

**SELECTBOARD'S  
MEETING MINUTES  
6:30 PM/7:00 PM, MONDAY, March 27, 2023  
Ch. 3, Town Hall Streams**

**6:30 PM Interviews for the Route 1 Sewer Extension Advisory Committee**

1. 6:30 Adam Eldredge
2. 6:35 Mark Graziano
3. 6:40 Dominick Bressi
4. 6:45 Lisa Adams and Roger Rowley
5. 6:50 Brian Day
6. 6:55 David Webber

**7:00 PM - Regular Meeting**

Present: Chair Todd A. Frederick, Vice Chair Robert E. Palmer, Jr., Kinley Gregg, Marilyn McLaughlin

Others Present: Acting Town Manager/Assistant Town Manager/HR Director Kathryn Lagasse, Planning Director/Interim Deputy Town Manager Dylan Smith, Town Historian James Kences, Town Hall Building Committee Chair Wayne Martin, Chief of Police Owen Davis, Department of Public Works Director Dean Lessard, Director of Code Enforcement Harry Norton, Jr., Land Use Planner DeCarlo Brown and members of the public

Not Present: Selectboard member Mike Estes, Assistant to the Town Manager Diana Janetos

**Call to Order**

Chair Todd A. Frederick called the meeting to order at 7:00 PM.

**Pledge of Allegiance**

**A. Consent Agenda**

1. March 13, 2023 Meeting Minutes
2. Special Event Permit Applications
3. Business License Renewals
  - Bittersweet Bed and Breakfast
  - Odd by Nature
  - Cape Neddick Lobster Pound
  - **Ricks Café**
  - Circle K
  - Sun and Surf

Moved by Marilyn McLaughlin, seconded by Robert Palmer to accept the Consent Agenda with amendments - On pg. 3, the Town Hall Building project was moved up to bids and the introduction of new officers was moved to a future agenda. The Selectboard didn't sign a warrant for the record of the preference votes. Kathryn will give to the Selectboard. M. Other Business, page 7 of 7, should be changed to say - necessary funds for sewer upgrades. Kinley Gregg called out that the Special Events should have a condition to remind people not to put signs at war memorials and that it would be better if

DPW addressed the trash issue at the Trashathon. Vote 4-0, motion passes.

**B. Minutes**

**C. Chair's Report**

- Special Events Bike Rodeo at Coastal Ridge Elementary School is a great program on May 10<sup>th</sup> and the family bike ride is on May 13<sup>th</sup>.
- April 22<sup>nd</sup> from 9 - 4 is the Tire Drop off day, register ahead of time
- Beach stickers and Mt. A parking stickers are available at the Clerk's office as well as the recycling stickers
- This will be the last meeting that Kathryn Lagasse will be sitting up in the front but will be at the meeting on 4/10. The new Town Manager will be starting on 4/10.

**D. Manager's Report**

- Volunteer Fair at the York Library April 26<sup>th</sup> from 10 to 2 at the York Library
- Coastal Ridge Trashathon will be on April 14<sup>th</sup>
- Candidates' night will be Monday, April 3<sup>rd</sup>, 6:30 pm to 8:00 pm, which will be held at the York Library and will be on Ch. 3 and Town Hall Streams
- FEMA declaration and will apply for FEMA funds from the December Winter Storm Elliott.
- This is my last meeting in this role, as interim Town Manager and to thank everyone for their support, I have learned a ton. Shout out to the Selectboard and all the Town staff and Dylan Smith, assistant interim Town Manager. Look forward to working with the new Town Manager and supporting Peter Joseph in this role.

**E. Awards**

**F. Reports**

1. Complete Streets Policy

**G. Citizens' Forum**

1. Jerry Allen
2. Carole Allen
3. Charlie Black
4. James Kences
5. Ed Mancini
6. Janet Drew
7. Sally Fortin-Francis
8. Amanda Keyes
9. Kimberly Hultstrom
10. Doug Knight
11. Joanne Amidon
12. Aaron Linn
13. Michael McCann
14. Emily Connors
15. Chuck Ott

**H. Public Hearings**

1. General Assistance Ordinance and Appendices  
Moved by Robert Palmer to open the public hearing. Without objection so ordered.

## Public Comment:

- Janie Sweeney

Moved by Todd A. Frederick to close the public hearing. Without objection so ordered.

**I. Endorsements**

**J. Old Business**

1. Action: Phasing out Parking Kiosks

Moved by Robert Palmer seconded by Marilyn McLaughlin to approve the proposed plan for phasing out the parking kiosks and direct the Town Manager to work with the Department of Public Works on replacing the Hectronic pay kiosks with QR Codes from PANGO a mobile smart company. Vote 3-1, motion passes, Kinley Gregg opposed.

**K. New Business**

1. Action: Committee Appointments

Donica Road Representatives for the Route 1 Sewer Extension Advisory Committee will be moved to a future agenda, 4/10. There will be another interview on 4/10.

2. Discussion: Town-Owned properties Policy

3. Action: General Assistance Ordinance and Appendices

Moved by Marilyn McLaughlin seconded by Kinley Gregg to approve the proposed 2022-2023 General Assistance Ordinance and amended Appendices. Vote 4-0, motion passes.

4. Action: Representation on Green Enterprise Charette Interview Committee

Moved by Robert Palmer seconded by Marilyn McLaughlin to appoint Kinley Gregg and Mike Estes to take part in the GEROD Design Charrette interview process. Vote 4-0, motion passes. Vote 4-0, motion passes.

5. Discussion: Historic Markers Committee

6. Action: Property Redemption: 73 Flaggs Trailer Park

Moved by Kinley Gregg seconded by Robert Palmer to approve the property redemption of Tax Map 0036-0059-0073, located at 73 Flaggs Trailer Park., as requested, subject to all conditions being met and all taxes, interest and administrative costs paid in full by no later than May 27th, 2023 with cash or certified bank check. Vote 4-0, motion passes.

7. Action: Property Redemption: 130 Burnettes Trailer Park

Moved by Kinley Gregg seconded by Robert Palmer to approve the property redemption of Tax Map 0026-0001-0130, located at 130 Burnettes Trailer Park., as requested, subject to all conditions being met and all taxes, interest and administrative costs paid in full by no later than May 27th, 2023 with cash or certified bank check. Vote 4-0, motion passes.

8. Action: Property Redemption: 140 Burnettes Trailer Park

Moved by Kinley Gregg seconded by Robert Palmer to approve the property redemption of Tax Map 0026-0001-0140, located at 140 Burnettes Trailer Park., as requested, subject to all conditions being met and all taxes, interest and administrative costs paid in full by no later than May 27th, 2023 with cash or certified bank check. Vote 4-0, motion passes.

**L. Future Agendas**

- New Town Manager, Peter Joseph, will be here for the next meeting on 4/10
- Interview for the Rt. 1 Sewer Extension Advisory Committee and hopefully we will have a representative from the York Woods Condo at the same time
- Flavored tobacco report
- Pushing off the ambulance 10 year plan off until May
- Public hearings and endorsements
- Cell service follow up
- Crosswalk analysis
- Bring back the York/Kittery border issue
- Flag discussion on cruisers
- Committee appointments
- Permanent crosswalk signs on Long Beach Avenue
- Nicole will talk about the FEMA declaration
- Dylan will be here to talk about residential short-term rentals
- DPW to do a brief talk regarding damage from multiple storms
- Robert would like Phil Tucker from the Sewer Dept. to come in and talk about the expansion and educate the Board and citizens
- Ellis Park FOAA request and the annual meeting that has not been happening
- Revamping Town website

**M. Other Business**

The acting town manager, Kathryn Lagasse, read a statement of opinion supporting black flags on police vehicles.

**N. Citizens' Forum**

1. Charlie Black

**Adjourn**

At 9:39 PM Chair Todd A. Frederick adjourned the meeting. Without objection, so ordered.

Respectfully Submitted,

Diana Janetos

