that the post of "Chair" required, in her view, more Select Board experience than she brought as a newly elected Board member.

Motion: To nominate Lisa Pratt for Chair.

Moved: L. Trentalange

Seconded: S. Schulte

Vote: Show-of-hands vote. 3 votes in favor [Whitehouse, Trentalange, Pratt], 4 opposed [Carpenter, Schulte, Ward Jr., Nedeau]; the MOTION FAILED.

Motion: To nominate Shiloh Schulte for Chair.

Moved: K. Nedeau

Seconded: W. Ward, Jr.

Vote: Show-of-hands vote. 4 votes in favor [Carpenter, Schulte, Ward Jr., Nedeau], 3 opposed [Whitehouse, Pratt, Trentalange]; the MOTION PASSED.

The Town Clerk declared Shiloh Schulte to have been elected Chair.

(2) **Election of Select Board Vice Chair**

Members next nominated the following candidates for Vice Chair.

Motion: To nominate Kortney Nedeau for Vice Chair.

Moved: S. Carpenter

Seconded: Not used

Motion: To nominate Lisa Pratt for Vice Chair.

Moved: L. Trentalange

Seconded: Not used

The Town Clerk asked for any other nominations, hearing none, he proceeded to call for a vote on each of the nominations.

Motion: To nominate Kortney Nedeau for Vice Chair.

Moved: S. Carpenter

Seconded: Not used

Vote: Show-of-hands vote. 4 votes in favor [Carpenter, Schulte, Ward Jr., Nedeau], 3 opposed [Whitehouse, Pratt, Trentalange]; the MOTION PASSED.

Motion: To nominate Lisa Pratt for Select Board Vice Chair.

Moved: L. Trentalange

Seconded: Not used

Vote: Show-of-hands vote. 3 votes in favor [Whitehouse, Trentalange, Pratt], 4 opposed [Carpenter, Schulte, Ward Jr., Nedeau]; the MOTION FAILED.

The Town Clerk declared Kortney Nedeau to have been elected Vice Chair.

(3) **Election of Select Board Secretary**

Members next nominated the following candidates for Secretary.

Motion: To nominate Lisa Pratt for Secretary.

Moved: S. Schulte

Seconded: K. Nedeau

Motion: To nominate William Ward, Jr. for Secretary.

Moved: S. Carpenter

Seconded: Not used

The Town Clerk asked for any other nominations, hearing none, he proceeded to call for a vote on each of the nominations.

Motion: To nominate Lisa Pratt for Secretary.

Moved: S. Schulte

Seconded: K. Nedeau

Vote: Show-of-hands vote. 5 votes in favor [Schulte, Pratt, Nedeau, Trentalange, Whitehouse], 2 opposed [Carpenter, Ward Jr.]; the MOTION PASSED.

Motion: To nominate William Ward, Jr. for Secretary.

Moved: S. Carpenter

Seconded: Not used.

Vote: Show-of-hands vote. 2 votes in favor [Carpenter, Ward Jr.], 5 opposed [Schulte, Pratt, Nedeau, Trentalange, Whitehouse]; the MOTION FAILED.

The Town Clerk declared Lisa Pratt to have been elected Secretary.

b. **Select Board Code of Ethics**

Members then reviewed and signed the Board's Code of Ethics. S. Schulte affirmed that it was the same document as last year's with only a change of member names.

Motion: To sign and adhere to the Select Board Code of Ethics.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

Public commentator J. Costin asked how the Board planned to enforce this Code. S. Schulte replied that Board members would discuss the matter and then respond to the question.

c. **Accept a Donation**

S. Schulte reported that the Town recently received a \$500 donation from Mousam Lodge 26, Independent Order of Odd Fellows for the Police Department.

Motion: To accept the donation cited above and send a letter thanking the donor for their generous donation.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

d. Board and Committee Changes

1. **Lower Village Committee Resignation:** Due to her election to the Select Board at the June 14, 2022 Annual Town Meeting, Miriam Whitehouse resigned her position as a member of the Lower Village Committee. Her Lower Village post was a Regular Member position that expires in 2024.

Motion: To accept the resignation of Miriam Whitehouse from the Lower Village Committee and send a letter thanking her for her service.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

2. **Lower Village Committee Alternate:** The Board next recognized that William Guay, an Alternate Member of the Lower Village Committee, was the sole candidate to replace Miriam Whitehouse as a Regular Member.

Motion: To appoint William Guay as a Regular Member on the Lower Village Committee with a term expiring in 2024.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

3. **Conservation Commission Appointment:** The Select Board then considered the candidacy of Mark Kerr, who had expressed interest in joining the Town's Conservation Commission.

Motion: To appoint Mark Kerr as an Alternate Member on the Conservation Commission for the remainder of a one-year term that expires on June 30, 2023.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

After the vote, public commentator June Huston asked to speak, opining that Kennebunk's Historic Preservation Commission should have "specialists" as members of its board in keeping with State law and that the HPC should advertise for such specialists.

e. Hear a Department Overview - Financial Update

Members then heard a comprehensive financial update from the Town's Finance Director, Joel Downs. Downs handed out an information packet ([view packet here](#)) gave an overview of Kennebunk's financial posture.

The Town, Downs reported, processed 15,000 tax payments over the past fiscal year, approximately 8,900 vehicle excise tax payments and upgraded vehicle registration software, issued bonds, and provided school funding cost-sharing assistance to RSU-21. At the same time, Town Hall's IT team also made vital domain, desktop, server, and back-up improvements.

Downs then highlighted key features of the Town's finances. During the last fiscal period, Kennebunk's gross municipal outlay was \$15.8 million, an amount 1.4% or

\$221,650 under budget. Downs also itemized the Town's chief revenue and grant components, showing that auto excise income and income from building permits were significantly over budget. "Revenue or income-wise," he said, "we're actually over budget by some \$700,000."

The current budget for Fiscal Year 2022-23, Downs noted, amounts to \$20.7 million, a 16% increase over the prior period. He then reviewed the Town's "TIF" budget, which amounts to \$1.6 million in total. He showed that, on average, the Town is spending \$3.7 million per fiscal year for capital improvements.

On the debt side, Downs reported that Kennebunk approved \$16.8 million in new debt at the June 14, 2022 Annual Town Meeting. The Town's total debt now stands at \$14.7 million. Projected debt-service payments in FY22-23 will be \$3.7 million, he said. "Debt service," Downs concluded, "is now a substantial portion of Kennebunk's budget."

However, the Town currently has some \$26.4 million in cash and enjoys an "exceptionally strong" property tax collection rate of 98.4%. The Town's property tax rate is currently \$14.25 per mil, but likely to increase to \$14.80 per mil for FY22-23.

Downs also reminded the Board that he was still working on closing the statements for FY20-21. As part of that process, the Board will be asked to hold a public hearing and then approve carry-forward funds into FY21-22. Moreover, he explained that credits currently embedded in the general fund balance sheet may be transferred to the capital fund as of 6/30/2021.

After communicating these statistics, J. Downs briefly surveyed the Town's budget process. The Town's staff, he said, will draft a preliminary FY23-24 budget in October-November of this year which the Select Board is expected to review in late January or early February 2023. After two public hearings (as required by the Town Charter), residents will vote on the budget on or about June 13, 2023.

8. Old Business

There was none.

9. New Business

a. Climate Action Plan

S. Schulte reported that on April 22, 2022, the Governor's Office announced that a consortium of southern Maine municipalities – Kennebunk, Kennebunkport, Kittery, and Biddeford – had been awarded State funding to create a Climate Action Plan [CAP]. A public engagement consultant will coordinate with the four communities to help develop the Plan.

As part of this program, Schulte said, each community is required to create a "Climate Action Plan Task Force". Task Force members will work with the engagement consultant to involve the community, garner community support and input, help identify and recommend specific mitigation measures, develop goals for Kennebunk's own Climate Action Plan, and serve as a liaison to the Town's Select Board throughout the process.

Town Hall staff identified the following eight stakeholders for participation on this Task Force:

Elected Official

1. Select Board Member (one, to be determined)

Staff Members

2. Chris Osterrieder, Director of Community Development
3. Bryan Laverriere, Director of Public Services

Other Participants

4. Conservation Commission representative
5. Planning Board representative
6. Energy Efficiency Advisory Committee
7. RSU 21 representative
8. Member of the public
9. Member of the public

Select Board members discussed the proposal and agreed that the Planning Board and Conservation Commission should identify their own respective representatives by August 16, 2022. Members also agreed that advertisements should be placed in local newspapers to attract candidates for the two public appointments. Public candidates may be asked to submit letters of interest which (a) highlight their skills, resources, and experience for the role; (b) relate their connection with the community in general and, specifically, with “marginalized or historically excluded populations” whose views would likewise benefit the work of the Task Force, and (c) elaborate on why a Town Climate Action Plan is of personal importance to them. These applications will be reviewed by the Select Board and finalists determined at the Board’s August 16th meeting.

In response to member questions, C. Osterrieder affirmed that “Fourth Economy”, a respected specialist firm, had already been retained to serve as the Plan consultant via an earlier RFP and recruitment initiative. That consultant, Osterrieder said, will serve all four communities in the consortium.

Motion: To create a Climate Action Plan Task Force with the above cited staff and stakeholder positions and to solicit participants to be identified [and] appointed on August 16, 2022.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

After some discussion, members also agreed to appoint L. Pratt as the Select Board’s representative on this Task Force.

Motion: To appoint Select Board member Lisa Pratt to the Climate Action Plan Task Force.

Moved: S. Schulte

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

b. Select Board Liaisons to Committees, Boards, and Subcommittees

The Select Board next considered members’ liaison roles on the Town’s sundry binding and non-binding committees, boards, and subcommittees. Board members were asked to volunteer as liaison officers for boards, committees, and/or subcommittees in which they had particular interest and whose meetings they would be able to attend.

L. Pratt initially urged fellow members to consider limiting liaison affiliations to *non-binding* committees to free up time to focus on the Town Manager search, Charter review, and other pressing matters. However, other members did not agree. Members instead volunteered to take on the following liaison roles with both binding and non-binding entities:

- S. Carpenter: Historic Preservation Commission [BINDING COMMITTEE]
West Kennebunk Village Committee [NON-BINDING COMMITTEE]
Ordinance Review [SUBCOMMITTEE]
- K. Nedeau: Community Development Advisory Committee [NON-BINDING COMMITTEE]
Economic Development Committee [NON-BINDING COMMITTEE]
Ordinance Review [SUBCOMMITTEE]
Social Services Agencies Review [SUBCOMMITTEE]
- L. Pratt: Climate Action Plan Task Force [NON-BINDING COMMITTEE]
Energy Efficiency Advisory Committee [NON-BINDING COMMITTEE]
Tree Committee [NON-BINDING COMMITTEE]
PAYT, Recycling, Transfer Station Subcommittee [SUBCOMMITTEE]
- S. Schulte: Conservation Commission [BINDING COMMITTEE]
Kennebunk River Committee [BINDING COMMITTEE]
Finance Subcommittee [SUBCOMMITTEE]
Ordinance Review [SUBCOMMITTEE]
Social Services Agencies Review [SUBCOMMITTEE]
- L. Trentalange: Community Garden Committee [NON-BINDING COMMITTEE]
Site Plan Review Board [BINDING COMMITTEE]
Finance Subcommittee [SUBCOMMITTEE]
RSU-21 [SUBCOMMITTEE]
- W. Ward, Jr.: Budget Board [BINDING COMMITTEE]
Planning Board [BINDING COMMITTEE]
Finance Subcommittee [SUBCOMMITTEE]
MMA Legislative Policy Committee [SUBCOMMITTEE] *(pending vote by MMA members)*
PAYT, Recycling, Transfer Station Subcommittee [SUBCOMMITTEE]
Social Services Agencies Review [SUBCOMMITTEE]
- M. Whitehouse: Lower Village Committee [NON-BINDING COMMITTEE]
PAYT, Recycling, Transfer Station Subcommittee [SUBCOMMITTEE]
RSU-21 [SUBCOMMITTEE]

After this exercise, public commentator R. Phipps asked how subcommittees were formed and how they set their meeting schedule. S. Schulte explained the process using the Ordinance Review Subcommittee as an example.

c. Maine Municipal Association's 2022-24 Legislative Policy Committee

At a prior meeting, the Select Board nominated W. Ward, Jr. to represent Kennebunk in District 34 of the July 1, 2022 through June 30, 2024 MMA Legislative Policy Committee. S. Schulte advised Board members that the Select Board could vote for two candidates to serve on that Committee. There were, however, three names on the ballot: (1) William Ward, Jr., (Select Board, Kennebunk), (2) Laurie Smith (Town Manager, Kennebunkport), and (3) Dwayne Morin (Town Manager, North Berwick).

Board members discussed the three nominees, then voted for W. Ward, Jr. and L. Smith because of their long experience in legislative policy development and advocacy.

Motion: To vote for William Ward, Jr. to represent District 34 on the MMA's Legislative Policy Committee.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

Motion: To vote for Laurie Smith to represent District 34 on the MMA's Legislative Policy Committee.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

Motion: To authorize the Town Manager to sign the ballot on the Board's behalf.

Moved: K. Nedeau

Seconded: S. Carpenter

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

10. Select Board Comments

a. Subcommittee Reports:

There were none.

b. Board Liaison Reports

Sally Carpenter: West Kennebunk is organizing a parade and "Family Fun Day" to take place on August 6th from 9:00am to 2:00pm. The Select Board is asked to join the parade and meet at Cummings Market. The Historic Preservation Commission will meet on July 13th and 9 Barnard Lane will be on the agenda.

Kortney Nedeau: The Economic Development Committee met last week and elected Steven Sawyer Chair. Good progress is being made on the "Connectivity" project.

Lisa Pratt: The Energy Efficiency Advisory Committee met on July 11th and reported that the Street Lighting Project is making excellent progress. The Town's composting program will be discussed on August 16th.

Shiloh Schulte: The Conservation Commission is meeting on July 18, 2022.

c. Comments of Individual Select Board Members

Kortney Nedeau: Welcomed new Board members. Reported that "Slow Down Kennebunk" signs are being pilfered in some neighborhoods. Also explained her rationale for limiting the speaking time of public commentators to permit "broad and fair participation". Urged the Board to routinely address public comments at its next meeting under "Old Business" to make clear that public comments and views are heard and welcomed. Also reported on the public feedback from the recent Housing Workshop at the Waterhouse Center, which drew more than 100 participants. Nedeau will share the results of the "housing poll" from that workshop at a later session in more detail.

Lisa Pratt: Asked to have a "visible", digital timer available to time the comments of public speakers. Also welcomed Miriam and Leslie to the Select Board.

- Shiloh Schulte: Welcomed new Board members. Suggested that the Board formulate a policy on public questions and Board responses to them as an agenda item for the Board's next meeting. Also asked the Town Manager to organize a workshop with the Town Attorney to discuss the legalities of Board responses to verbal, letter, and email comments and inquiries.
- Leslie Trentalange: Reported a resident's complaint about left-over fireworks trash on the beach after the 4th of July. M. Pardue will have the sub-contractor contacted.
- William Ward, Jr.: Welcomed new Select Board members and urged the new Board to discuss long-term goals.
- Miriam Whitehouse: Agreed that the Board should respond to public comments immediately or, at the latest, at the Board's next meeting.

After these comments, public commentator R. Phipps reiterated the importance of having a Select Board policy about public dialogue and Board responses to emails and letters. Another commentator, Maggie Bartenhagen, suggested that the Board consider creating the post of "Ombudsperson" to serve as a liaison between the public and the Select Board.

11. Announcements

Town Manager M. Pardue then made a number of announcements.

- a. **Upcoming Select Board Meetings:** Pardue first reported that the following meetings will take place during the balance of the summer:
- Tuesday, August 16, 2022, 6:30pm: Regular Meeting
 - Tuesday, August 30, 2022, 6:30pm: Regular Meeting
 - Special meetings to be scheduled as and when needed
- b. **Newsletter:** M. Pardue next circulated a one-page prototype of the "Municipal Update" newsletter to be inserted periodically in the *Kennebunk Post*. It would also appear online. "This will add to our outreach," Pardue stated. He also relayed the following "success metrics" assembled by Communications and Marketing Specialist Tina Radel about the Town's other outreach initiatives:
- **Website:** 5,900 users visited the Town's website over a 7-day period of time with 44 users per minute
 - **Facebook:** 17,874 Town posts on Facebook with the Town gaining 66 new followers
 - **Audience by Age Bracket:** The Town's 65+ Facebook audience is larger than its 25-34 or 18-24 demographic
- c. **Town Manager Recruitment:** S. Schulte reported that Strategic Government Resources [SGR], the executive recruitment consultant hired to help the Select Board recruit a Town Manager replacement, is seeking public input as regards to the characteristics, skills, knowledge, and abilities desired in Kennebunk's next Town Manager. Residents wishing to express their views can do so by emailing the lead SGR consultant, Mr. Mark McDaniel, at: markmcdaniel@governmentresource.com.

Emails should be submitted no later than July 18th and contain each commentator's name, address, telephone number, and email address.

On Thursday, July 14th at 6:00pm, SGR will host a virtual community forum to solicit similar input from residents. Attorney Durward Parkinson will serve as the forum's moderator. Residents are asked to check the Town's website for the Zoom link to participate in this forum.

- d. **National Night Out:** M. Pardue then informed the Board that Kennebunk's Police Department is hosting a "National Night Out" at the Waterhouse Center on August 2, 2022 from 5:00-8:00pm. The public is invited to enjoy an evening of music, games, food, raffles, and fun. All proceeds will benefit the Special Olympics of Maine. "National Night Out" is an event meant to enhance relationships between residents and law enforcement officers. It fosters community partnership, Pardue said.
- e. **Committee Volunteer Appreciation Night:** Pardue also reported that an event is tentatively scheduled for Thursday, August 25th to thank volunteers serving on Kennebunk's sundry boards and committees.
- f. **Charter Commission - November Ballot:** Town Clerk M. Brown noted the November ballot will have a vote to create a Charter Commission and the election of six members to the Commission, should the vote pass. He gave dates for getting and returning nomination papers for these member positions.

12. Executive Session

- a. **Economic Development Matters:** The Chair next convened an Executive Session to discuss economic development matters.

Motion: To enter into Executive Session with the Town Manager, Finance Director, and Community Development Director (and Deputy Community Development Director), pursuant to 1 M.R.S.A. Sec. 405 (6)(C), to discuss economic development matter(s) where premature disclosure of the information would prejudice the competitive or bargaining position of the Town.

Moved: L. Pratt

Seconded: K. Nedeau

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

- b. **Status of Ongoing Negotiations of Labor Contracts:** The Chair also convened an Executive Session to discuss the status of contract negotiations with Teamsters Local Union No. 340.

Motion: To enter into Executive Session with the Town Manager and Finance Director, pursuant to 1 M.R.S.A. Sec. 405 (6)(D), for the purpose of discussing with the Town's negotiators the status of the ongoing negotiation of labor contracts between the Town of Kennebunk and Teamsters Local Union No. 340 for the Kennebunk Public Services Department.

Moved: S. Schulte

Seconded: L. Pratt

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

The Board entered into these executive sessions at 9:28pm and exited at 10:21pm.

On the Economic Development matter [Item "a" above], the Board had nothing to report.

As regards the labor contract negotiations [Item "b" above], the Board concluded that increasing the FY22/23 wages of unionized Public Services employees from 2% to 3% was reasonable in light of the current economic climate. However, the Board was clear that such an adjustment would be a one-time event and was not precedent-setting.

Motion: To amend the Public Services FY22/23 wages for unionized employees from a two percent [2%] increase to a three percent [3%] increase.

Moved: S. Schulte

Seconded: W. Ward, Jr.

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

13. Adjournment

There being no additional comments or topics for discussion, the presiding officer adjourned the meeting at 10:24pm.

Motion: To adjourn the meeting.

Moved: S. Schulte

Seconded: W. Ward, Jr.

Vote: Show of hands vote. 7 votes in favor, none opposed; the motion passed.

Respectfully submitted by,
J. Schlagheck, Clerk

Adopted by the Board in the meeting of 07.12.2022,

DATE OF MEETING

Signed by
Select Board Member:

Lisa Pratt
SIGNATURE

NAME IN PRINT