

**BOARD OF SELECTMEN'S  
MEETING MINUTES  
6:00/6:45/7:00PM MONDAY, DECEMBER 12, 2016  
YORK LIBRARY**

**6:00PM Executive Sessions**

- Title 1 MRS §405.6.A (Personnel - input prior to Town Manager's annual review)
- Title 1 MRS §405.6.A (Personnel - input prior to Tax Assessor's annual review)
- Title 1 MRS §405.6.C (Real Estate)

**Present:** Chairman Robert E. Palmer, Jr., Todd A. Frederick, Michael L. Estes, Town Manager Stephen H. Burns and Director of Human Resources Liam Gallagher.

**Absent:** Jonathan O. Speers, Dawn Sevigny-Watson

Moved by Mr. Estes, seconded by Mr. Frederick to enter into executive session. Without objection, so ordered.

Moved by Mr. Estes, seconded by Mr. Frederick to exit out of executive session. Without objection, so ordered

**6:45PM: Board and Committee Interviews**

**7:00PM: Regular Meeting**

**Present:** Chairman Robert E. Palmer, Jr., Todd A. Frederick, Michael L. Estes, Town Manager Stephen H. Burns, and members of the press and public.

**Absent:** Jonathan O. Speers, Dawn Sevigny-Watson

**Call to Order**

Chairman Robert E. Palmer, Jr. called the meeting to order at 7:00PM.

**Opening Ceremonies**

**A. Minutes**

1. August 1, 2016 Meeting Minutes
2. November 14, 2016 Meeting Minutes

Moved by Mr. Estes, seconded by Mr. Frederick to approve the August 1, 2016 and November 14, 2016 Meeting Minutes. Vote 3-0, motion passes.

**B. Chairman's Report**

Chairman Robert E. Palmer, Jr. said that on behalf of the board, he wishes everyone a happy and safe holiday season, and took the opportunity to thank everyone who serves on the Town's various board and committees.

**C. Manager's Report**

Town Manager Stephen H. Burns announced that Wreaths Across American will be coming through York this Saturday. Mr. Burns also gave an update on the York Beach Parkway, and stated that he will be meeting with PC Construction regarding reimbursement of construction costs at the old site. He also announced that the Tax Assessor has reviewed all 406 subdivisions in question in the paper street project and has removed 346 of them from consideration.

**D. Awards**

1. Parking Kiosks

Dean Lessard, Public Works Director explained that the installation of six integrated multi-space parking pay station in the short sands beach area and fourteen intergraded multi-space parking pay station in the Long Sands Beach area would eliminate all of the existing on-street parking meters in Short Sands Beach Village and Long Sands Beach Avenue from the Cutty Sark Motel to The Anchorage motel. The proposed pay stations will proved a more usable area on the sidewalks for pedestrian. Mr. Lessard including a price quote from Hectronic for the CITEA Color Touch multi-space pay stations.

Mr. Lessard recommended the Board replace the existing town-owned POM single-space parking meters in the Short Sands Beach area and Long Sands Beach area with twenty new integrated Hectronic multi-space parking pay stations.

Moved by Mr. Frederick, seconded by Mr. Estes to approve the Department of Public Works and the Police Department to replace the existing town-owned POM single-space parking meters in the Short Sands Beach area and Long Sands Beach area from Cutty Sark Motel to the Anchorage Motel with twenty new integrated Hectronic multi-space parking pay stations. Also moved, to approve the use of voter authorized beach reserve account funds and capital program funds dedicated for replacement of the existing parking meters not to exceed \$190,750. Vote 3-0, motion passes.

## 2. Electronic Parking Ticket System

Moved by Mr. Frederick, seconded by Mr. Estes to purchase seven N5Scan handheld enforcement units from United Public Safety of Horsham, PA for the cost of \$38,931.00 Vote 3-0, motion passes.

## 3. Police Station Project Update and Contingency Requests

Moved by Mr. Frederick, second by Mr. Estes to authorize the award of the bid for three AED units and accessories to Fire Tech and Safety for up to \$5,965.00. Vote 3-0, motion passes.

Moved by Mr. Frederick, seconded by Mr. Estes to authorize the award of the bid for furniture for the new police station at 9 Hannaford Drive to Fisher James Company, Inc. in an amount not to exceed \$95,000. Vote 3-0, motion passes.

Moved by Mr. Frederick, seconded by Mr. Estes to authorize the award of the bid for audio visual equipment to Pro AV Systems not to exceed \$39,807.67. Vote 3-0, motion passes.

### E. Reports

F. Citizens' Forum - The Citizens' Forum is open to any member of the audience for comments on any matter. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

Public Comment: Ron Nowell  
Joan Jarvis  
Suzie Lutton  
Wendy Willard  
Tom Viezold  
Dave Linney  
Stephen Kosacz  
Don Lawton

### G. Meeting with Ellis Short Sands Park Board of Trustees

Moved by Mr. Frederick, seconded by Mr. Estes to direct the Town Manager to write a letter to Kennebunk Savings Bank authorizing the transfer of funds to an account in the name and Tax ID number, also known as an Employee ID number, of the Ellis Short Sands Park Board of Trustees. Vote 3-0, motion passes.

### H. Public Hearings

**I. Endorsements**

*Business Licenses:* Elks Lodge #2788 (Food Service, Liquor, Special Amusement, Coin-Operated Amusement, Flea Market); located at 1704 US Route One, and David Rowland DBA: SOME Brewing Company, LLC (Liquor); located at 1 York Street.

Moved by Mr. Frederick, seconded by Mr. Estes to approve the following licenses: Elks Lodge #2788 for Food Service, Liquor, Special Amusement, Coin-Operated Amusement and Flea Market, located at 1704 US Route One, and David Rowland DBA: SOME Brewing Company for Liquor, located at 1 York Street, all subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 3-0, motion passes.

**J. Old Business**

1. Discussion and Possible Action: Police Station Contingency Budget

Moved by Mr. Frederick, seconded by Mr. Estes to approve the authorization of an additional \$200,000 for contingency from the reserve funds left in the capital police building account to be used by the Municipal Building Committee to pay for change orders, upgrades and miscellaneous equipment for the new police station. Vote 3-0, motion passes.

2. Discussion and Possible Action: Enforcement at 16 Railroad Avenue/Paras

Moved by Mr. Frederick, seconded by Mr. Estes to authorize the Town Code Enforcement Officer to move forward with an 80K if the Board of Appeals upholds the Notice of Violation at the December 28, 2016 hearing. Vote 3-0, motion passes.

3. Discussion and Possible Action: Reject Bathhouse Proposal

Moved by Mr. Frederick, seconded by Mr. Estes to reject both the Hardy Pond Construction, and the HL Patten bids received for the bathhouse project because they came in so high over the estimated cost. Vote 3-0, motion passes.

4. Discussion and Possible Action: Bathhouse RFP

Moved by Mr. Frederick, seconded by Mr. Estes to approve the RFQ for a Building Contractor for the Long Sands Bathhouse project and authorize the Building Committee to solicit proposals. Vote 3-0, motion passes.

**K. New Business**

1. Discussion and Possible Action: Amend Personnel Policies

Moved by Mr. Frederick, seconded by Mr. Estes to approve the proposed changes to the Non-Union Personnel Policy's Section II, Article D - Recruitment and Promotion as reflected in the attached memorandum. Vote 3-0, motion passes.

2. Discussion: Draft FY18 Operating Budget

Town Manager Stephen H. Burns presented the Board his initial concepts of the FY18 Operating Budget.

3. Discussion: Requests for Town Acceptance of Private Roads (Barrells Grove Rd; Walt Kuhn Rd/Forrest Hill Ln)

Mr. Burns stated that he received a formal request from DLJ Corp/Atlantic Construction to have the Town take ownership of Barrell's Grove Road as a town-owned road at a May Special General Referendum. He was also approached by the homeowners on Walt Kuhn Road and Forrest Hill Lane about the Town taking ownership of those roads as well. The Selectmen will need to hold a public hearing depending on a report from Public Works reviewing the technical matters of each road.

4. Discussion and Possible Action: Real Estate

This item was not needed at this time.

5. Board and Committee Appointments

Moved by Mr. Estes, seconded by Mr. Frederick to appoint Stephen Carr was a member of the Village Revitalization Steering Committee. Vote 3-0, motion passes.

L. Future Agendas

M. Other Business

N. Citizens' Forum

Public Comment: Spiro Paras

Adjourn

Moved by Mr. Frederick, seconded by Mr. Estes to adjourn the meeting at 10:32PM. Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery  
Assistant to the Town Manager