

SELECTMEN'S MEETING -TUESDAY, JULY 10, 2018

Present: Chairman Karl Ekstedt, Selectmen Kathy Chase, John Howarth and Daniel Hobbs, Town Manager Jon Carter

Excused: Selectman Tim Roche

6:00 p.m. WORKSHOPS

- 1. Welcome to new HR Director Debbie Wood. Thank you to former HR Director Martha Sumner.***
- 2. Update & Discussion on the design of the proposed Fire Substation. Also present Fire Chief Wayne Vetre and Police Chief Jo-Ann Putnam.***

The Planning Board is continuing to work on the application based on the original site. Abutters' concerns include warning lights and signals and having enough screening for the abutters' homes. People asked for a rendering of the facility to ensure that it will blend in with the residential neighborhood. We are hoping for Planning Board approval next Monday. Work on the substation won't start until the main building is 70% complete which gives us time to consider other locations.

Jon checked with our bond counsel about possibly changing the site. We would have to hold another Town Meeting and vote to add it to the bond package. Stantec will give us a proposal to oversee the geotech at the Town Garage and do a site plan. The estimate is \$20,000-30,000. One problem at the garage is water quality from the well. An advantage is that the ground is level with no ledge. Wayne said that the location would serve Tatnic, Route 109 and the Branch. The Department is getting more calls from the southern area. Highpine is not a desirable location; it has poor soil and being so close to Sanford it serves only the Wire Road area. If the land on 109 will be sold we should get an appraisal. Town Meeting would probably be in June 2019. March 30 is the deadline for June. The two questions would address changing the site and selling the land.

The consensus was to have Stantec evaluate only the Route 9 site. If the land on 109 is sold the proceeds can be put back into the project.

- 3. Fire Department Kawasaki Seasonal Demo Use of UTV Vehicle for Lifeguard use. Also present Fire Chief Wayne Vetre and Finance Director Jodie Sanborn.***

Jon approved a demonstration of a Kawasaki for this summer. The company allows a free demo as part of a public safety program. The price is good if we decide to buy it at the end of the season (\$14,000). It is a new unit left over from the 2016 season. This is a land-based unit, and Wayne found that 4 wheels are better than 6 for their beach needs. Our old unit needed some major work. The UTV will be used at the beach with the old one reserved for brush fires and search & rescue. The 6x6 is better for stability in the woods.

- 4. FY'16 Tax Foreclosure Update. Also present Finance Director Jodie Sanborn.***

Four properties still owe balances after the 60 day redemption period. The final 90 days will end on August 13. Staff collected full payments on 6 other accounts. Mark Bailey cannot be reached but his sister is working with the Town to make payments. The owners of travel trailers, Cronin and Jacques, have not made

contact, and according to the campground owners the trailers aren't occupied. Fahimeh Sheridan wants to make partial payments. The recommendation is to have her pay FY 2016, then accept payments of \$150 per month. The consensus was to accept Jodie's recommendation. Kudos to Jodie and her staff for the amount of collections they have obtained.

5. *FY'19 Municipal Work Plan*

Copies are in tonight's packets for the Board to review. The vote to accept it will be held on July 24. The plan includes projects that were passed at Town Meeting and projects the departments are working on and/or considering for FY' 19. Feedback from the department heads is included. Kathy finds the report helpful for tracking projects.

7:00 p.m. *SELECTMEN'S MEETING*

MUNICIPAL OFFICERS BUSINESS / PUBLIC HEARINGS

1. *Annual Election of Board of Selectmen Officers – Chairman and Vice Chairman*

Motion by Mrs. Chase, seconded by Mr. Howarth, to elect Mr. Ekstedt as Chairman. Passed unanimously.

Motion by Mrs. Chase, seconded by Mr. Hobbs, to elect Mr. Roche as Vice Chairman. Passed unanimously.

2. *Town of Wells Application for License for Incorporated Civic Organization – One Day Wells Brew Fest Liquor License on behalf of event sponsor Gray Matters Marketing for July 14, 2018.*

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

3. *Deborah L. Leech, dba: Richard's Take-Out, 1732 No. Berwick Road, Wells, application for a full-time Malt and Vinous Liquor License. (R)*

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

4. *James C. MacNeill, dba: Maine Diner, 2265 Post Road, Wells, application for a full-time Malt and Vinous Liquor License. (N)*

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

5. ***Michael McDermott and Linda McDermott, dba: Mike’s Clam Shack, 1150 Post Road, Wells, application for a full-time Malt, Vinous and Spirituous Liquor License. (R)***

AND

6. ***Michael McDermott and Linda McDermott, dba: Mike’s Clam Shack, 1150 Post Road, Wells, application for a Special Entertainment Permit. (R)***

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearings and grant the license and permit. Passed unanimously.

7. ***Lonnie Stinson, dba: Crepe Elizabeth, 2 Evergreen Circle, Cape Elizabeth, application for a Food Truck License. (N)***

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

8. ***Sovanna Neang, dba: NOM BAI, 111 Sherburne Street, Springvale, application for a Food Truck License. (N)***

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

9. ***Juan Sanchez Mata, dba: El Grand Rodeo, 23 Sage Brush Drive, Scarborough, application for a Food Truck License. (N)***

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

10. ***Gary Leech, dba: Congdon’s Doughnuts, 1100 Post Road, Wells, application for a Food Truck License. (N)***

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

11. ***Brian “Hoss” Coddens and Deena “Mary” Eskew, dba: Hoss & Mary’s, PO Box 321, Kennebunk, application for a Food Truck License. (N)***

Public comment was solicited and there was none.

Motion by Mrs. Chase, seconded by Mr. Howarth, to close the public hearing and grant the license. Passed unanimously.

11. ***Good News***

~The Air National Guard Band of the Northeast gave a Fourth of July concert at the Harbor Gazebo. It was an excellent concert and we hope they will return next year.

~The State has approved selling the land at the old 7-11 site for the Town to create a pocket park.

~Good news from the Harbor. The Harbor Master and Public Safety personnel rescued a child with autism who had gone out beyond the jetty.

12. ***Open to the Public***

Public comment was solicited and there was none.

CURRENT AGENDA ITEMS

1. ***Review and action on Accounts Payable and Payroll Warrants.***

There is a Warrant dated July 10, 2018 with expenses of \$1,508,656.83, school payment of \$1,652,752.40 , net payroll for the week ending 6/21/18 in the amount of \$93,473.55, net payroll for the week ending 6/28/18 in the amount of \$98,774.77, net payroll for the week ending 7/5/18 in the amount of \$102,048.08, and state and federal withholding taxes, plus FICA, Medicare and federal taxes filed electronically in the amount of \$117,823.45 for total expenses of \$3,573,529.08. The expenses are divided: FY'18 \$1,188,324.83 and FY'19 \$1,973,084.40.

Motion by Mrs. Chase, seconded by Mr. Howarth, to approve and sign the Warrant dated July 10, 2018 in the amount of \$3,573,529.08. Passed unanimously.

There is a General Assistance Warrant dated July 10, 2018 in the amount of \$1,955.46 including \$1,335.00 of General Assistance and \$620.46 from the Special Fuel Fund .The balance in the fund is \$41,471.60. The expenses are divided: FY'18 \$1,848.80 and FY'19 \$106.66.

Motion by Mrs. Chase, seconded by Mr. Howarth, to approve and sign the Warrant dated July 10, 2018 in the amount of \$1,955.46. Passed unanimously.

2. ***Update, discussion and action on Committees, Projects, Issues, Purchases and Personnel:***

a) ***Discussion and action to approve Quitclaim Deeds for properties that had a foreclosure date of March 2, 2018.***

~Bernard, Charles & Jean. Property is known as parcel number 0101/019-B40. Payment was received to pay FY'16, FY'17 and FY'18 on July 6, 2018.

~Shackford, Dennis. Properties are known as parcel numbers 0129/016-000, 0139/005-000, 0139/008-000 and 0139/009-000. Payment was received to pay FY'16, FY'17 and FY'18 on June 29, 2018.

~~Shackford, Dennis. & Kathryn. Property is known as parcel number 0139/006-000. Payment was received to pay FY'16, FY'17 and FY'18 on June 29, 2018.

Motion by Mrs. Chase, seconded by Mr. Howarth, to approve and sign the Quitclaim Deeds to release the liens on the properties listed above. Passed unanimously.

b) ***Discussion and action to adopt the annual Disbursement Warrant Policy.***

This is an annual policy done as an efficiency action that allows the Chairman or Vice Chairman to disburse the warrants for payroll and the school district in between meetings.

Motion by Mrs. Chase, seconded by Mr. Howarth, to authorize the FY'19 Disbursement Warrant Policy. Passed unanimously.

c) ***Discussion and action on MMA Legislative Policy Committee Election Ballot.***

Kennebunk Selectman William Ward Jr. is the only candidate from LPC Senate District 34.

Motion by Mrs. Chase, seconded by Mr. Howarth, to vote for William Ward, Jr. Passed unanimously.

d) ***Discussion and action on Updates, Personnel and Committee Assignments, Resignations and Issues.***

i. ***Town Manager***

1. Resignation of the HR Director Martha Sumner
2. Appointment of new HR Director Debbie Wood
3. Appointment of new Assistant Code Enforcement Officer Rebecca Lower
4. Appointment of new PWD Equipment Operator James Dubois

ii. ***Selectmen***

1. Board of Selectmen Committee Assignments

The list was in tonight's packets. No changes were made.

2. Appointment of Jo-Ann Putnam as Acting Town Manager while the Town Manager is away at the Health Trust Conference July 18-20, 2018.

Motion by Mrs. Chase, seconded by Mr. Howarth, to appoint Jo-Ann Putnam as acting Town Manager while the Town Manager is away from July 18-20, 2018. Passed unanimously.

3. Motion by Mrs. Chase, seconded by Mr. Hobbs, to reappoint Richard Stellman as a regular member to the Board of Assessment Review with term to expire July 2021. Passed unanimously.
4. Motion by Mrs. Chase, seconded by Mr. Howarth, to reappoint Marilyn Falzone as an alternate member to the Board of Assessment Review with term to expire July 2021. Passed unanimously.

5. Motion by Mrs. Chase, seconded by Mr. Howarth, to reappoint Joann Beaudoin as a member to the Personnel Advisory Committee, term to expire July 2021. Passed unanimously.

6. Motion by Mrs. Chase, seconded by Mr. Howarth, to reappoint Michael Curry as a member to the Personnel Advisory Committee, term to expire July 2021. Passed unanimously.

e) ***Discussion and action to accept donations and bequests.***

1. Donation of a bike rack from Breton’s Bike Shop to the Wells Police Department

Motion by Mrs. Chase, seconded by Mr. Howarth, to accept the generous donation and write a letter of thanks to the donor. Passed unanimously.

f) ***Discussion and action on approving minutes June 19, 2018 Selectmen’s meeting***

Motion by Mrs. Chase, seconded by Mr. Howarth, to accept the June 19, 2018 minutes as written. Passed unanimously.

NEW BUSINESS

1. ***Open to the Public***

Public comment was solicited and there was none.

2. ***Town Manager’s Report***

~Our first BrewFest will be held Saturday from 2-5 PM at the Harbor Park. 450 people have bought tickets. The Town is a sponsor and assisting but not actually running the event.

~Save Our Shores is meeting at 9 AM Saturday at St. Mary’s Church. The FEMA appeals consultant we have hired will do a presentation.

~Joan Mooney, former Selectman and most recently Chairman of the Personnel Advisory Committee, passed away on July 6. Her service will be Saturday in Chelmsford, MA. Flowers and our condolences were sent on behalf of the BOS and PAC.

~The State audit of our Assessor’s work has been completed and she received high marks.

3. ***Adjournment***

Motion by Mrs. Chase, seconded by Mr. Howarth, to adjourn. Passed unanimously.

Respectfully submitted,

Accepted by,

Cinndi Davidson,
Meeting Recorder
