



TOWN OF KENNEBUNKPORT, MAINE

Board of Selectmen Agenda December 10, 2020 @ 5:30 PM VIRTUAL MEETING VIA ZOOM ([Instructions](#))

Ways to join this webinar

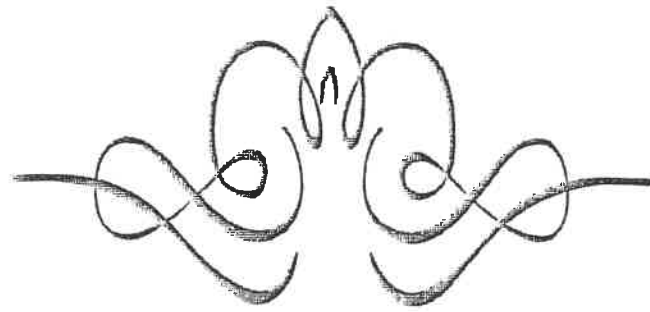
Join by **computer or mobile device** and click on <https://zoom.us/j/92075328062>

or go to **ZOOM** and enter the **webinar ID: 920 7532 8062**

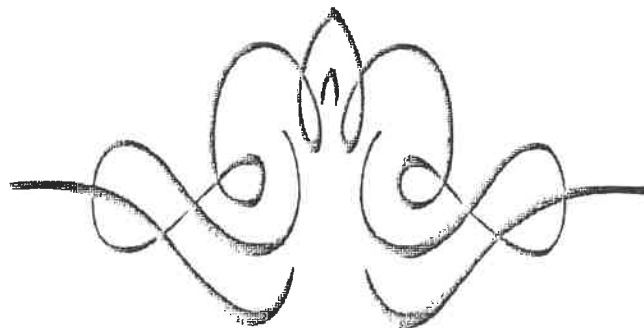
By **phone** 1(929) 205 6099 US

1. Call to Order.
2. Approve the November 25, 2020, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).
4. Reappoint Tracey O'Roak to a two-year term as Registrar of Voters.
5. Presentation by Tracey O'Roak of new ecode website.
6. Consider appointment to the Lighting Committee.
7. Award the bid for the Wastewater engineering services.
8. Kennebunk River Watershed Management Plan presentation.
9. Discuss financial forecast for FY22 budget.
10. Approve the Police Department COVID Memorandum of Understanding
11. Discuss Short-Term Rental Ordinance.
12. Discuss Climate Change Goals.
13. Approve waste hauling permits for 2021.
14. Accept the \$500 donation in honor of Calvin Furman, MD to the nurses' general account.

15. Accept the \$10,000 donation from the Flynn Family Foundation dedicated to the following accounts.
 - a. \$2500 toward the emergency fuel fund.
 - b. \$5,000 toward the emergency food fund.
 - c. \$2,500 toward the nurses' general account
16. Other Business.
17. Approve the December 10, 2020, Treasurer's Warrant.
18. Adjournment.



Agenda Item Divider



**Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
November 25, 2020
9:00 AM**

Minutes of the Selectmen's Meeting of November 25, 2020

Selectmen attending via Zoom: Patrick A. Briggs, Allen A. Daggett, Sheila Matthews-Bull, and D. Michael Weston.

Selectman absent: Ed Hutchins

Others attending via Zoom: Arlene McMurray, David Powell, Laurie Smith, and others

1. Call to Order.

Chair Daggett called the meeting to order at 9:00 AM. He took **roll call** of Selectmen present: Patrick Briggs, Allen Daggett, Sheila Matthews-Bull, and D. Michael Weston.

2. Approve the November 12, 2020, selectmen meeting minutes.

Motion by Selectman Weston, seconded by Selectman Matthews-Bull, to approve the November 12, 2020 selectmen meeting minutes. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

3. Authorize a quit claim deed for Leith C. & Scott C. Doherty, map 21, block 9, lot 6.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to authorize a quit claim deed for Leith C. & Scott C. Doherty, map 21, block 9, lot 6. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

4. Accept the \$2,000 donation from the South Congregational Church (\$1,000 designated for food assistance and \$1,000 designated for fuel assistance).

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to accept the \$2,000 donation from South Congregational Church. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

5. Accept the \$100 donation to the shade tree budget from the Seacoast Garden Club.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to accept the \$100 donation to the shade tree budget from the Seacoast Garden Club. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

6. Other Business.

Town Manager Laurie Smith announced that there will still be a Secret Santa, but in a different way. There will be no trees or tree tags. Instead, people can donate and

someone will purchase the gifts. Donations can be sent to: Venmo:@secretsanta-kka. Checks can be made out to Secret Santa and mailed to PO Box 301, Kennebunk, ME 04043. Questions can be emailed to: secretsantakka@gmail.com.

Ms. Smith also announced that the public health office has COVID-19 tests. Public Health Nurse Alisson Kenneway has been giving about 20 COVID tests a day. Public safety personnel have been tested. She said they are not testing people who need it for travel purposes. Individuals with symptoms of the virus and/or who have been in recent contact with someone diagnosed with the virus, may call the Public Health Department (207-9767-4401) to request an appointment for testing. They do not need to be a Kennebunkport resident. They will get a sheet that explains the next steps and the CDC is contacted. There is a \$25.00 charge for the testing. The department has been testing about 20 individuals a day.

7. Approve the November 25, 2020, Treasurer's Warrant.

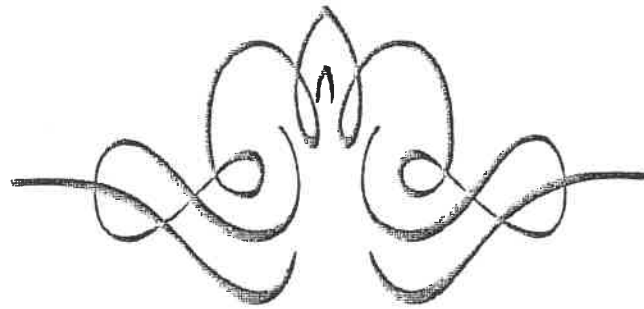
Motion by Selectman Briggs, seconded by Selectman Weston, to approve the November 25, 2020, Treasurer's Warrant. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

8. Adjournment.

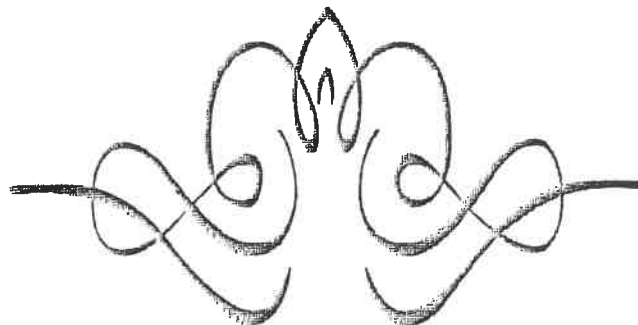
Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to adjourn. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, and Weston. **Voted:** 4-0. **Motion passed.**

The meeting adjourned at 9:15 AM.

Submitted by Arlene McMurray
Administrative Assistant



Agenda Item Divider



July 23, 2020

Lighting Committee

Term: three years

Members: five or more

Expiration

George Acker

July 2022

Robert Fairbanks

July 2023

Jule Gerrish

July 2021

James Stockman

July 2023

Arlene McMurray

From: cmsmailer@civicplus.com on behalf of Todd Park Merolla via Town of Kennebunkport, ME <cmsmailer@civicplus.com>
Sent: Wednesday, October 28, 2020 11:37 AM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Wednesday, October 28, 2020 - 11:36am

Submitted values are:

Choose from the following: Lighting Committee

==Please provide the following information:==

Full Name: Todd Park Merolla

Email: ~~todd@tpm-limited.com~~

Residential Address: 192 Mills Road, Kennebunkport

Residential Phone: (207) ~~204-0484~~

Business Address:

Business Phone:

Mailing Address (if different):

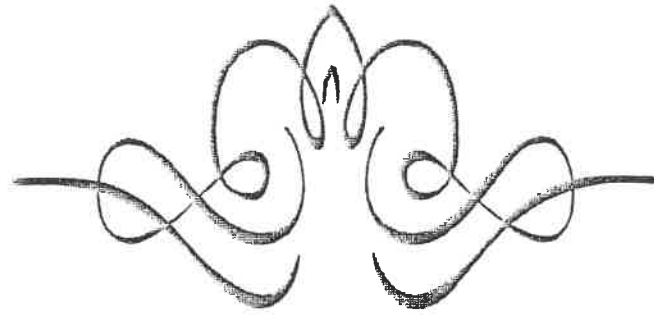
Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed:

Do you have any skills, experience, or training you would like to mention?

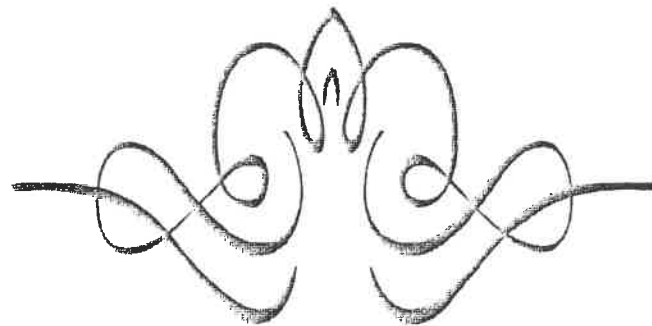
retired architectural designer specializing in lighting What is your reason for wanting to serve on this board or committee? I have an ongoing interest with preserving the lighting character of the Town. List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)? Lighting Committee

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/12051>



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

Memorandum

Date: December 4, 2020

To: Laurie Smith, Town Manager

From: Michael Claus, Public Works Director *Michael Claus*

Re: Contract Recommendation for Wastewater Pump Station Engineering

Kennebunkport Public Works has reviewed proposals submitted in response to our RFP for Engineering Services for Wastewater Pump Station Upgrades at Cape Square, Paddy Creek and Wildes District Pump Stations. We reviewed the proposals and interviewed 4 engineering firms for this work. The Woodard and Curran Proposal dedicated the most time to assessment and testing of our pump stations and to providing preliminary design options for the town.

Hourly Breakdown

LABOR HOURS										
Task	WOODARD & CURRAN									Labor Hours
	Project Mgmt	Design	Construction	Testing	Monitoring	Reporting	Training	Engineering	Other	
1 Preliminary Work										
a Topographic Survey & Wetland Delineation		2	1					1		4
b Permitting Assessment	1	2	1					4		8
c Town Meeting	1	4	2						1	8
d Pump Station Assessments & Drawdown Tests	1	4	8	10	10	4	4	8		49
e Pump Station Evaluation Report	2	4	12	16	8	2	2	4	2	52
2 Preliminary Design Phase										
a Preliminary Design	2	8	24	36	12	4	12	100		198
b Preliminary Cost Estimates		2	2	4				24		32
c Preliminary Design Report	2	4	12	28	12	4	12	12	2	88
d Town Meeting/Presentations (2)	2	10	4						2	18
3 Final Design Phase										
a Final Design	2	8	40	60	36	8	24	140		318
b Permit Applications		2	2					8		12
c Town Meeting & SRF Funding Support	2	10							2	14
d Final Cost Estimates		2	2	4				20		28
e Bidding Documents	1	6	4	4				16	4	37
4 Bidding Phase										
a Bid Services	2	10	4	16				8	2	42

Cost Proposal

TASK	FEE
1 Preliminary Work	\$32,900
2 Preliminary Design Phase	\$55,200
3 Final Design Phase	\$66,100
4 Bidding Phase	\$7,100
TOTAL DESIGN AND BIDDING FEES	\$161,300
A Geotechnical Explorations Allowance	\$12,000

We believe that there are process issues related to the Goose Rock Beach pump station and force main, along with location specific site constraints. Odors have been a basis of complaints in the areas and was also requested to be addressed in the proposal process. Odor control issues need to be evaluated and incorporated into the pump station replacement design for the 3 stations. Woodard and Curran's proposal and presentation was best at addressing the coordination of replacement of the pump stations within the constraints of our existing facilities and customer concerns such as odors. We asked Woodard and Curran to review their costs based on being the most qualified firm. Woodard and Curran proposed changing their base rates to reflect costs for clients that utilize Woodard and Curran for continuous engineering services at-negotiated hourly rates. **They can reduce their Total Design and Biddings fees from \$161,300 to \$143,000.**

From a cost perspective we compared average hourly rates for the 4 firms as follows:

Woodard and Curran:	\$157 per hour
Wright Pierce:	\$182 per hour
Dubois and King:	\$106 per hour
Underwood Engineers:	\$151 per hour

Seeking the best qualified firm, we evaluated the costs, understanding of scope/complexity, and technical ability. Woodard and Curran allocated the most in-depth assessment. This level of planning, the team felt, would provide a most successful design outcome for the Town and the residents.

Other firms indicated that their proposals were for replacement of the pump stations guided by standard pump station design similar to Chicks Creek and Green Street pump stations. In reviewing the low hourly cost of Dubois and King it appears that they are utilizing lower level staff to deliver on scope of services. Not having visited the pump stations or met with Wastewater personnel to review our operations issues puts them at a disadvantage in designing to our site conditions.

In addition to myself, Eric Labelle and Chris Simeoni recommend that this engineering work be awarded to Woodard and Curran based on a Not to Exceed cost of \$143,000 with \$12,000 geotechnical allowance per the attached scope of services and Standard Terms and Conditions as amended by the Town Attorney.

The figures below represent the labor and fee breakdown for other RFP submittals to compare with the Woodard and Curran labor hours and fee.

Wright-Pierce Labor and Fee:

Hours & Cost Proposal

4

Cost Proposal

Wright-Pierce is a strong believer in the selection of engineers on the basis of qualifications, with an equitable fee negotiated between the selected firm and the client based on a mutually established detailed scope of work. Your primary concern should be that the project team you select is fully qualified with recent experience in addressing projects similar to yours and that the project team is committed to performing the work in a cooperative, well-communicated fashion

We propose to perform the evaluation, design, and bidding administration of the Paddy Creek, Wildes District Road, and Cape Porpoise Pump Stations for a not to exceed total engineering fee of \$85,000.

This number includes all direct and indirect costs for performing the work and submitting materials as detailed in our Scope of Work.

Person Hour Breakdown

The engineering fee proposed above is based on the following breakdown of project personnel:

Personnel	Hours
Paul Birkel, Principal-in-Charge	9
Kevin Obery, Technical Advisor	12
Matt Burns, Project Manager	70
Corey Lewis, Lead Project Engineer	248
Chris Abell, Electrical	76
Paul Denis, Instrumentation/SCADA	46
Chris Dwinal, Odor Control	5
Total Hours	466

Dubois & King Labor and Fee

**Kennebunkport Paddy Creek, Wildes District Road, and Cape Porpoise Pump Stations
Evaluation, Design, and Bidding
Project No.: 226887X**



Project Phases & Tasks	Labor Categories									
	Project Principal	Project Manager	Mech Engineer	Sr. Project Engineer	Staff Engineer	Sr. Electrical Engineer	Tech./ Drafter	Travel	Admin. Support	Total Hours
I. Preliminary Engineering Report										
A. Project Kickoff Meeting		5		5				3		13
B. PS Assessment Site Visits and Planning (3 days on site)		8		30		16		10		64
B2. PS Data compilation and evaluation (create memo)		3	16	24		8				51
C. Draft PDR and plans	1	2		20		2	48			73
D. Meeting and collaboration with Town		8	8	20				3		39
E. Final PDR	1	4		16		4	20			45
F. Preliminary Opinion of Probable Costs		1		8			6			15
H. Address DEP Comments (incorporate in final design)		2		8			8			18
II. Environmental Report										
A. Categorical Exclusion		3		24			4		8	39
III. Final Design										
A. 90% Design, Plans, and Details	1	8	24	36		30	60			159
B. Technical Specifications and Contract Documents	2	4	8	20		8			16	58
C. OPCC	1	2		8						11
F. 90% Final Design Meeting	2	6		6						14
G. Final Design, Plans, and Details (Construction Set)	2	3	8	16			16			45
IV. Bidding Process										
A. Advertisement coordination		4		2					2	8
B. Pre-bid meeting		8		6					2	16
C. Addendum (1 included)		1	2	6		2	2		2	15
D. Bid analysis		2		4					2	8
E. Bid tabulation		1		3					2	6
F. Notice of award		1		4					2	7
Total Hours:	10	76	66	266	0	70	164	16	36	704

**Kennebunkport Paddy Creek, Wildes District Road, and Cape Porpoise Pump Stations
Evaluation, Design, and Bidding
Project No.: 226887X**



Project Phases & Tasks	Labor Categories									
	Project Principal	Project Manager	Mech Engineer	Sr. Project Engineer	Staff Engineer	Sr. Electrical Engineer	Tech./ Drafter	Travel	Admin. Support	Total Hours
Direct Labor	Total Hours: 10	76	66	266	0	70	164	16	36	704
	Hourly Rate: \$143.00	\$113.00	\$110.00	\$119.00	\$85.00	\$115.00	\$75.00	\$75.00	\$65.00	
	Labor Cost: \$1,430	\$10,580	\$7,260	\$29,280	\$0	\$8,050	\$12,300	\$1,200	\$2,340	\$72,120
Direct Expenses										
I. Subcontractor										
Transportation	Vehicle	4,500	Miles @	\$0.575	/ Mile =	\$263				
	Vehicle		Miles @	\$0.575	/ Mile =	\$0				
			Travel-Air / Ground / Parking Allowance =			\$0				
Meals	Partial Per Diem	0	Days @	\$0.00	/ Day =	\$0				
	Full Per Diem	2	Days @	\$55.00	/ Day =	\$110				
Room & Lodging	Hotel	6	Days @	\$125.00	/ Day =	\$750				
								Subcontractor Total =	\$1,723	
II. Support Expense										
					Telephone / Fax =	\$25				
					Postage =	\$25				
					Reproduction =	\$75				
					Copying =	\$75				
								Support Total =	\$200	
III. Subcontractor										
					Archaeological Resources Assessment (UVM CAP) =	\$0				
					Other =	\$0				
								Subcontractor Total =	\$0	
IV. Miscellaneous Expense										
					Computer Charges =	\$25				
					Printing Charges =	\$100				
					Refer and GPS Refer Rental (project area) =					
					Refer and GPS Refer Rental (remainder of system) =					
								Miscellaneous Total =	\$125	
								Total Direct Expenses =	\$2,648	
								Administrative Fee =	\$246	
								Total Cost =	\$2,293	
Cost Summary										
					Labor Cost	\$72,120				
					Direct Expenses	\$2,293				
					Total Price	\$74,413				

Underwood Engineers Labor and Fee

civil &
environmental
engineering



PERSON HOURS

The total person hours by category to complete the tasks outlined in the scope of services provided in Section 2 of this proposal are outlined below.

PERSON HOURS					
Principal	Project Manager	Project Engineer	Electrical Subconsultant	Clerical	TOTAL HOURS
4	20	64	100	4	192

NOT TO EXCEED COST PROPOSAL

We propose to perform the services as outlined in Section 2 of this proposal based on an hourly rate but not to exceed **twenty-nine thousand five hundred dollars (\$29,500)** for the scope outlined.

We note that fees will be adjusted based on any modifications to the scope of services outlined in Section 2 of this proposal.



Agenda Item Divider



KENNEBUNK RIVER WATERSHED- BASED MANAGEMENT PLAN

Mindee Goodrum

Project Manager, York County Soil and Water Conservation District

BACKGROUND

- The Kennebunk River has failed to meet state Class B water quality standards for supporting aquatic life and fecal bacteria levels, indicating a need for restorative action
- In 2018 the York County Soil and Water Conservation District, in partnership with the Wells National Estuarine Research Reserve, was awarded a \$41,600 grant to create a Watershed-Based Management Plan for the Kennebunk River Watershed.
- Funding for this project was provided, in part, by the U.S. Environmental Protection Agency under Section 604(b) of the Clean Water Act. The funding is administered by the Maine DEP in partnership with the U.S. EPA.



Wells National Estuarine Research Reserve

Wells National Estuarine Research Reserve



PURPOSE

- The purpose of this project was to develop a Watershed-Based Management Plan (WBMP) for the Kennebunk River watershed that includes the United States Environmental Protection Agency's (US EPA) nine minimum required elements. Through the completion of this project, we collected information about the watershed's natural resources, and specific nonpoint source (NPS) and bacteria problems, and worked with the communities, town officials and regional partners to develop locally-supported watershed goals, objectives and action strategies for protecting the Kennebunk River and its tributaries. This WBMP was developed to serve as a guide for watershed protection, restoration, and enhancement efforts over the next 10 years.

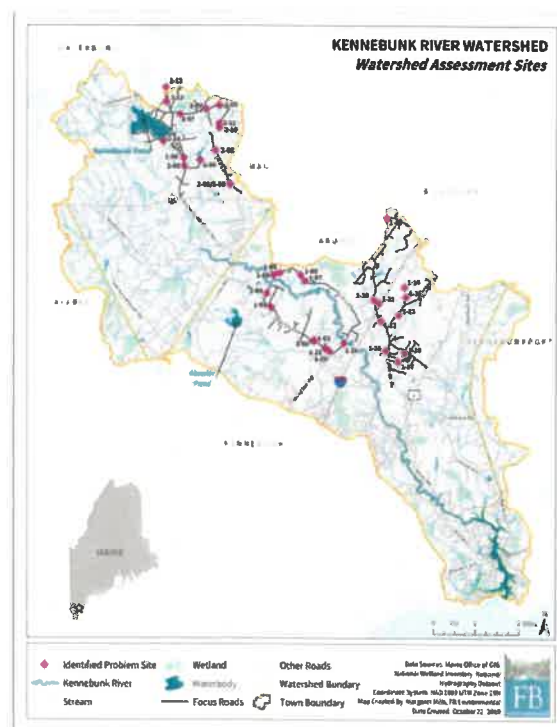
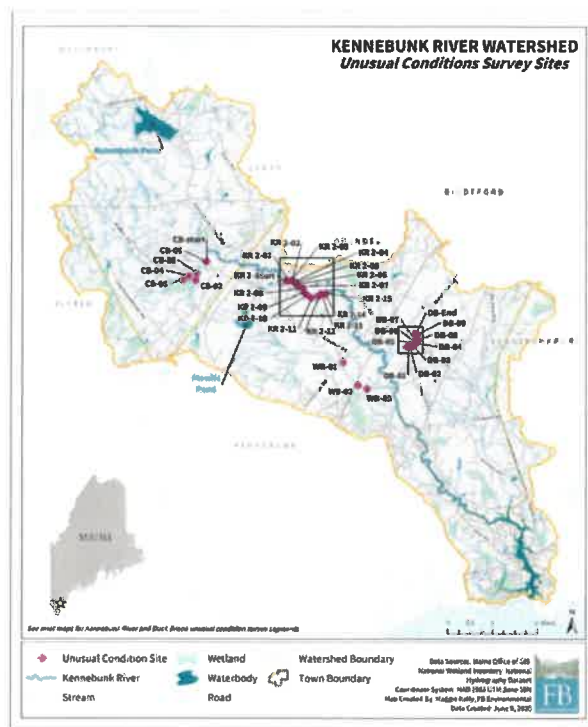


CONTENTS OF WBMP

- The WBMP presents results from recent and historical monitoring to represent the current state of the water quality and is broken down into subwatersheds so towns can focus on local issues
- Also presents information on potential sources of pollution from watershed survey

Subwatershed	Site #	Dissolved Oxygen	Chloride and SPC	Bacteria	Temperature	Total Phosphorus	Biological Monitoring
Lynde Brook	KB-12	Adequate	Good	Very High	Good	High	Mixed (several stations and results)
Carleton Brook	KB-11	Poor	Good	Very High	Good	High	2010 – Class A
Upper Main Stem – Peckies Ln	KB-05	Good*	Good	Moderately High	Good	-	2000 – Class B 2005 – Class B
Mid Main Stem – Dorring Rd	KB-04	Poor	Good	High	Good	-	-
Duck Brook	DB-ET	Poor	Slightly High	High	Good	-	-
Ward Brook	KB-03A	Poor	Slightly High	High	Good	High	2015 – Class A
Mid Main Stem – Route 1	KB-03	Good	Good	High	Warm	High	2015 – Non-attaining 2010 – Class B 2005 – Non-attaining
Lower Main Stem – Durrill's Bridge	KB-02	Poor	-	High	Moderately Warm	-	-
Gulf Mill Brook	KB-15	Poor	Slightly High	High	Good	-	-
Estuary Main Stem – Duck Square	KB-01	Adequate	-	Moderately High	Good	-	-

*Dissolved oxygen readings earlier in the day (prior to 8 AM) should be taken to confirm.

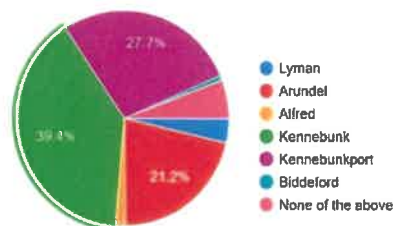


PUBLIC INPUT

- The public was invited to participate in the development of this plan, especially regarding prioritizing future action items via a survey and online public input sessions in August 2020

In which town do you live?

137 responses



How likely are you to support the following efforts by your town to reduce and prevent pollution that affects the Kennebunk River?

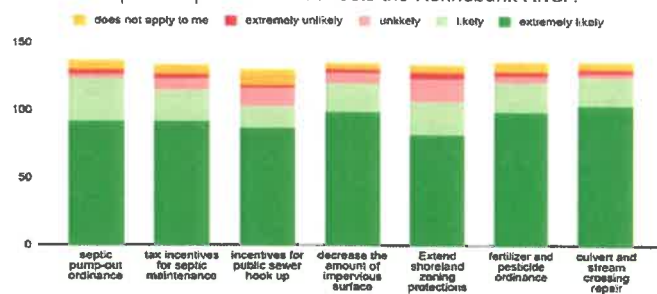


Figure 4-5. The results of the survey for the question "How likely are you to support the following efforts by your town to reduce and prevent pollution that affects the Kennebunk River?"

NEXT STEPS

- WBMP includes an action plan identifying future actions needed to help the Kennebunk River Watershed return to attaining State Class standards including cost estimates
- Apply for implementation funds (319 grants) to address pollution sites and continue education and outreach efforts to apply the actions identified in the WBMP
 - Want to maintain town involvement
- Adoption of the WBMP by the towns within the watershed is highly recommended to help raise local awareness about the need for restoration efforts and to garner support needed to implement various aspects of the plan.

10-YEAR COST ESTIMATE FOR RESTORING THE KENNEBUNK RIVER (2021- 2031)		
	Category	Estimated 10-Year Costs
STRUCTURAL		
	Agricultural BMP Implementation	\$262,000 - \$342,500
	In-stream Habitat & Geomorphology	\$62,200 - \$122,500
	Residential, Commercial, and Roadway BMP Implementation	\$120,000 - \$274,500
	Land Conservation & Protection	\$10,000 - \$20,000
NON-STRUCTURAL BMPs		
	Administrative & Funding	In-house
	Education & Outreach	\$7,500 - \$15,000
	In-Stream Habitat and Geomorphology	\$40,000 - \$80,000
	Land Conservation & Protection	\$120,000 - \$180,000
	Residential, Commercial, and Roadway BMP Support	\$50,000 - \$100,000
MONITORING PROGRAM		
	Monitoring	\$157,700 - \$204,200
ESTIMATED TOTAL (10-YR) COST:		\$829,400 - \$1,338,700

Consider incorporating the Kennebunk River Watershed-Based Management Plan into the Town Comprehensive Plans

Incorporate the WBMP into the next round of Comprehensive Plan updates (all Towns have recent comprehensive plans except for Arundel, which was amended most recently in 2016). Create amendments to recent Comprehensive Plans to include protection of the river through adoption of this plan.

CONTACT

Mindee Goodrum

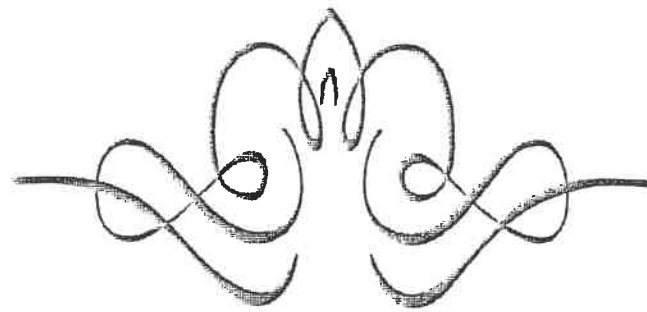
Project Manager, York County Soil and Water Conservation District

21 Bradeen Street, Suite 304

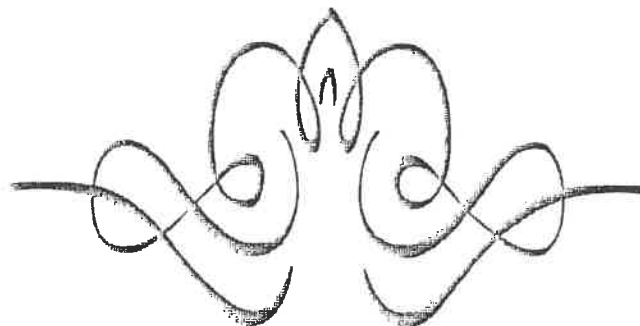
Springvale, ME 04083

(207) 432-3516

mgoodrum@yorkswcd.org



Agenda Item Divider



Memo

To: Kennebunkport Board of Selectmen

From: Laurie Smith, Town Manager and Jennifer Lord, Treasurer

Date: 12/7/20

Re: Financial Projections

As requested, attached you will find the financial projections and analysis for your review as part of the preliminary budget preparation.

Summary of reports:

Pink is the Tax Collections Summary showing that our collections rate is on target as compared to this time last year.

Green is the Revenue Forecasting showing that revenues are coming in higher than anticipated as compared to the FY 21 budget, but not as strong as the FY 20 and FY 19 collections.

Yellow is the Existing Debt Service Summary and Future Debt Service for 5M Wastewater Bond showing principal and interest payments due on debt. Note the Balloon payment due in 2025 for the Village Parcel taxable portion – at that time the plan was to re-bond for 20 years.

Lavender is the Fund Balance Historical Chart reflecting the policy of transferring anything over 18% (2 months of expenditures) to the Capital Projects and what the percentage of expenditures would be using projected FY22 – 13.41% (1.5 months of expenditures).

White is the FY 22 Tax Commitment **projection** showing **estimated** increases in expenses in municipal operating and county tax of 3%, education 4%, 16.97% increase in capital and a .80% increase in debt. **These are estimates only and not based on actual requests.** The revenues reflect the lower use of Fund Balance (-\$400,000) and Capital fund balance (-\$225,000), -66.67% and -69.23% respectively. The valuation reflects a conservative increase of 1.0%. Taking all these **estimated projections** into consideration, we are looking at an increase in the mil rate of \$0.58.

Tax Collection Summary				
	FY 18	FY 19	FY 20	11/30/2020 FY 21 to date
Assessed value	1,934,467,170	1,962,639,480	1,983,600,020	2,011,016,700
Tax rate	8.73	8.76	9.45	9.45
Commitment	16,887,898	17,192,722	18,745,020	19,004,108
Supplementals	72,964	0	0	3,828
	16,960,862	17,192,722	18,745,020	19,007,936
less: collections	16,737,017	17,014,268	18,550,328	10,345,629
	223,845	178,454	194,692	8,662,306
Percentage collected	98.68%	98.96%	98.96%	54.43%
Data shows on target for % tax collected FY 21 as compared with FY 20				
	Thru November of each year			
	FY 21		FY 20	
	Commitment	Collections	Commitment	Collections
	19,007,936	10,345,629	18,745,020	10,180,231
% collected	54.43%		54.31%	
Valuation Classifications				
Residential	91%			
Commercial	9%			
Note: some are mixed use and they are classified by their primary use				
Average valuation change over the last 3 years			1.30%	

Revenue Forecasting										5 mos completed 41.67%	

Revenue Forecasting								5 mos completed 41.67%
	2019	2020	2020	2021	2021	11/30/20	2022	
	Actual	Budget	Actual	Budget	YTD	% Collected	Estimated	Notes
Police Misc	2,624	2,500	1,890	2,500	680	27.20%	2,500	
Investment Income	193,784	110,000	162,037	30,000	28,755	95.85%	50,000	
Miscellaneous Income	3,653	10,000	16,003	10,000	1,722	17.22%	10,000	
Use of UFB	0	200,000	0	600,000	0	0.00%	200,000	
Dock Square Transfer	200,000	225,000	225,000	225,000	225,000	100.00%	225,000	
Conservation Donation	10,000	10,000	10,000	10,000	0	0.00%	10,000	payment in spring
Sewer Transfer	30,000	30,000	30,000	30,000	30,000	100.00%	30,000	
Sale of Town Property	34,652	1,000	0	0	507	100.00%	0	
Macomber Transfer	800	800	800	0	0	0.00%	0	
DSPL equip transfer	80,000	0	0	0	0	0.00%	0	
Nurses	0	0	0	0	2,575	100.00%	0	
GA donations	0	0	0	0	500		0	
Police donations		0			500		0	
GA fuel donations					3,500		0	
GA food donations					6,500		0	
Picavet transfer in	19,811	0	0	0	0	0.00%	0	
TI-Cap Projects	0	100,000	100,000	325,000	325,000	100.00%	100,000	
TI-SR Recreation	80,000	80,000	80,000	60,000	60,000	100.00%	60,000	
Dock Square Transfer	30,000	30,000	30,000	30,000	30,000	100.00%	30,000	
	3,235,500	2,988,186	3,198,390	3,262,938	1,965,837	60.25%	2,815,929	
					60.25%			

Existing Debt Service Schedule				
Wastewater				
			Total	
	Principal	Interest	Debt Service	Notes
2022	22,393.51	14,502.06	36,895.58	
2023	62,587.93	26,263.49	88,851.42	
2024	62,767.93	25,123.68	87,891.61	
2025	40,000.00	23,366.00	63,366.00	
2026	40,000.00	22,404.00	62,404.00	
2027	40,000.00	21,408.00	61,408.00	
2028	40,000.00	20,376.00	60,376.00	
2029	40,000.00	19,304.00	59,304.00	
2030	40,000.00	18,192.00	58,192.00	
2031	40,000.00	17,042.00	57,042.00	
2032	40,000.00	15,860.00	55,860.00	
2033	40,000.00	14,613.40	54,613.40	
2034	40,000.00	13,273.20	53,273.20	
2035	40,000.00	11,853.60	51,853.60	
2036	40,000.00	10,377.00	50,377.00	
2037	40,000.00	8,860.00	48,860.00	
2038	40,000.00	7,309.80	47,309.80	
2039	40,000.00	5,742.00	45,742.00	
2040	40,000.00	4,156.00	44,156.00	
2041	40,000.00	2,523.40	42,523.40	
2042	40,000.00	845.40	40,845.40	
	867,749.37	303,395.03	1,171,144.41	
Summary of all Existing Debt				
FY 2022 forward				
	Principal	Interest	Total	
2003 sewer	169,373.03	7,994.30	177,367.33	
2016 pd	250,741.87	20,404.34	271,146.21	
2018 rec	315,000.00	41,202.00	356,202.00	
2019 Ocean Ave	845,000.00	168,125.00	1,013,125.00	
VP exempt	1,235,000.00	404,625.00	1,639,625.00	
VP taxable	8,210,000.00	884,700.00	9,094,700.00	
2021 sewer/ww	2,000,000.00	750,493.28	2,750,493.28	
	13,025,114.90	2,277,543.92	15,302,658.82	
	13,025,114.90	2,277,543.92	15,302,658.82	
	-	-	-	

Future Debt Service 5,000,000 Wastewater Bond

Estimated payment schedule

FY	Town 60%			Sewer 40%		
	Int	Prin	Total	Int	Prin	Total
23	82,635	0	82,635	49,581	0	49,581
24	164,111	189,217	353,328	98,467	113,530	211,997
25	159,816	193,380	353,196	95,889	116,028	211,917
26	155,267	197,809	353,076	93,160	118,685	211,846
27	150,453	202,477	352,930	90,272	121,486	211,758
28	145,348	207,437	352,785	87,209	124,462	211,671
29	139,927	212,686	352,613	83,956	127,612	211,568
30	134,151	218,279	352,430	80,491	130,967	211,458
31	127,999	224,238	352,237	76,799	134,543	211,342
32	121,459	230,585	352,044	72,875	138,351	211,226
33	114,545	237,317	351,862	68,727	142,390	211,117
34	107,033	244,413	351,446	64,220	146,648	210,867
35	98,708	252,339	351,047	59,225	151,403	210,628
36	89,593	261,066	350,659	53,756	156,640	210,396
37	79,778	270,568	350,346	47,867	162,341	210,208
38	69,322	280,695	350,017	41,593	168,417	210,010
39	58,233	291,480	349,713	34,940	174,888	209,828
40	46,585	302,874	349,459	27,951	181,724	209,675
41	34,338	314,776	349,114	20,603	188,866	209,468
42	21,228	327,368	348,596	12,737	196,421	209,158
43	7,207	340,996	348,203	4,324	204,598	208,922
	2,107,736	5,000,000	7,107,736	1,264,641	3,000,000	4,264,641
				843,094	2,000,000	2,843,094

Future Debt Service Schedule with 5M WW Bond

General Fund

	Principal	Interest	Total Debt Service	Notes
2022	593,061.27	392,198.64	985,259.90	
2023	659,253.33	436,224.63	1,095,477.96	1st yr int only payment
2024	783,974.09	459,908.39	1,243,882.48	
2025	7,713,254.28	319,089.13	8,032,343.41	Balloon payment due
2026	436,883.07	185,674.23	622,557.30	
2027	440,669.29	170,334.59	611,003.88	
2028	399,462.20	154,744.52	554,206.72	
2029	357,611.60	139,912.48	497,524.08	
2030	255,967.40	128,903.68	384,871.08	
2031	259,542.80	120,887.19	380,429.99	
2032	263,351.00	113,240.48	376,591.48	
2033	267,390.20	105,271.93	372,662.13	
2034	271,647.80	96,804.40	368,452.20	
2035	276,403.40	87,729.94	364,133.34	
2036	281,639.60	78,096.43	359,736.03	
2037	287,340.80	67,981.88	355,322.68	
2038	293,417.00	57,433.09	350,850.09	
2039	299,888.00	46,477.91	346,365.91	
2040	306,724.40	35,159.84	341,884.24	
2041	248,865.60	24,387.74	273,253.34	
2042	256,420.80	14,004.94	270,425.74	
2043	204,597.60	4,324.17	208,921.77	
	15,157,365.53	3,238,790.21	18,396,155.73	

Note: Includes the following Debt

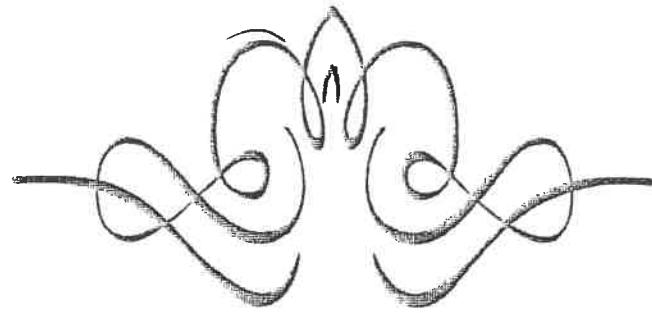
2003 Sewer SLR maturing in 2024
2016 Police Building maturing in 2027
2018 Parks & Recreation building maturing in 2028
2020 Ocean Ave maturing in 2030
2020 VP exempt maturing in 2040
2020 VP taxable maturing in 2025
2021 Wastewater maturing in 2041
2023 Wastewater maturing in 2043

Future Debt Service Schedule with 5M WW Bond				
Wastewater				
			Total	
	Principal	Interest	Debt Service	Notes
2022	22,393.51	14,502.06	36,895.58	
2023	62,587.93	59,317.35	121,905.28	1st yr int only payment
2024	138,454.73	90,768.16	229,222.89	
2025	117,352.00	87,292.25	204,644.25	
2026	119,123.60	84,510.91	203,634.51	
2027	120,990.80	81,589.11	202,579.91	
2028	122,974.80	78,515.34	201,490.14	
2029	125,074.40	75,274.98	200,349.38	
2030	127,311.60	71,852.45	199,164.05	
2031	129,695.20	68,241.46	197,936.66	
2032	132,234.00	64,443.66	196,677.66	
2033	134,926.80	60,431.28	195,358.08	
2034	137,765.20	56,086.26	193,851.46	
2035	140,935.60	51,336.62	192,272.22	
2036	144,426.40	46,214.29	190,640.69	
2037	148,227.20	40,771.26	188,998.46	
2038	152,278.00	35,038.72	187,316.72	
2039	156,592.00	29,035.27	185,627.27	
2040	161,149.60	22,789.89	183,939.49	
2041	165,910.40	16,258.50	182,168.90	
2042	170,947.20	9,336.62	180,283.82	
2043	136,398.40	2,882.78	139,281.18	
	2,867,749.37	1,146,489.24	4,014,238.62	
Summary of all Future Debt				
FY 2022 forward				
	Principal	Interest	Total	
2003 sewer	169,373.03	7,994.30	177,367.33	
2016 pd	250,741.87	20,404.34	271,146.21	
2018 rec	315,000.00	41,202.00	356,202.00	
2019 Ocean Ave	845,000.00	168,125.00	1,013,125.00	
VP exempt	1,235,000.00	404,625.00	1,639,625.00	
VP taxable	8,210,000.00	884,700.00	9,094,700.00	
2021 wastewater	2,000,000.00	750,493.28	2,750,493.28	
2023 wastewater	5,000,000.00	2,107,735.53	7,107,735.53	
	18,025,114.90	4,385,279.45	22,410,394.35	
	18,025,114.90	4,385,279.45	22,410,394.35	
	-	-	-	

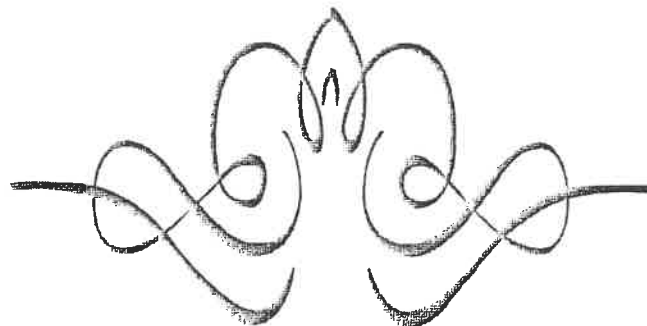
Fund Balance Historical Chart			
		Undesignated Fund Balance	Capital Projects
Fund Balance	FY 16	2,855,514.00	686,893.00
Policy = 18% of	FY 17	3,191,129.00	686,893.00
expenditures =	FY 18	3,526,941.00	336,893.00
2 months of	FY 19	4,102,683.00	386,093.00
expenditures	FY 20	3,920,303.00	786,669.00
transfer per fund balance policy for FY 20		(10,555.40)	10,555.40
budgeted use FY 21		(600,000.00)	(325,000.00)
Projected balance end of FY 21		3,309,747.60	472,224.40
Projected use FY 22		(200,000.00)	(100,000.00)
* FY 22 Projected balance		3,109,747.60	372,224.40
* Fund Balance would be at 13.41% of projected expenditures the equivalent of about 1.5 months			

FY 22 Tax Commitment

	FY 19	FY 20	FY 21	Projected FY 22	Difference	20 vs 21 % Diff
Municipal						
Operations	6,985,701	7,334,404	7,379,584	7,601,034	221,450	3.00%
Capital	1,423,100	1,301,100	1,196,914	1,400,000	203,086	16.97%
Debt	105,422	627,662	977,466	985,260	7,794	0.80%
Education Assessment	10,372,943	11,249,250	11,447,719	11,905,628	457,909	4.00%
County Assessment	1,135,299	1,143,776	1,150,725	1,185,247	34,522	3.00%
Overlay	76,297	77,014	114,638	114,638	0	0.00%
Total Expenditures	20,098,762	21,733,206	22,267,046	23,191,807	924,761	4.15%
Non Property Tax Revenue	2,432,495	2,607,386	2,277,938	2,455,929	177,991	7.81%
MePers Credit (FY 17 - FY 19)	152,745	0	0	0	0	0.00%
General Use of Fund Balance	225,000	200,000	600,000	200,000	(400,000)	-66.67%
Capital Projects Use of Fund Balance	0	100,000	325,000	100,000	(225,000)	-69.23%
TI- Special Revenue-Recreation	80,000	80,000	60,000	60,000	0	0.00%
TI Trust-Picavet	15,800	800	0	0	0	0.00%
Total Non-Property Tax Rev	2,906,040	2,988,186	3,262,938	2,815,929	(447,009)	-13.70%
Net Municipal Commitment	5,837,225	6,351,994	6,405,664	7,285,003	879,339	13.73%
Net Total Commitment	17,192,722	18,745,020	19,004,108	20,375,878	1,371,770	7.22%
Valuation	1,962,639,480	1,983,600,020	2,011,016,700	2,031,126,867	20,110,167	1.00%
Mil Rate	8.76	9.45	9.45	10.03	0.58	6.16%
Municipal portion of mil rate	2.97	3.20	3.19	3.59	0.40	12.6%
Education portion of mil rate	5.21	5.67	5.69	5.86	0.17	3.0%
County portion of mil rate	0.58	0.58	0.57	0.58	0.01	2.0%



Agenda Item Divider



MEMORANDUM OF UNDERSTANDING
EXTENDED POLICE AUTHORITY AGREEMENT
MUTUAL AID ASSISTANCE

This agreement is entered into between the Chief Law Enforcement Officers of the Town of Berwick, City of Biddeford, Town of Buxton, Town of Eliot, Town of Kennebunk, Town of Kennebunkport, Town of Kittery, Town of North Berwick, Town of Ogunquit, Town of Old Orchard Beach, City of Saco, City of Sanford, Town of South Berwick, Town of Wells, Town of York, York County Sheriff's Office, Maine, located in the County of York, State of Maine. This agreement is duly executed by the authority conferred upon them pursuant to Title 30-A, M.R.S.A. Subsection 2671, and Title 30-A, M.R.S.A. Subsection 2674 as amended.

I. PREAMBLE

The expressed purpose of these terms and conditions of this document is to provide the requisite structure by which police assistance can be requested and rendered. It is the express intention of all the Chief Law Enforcement Officers for these provisions to be liberally interpreted and flexible in scope. The chiefs in these communities recognize that the need for additional police manpower arise for various reasons. The participants to this agreement are committed to protecting life and property of their citizens and have agreed to enter into a mutual assistance compact for police services.

II. POLICE SERVICES

- I. In accordance with 30-A M.R.S.A. Section 2674, it is explicitly agreed that the chief law enforcement officer or the ranking on-duty law enforcement officer of one agency may request police assistance from the chief law enforcement officer or the ranking on-duty officer at any time a request is necessary.
- II. The request for assistance under this compact will be made only when the requesting agency has exhausted or fully committed its available police manpower and/or resources, and/or where additional manpower and/or resources are required to protect life or property, to maintain order, to prevent the commission of criminal acts or to prevent the escape of a person who has committed a criminal act.
- III. Requests for assistance may be made by telephone, radio, police dispatcher or any other proper means available. It is understood that the responding agency will extend its best effort to provide assistance in these circumstances. Such assistance may include manpower, vehicles, equipment, materials, etc.
- IV. The amount of manpower and resources to be provided shall be the sole discretion of the Chief of Police/Sheriff or their authorized designee of the responding agency who shall consider the continuing police services required within their own jurisdiction.

- 32 V. It is expressly understood that the assistance is voluntary and does not require compulsory reply
33 when invoked. The form and duration of assistance to be provided shall be determined by the
34 responding agency. Any and all such services may be recalled at the discretion of the responding
35 agency.
- 36 VI. Police officers of the responding department shall have full authority and police powers as
37 granted under Title 30-A, M.R.S.A. Section 2674, that such officer shall have the authority to
38 exercise police powers in the jurisdiction of a party of this compact only when their assistance is
39 officially requested by the Chief of Police/Sheriff or their authorized representative.
- 40 VII. All Officers rendering aid to a requesting department shall have the same powers, duties and
41 privileges as do members of the requesting department.
- 42 VIII. When assistance is requested under this compact, the Chief of Police/Sheriff or their designee of
43 the requesting department shall be in charge of the entire police operation within their
44 jurisdiction. Police personnel, equipment and vehicles which are furnished by the responding
45 agency shall remain under the direct supervision of the responding agency's senior police official
46 as so far as is practical. Every effort will be made to coordinate the police action through the
47 senior officers of the responding agencies for direction to the responding agency's personnel.
- 48 IX. The responding agencies shall be responsible for the salaries and benefits of the responding
49 officers; for all equipment of the responding department that may be lost, damaged or
50 destroyed; and for any injuries to any personnel of the responding agency while providing aid to
51 the requesting agency.
- 52 X. The responding agency will assume its own liability for personal injury or property damage
53 caused by or occurring to the law enforcement officers of the responding agency, except to the
54 extent attributable to command or operational decisions made by the requesting department.
- 55 XI. Each agency hereto has the right to unilaterally withdraw from this compact upon giving ten (10)
56 days written notice of intention to the other parties of the compact and thereafter the compact
57 shall become null and void at the end of said ten (10) days for the withdrawing agency.
- 58 XII. Any unforeseen problems developing as a result of this compact shall be resolved by the joint
59 actions of the Chiefs of Police/Sheriffs or their authorized agent.
- 60 XIII. This agreement constitutes the entire understanding between the agencies. Any modifications or
61 additions to the terms and provisions hereof shall be in writing and executed in the same manner
62 and with the same formality as this agreement.

63 XIV. This agreement shall remain in full force and effect from the date of this agreement unless other
64 arrangements are provided for pursuant to paragraph XI.

65 XV. This agreement shall supersede any existing mutual aid agreements for law enforcement services
66 previously executed by and between the individual communities.

67 This agreement is entered into by the Chiefs of Police/Sheriff of the undersigned agencies with the
68 formal consent of their Municipal Officers/County Commissioner.

69 **Berwick**

70 _____

71 Chief of Police

72

73 _____

74 Municipal Officer

75

76 **Buxton**

77 _____

78 Chief of Police

79

80 _____

81 Municipal Officer

82

83

84 **Kennebunk**

85 _____

86 Chief of Police

87

88 _____

89 Municipal Officer

90

91

92 **Kittery**

93 _____

94 Chief of Police

95

96 _____

97 Municipal Officer

98

Biddeford

Chief of Police

Municipal Officer

Eliot

Chief of Police

Municipal Officer

Kennebunkport

Chief of Police

Municipal Officer

North Berwick

Chief of Police

Municipal Officer

99 **Ogunquit**
100 _____
101 Chief of Police
102 _____
103 _____
104 Municipal Officer
105 _____
106 _____
107 **Saco**
108 _____
109 Chief of Police
110 _____
111 _____
112 Municipal Officer
113 _____
114 _____
115 **South Berwick**
116 _____
117 Chief of Police
118 _____
119 _____
120 Municipal Officer
121 _____
122 _____
123 **York**
124 _____
125 Chief of Police
126 _____
127 _____
128 Municipal Officer

Old Orchard Beach

Chief of Police

Municipal Officer

Sanford

Chief of Police

Municipal Officer

Wells

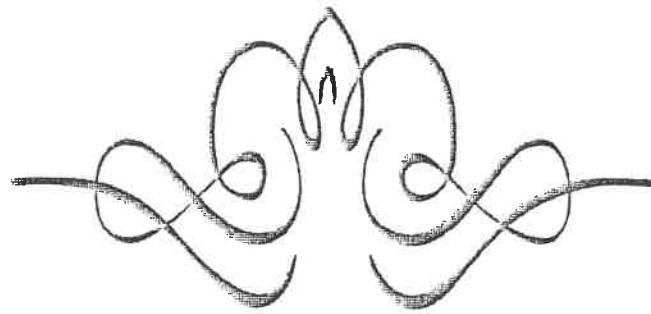
Chief of Police

Municipal Officer

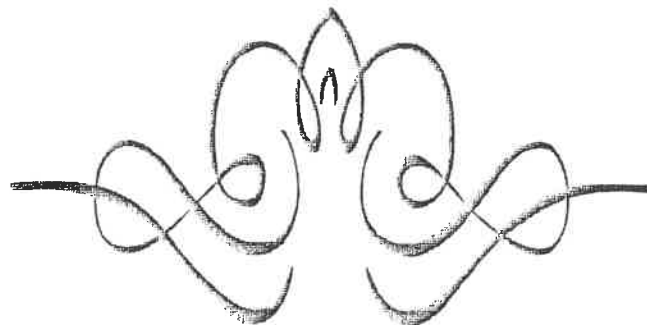
York County

Sheriff

County Commissioner



Agenda Item Divider



Kennebunkport Short-term Rental License/Ordinance

A. Purpose:

The purpose of this ordinance/license is to require the disclosure and licensing of short-term rentals operated within the Town of Kennebunkport, and to balance the desire of property owners to rent their properties to short-term tenants with the desire of residents to preserve the peaceful quiet and enjoyment of their residential neighborhoods. This Ordinance is intended to ensure that residential neighborhoods are not unduly impacted by the operation of short-term rentals within the Town, and to provide a licensing program that enables the Town to monitor and track the proliferation of short-term rentals within its borders.

Effective Date. [to be determined.] The Short-term rental provisions shall be fully effective as to all contracts for short-term rentals executed on or after 30 days from date of enactment, and shall further apply to all contracts in effect on such date to the extent the application of these provisions would not result in a substantial impairment of such existing contracts

B. Applicability: This ordinance shall apply to all legal residential dwelling units. Accessory apartments that have been constructed/permitted after November 3rd 2009 may not be used as Short-term rentals.

C. Definitions:

Advertising: Any form of communication for marketing that is used to encourage, persuade or manipulate viewers, readers or listeners into contracting for goods and/or services as may be viewed through various media, including, but not limited to, newspapers, magazines, flyers, handbills, television commercials, radio, signage, direct mail, websites or text messages.

Dwelling unit: One or more rooms arranged for complete, independent housekeeping purposes with space for living and sleeping; space or facilities for eating or cooking; and provisions for sanitation. For purposes of this regulation Recreational vehicles are not considered dwelling units.

Family Member: Any individual who is related to the Short-term rental owner by blood or through marriage including, but not limited to, the Short-term rental owner's spouse, father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, cousin, nephew, niece, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother or half sister.

Good Neighbor guidelines: A document prepared by the town that summarizes the general rules of conduct, consideration and respect, including, without limitation, provisions pertaining to the use and occupancy of a dwelling unit used or occupied as a short-term rental.

Owner: A person who is the owner of record of real property as documented by deed or other document evidencing ownership recorded at the York County Registry of Deeds.

Short-term rental: The use of a residential dwelling unit offered for rent for transient occupancy by tenants for a tenancy of less than 30 days, excluding motels, hotels, bed and breakfasts, inns, and residential rental accommodations.

D. General Requirements:

1. License Required: No Short-term rental shall be advertised, rented, or operated without first obtaining a Short-term rental License. Failure to obtain or renew a license prior to offering, advertising, or renting the short-term rental shall require payment of double the short-term rental license fee. The second failure to obtain or renew a license (within a 5-year period) shall be prohibited from obtaining a license for one (1) year. A license application received more than 30 days after the license deadline shall be considered late. A short-term rental license shall be valid for the calendar year in which the license is issued. The property must remain in compliance with the short-term rental license for the calendar year in which the license is issued.

a. Short-term rental license renewal. Short-term rental licenses shall expire on December 31st of each calendar year, and Short-term rental license holders may renew such license by submitting a renewal application, on forms provided by the Town. Any renewal application received after December 31st of the previous license year shall be considered late.

2. Transferability: Licenses are not transferable to a new owner, except that a Short-term rental license shall be transferable to a Family Member of the previous owner. Any change in ownership or change in the members/managers/officers of an owner shall require a new license, except when the Short-term rental property is transferred to a new owner who is a Family Member of the previous owner. Licenses are limited to the dwelling unit for which they are issued and shall not be transferable to a different dwelling unit.

3. Advertising: It shall be unlawful to advertise occupancy or use of a short-term rental that has not been licensed. For the purposes of this section, the term "advertise" shall mean any form of communication for marketing that is used to encourage, persuade or manipulate viewers, readers or listeners into contracting for goods and/or services as may be viewed through various media included, but not limited to newspapers, magazines, flyers, handbills, television commercials, radio, signage, direct mail, websites or text messages. The short-term rental advertising must be consistent with the terms of the short-term rental license and must include the current short-term rental license number.

4. Registration record: The short-term rental owner must (a) maintain accurate, up-to-date records of all rental transactions involving the short-term rental, including the number of tenants and the length of their stays, and upcoming reservations; and (b) present said information to Town inspection officials upon request. Failure of the short-term rental owner to provide this information within 5 business days of a Town request for the same shall be considered a violation of this section.

E. Review Procedure:

Issuance procedure:

1. Short-term rental License applications shall be submitted to the Town Clerk where it shall be endorsed with the date and time of receipt. Applications may be submitted beginning in October of the previous license year. The Town Clerk, or the Town Clerk's designee, shall review all applications for completeness and accuracy and in the order that they were received.
2. The Town Clerk shall have the authority to issue a Short-term rental license.
3. The Town Clerk shall provide a Short-term rental application to be completed by the applicant and submitted to the Town Clerk accompanied by the Short-term rental license fee as established by the Board of Selectmen. The form shall include a non-exclusive checklist of code requirements that the property owner shall demonstrate compliance with.
4. The Town Clerk, or the Town Clerk's designee, shall determine if the form has been properly completed before any license is issued.
5. The first time that a Short-term rental application is submitted for a property, no license shall be issued until the Code Enforcement Officer or designee has inspected the proposed Short-term rental property for compliance with the Short-term rental Standards and compliance with building code requirements.

When the Code Enforcement Officer does not conduct an annual inspection, the Short-term rental owner shall certify, upon request by the Town, that there have been no material changes since the last inspection by the Code Enforcement Officer.

6. If the Town Clerk, or the Town Clerk's designee, in consultation with the Code Enforcement Officer, determines that the proposed Short-term rental application complies with the Short-term rental Standards, a Short-term rental license shall be issued. ..

F. Submission Requirements:

The Short-term rental license application shall include the following information:

1. Location. The street address and map/ block/lot number of the Short-term rental property.
2. Contact Person/Owner Responsibility. The name of the owner of the Short-term rental property and contact information, including address and telephone number. In addition, if someone other than the owner is acting as the local contact person, contact information for that person shall also be provided. Regardless of who enters the Short-term rental agreement, or who may be designated as the owner's

contact person, the property owner shall be responsible for compliance with the Short-term rental Ordinance provisions.

3. All information needed to demonstrate compliance with the standards listed below.

G. Standards:

The Town Clerk shall issue a Short-term rental license upon the applicant satisfying the above requirements if the following standards are met:

1. Code compliance. An applicant's property, without limitation, comply with the following building safety requirements code sections of the (International Residential Code, ("IRC,") and the International Building Code, ("IBC"):

a. IRC Section R 314, Smoke Alarms: A smoke alarm is required in each bedroom. A smoke alarm is also required outside of each bedroom and in the immediate vicinity. A smoke alarm is also required to be on each story of the dwelling, including basements and habitable attics. The alarms shall be interconnected as much as reasonably possible. (Reference IRC Section R314)

b. IRC Section R 315, Carbon Monoxide Alarms: If a house has an attached garage or a fuel fired appliance, a carbon monoxide alarm shall be installed outside each bedroom and 2 in the immediate vicinity. (Reference IRC Section R315)

c. IBC Section 906, Portable Fire Extinguishers: At least one portable fire extinguisher shall be mounted in a prominent location. One size/type 2/A is required or two size/type 1/A extinguishers. The building shall be an R-1 Occupancy (Boarding House) for the purpose of determining the type and location of portable fire extinguishers; IBC Section 1006.2. 1006.3 and 1006.4.

2.The applicant shall provide floor plans of the dwelling unit that shows the location of the alarms and fire extinguisher(s).

3. Building evacuation plan. A building evacuation plan shall be prominently posted in the Short-term rental property during the rental period.

4. Sanitary waste disposal. The applicant shall submit information demonstrating that adequate sanitary waste disposal is available in compliance with the Maine Subsurface Wastewater Disposal Rules, or that the property is served by public sewer. This shall include the total number of bedrooms included in the property, any additional sleeping space, and the total number of tenants that the property accommodates. The total number of tenants used to determine adequacy of sanitary waste disposal shall not be less than the total number of tenants that the property is advertised to accommodate. For the purpose of evaluating the adequacy of a subsurface disposal system, every two tenants shall be equivalent to one bedroom.

5. Parking. The applicant shall include a depiction designating parking spaces that will be provided for tenants and guests on the same lot where the Short-term rental is located. Guest parking at the Short-term rental shall occur in parking spaces designated by the applicant, and the number of guest vehicles allowed at the Short-term rental shall be limited to the number of on-site parking spaces designated by the applicant. Garage parking spaces not allowed for tenant use shall not be used to meet the Short-term rental parking requirement. Tenants and guests of Short-term rentals are prohibited from parking in a manner that impedes access by emergency vehicles to the property or any other dwelling in the neighborhood.

6. Good neighbor guidelines.

7. Limit on rental intensity.

The maximum tenant capacity of a short-term rental shall be limited to no more than 2 tenants per bedroom, plus 2 additional tenants for no more than 1 additional sleeping space.

H. Suspension and Revocation of License:

A license for a Short-term rental may be conditioned, suspended or revoked by the Board of Selectmen after a public hearing if the Board of Selectmen determine that a violation of this ordinance, any applicable statute, ordinance, or regulation, or Short-term rental license certification, condition, or criteria has occurred.

1. Violations of this Ordinance. Violations of this ordinance include, but are not limited to, the following:

- a. Providing false or misleading information on an application, or renewal application, for a Short-term rental license;
- b. Failure to provide the registration records as provided in Section D(4) within 5 business days of a Town request for such records;
- c. Failure to comply with the parking provisions of Section G(5) of this Ordinance;
- d. Failure to comply with the rental intensity limitations of Section G(7) of this Ordinance;
- e. Violation of any Short-term rental license certification, condition, or criteria;
- F. Violation of any statute, ordinance, or regulation applicable to the Short-term rental property.

2. Complaints Concerning Short-term rentals. The Code Enforcement Officer shall establish and maintain a log of all complaints for each Short-term rental received and substantiated by the Town. The Code Enforcement Officer shall seek the correction of all substantiated complaints by the Short-term rental license holder.

3. Suspension or Revocation of a Permit. When, in the judgement of the Code Enforcement Officer, the nature and/or number of complaints warrants further review of the Short-term rental license, he shall

provide a report of the same to the Board of Selectmen for its consideration. The Board of Selectmen may condition, suspend, or revoke a Short-term rental license, following a public hearing, on the basis of the licensee's non-compliance with this ordinance, any applicable law, ordinance, or regulation, or Short-term rental license certification, condition, or criteria.

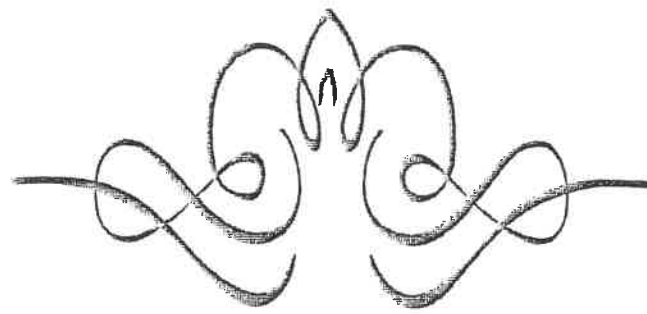
4. Appeal. Any person aggrieved by the decision of the Board of Selectmen to suspend or revoke a Short-term rental license may appeal the decision of the Board of Selectmen to Superior Court, pursuant to Maine Rule of Civil Procedure 80B, within thirty (30) days of the Board of Selectmen's decision.

I. Additional Regulations

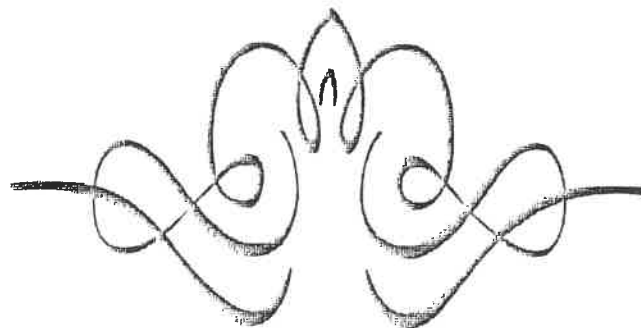
The Board of Selectmen may adopt regulations implementing the provisions of this Ordinance.

J. Maximum Rate of Licenses Issued:

The Town Clerk shall issue short-term rental licenses on an annual basis. The total number of annual licenses shall be set each year by the Board of Selectmen at their first meeting of the calendar year.



Agenda Item Divider




MEMORANDUM

To: Board of Selectmen

Fr: Laurie Smith and Werner Gilliam

Re: Prioritizing Climate Change Goals

Dt: November 18, 2020

At the Selectmen's meeting on November 12th the Board adopted the attached climate change goals. The Board also directed staff to identify a priority of goals and pick out the "low hanging fruit" which could be a foundation of success to build upon. Attached is the climate change goals with an icon -  for identified priorities.

This list of priorities may be deemed to be large or too small. Our goal was to spread the work and focus on the short term – within the next year. This is not to say that the goals not chosen for this first list are not important or worthy goals; however we can't conquer the mountain in one year.

Climate and Resilience:

- Establish a GHG emission inventory – We have measured the GHG use for municipal operations.
 - *We need to continue to monitor and update that data.*
- Measure and Monitor GHG Emissions Community Wide – This is a larger issue to tackle with the Conservation Commission and our Sustainability Coordinator
 - *Karina Graeter meets with Conservation Commission to develop model to implement.*
- Complete the Maine Flood resilience checklist. This is a project that would encompass a few months and require a public process. We believe it is an important building block for future work.
 - *Growth Planning Committee?? Planning and Codes?? works with Abbie Sherwin on the completion of the project.*
- Assess all other non-coastal vulnerabilities to create a comprehensive picture of current and future climate change impacts.
 - *Undertaken as part of the Comprehensive Planning Process with the GPC and our consultant.*
- Partner with other local governments to plan and achieve sustainability.
 - *Currently underway with our six-town regional effort.*

Education and Outreach:

- Educate city staff about forest, wetlands, and ecosystem best management practices.
 - *Create educational sessions with department directors and staff through our regional sustainability coordinator.*

Energy:

- Collaborate with utilities and other agencies to upgrade streetlight equipment.
 - *Public Works and Street Lighting Committee currently implementing street light project.*
- Utilize energy saving performance contracts to finance large energy efficiency projects.
 - *Develop savings reserve with Finance to fund future projects.*
- Budget and plan for long-term energy efficiency equipment upgrades.
 - *Departments undertake as part of the annual capital improvement plan process.*
- Install and operate renewable energy stems at municipal facilities or serving municipal facilities.
 - *Departments undertake as part of the annual capital improvement plan process.*
- Procure locally produced, renewable energy for public facilities using bundled or unbundled REC's.
 - *Selectmen appoint a committee with a BOS representative to undertake the analysis and consideration of a local vs. regional project.*
- Collaborate with other municipalities to install and operate renewable energy systems for municipal energy/community energy use.
 - *Currently discussing regional approaches with six-town cooperative.*
 - *Selectmen appoint a committee with a BOS representative to undertake the analysis and consideration of project.*

Land Ecosystems:

- Increase native and sustainable landscaping on municipal properties.
 - *Partner with the Conservation Commission and other local resources to educate Town staff on impact of pesticides, fertilizers, and native low maintenance landscaping.*
- Increase the quality and amount of sustainable landscaping in the community.
 - *Partner with the Conservation Commission and other local resources to educate community on impact of pesticides, fertilizers, and native low maintenance landscaping.*
 - *Locate possible prototype gardens to educate the community.*






Community Forest Management:

- Plant trees in locations where they make a direct, positive impact on the community or act as a buffer to filter air and water, etc.
 - *Shade Tree Committee currently planting trees and will take these considerations into account as they make investments.*
- Optimize tree planting and protect existing trees for maximum carbon storage and energy savings.
 - *Shade Tree Committee currently planting trees and will take these considerations into account as they make investments.*

Municipal Operations:


- Update fleet purchasing to prioritize electric vehicles.
 - *Partner with SMPDC to create education sessions on clean energy vehicles in the marketplace.*
 - *Implement changes in the Capital Improvement Plan to include renewable energy vehicles.*
- Engage the community in waste reduction and recycling.
 - *Implement educational and social media campaign with the Solid Waste Committee to encourage both practices.*
- Educate the community to reduce waste by consuming less and reusing.
 - *Implement educational and social media campaign with the Solid Waste Committee to encourage both practices.*
- Establish and strive for a residential recycling goal.
 - *The Solid Waste Committee will establish a reasonable 1 – 5 year recycling goal and measure and report on it each year.*
 - *The Solid Waste Committee will amend the education efforts and social media campaign to align with the progress made towards the goal.*

Town of Kennebunkport Climate Change Goals

Climate and Resilience		
1. Establish a GHG emissions inventory, target, and plan		
	<ul style="list-style-type: none"> Measure & Monitor GHG Emissions from Municipal Operations 	Conservation Commission / Town Staff
	<ul style="list-style-type: none"> Measure and Monitor GHG Emissions Community Wide 	Conservation Commission
	<ul style="list-style-type: none"> Develop a local climate action plan 	Board of Selectmen
2. Ensure community resilience to climate change impacts		
	<ul style="list-style-type: none"> Complete the Maine Flood resilience Checklist to assess coastal vulnerabilities 	Planning and Codes / Sustainability Coordinator
	<ul style="list-style-type: none"> Assess all other non-coastal vulnerabilities to create a comprehensive picture of current and future climate change impacts 	Growth Planning Committee as part of Comprehensive Plan / Town Staff
	<ul style="list-style-type: none"> Enact and enforce land use policies that protect valuable natural assets and support resiliency 	Growth Planning Committee / Planning and Codes
	<ul style="list-style-type: none"> Partner with other local governments to plan and achieve sustainability 	Board of Selectmen / Town Manager

Education and Outreach		
1. Actively engage community members in local climate, sustainability, and resilience issues		
	<ul style="list-style-type: none"> Educate community about steps they can do to reduce emissions and become more resilient 	Kennebunkport Climate Initiative and Conservation Commission
	<ul style="list-style-type: none"> Educate the community about clean energy options 	Kennebunkport Climate Initiative and Conservation Commission
	<ul style="list-style-type: none"> Promote native and sustainable landscaping initiatives community wide by connecting residents to plants and information 	Kennebunkport Climate Initiative and Conservation Commission
	<ul style="list-style-type: none"> Educate the community about the value of trees, native and sustainable landscaping 	Conservation Commission / Shade Tree Committee







Town of Kennebunkport Climate Change Goals

	<ul style="list-style-type: none"> Educate city staff about forest, wetlands, and ecosystem best management practices 	Department Directors / Town Manager
	<ul style="list-style-type: none"> Educate community about steps they can do to reduce emissions and become more resilient 	Kennebunkport Climate Initiative and Conservation Commission
	<ul style="list-style-type: none"> Educate the community about clean energy options 	Kennebunkport Climate Initiative and Conservation Commission

Green Economy

1. Create and promote a community brand featuring natural resources or cultural characteristics of community		
	<ul style="list-style-type: none"> Create and promote a community brand featuring natural resources or cultural characteristics of community 	Kennebunkport Business Association, Chamber of Commerce, Town

Energy

1. Reduce municipal fossil fuel consumption and implement municipal energy efficiency measures		
	<ul style="list-style-type: none"> Collaborate with utilities and other agencies to upgrade streetlight equipment 	Lighting Committee and Public Works
	<ul style="list-style-type: none"> Utilize energy saving performance contracts (ESPC) to finance large energy efficiency projects 	Town Departments
	<ul style="list-style-type: none"> Budget and plan for long-term energy efficiency equipment upgrades 	Town Departments/ BOS/ Budget Committee
	<ul style="list-style-type: none"> Install and operate renewable energy systems at municipal facilities or serving municipal facilities 	Town Departments/ BOS/ Budget Committee
	<ul style="list-style-type: none"> Procure locally produced, renewable energy for public facilities using bundled or unbundled RECs 	Town Manager / Board of Selectmen
	<ul style="list-style-type: none"> Collaborate with other municipalities to install and operate renewable energy systems for municipal energy / community energy use 	Town Manager/ Board of Selectmen



Town of Kennebunkport Climate Change Goals

<ul style="list-style-type: none"> Track and benchmark building energy consumption and seek ways to improve energy efficiency in all facilities 	Town Manager/ Department Directors
2. Support development of and access to renewable energy	
<ul style="list-style-type: none"> Adopt codes and permitting practices that support renewable energy systems in the community 	Planning and Codes
<ul style="list-style-type: none"> Facilitate the adoption of renewable energy technologies (i.e. solar, geothermal) by adapting building and zoning codes 	Planning and Codes






Land Ecosystems

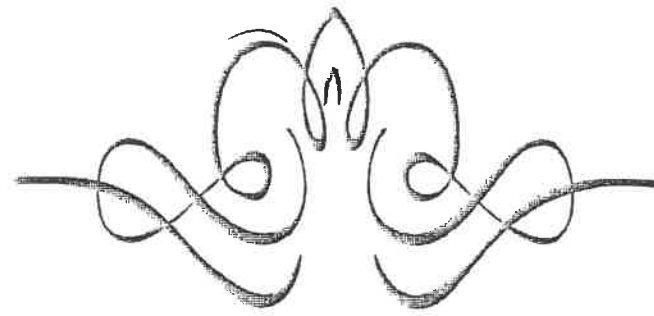
1. Promote and practice environmentally-friendly and sustainable landscape approaches	
 <ul style="list-style-type: none"> Increase the quality and amount of sustainable landscaping in the community 	Conservation Commission / Town Manager / Department Directors
<ul style="list-style-type: none"> Increase the amount of sustainable landscaping in the community through subdivision and development codes 	Planning and Codes / Growth Planning Committee
 <ul style="list-style-type: none"> Increase native and sustainable landscaping on municipal properties 	Town Manager / Department Directors / Conservation Commission

Community forest management

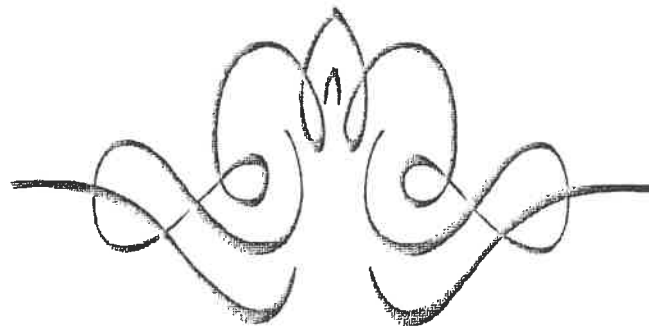
2. Practice sustainable community forest management to increase resilience	
 <ul style="list-style-type: none"> Plant trees in locations where they make a direct, positive impact on the community or act as a buffer to filter air and water, limit storm runoff, and stabilize soil 	Town Staff / Shade Tree Committee
<ul style="list-style-type: none"> Diversify the community forest for long term resilience 	Town Staff / Town Forrester
 <ul style="list-style-type: none"> Optimize tree planting and protect existing trees for maximum carbon storage/sequestration and energy savings 	Shade Tree Committee

Town of Kennebunkport Climate Change Goals

Municipal Operations		
1. Lead by demonstrating sustainable values and practices		
	• Achieve LEED certification for public building projects	Town Manager / Board of Selectmen
	• Manage special events sustainably	Department Directors / Town Manager
	• Integrate sustainability into capital planning	Department Directors / Town Manager / Board of Selectmen
	• Enact policies to preserve dark skies	Lighting Committee / Board of Selectmen
2. Operate a safe, clean, and efficient fleet		
	• Update fleet purchasing to prioritize electric vehicles	Department Directors / Town Manager / Board of Selectmen
	• Enact and enforce anti-idling policies for public fleet vehicles	Department Directors / Town Manager / Board of Selectmen
3. Engage the community in waste reduction and recycling		
	• Educate the community on recycling and composting practices	Solid Waste Committee
	• Educate the community to reduce waste by consuming less and reusing	Solid Waste Committee
	• Establish and strive for a residential recycling goal	Solid Waste Committee



Agenda Item Divider



APPLICATION FOR WASTE HAULING PERMIT

Applicant: CASELLA WASTE MGT / PINE TREE WASTE

Address: 19 CLEARSTONE RD.

SANFORD, ME 04090

Telephone: 207-459-7052

Authorized Representative: RICHARD MORINITY / DONNA COLEMAN

- Attach: 1. Current vehicle registration
 2. Customer List

Driver(s) of Vehicle:

Name: Joseph Colanacci Lic #: 9844113

Name: SUSANNAH BAKER Lic #: 0422299

Name: DANIEL KEYES Lic #: 6017066

Name: MICHAEL MEAD Lic #: 5570283

I have read the Solid Waste Ordinance and the Rules and Regulations for solid waste. I agree to abide by these regulations.

Signed: R.P. Morinity

Signed: _____

Approved by Selectmen: _____

Permit No.: _____ Date: _____

By granting a waste-hauling permit, the selectmen and the Town of Kennebunkport do not assume and liability with respect to the operations of the licensees.

The issuance of a waste hauling permit does not in any way constitute and endorsement by the Town or recommendation as to the adequacy or reliability of the services provided by the licensee. The Solid Waste Ordinance and Rules and Regulations of the Town do not require proof of vehicle insurance or financial responsibility in order for a person to obtain a waste hauling permit.

<u>Name</u>	<u>Service Address</u>	<u>ChargeDescription</u>
GOOSE ROCKS BEACH DAIRY	278 MILLS RD	4YD RL ON-CALL TRASH
GOOSE ROCKS FIRE DEPARTME	ROUTE 9	4YD RL WEEKLY TRASH
ARUNDEL LODGE 76	10 TEMPLE ST	2YD RL ON-CALL TRASH
TIDEMARK CORPORATION	195 LOG CABIN RD	4YD RL WEEKLY TRASH
HUSTON & CO	226 LOG CABIN RD	6YD FL EOW TRASH
PHILBRICK BUILDERS	165 ARUNDEL RD	6YD RL EOW TRASH
US POST OFFICE KENNEBUNK	5 TEMPLE ST	2YD RL EOW TRASH
KENNEBUNKPORT CONSERVATIO	57 GRAVELLY BROOK RD	2YD RL EOW TRASH
HAVEL GREANEY LLC	155 PORT RD	6YD FL 1 X MTH ZERO SORT
JJ PT REALTY PARTNERS LLC	5 UNION ST	4YD RL WEEKLY TRASH
MAINE STAY INN	34 MAINE ST	4YD RL ON-CALL TRASH
CORNERSTONES OF MAINE	20 FAIRFIELD HILL RD	2YD RL EOW ZERO SORT
CHEZ ROSA	2 OCEAN AVE	96GL TOTER WEEKLY - MSW
JULIE MORGENSTERN	22 FOX RUN	RESIDENTIAL CURB TRASH
CAPTAIN FAIRFIELD INN	8 PLEASANT ST	BULK RL WEEKLY - MSW
COTTAGES CABOT COVE	7 S MAIN ST	96GL TOTER WEEKLY - MSW
GARYS AUTO SALVAGE	258 RIVER RD	4YD FL ON-CALL TRASH
RYAN ERB	15 FOREST LN	4YD FL 1 X MTH TRASH
REBECCA MUSE	15 BEACHWOOD AVE	RESIDENTIAL CURB TRASH
SHARON MCCABE	140 WILDES DISTRICT RD	RESIDENTIAL CURB TRASH
ARLINGTON ARMS	8 ARLINGTON ST	2YD RL WEEKLY TRASH
POINT ARUNDEL CONDO ASSOC	135 OCEAN AVE	BULK RL WEEKLY - MSW
ARUNDEL WHARF	43 OCEAN AVE	6YD RL ON-CALL TRASH
ARUNDEL YACHT CLUB	51 OCEAN AVE	3YD RL WEEKLY TRASH
CAPE ARUNDEL INN	208 OCEAN AVE	4YD RL WEEKLY TRASH
CAPTAIN LORD MANSION	6 PLEASANT ST	BULK RL WEEKLY - MSW
COLONIAL PHARMACY	40 DOCK SQUARE	BULK RL WEEKLY - REC
COLONY HOTEL	140 OCEAN AVE	8YD FL ON-CALL ZERO SORT
COMPLIMENTS GALLERY	1 DOCK SQUARE	BULK RL EOW - MSW
COPPER CANDLE	20 DOCK SQUARE	96GL TOTER WEEKLY - MSW
DOCK SQUARE CLOTHIERS	5 DOCK SQUARE	BULK RL WEEKLY - MSW
GOVERNMENT WHARF	FIRE ST	2YD RL WEEKLY TRASH
KENNEBUNKPORT INN	1 DOCK SQUARE	2YD RL WEEKLY TRASH
KENNEBUNKPORT MARINA	67 OCEAN AVE	6YD RL WEEKLY TRASH
LEESIDE CONDO ASSOC	37 OCEAN AVE	BULK RL WEEKLY - MSW
NONANTUM	95 OCEAN AVE	10YD RL WEEKLY MSW
NUNAN'S LOBSTER HUT	9 MILLS RD	4YD RL ON-CALL TRASH
IVY ONE LLC	8 OLD FORT	4YD RL WEEKLY TRASH
KENNEBUNKPORT MOTOR LODGE	22 WILDES DISTRICT RD	2YD RL WEEKLY TRASH
RIVERBANK CONDO ASSOCIATI	47 OCEAN AVE	96GL TOTER WEEKLY - MSW
SANDY PINES	277 MILLS RD	6YD RL ON-CALL TRASH
RAYMOND SHMALO	22 CROSS ST	2YD RL WEEKLY TRASH
LANGSFORD LOBSTER	42 LANGSFORD RD	BULK RL WEEKLY - MSW
KENNEBUNKPORT INN WHARFSI	28 DOCK SQUARE	2YD RL WEEKLY TRASH
RHUMB LINE RESORT	41 TURBATS CREEK RD	6YD RL EOW TRASH
STRIPER'S RESTAURANT AT B	133 OCEAN AVE	2YD RL WEEKLY TRASH
BREAKWATER INN AND SPA	127 OCEAN AVE	2YD RL WEEKLY TRASH
KENNEBUNKPORT TOWN BARREL	32 NORTH ST	BULK RL WEEKLY - MSW
SOUTH CHURCH HOUSING	6 NORTH ST	2YD RL WEEKLY TRASH
CAPE PORPOISE KITCHEN	1 MILLS RD	2YD RL WEEKLY TRASH
LISSA WINSTANLEY	85 OCEAN AVE	BULK RL WEEKLY - REC
RAY SHMALO	15 OCEAN AVE	BULK RL WEEKLY - MSW
HIDDEN POND	354 GOOSE ROCKS RD	6YD RL WEEKLY TRASH
TIDE BEACH CLUB	930 KINGS HIGHWAY	2YD RL WEEKLY TRASH
COVESIDE RESORT LLC	29 S MAIN ST	6YD RL WEEKLY TRASH
THE RESORT @ GOOSE ROCKS	272 MILLS RD	6YD RL WEEKLY TRASH
EDGEWATER INN	126 OCEAN AVE	BULK RL WEEKLY - MSW
BOATHOUSE HOTEL	21 OCEAN AVE	2YD RL WEEKLY TRASH

WALKERS POINT	243 OCEAN AVE	6YD RL 1 X MTH TRASH
THIBODEAU LANDSCAPING	50 JOHN CLUFF LN	4YD RL 1 X MTH TRASH
RAMP GRILL LLC	77 PIER RD	2YD RL WEEKLY TRASH
MUSETTE	2 PIER RD	2YD RL WEEKLY TRASH
GSL ALARMS INC	158 BEACHWOOD AVE	2YD RL EOW TRASH
PETER WHITE	31 PIER RD	BULK RL ON-CALL - MSW
TOWN OF KENNEBUNKPORT	MUNICIPAL CONTRACT	BULK RL WEEKLY - MSW
ERICA KNUDSEN	23 FOX RUN	RESIDENTIAL CURB TRASH
DENNIS STIMPSON	194 GOOSE ROCKS RD	2YD RL 1 X MTH TRASH
ADAM WINSTANLEY	68 OCEAN AVE	96GL Toter 1 X MTH - MSW

State of Maine Vehicle Registration

Mileage 6,002

CLASS	REGISTRATION NUMBER
CO	3C-8712

Eff. Date is Validation Date But Not Prior To: 12/01/2019 Expires: 12/31/2020 Insurance: 8B

VIN 1HTSHADTX1H275800	YEAR 2001	MAKE INTL	MODEL 4900	COLOR WH	STYLE 30	TIRES 10	AXLES 3	NET WEIGHT	REGISTERED WEIGHT 54000	FUEL D
REGISTRANT(S) PINE TREE WASTE INC				DOB(s)/ID # 010513956		Base Mil. Rate Local Ex Tax ExTx Bal ExTx Date Fees Agent Fee -4 22776661		69,400 0.0040 AP 277.60 AP 277.60 AP 12/03/2019 568.00 6.00		
LESSOR		UNIT # 31215	DOT # 631038		Registration Void Unless Validated VALIDATED REGISTRATION MMTA SERVICES INC 44004 12/06/2019 \$574.00 22451512		User Id		SIB	E-Re-reg
MAILING ADDRESS 19 CLEARZONE DRIVE SANFORD ME 04073		LEGAL RESIDENCE 19 CLEARZONE DRIVE SANFORD		LEGAL RESIDENCE CODE 31230 ME		Tax Receipt #: 22451512		MVR-3E Rev. 08-2016 APPLICATION Sticker # (M) (Y) 20D 02355081		



PT

State of Maine Vehicle Registration

Eff. Date is Validation Date But Not Prior To: 06/01/2019 Expires: 06/30/2020 Insurance:										CLASS AP		REGISTRATION NUMBER 960-735	
VIN 1HTWGAAT6BJ424786		YEAR 2011	MAKE INTL	MODEL 7400	COLOR WH	STYLE 30	TIRES 10	AXLES 3	NET WEIGHT 54000	REGISTERED WEIGHT 54000	FUEL D		
REGISTRANT(S) PINE TREE WASTE INC													
LESSOR		UNIT # 31218		DOB/VID # 010513956		Base Mil. Rate 125.128 Local Ex Tax 500.51 Ex Tax Bal 500.51 ExTx Date 06/05/2019 -ADDRESS CHNG -FLEET VEH -A.C.J.F							
MAILING ADDRESS 19 CLEARZONE DR SANFORD ME 04073		UNIT # 31218		DOT # 631038		Registration Void Unless Validated EXCISE TAX ONLY-IRP 22307402							
LEGAL RESIDENCE 19 CLEARZONE DR SANFORD ME		LEGAL RESIDENCE CODE 31230											
Tax Receipt #: 22307402													
MVR-3E Rev. 08-2016 REGISTRATION													
Slicker # (M) (V)													
PT													
User Id MMV Re-reg Excise Tax Only-IRP													
www.maine.gov/sos													

31220

State of Maine Vehicle Registration


Mileage 330,881

CLASS	REGISTRATION NUMBER
CO	3C-8718

Eff. Date is Validation Date But Not Prior To: 12/01/2019

Expires: 12/31/2020

Insurance: 6F

VIN 1HTWGADT13J063464	YEAR 2003	MAKE INTL	MODEL 7000SE	COLOR WH	STYLE 30	TIRES 10	AXLES 3	NET WEIGHT	REGISTERED WEIGHT 54000	FUEL D
REGISTRANT(S) PINE TREE WASTE INC			DOB(S)/ID # 010513956		Base 89,571 Mil. Rate 0.0040 Local Ex Tax AP 358.28 ExTx Bal AP 358.28 ExTx Date AP 12/03/2019 Fees 568.00 Agent Fee 6.00 -4 22776664					
LESSOR		UNIT # 31220	DOT # 631038							
MAILING ADDRESS 19 CLEARZONE DRIVE SANFORD ME 04073		LEGAL RESIDENCE 19 CLEARZONE DRIVE SANFORD		LEGAL RESIDENCE CODE 31230 ME		Registration Void Unless Validated VALIDATED REGISTRATION MMTA SERVICES INC 44004 12/06/2019 \$574.00 22451518				
					PT					
Tax Receipt #: 22451518					User Id		GIF		E-Re-reg	

MVR-3E Rev. 08-2016 APPLICATION

Sticker # (M)

(Y) 20D 02355087

State of Maine Vehicle Registration

Eff. Date is Validation Date But Not Prior To: 06/01/2019 Expires: 06/30/2020		CLASS AP		REGISTRATION NUMBER 960-729	
VIN 2FZHAZCV85AU18851		YEAR 2005	MAKE STRG	MODEL LT	COLOR WH
REGISTRANT(S) PINE TREE WASTE INC		DOB/EXP/D # 010513956		Insurance: 40	
LESSOR 19 CLEARZONE DR SANFORD ME 04073	UNIT # 4627	DOT # 631038	Base Mil. Rate Local Ex Tax ExTx Bal ExTx Date -ADDRESS CHNG -FLEET VEH -A.F.C	99.815 0.0040 399.26 399.26 06/05/2019	NET WEIGHT 17500
MAILING ADDRESS 19 CLEARZONE DR SANFORD ME 04073	EXCISE TAX ONLY-IRP 22307396		REGISTERED WEIGHT 69000		
LEGAL RESIDENCE 19 CLEARZONE DR SANFORD ME	LEGAL RESIDENCE CODE 31230	FUEL D			

Tax Receipt #: 22307396
 MVR-3E Rev 06-2016 REGISTRATION
 Sucker # (M) _____ (Y) _____
 PT _____
 User Id _____ MMV _____
 Re-reg Excise Tax Only-IRP
 www.maine.gov/sos

Casella Waste System, Inc.
55709 - Town of Kennebunkport

8978920
11/03/2020

Date	Invoice	Amount
11/3/2020	CKR 10/28/20 KENN	400.00

TOWN OF KENNEBUNKPORT

11/03/2020

Thank you for your payment

11/03/2020 10/28/2020 \$7000.00
TOWN OF KENNEBUNKPORT
AMOUNT

AMOUNT

400.00

Total: 400.00

Paid by Casella Waste System, Inc.

11/03/2020

11/03/2020 10/28/2020 \$7000.00

11/03/2020 10/28/2020 \$7000.00

11/03/2020 10/28/2020 \$7000.00

11/03/2020 10/28/2020 \$7000.00

PLEASE DETACH AND RETAIN FOR YOUR RECORDS

APPLICATION FOR WASTE HAULING PERMIT

Applicant:

Waste Management Maine Portland

Address:

200 Forest Ave
Portland, Me 04103

Telephone:

207-317-8026

Authorized Representative:

Graft Hart

Attach:

1. Current vehicle registration
2. Customer List

Driver(s) of Vehicle:

See Attached

Name: _____

Lic #: _____

Name: _____

Lic #: _____

Name: _____

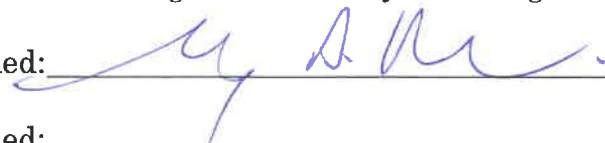
Lic #: _____

Name: _____

Lic #: _____

I have read the Solid Waste Ordinance and the Rules and Regulations for solid waste. I agree to abide by these regulations.

Signed:



Signed: _____

Approved by Selectmen: _____

Permit No.: _____

Date: _____

By granting a waste-hauling permit, the selectmen and the Town of Kennebunkport do not assume and liability with respect to the operations of the licensees.

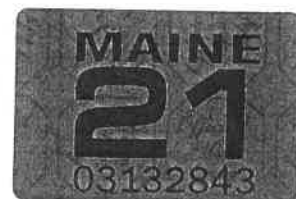
The issuance of a waste hauling permit does not in any way constitute and endorsement by the Town or recommendation as to the adequacy or reliability of the services provided by the licensee. The Solid Waste Ordinance and Rules and Regulations of the Town do not require proof of vehicle insurance or financial responsibility in order for a person to obtain a waste hauling permit.

KENNEBUNKPORT DRIVER LIST

DRIVER	LICENSE #
KEITH STIGMAN	ME1903143
MARK JOHNSON	ME7244133
JAY JOHNSON	ME1038095
JAY ESTABROOK	ME7304133



Department of the Secretary
Bureau of Motor Vehicles



INTERNATIONAL REGISTRATION PLAN
MAINE APPORTIONED REGISTRATION CAB CARD

EFFECTIVE DATE: 05/21/2020

EXPIRATION DATE: 04/30/2021

REGISTRANT INFORMATION

ACCT/FLEET/SUPP: 11432-2-0

LEGAL NAME:

WASTE MANAGEMENT OF MAINE INC

DBA NAME:

W M PORTLAND MAINE

ADDRESS:

2000 FOREST AVE
PORTLAND ME 04103-1004

CARRIER SAFETY INFORMATION

USDOT: 297498

NAME:

WASTE MANAGEMENT OF MAINE INC

ADDRESS:

2000 FOREST AVE
PORTLAND ME 04103-1004

VEHICLE INFORMATION

UNIT #: 415748

VIN: 1M2AX13C2JM040176

PLATE: 960291

YEAR: 2018

FUEL: Diesel

YEAR DECAL: 3132843

MAKE: MACK

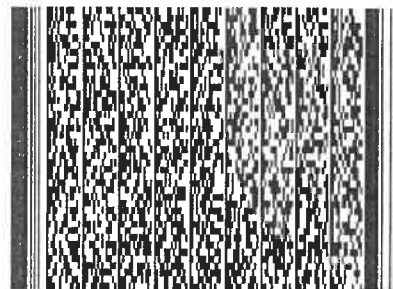
USAGE: Truck

MONTH DECAL: 1771424

Jur	Weight	Jur	Weight	Jur	Weight	Jur	Weight	Jur	Weight	Jur	Weight
AB	31297k	GA	69000	ME	69000	NJ	69000	PE	31297k	WA	69000
AL	69000	IA	69000	MI	69000	NL	31297k	QC	4 AXLES	WI	69000
AR	69000	ID	69000	MN	69000	NM	69000	RI	69000	WV	69000
AZ	69000	IL	69000	MO	69000	NS	31297k	SC	69000	WY	69000
BC	31297k	IN	69000	MS	69000	NV	69000	SD	69000	**	****
CA	69000	KS	69000	MT	69000	NY	69000	SK	31297k	**	****
CO	69000	KY	69000	NB	31297k	OH	69000	TN	69000	**	****
CT	69000	LA	69000	NC	69000	OK	69000	TX	69000	**	****
DC	69000	MA	69000	ND	69000	ON	31297k	UT	69000	**	****
DE	69000	MB	31297k	NE	69000	OR	69000	VA	69000	**	****
FL	69000	MD	69000	NH	69000	PA	69000	VT	69000	**	****

VALID ONLY WITH A MAINE STATE SEAL
WATERMARK BELOW.

Control: 1000-2704-4273



Eff. Date is Validation Date But Not Prior To: 04/01/2020

Expires: 04/30/2021

Insurance: *005*

State of Maine Vehicle Registration Mileage 489,216

CLASS	REGISTRATION NUMBER
CO	8A-0398

VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
1M2K195C27M035733	2007	MAZDA	MR688S	GR/WH	45	12	4		69000	D
REGISTRANT(S) WASTE MANAGEMENT OF ME					Base Mil. Rate 80,669 Local Ex Tax 322.68 ExTx Bal 322.68 ExTx Date 04/17/2020 Fees 762.00 Agent Fee 5.00 -FLEET VEH -B					
LESSOR										
UNIT #					DOT #					
208819					297498					
MAILING ADDRESS 2000 FOREST AVE PORTLAND ME 04103					Registration Void Unless Validated VALIDATED REGISTRATION CITY OF PORTLAND, ME 05170 04/17/2020 \$1089.68					
LEGAL RESIDENCE 2000 FOREST AVENUE PORTLAND ME 04103 LEGAL RESIDENCE CODE 05170										

(V) 21D 3040823

www.maine.gov/sos



State of Maine Vehicle Registration Mileage 64,951

Eff. Date is Validation Date But Not Prior To: 04/01/2020 Expires: 04/30/2021

Insurance *MS*

CLASS	REGISTRATION NUMBER
CO	9A-6063

VIN 1M2AV02C3JM019483	YEAR 2018	MAKE MACK	MODEL 6X4 "T"	COLOR WH	STYLE 40	TIRES 10	AXLES 4	NET WEIGHT	REGISTERED WEIGHT 69000	FUEL D
REGISTRANT(S) WASTE MANAGEMENT OF ME, INC					DOB# AND # 010267739					
LESSOR		UNIT # 213638	DOT # 297498		Base Mil. Rate 226.018 Local .0100 Ex Tax 2,260.18 ExTx Bal 2,260.18 ExTx Date 04/17/2020 Fees 762.00 Agent Fee 5.00 -B					
MAILING ADDRESS 2000 FOREST AVE PORTLAND					Registration Void Unless Validated VALIDATED REGISTRATION CITY OF PORTLAND, ME 05170 04/17/2020 \$3027.18 23135938					
LEGAL RESIDENCE 2000 FOREST AVE					ME 04103 LEGAL RESIDENCE CODE 05170					



ny 21D 3040829

www.maine.gov/sos

User Id	AG	E-Re-reg
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Department of the Secretary
Bureau of Motor Vehicle



INTERNATIONAL REGISTRATION PLAN
MAINE APPORTIONED REGISTRATION CAB CARD

EFFECTIVE DATE: 05/21/2020

EXPIRATION DATE: 04/30/2021

REGISTRANT INFORMATION

ACCT/FLEET/SUPP: 11432-2-0

LEGAL NAME:

WASTE MANAGEMENT OF MAINE INC

DBA NAME:

W M PORTLAND MAINE

ADDRESS:

2000 FOREST AVE
PORTLAND ME 04103-1004

CARRIER SAFETY INFORMATION

USDOT: 297498

NAME:

WASTE MANAGEMENT OF MAINE INC

ADDRESS:

2000 FOREST AVE
PORTLAND ME 04103-1004

VEHICLE INFORMATION

UNIT #: 416024

VIN: 1M2AX13C8JM043096

PLATE: 960471

YEAR: 2018

FUEL: Diesel

YEAR DECAL: 3132845

MAKE: MACK

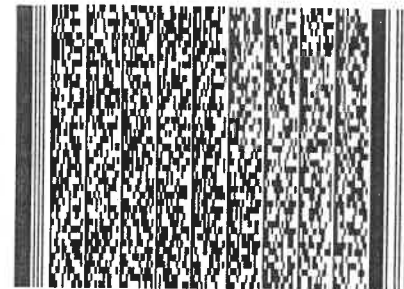
USAGE: Truck

MONTH DECAL: 1686719

Jur	Weight	Jur	Weight	Jur	Weight	Jur	Weight	Jur	Weight	Jur	Weight
AB	29937k	GA	66000	ME	66000	NJ	66000	PE	29937k	WA	66000
AL	66000	IA	66000	MI	66000	NL	29937k	QC	4 AXLES	WI	66000
AR	66000	ID	66000	MN	66000	NM	66000	RI	66000	WV	66000
AZ	66000	IL	66000	MO	66000	NS	29937k	SC	66000	WY	66000
BC	29937k	IN	66000	MS	66000	NV	66000	SD	66000	**	****
CA	66000	KS	66000	MT	66000	NY	66000	SK	29937k	**	****
CO	66000	KY	66000	NB	29937k	OH	66000	TN	66000	**	****
CT	66000	LA	66000	NC	66000	OK	66000	TX	66000	**	****
DC	66000	MA	66000	ND	66000	ON	29937k	UT	66000	**	****
DE	66000	MB	29937k	NE	66000	OR	66000	VA	66000	**	****
FL	66000	MD	66000	NH	60000	PA	66000	VT	66000	**	****

VALID ONLY WITH A MAINE STATE SEAL
WATERMARK BELOW.

Control: 1000-2704-4257



State of Maine Vehicle Registration Mileage 300,647

Eff. Date is Validation Date But Not Prior To: 04/01/2020 Expires: 04/30/2021

Insurance: *ANP*

CLASS	REGISTRATION NUMBER
CO	2A-9827

VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
1M2AV02C69M004794	2009	MAZDA	MRU613	WH	40	12	4		69000	D

REGISTRATION WASTE MANAGEMENT OF ME

DOBIS/ID # 010267739

LESSOR	UNIT #	DOT #
	0000210...	297498

MAILING ADDRESS
2000 FOREST AVE

PORTLAND

LEGAL RESIDENCE
2000 FOREST AVE

ME 04102
LEGAL RESIDENCE CODE
05170

Registration Void
Unless Validated
VALIDATED REGISTRATION
CITY OF PORTLAND, ME
05170 04/17/2020
\$1668.21
23135934

Base Mil. Rate 225.302
Local Ex Tax .0040
Ex Tax 901.21
Ext Tax Bal 901.21
Ext Tax Date 04/17/2020
Fees 762.00
Agent Fee 5.00
-B

User Id AG E-Re-reg

www.maine.gov/sos



03040824

State of Maine Vehicle Registration Mileage 86,588

Expires: 04/30/2021 Insurance: *MC*

Eff. Date is Validation Date But Not Prior To: 04/01/2020

CLASS		REGISTRATION NUMBER	
CO		9A-6022	

VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
1M2AV02C8JM017843	2018	MACK	MRU613	WH/GR	45	12	4		6600	D
REGISTRANT(s) WASTE MANAGEMENT OF ME				DOB/ID # 010267739		Base 213.816 Mil. Rate .0100 Local 2.138.16 Ex Tax 2.138.16 ExTx Bal 04/17/2020 ExTx Date 762.00 Fees 5.00 Agent Fee -B				
LESSOR		UNIT #		DOT #		User Id				
		212968		297498		AG E-Re-reg				
MAILING ADDRESS 2000 FOREST AVE PORTLAND ME 04103				Registration Void Unless Validated VALIDATED REGISTRATION CITY OF PORTLAND, ME 05170 04/17/2020 \$2905.16 23135935						
LEGAL RESIDENCE 2000 FOREST AVE				(v) 21D 3040825 www.maine.gov/sos						





Waste Management
P.O. Box 3027
Houston, TX 77253

AT

For AP inquiries, please visit us online at [HTTP://WM.INVOICEINFO.COM](http://WM.INVOICEINFO.COM),
email WMSC.AP@WM.COM, or call 1-844-492-9416.

Check No. 0014928004

Doc Date

Invoice Number / Description

Original Amount

Discount Amount

Amount Paid

10/16/2020

2021 PERMIT
ED * 2080 * Attn: Pamela Gray

600.00

0.00

600.00

Town of KENNEDY
Receipt
Thank you for your payment

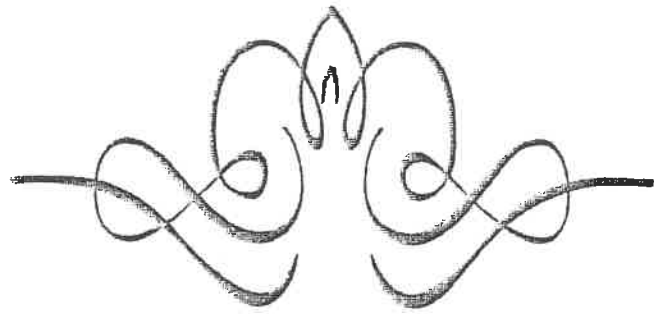
11/04/20 9:50 AM JLL #7238-1
TYPE----- REF- AMOUNT
**Waste Management license renewal
Administrative

Miscellaneous 600.00
Total \$600.00
Paid By: Waste Management license r
Remaining Balance: 0.00
Balance reflects all related accounts
Check : 600.00
14928004 - 600.00

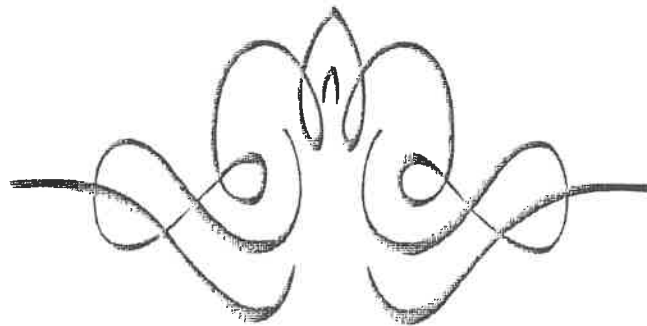
0014928004 10/30/2020

THIS DOCUMENT

Amount	Discounts Taken	Total Paid Amount
\$600.00	\$0.00	\$600.00



Agenda Item Divider



Kennebunkport Public Health

November 24, 2020

ATN: Kennebunkport Board of Selectmen, Laurie Smith-Kennebunkport Town Manager

Please accept this generous gift of \$500.00 in honor of Calvin Furman MD to the Nurses general (51-39-50-01) account. This money was granted to Kennebunkport Public Health dept to assist us with any health and medical equipment for town residents as needed.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health



P.O. Box 770001
Cincinnati, OH 45277-0053

SP 01 000403 85953 H 1 ASNGLP
BKCVCWBBBBXQV
TOWN OF KENNEBUNKPORT
KENNEBUNKPORT PUBLIC HEALTH
P.O. BOX 566
KENNEBUNKPORT, ME 04046

November 10, 2020

Dear Sir or Madam:

We are delighted to provide you with the attached check for **\$500.00**. This Fidelity Charitable Donor-Advised FundSM grant was made at the recommendation of the Paul L. Mahoney Family Fund, a donor-advised fund.¹

This grant is made by Fidelity Charitable. Fidelity Charitable's donor recommends the grant be used for the following purpose (which does not constitute a restriction): **Durable home health equipment loan program. In honor of Calvin Fuhrmann, M.D..** This grant is to be used exclusively for charitable purposes, and is not made for the purpose of influencing legislation. This grant is also subject to the "Grant Terms" on the next page. If you are unable or unwilling to meet these grant conditions, you must return these funds to Fidelity Charitable.

Should you choose to send a thank-you letter, the donor has requested it be sent to the following address. You should not, however, issue a tax acknowledgement to either the recommending donor(s) or to Fidelity Charitable.

Paul Mahoney, 6825 SAN MARINO DR, APT 514, NAPLES, FL 34108

¹ Fidelity Charitable is an independent public charity that sponsors a donor-advised fund program. In a donor-advised fund, Donors make irrevocable charitable contributions to Fidelity Charitable, and have the privilege of recommending grants to qualified public charities.

DCC_CEBKVCWBBBBXQV_BBBBB 20201110 5700

P

OP=DCCK

Page 1 of 2

DCC_CEBKVCWBBBBXQV_BBBBB 20201110 PLEASE FOLD AND DETACH AT PERFORATION BEFORE PRESENTING CHECK FOR PAYMENT

VERIFY THE AUTHENTICITY OF THIS MULTITONE SECURITY DOCUMENT

CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM



P.O. Box 770001
Cincinnati, OH 45277-0053
800-952-4438

PAYABLE AT: THE BANK OF NEW YORK MELLON
EVERETT, MA 02149
53-292/113

10291294

November 10, 2020

PAY TO
THE
ORDER
OF

TOWN OF KENNEBUNKPORT

\$500.00

*****Five Hundred & 0/100 DOLLARS

VOID AFTER 60 DAYS

Kennebunkport Public Health Department

November 24, 2020

**ATN: Kennebunkport Board of Selectman, Laurie Smith- Kennebunkport
Town Manager**

- Please accept this donation of \$2500.00 from The Flynn Family Foundation. This gift is dedicated towards the emergency fuel fund. Act# 29-58-50-01
- Please accept this donation of \$5000.00 from The Flynn Family Foundation to the emergency food fund. Act# 29-59-50-01
- Please accept this donation of \$2500.00 from The Flynn Family Foundation to the Kennebunkport Public Health Nurses fund. Act# 51-39-50-01

Total donation: \$10,000.00

Thank you!!!

Alison Kenneway RN, BSN

Kennebunkport Public Health Dept.

The Flynn Family Foundation



November 20, 2020

Town of Kennebunkport: Food Pantry
c/o Jen Lord
PO Box 566
Kennebunkport, ME 04046

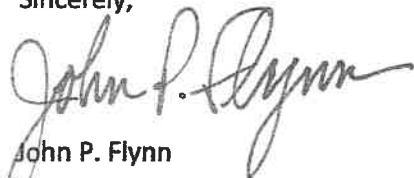
RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

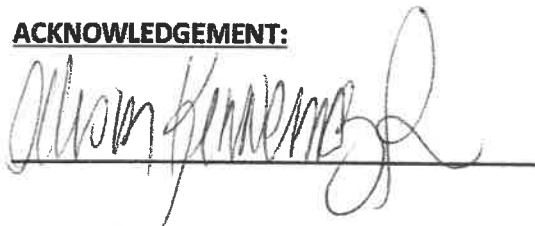
Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$5,000.00 to support the Kennebunkport Food Pantry. This gift is a charitable donation from The Flynn Family Foundation.

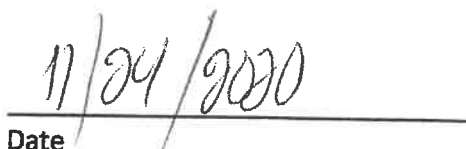
Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

Sincerely,


John P. Flynn
Trustee

ACKNOWLEDGEMENT:




Date

cc: Mrs. Mary F. Woodman

10 Wyndegate Dr. Kennebunk, Maine 04043

The Flynn Family Foundation



November 20, 2020

Town of Kennebunkport: Visiting Nurses
c/o Jen Lord
PO Box 566
Kennebunkport, ME 04046

RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$2,500.00 to support the Kennebunkport Visiting Nurses. This gift is a charitable donation from The Flynn Family Foundation.

Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

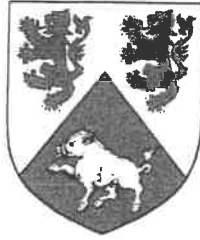
Sincerely,

Date

cc: Mrs. Mary F. Woodman

10 Wyndegate Dr. Kennebunk, Maine 04043

Flynn Family Foundation



November 20, 2020

Town of Kennebunkport: Fuel Fund
c/o Jen Lord
PO Box 566
Kennebunkport, ME 04046

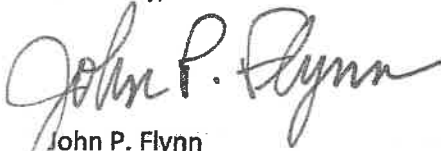
RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

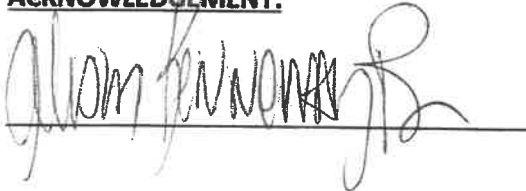
Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$2,500.00 to support the Kennebunkport Fuel Fund. This gift is a charitable donation from The Flynn Family Foundation.

Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

Sincerely,


John P. Flynn
Trustee

ACKNOWLEDGEMENT:



11/24/2020
Date

cc: Mrs. Mary F. Woodman

10 Wyndegate Dr. Kennebunk, Maine 04043