



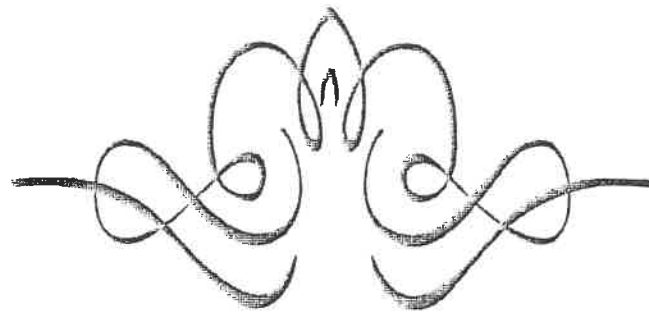
TOWN OF KENNEBUNKPORT, MAINE

~~—INCORPORATED 1653—~~

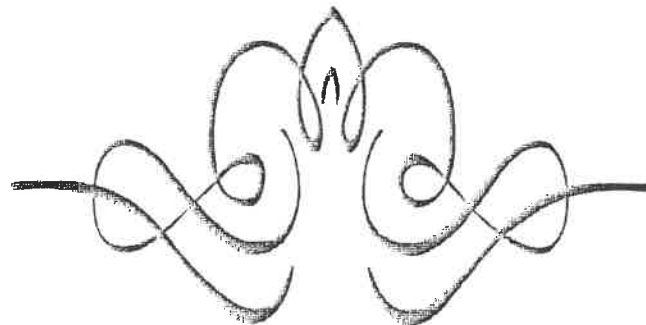
**Board of Selectmen Agenda  
February 27, 2020  
6:00 PM  
Village Fire Station—32 North Street**

1. Call to Order.
2. Approve the February 13, and 19, 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. Consider a liquor license renewal application submitted by First Serve KPT Hospitality Group, DBA Mabels Lobster Claw, 124 Ocean Avenue.
5. Consider a renewal liquor license application submitted by First Serve Edgewater, Inc. DBA The Edgewater Inn, 126 Ocean Avenue.
6. Consider a renewal liquor license application submitted by Boughton Hotel Corps DBA The Colony Hotel, 140 Ocean Avenue.
7. Consider a renewal special amusement application submitted by Boughton Hotel Corps DBA The Colony Hotel, 140 Ocean Avenue.
8. Consider a renewal liquor license application submitted by W & A, Inc., DBA Cape Pier Chowder House, 79 Pier Road.
9. Consider a renewal liquor license application submitted by The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road.
10. Consider a renewal liquor license application submitted by Nunan's Lobster Hut, Inc., 9 Mills Road.
11. Consider appointment to the Conservation Commission.
12. Sales Market Analysis Update with Vision Appraisal.
13. RSU 21 Board Member, Sarah Dore with an update on the enrollment task force.
14. Mike Claus with an Ocean Avenue seawall update.
15. Authorize a Quit Claim Deed for map 13, block 6, lot 10.

16. Approve restrictions on vehicle weight limits on certain roads in accordance with 29-A M.R.S.A. Section 2395 and the Kennebunkport Traffic and Parking Control Ordinance.
17. Accept a donation of \$485.74 from the Wellness Committee at Consolidated School to the emergency fuel fund.
18. Other Business.
19. Approve the February 27, 2020, Treasurer's Warrant.
20. Adjournment.



# Agenda Item Divider



**Town of Kennebunkport  
Board of Selectmen Meeting  
Village Fire Station – 32 North Street  
February 13, 2020 – 5:30 PM**

Minutes of the Selectmen's Meeting of February 13, 2020

**Selectmen Attending:** Patrick A. Briggs, Allen Daggett, Edward Hutchins, D. Michael Weston, Sheila Matthews-Bull

**Others:** Michael Claus, Carol Cook, Michael Davis, Jon Dykstra, Jay Everett, Ed Francis, Mary Giknis, Werner Gilliam, David Graham, David James, Jen Lord, Arlene McMurray, Nina Pearlmuter, Craig Sanford, Chris Simeoni, Harrison Small, Laurie Smith, Susan Streiff, Tracey O'Roak, and others

**1. Call to Order.**

Selectman Hutchins called the meeting to order at 5:30 PM.

**2. Executive Session pursuant to MRSA 1, §405-6E to consult with Town Attorney regarding enforcement actions for land use violations on Langsford Road.**

Selectman Hutchins recused himself from executive session due to conflict of interest.

**Motion** by Selectman Briggs, seconded by Selectman Matthews-Bull, to go into executive session. **Vote:** 4-0

The Board went into executive session at 5:30 PM.

**Motion** by Selectman Briggs, seconded by Selectman Matthews-Bull to come out of executive session. **Vote:** 4-0.

The Board came out of executive session at 6:17 PM.

No action was taken.

**3. Approve the January 23, 2020, selectmen meeting minutes.**

**Motion** by Selectman Hutchins, seconded by Selectman Briggs, to approve the January 23, 2020, selectmen meeting minutes. **Vote:** 3-0-2/Selectmen Daggett and Matthews-Bull abstained because they were not at that meeting.

**4. 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.).**

There were no comments.

**5. Public Hearing for public input on ordinance revisions.**

**Motion** by Selectman Hutchins, seconded by Selectman Briggs to open the public hearing. **Vote:** 5-0.

Chair Daggett opened the public hearing at 6:19 PM.

Director of Planning and Development Werner Gilliam explained that the proposed revisions are to change the requirements for legal notices in the local newspaper for the Board of Appeals and Planning Board Site Review to 3 days prior to the hearing date and on the town website at least 10 days prior to the hearing date.

**Motion** by Selectman Hutchins, seconded by Selectman Briggs to close the public hearing. **Vote:** 5-0.

Chair Daggett closed the public hearing at 6:21 PM.

Nina Pearlmuter announced that a public hearing by the Planning Board is required, but they did not have a quorum at this meeting.

**6. Public Hearing to consider application for new victualer's license for Sarene M. Matthysen DBA Kerengende.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to open the public hearing. **Vote:** 5-0.

Chair Daggett opened the public hearing at 6:21 PM.

Serene Matthysen introduced herself and talked about her business.

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to close the public hearing. **Vote:** 5-0.

Chair Daggett closed the public hearing at 6:23 PM.

**Motion** by Selectman Hutchins, seconded by Selectman Weston, to approve the application for new victualer's license for Sarene M. Matthysen DBA Kerengende. **Vote:** 5-0.

**7. Consider a renewal liquor license submitted by Alisson's/Dock Square, LTD, DBA Alisson's Restaurant, 11 Dock Square.**

Chair Daggett announced that all of the liquor license and special amusement applications have been approved by the police chief, fire inspector, and code enforcement officer.

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the renewal liquor license submitted by Alisson's/Dock Square, LTD, DBA Alisson's

Restaurant, 11 Dock Square. **Vote:** 5-0.

- 8. Consider a renewal special amusement permit submitted by Alisson's/Dock Square, LTD, DBA Alisson's Restaurant, 11 Dock Square.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the renewal special amusement permit submitted by Alisson's/Dock Square, LTD, DBA Alisson's Restaurant, 11 Dock Square. **Vote:** 5-0.

- 9. Consider a renewal liquor license application submitted by Taylormade Hospitality, Inc., DBA Hurricane Restaurant, 29 Dock Square.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the renewal liquor license application submitted by Taylormade Hospitality, Inc., DBA Hurricane Restaurant, 29 Dock Square. **Vote:** 5-0.

- 10. Consider a renewal special amusement permit application submitted by Taylor Benenti, DBA Hurricane Restaurant, 29 Dock Square.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the renewal special amusement permit application submitted by Taylor Benenti, DBA Hurricane Restaurant, 29 Dock Square. **Vote:** 5-0.

- 11. Consider renewal liquor license application submitted by Sheila Matthews-Bull for Rhumb Line Resort, 41 Turbats Creek Road.**

Selectman Matthews-Bull recused herself to avoid conflict of interest.

**Motion** by Selectman Hutchins, seconded by Selectman Weston, to approve the renewal liquor license application submitted by Sheila Matthews-Bull for Rhumb Line Resort, 41 Turbats Creek Road. **Vote:** 4-0.

- 12. Consider renewal special amusement permit application submitted by Sheila Matthews-Bull for Rhumb Line Resort, 41 Turbats Creek Road.**

Selectman Matthews-Bull recused herself to avoid conflict of interest.

**Motion** by Selectman Hutchins, seconded by Selectman Weston, to approve the renewal special amusement permit application submitted by Sheila Matthews-Bull for Rhumb Line Resort, 41 Turbats Creek Road. **Vote:** 4-0

- 13. Consider appointments to the Recreation Committee.**

Director of Parks and Recreation Carol Cook said she received an application from Susan Streiff. She explained that Susan will be the sixth applicant for the Recreation Committee which can have up to seven members.

Susan Streiff said she just moved to town within the past year and wanted to become involved in the community. When she met Carol Cook, she decided she would like to be a member of the Recreation Committee.

**Motion** by Selectman Briggs, seconded by Selectman Matthews-Bull to appoint Susan Streiff to the Recreation Committee for a term expiring in June 2020. **Vote:** 5-0.

**14. Presentation of the town hall project and fire department renovations.**

David Graham, architect who worked on the facility needs assessment at town hall and the Village Fire Station, gave a PowerPoint presentation. He said his key focus was on employee safety. He worked with Steve Doe on this project. See Exhibit A.

Fire Chief Jay Everett added that the new facility would have accommodations for the night shift, and they could hire live-in students who would respond to fire calls in exchange for free lodging.

David James asked if the response time would change if two of the fire stations were closed.

Chief Everett responded that a study showed the response time would be the same or shorter than it is currently.

**15. Consider changes to the Wastewater Use Ordinance.**

Chris Simeoni, deputy director of public works, explained that the changes to the Wastewater Use Ordinance are mostly in the definitions section and most notable is Article 13, section 8. Currently, customers are billed when they apply for a sewer connection and pay the impact fee, even though they may not build a house on the site for over a year. The proposed change is to have the billing begin when the certificate of occupancy is acquired from the Planning and Development Department.

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to move forward with the proposed Wastewater Use Ordinance. **Vote:** 5-0.

**16. Solid waste education.**

Jon Dykstra, chair of the solid waste committee gave a presentation on the committee's proposed recycling plan. See Exhibit B.

**17. Review of FY21 capital improvement plan**

Town Manager Laurie Smith said there are a number of projects planned and these items will be discussed during the budget process. See Exhibit C. She explained Administration and the Department Directors explained their capital improvement plans.

For Wastewater capital improvement plan, see Exhibit D.

**18. Purchase of equipment and infrastructure for Dock Square Parking Lot.**

Town Manager Laurie Smith said the current parking lot ticket machine runs on a Windows 7 platform which is outdated and no longer supported by Microsoft. She explained the current machine is also no longer PCI (payment card system) compliant and in danger of being hacked.

Treasurer Jen Lord said she and Deputy Chief Kurt Moses inspected the operation used at the Cumberland County Courthouse and learned that they had no card read errors since the machine went into service last fall. Also, bills do not get rejected, and it is easy to program. They recommend the purchase of the new OPUS system used by Cumberland County Courthouse.

**Motion** by Selectman Weston, seconded by Selectman Hutchins, to approve the purchase of the Dock Square parking lot OPUS equipment from Cincinnati Time of Maine at a cost of \$70,650. **Vote:** 5-0.

**19. Consider Dock Square Parking Lot fees for 2020.**

Ms. Smith reported the current fees for the parking lot are \$3.00 per hour. Staff recommends increasing the fees to \$4.00. She researched other communities and reported their hourly parking fees:

Biddeford	\$2.00
Ogunquit	\$4.00
Kennebunk	\$5.00
Wells	\$4.00

**Motion** by Selectman Hutchins, seconded by Selectman Briggs, to approve the new Dock Square Parking Lot fees for 2020 to \$4.00 per hour. **Vote:** 4-1/Selectman Matthews-Bull opposed.

**20. Authorize Quit Claim Deed for Map 24, Block 5, Lot 6B.**

Ms. Smith said the Town recently foreclosed on the 2018 property taxes. One of the properties that they foreclosed on was Map 24, Lot 5, 6B owned by Kathleen Spang. She said Kathleen has paid all taxes, fees and interest in full and staff are recommending the Board authorize a quit claim deed.

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize a Quit Claim Deed for Map 24, Block 5, Lot 6B. **Vote:** 5-0.

**21. Accept \$50 donation from the Madonna Chapter to the emergency food fund.**

**Motion** by Selectman Weston, seconded by Selectman Hutchins, to accept the \$50 donation from the Madonna Chapter to the emergency food fund. **Vote:** 5-0.

**22. Accept \$1,000 donation from the Church on the Cape to the emergency fuel fund.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Weston, to accept the \$1,000 donation from the Church on the Cape to the emergency fuel fund. **Vote:** 5-0.

**23. Other Business.**

Selectman Weston questioned whether they would consider painting the railing at Cape Porpoise Harbor.

Town Clerk Tracey O'Roak announced the Special Town Meeting is March 3. She said it is the first presidential primary in 20 years and residents need to be enrolled as either a Democrat or Republican to participate. Absentee ballots are available at Town Hall until February 27. She said it is important to mail absentee ballots a week in advance. She added that she does not see who participants voted for.

**24. Approve the February 13, 2020, Treasurer's Warrant.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the February 13, 2020, Treasurer's Warrant. **Vote:** 5-0.

**25. Adjournment.**

**Motion** by Selectman Hutchins, seconded by Selectman Matthews-Bull, to adjourn. **Vote:** 5-0.

The meeting adjourned at 8:10 PM.

Submitted by Arlene McMurray  
Administrative Assistant



14

EXHIBIT  
A

## Memorandum

To: Board of Selectmen  
Fr: Laurie Smith, Town Manager  
Re: Municipal Facility Needs Study  
Dt: February 10, 2020

As part of the FY 20 budget process I requested funds for a municipal facility needs study to encompass a review of future Town Hall and Fire Station needs. We hired local architect David Graham and Steve Doe of Sebago Technics. David began the process by examining the current space at 6 Elm Street and 32 North Street. He met with staff from both facilities to understand both current needs as well as future demands. David and Steve then examined current town land holdings on both the old McCabe Parcel as well as the Village Parcel. Staff and the consultants lastly examined the opportunity to renovate the Village Fire Station for either future fire needs or town hall space. Lastly, we asked them to determine the best outcome from both a programming space requirement and a cost-effective approach.

David Graham will be present on Thursday evening to share the results of his analysis. He is proposing a new Town Hall on the Village Parcel at the corner of North Street, and a renovation and addition to the Village Parcel. Town Hall currently occupies under 5,000 sqft, most of it finished, but some in an unfinished garage space. The new space is estimated at just over 8,000 sqft and will include a public meeting space as well as offices for all current Town Hall departments. The estimated costs for the building, including furniture and fixtures is \$3.294 million.

The proposal for the Village Fire Station includes a little over 2,000 sqft of new space, including bunk rooms for future staff and a new fire bay to house vehicles. The conceptual plan also shows about 1,000 sqft of renovations, which incorporate offices and facilities for paid staff in the current meeting room. The estimated costs for this construction is \$839,000.

This should be considered a planning document as we gather additional public feedback on the location, design, and proposed funding model.

[illegible]

Prepared by Graham Architects & Sebago Technics, Inc  
February 3, 2020



Scale 1" = 30'

## Conceptual Site Plan A Kennebunkport Town Hall

Prepared by Graham Architecture & Sebago Technics, Inc  
February 3, 2020

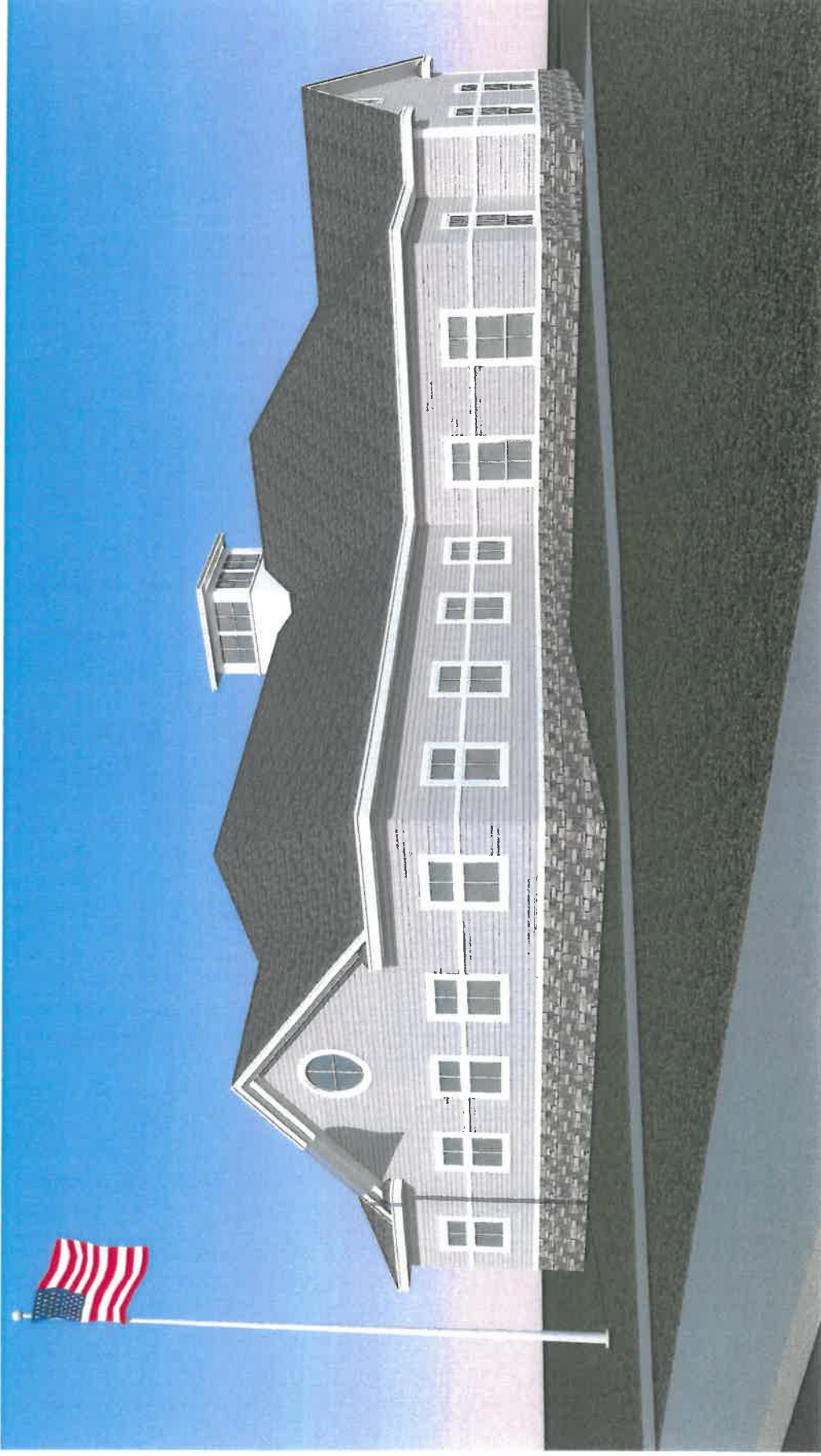


**Conceptual Rendering Plan A - View From North Street**  
**Kennebunkport Town Hall**

Prepared by Graham Architects & Sebago Technics, Inc  
February 3, 2020



**Conceptual Site Plan B**  
**Kennebunkport Town Hall**  
Prepared by Graham Architecture & Sebago Technics, Inc  
February 3, 2020



**Conceptual Rendering Plan B - View From North Street**  
**Kennebunkport Town Hall**

Prepared by Graham Architects & Sebago Technics, Inc  
February 3, 2020

# Plan Key

<span style="display: inline-block; width: 15px; height: 15px; background-color: yellow; border: 1px solid black;"></span>	NEW CONSTRUCTION
<span style="display: inline-block; width: 15px; height: 15px; background-color: blue; border: 1px solid black;"></span>	RENOVATED CONSTRUCTION

2,170 S.F.

992 S.F.



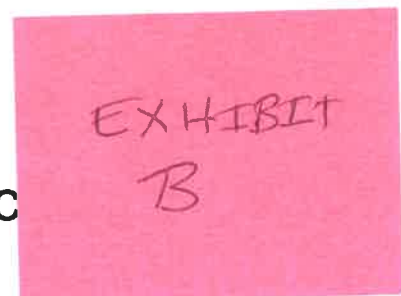
## Conceptual Plan Kennebunkport North Street Fire Station Renovation

Prepared by Graham Architects & Sebago Technics, Inc  
February 3, 2020

Town Office Building				
2/3/2020				
Town of Kennebunkport KENNEBUNKPORT, ME CONCEPTUAL OPINION OF PROBABLE CONSTRUCTION COST				
ITEM	QUANTITY	UNIT	UNIT PRICE	PROBABLE COST
<b>NEW TOWN OFFICE BUILDING</b>				
Architecture and Engineering fees	1	LS	\$ 130,000.00	\$130,000
Sitework (pavement, loam & seed)	1	LS	\$ 120,000.00	\$120,000
Sitework Road and Utilities	290	LF	\$ 600.00	\$174,000
New Building Construction	8,240	SF	\$ 325.00	\$2,678,000
Furniture and Fixtures	1	EST	\$ 35,000.00	\$35,000
<b>SUBTOTAL</b>				<b>\$3,137,000</b>
Contingency - 5%				\$157,000
<b>TOTAL PROBABLE CONSTRUCTION COST</b>				<b>\$3,294,000</b>

Village Fire Station Renovation				
2/3/2020				
Town of Kennebunkport KENNEBUNKPORT, ME CONCEPTUAL OPINION OF PROBABLE CONSTRUCTION COST				
ITEM	QUANTITY	UNIT	UNIT PRICE	PROBABLE COST
<b>VILLAGE FIRE STATION</b>				
Architecture and Engineering fees	1	LS	\$ 35,000.00	\$35,000
Sitework (pavement, loam & seed)	1	LS	\$ 15,000.00	\$15,000
New Building Construction	2,170	SF	\$ 250.00	\$543,000
Renovated Construction Costs	992	SF	\$ 200.00	\$198,000
Furniture and Fixtures	1	EST	\$ 8,000.00	\$8,000
<b>SUBTOTAL</b>				<b>\$799,000</b>
Contingency - 5%				\$40,000
<b>TOTAL PROBABLE CONSTRUCTION COST</b>				<b>\$839,000</b>

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# Proposed Recycling Educ

February 13, 2020

## Introduction:

Education is the key to successful, cost-effective recycling. Our proposed education plan has three major thrusts – Initial Training, Evaluation, and Maintenance.

## Initial Training

### March 1 to April 30:

1. Send town email announcement stating that:
  - a. The Solid Waste Committee has recommended the return of Curbside Recycling.
  - b. We have an opportunity with ecomaine to have reduced rates on recycling processing if we can produce a clean – uncontaminated – curbside recycling stream for them to process.
2. Ready the “Kennebunkport Recycle” website (<https://kennebunkportrecycle.com>) to disseminate educational and procedural information on how to properly do recycling.
3. Use the Kennebunkport Recycle website to:
  - a. Present and promote the Reduce-Reuse-Recycle concept to educate and inspire residents to rethink their approach to purchasing and disposing of recyclable, and non-recyclable, packaging and waste;
  - b. Encourage the public to review online information from ecomaine. (<https://www.ecomaine.org/recyclopedial/>);
  - c. Collect input on improving curbside recycling; and
  - d. Solicit volunteers to assist in Kennebunkport’s recycling efforts.

### May 1 to June 30:

1. Hire intern to:
  - a. Receive training at ecomaine on recycling best practices;
  - b. Coordinate Kennebunkport’s recycling education efforts with ecomaine’s education program;
  - c. Interview other towns’ sustainability coordinators to see what worked best last summer;
  - d. Organize recycling sustainability promotional material and expand our Kennebunkport Recycle website with updated material; and
  - e. Initiate Instagram and twitter accounts for Kennebunkport recycling.
2. Solid Waste Committee to:

- a. Work with realtors and landlords to establish “responsible tenant recycling practices” with (if possible/practical) enforceable incentives to keep contamination low;
- b. Distribute promotional material on town website, cable TV, email, and through local groups (Graves Library, KCT, Rotary, etc.);
- c. Design and have printed stickers with recycling do’s and don’ts for residents to label a container of their choice as a recycling bin; and
- d. Design and have printed recycling bin grading cards to be used in the Evaluation phase.

### First week of July

1. Ecomaine, with the support of the Solid Waste Committee, will host a kick-off weekend.
  - a. This is an established, two-day ecomaine promotional program with a collection of booths and educational recycling swag.
  - b. Locate it on the grounds of the Town Recreation Center (if available).
  - c. Focus on educating residents as to how to successfully recycle by only adding appropriate materials and keeping contamination levels low.
  - d. Emphasize inspiring youth to become active in the recycling process.

## Evaluation

Collecting and communicating metrics on how well we are recycling will be an important part of the education and promotional process – people need to feel that they are having an effect, as well as know if they need to improve their game.

Evaluation efforts will include:

1. For the first four to six collection days, the intern, along with other volunteers, will go in front of recycling trucks to grade recycling bin contents.
  - a. An objective grade will be given for the appropriateness of materials and the contamination level.
  - b. Grading card (green, yellow, red) will be left with each bin. Those bins receiving a red card will not be emptied.
2. Metrics will be collected, emailed to residents, and posted on the Kennebunkport Recycle website. Sample of metrics to include:
  - a. Current and historical contamination rate (and associated up-charge).
  - b. Current and historical tonnage of recyclables.
  - c. Separate accounting for Saturday (rental) pickups.
3. Concerted effort will be made through emails and the website to collect input on challenges that residents and business are having in meeting our recycling goals.

## Maintenance

Like any continuing process, it will be important to keep our residents focused on the mechanics and decisions that make recycling successful.

1. Commit to maintaining an updated presence on the Kennebunkport Recycle website.
2. Hold annual recycling awareness events (for example):
  - a. Spring/Early Summer
    - i. With ecomaine support, hold a 3 Rs community event at the Town's Recreational Center.
    - ii. Have annual presence in the Memorial Day Parade in Dock Square.
    - iii. Have a float/presence in the GRB 4<sup>th</sup> of July Parade.
    - iv. Hold a recycling education/information event at GRB Community House.
  - b. Late Summer/Fall
    - i. Support and help organize a new annual Dump/Recycle Parade.
    - ii. Hold recycling awareness events at local schools.
    - iii. Engage with local schools to participate in ecomaine's annual "Upcycle Challenge."

With a commitment to initial education, continuing evaluation, and ongoing maintenance, we can successfully commit ourselves to a recycling program that moves the largest amount of material at the most economical costs.

# **THE SOLID WASTE COMMITTEE**

The Solid Waste Committee (the Committee) was organized by the direction of the Board of Selectmen in June of 2019 to investigate the feasibility, and associated costs, of re-establishing a publicly funded recycling program in Kennebunkport. Since that time, the Committee has visited the ecomaine recycling center, and several recycling and solid waste transfer stations. We have also investigated the past and current recycling and waste disposal costs incurred by Kennebunkport and other surrounding towns.

In carrying out their work, the Committee was guided by the following goals:

- Ensure the best, most cost effective, use of public funds – find the best balance between cost and effectiveness.
- Ensure that the maximum amounts of potentially recyclable materials are collected and effectively (successfully) recycled.
- Allow flexibility to respond to changing market demands and opportunities for recyclable materials (i.e. ability to respond to new processing/sorting options).
- Encourage, not discourage, residents to participate.
- Seek the lowest carbon footprint option.

After reviewing recycling programs in other towns, the Committee believes that Kennebunkport has two viable recycling options – curbside pickup, or construction of a recycling center.

- Curbside Pickup – This option would appear very much like recent recycling in Kennebunkport. The major difference is that there would be an aggressive resident education program launched, with the support of ecomaine’s education department, several months prior to commencing the program and for many months into the first operational year.
- Recycling at a Recycling Center – This option would entail the construction and staffing of a recycling center within Kennebunkport. Here again, an aggressive resident education program will be critically important to ensure that recyclables are not contaminated with non-recyclable materials, and that other forms of contamination are kept to a bare minimum.

After considering the Pro’s and Con’s of each, the Committee reached the conclusion that Curbside Pickup would be the best recycling choice for Kennebunkport. Our conclusion was based on the reasoning that Curbside Pickup would:

- Result in the collection and processing of the largest amount of recyclables.
- Allow the most flexibility to respond to evolving recycling markets.
- Create the largest reduction in the volume of other types of solid waste.
- Avoid the need to construct and staff a recycling center.
- Have the least negative impact on seniors and physically challenged individuals.
- Provide the best option to capture seasonal renters' recyclables; and
- Cost taxpayers an estimated \$57 per year (only \$26 more per year than the least expensive option).

During the course of our investigations, the Committee has become convinced that successful, publicly funded recycling can only occur when residents have been fully educated as to exactly what can be effectively recycled and how to ensure that recyclables are sufficiently clean (i.e. ensuring contamination levels are kept low). To that end, the Committee is planning on playing a principal role in designing and carrying out a focused education program. Working in close coordination with the Town and ecomaine, this program would seek to prepare Kennebunkport residence, and seasonal guests to our community, to have the information and support required to keep contamination levels down and establish cost-effective and successful recycling in Kennebunkport.

#### Solid Waste Committee Members

Jon Dykstra, Chair  
Tom McClain  
Harvey Flashen

Paul Hogan, Secretary  
David Eglinton

Mike Claus, Town Rep.  
Kinder Wilson

17

**MEMO**

EXHIBIT  
C

To: Board of Selectmen

Fr: Laurie Smith, Town Manager

Re: FY 21 Capital Improvement Plan

Dt: February 10, 2020

Attached please find the five-year capital improvement plan for FY 21-25. This is our sixth annual CIP process. It is difficult to make major financial decision unless you are aware of what other impacts you are likely to face in the short and long term.

There are some proposed major capital expenses in the next five years. These include the replacement of Cape Porpoise Pier, construction of a new Town Hall, renovations of the Village Fire Station, the replacement of a ladder truck, upgrades to our radio system and network, and major replacements in our wastewater system.

Over the past few years we have seen a continued degradation to the infrastructure under Cape Porpoise Pier. In FY 18 we budgeted funds to perform geotechnical and survey work to better understand the best course of action. In FY 19 budget we asked Baker Design Consultants to develop a cost estimate for the necessary replacement and repairs in Cape Porpoise. Mr. Baker is proposing a plan that would allow us to renovate the pier over a three year period, hopefully taking advantage of state grant funding through the Small Harbor Improvement Program.

Architect David Graham has completed a facility needs survey for both our town hall and fire station. He has proposed a renovation and addition to the Village Fire Station and the construction of a new Town Hall facility. Both projects would require planning and reserve funds to complete.

Our public safety departments are currently working with a consultant to examine our radio system network and infrastructure needs. The change in technology in public safety response, as well as additional use from the general public has created communication challenges for public safety responders. Although the results from their analysis are not yet available, we do understand that it will be a sizeable upgrade and beginning to reserve funds this year for a possible upgrade in three years would be prudent.

As part of our recent wastewater projects we undertook an assessment of our capital and infrastructure. Wright Pierce Engineers have provided us with a list of projects in both our wastewater treatment facility and our collections system. Their priority list for the next five years includes twelve items totaling in the millions of dollars. These significant projects are important for both the continued operation of the system as well as meeting new environmental regulations from both the DEP and the EPA.

I look forward to discussing these projects with you on the 13<sup>th</sup> and await your feedback.

# Capital Improvement Program

Department	Type	FY 21	FY 22	FY 23	FY 24	FY 25	Future
<b><u>Administration</u></b>							
Records Preservation	Admin	\$ 5,000					
Records Preservation	Admin	\$ 5,000					
Records Preservation	Admin			\$ 5,000			
Town Hall Construction	Bldg/Facilities			\$ 3,000,000			
Records Preservation	Admin			\$ 5,000			
Records Preservation	Admin				\$ 5,000		
Replace 2017 Codes Vehicle	Equipment						\$ 30,000
Records Preservation	Admin						\$ 200,000
		\$ 55,000	\$ 5,000	\$ 3,005,000	\$ 5,000	\$ 5,000	\$ 230,000
<b>subtotal - Administration</b>							
<b><u>Communications</u></b>							
Replace HVAC System	Bldg/Facilities			\$ 40,000			
Replace Radio Infrastructure and Equipment	Bldg/Facilities			\$ 1,200,000			
		\$ -	\$ -	\$ 1,240,000	\$ -	\$ -	\$ -
<b>subtotal - Communications</b>							
<b><u>Dock Square</u></b>							
Sidewalk replacement on West side of Dock square	Infrastructure						
Wayfinding signs for Downtown	Bldg/Facilities						
		\$ -	\$ -	\$ -	\$ -		\$ 25,000
<b>subtotal - Dock Square</b>							
<b><u>Fire</u></b>							
Firefighter PPE	Equipment	\$ 18,500					
Firefighter PPE	Equipment		\$ 18,500				
Rigid Inflatable Boat/engine/trailer - GRB - new 2003 (2022)	Equipment		\$ 18,000				
Firefighter PPE	Equipment			\$ 18,500			
Replace Brush 35 1980 GMC	Equipment			\$ 60,000			
Replace Engine 12 - 1997 PV REPLACE IN 2023	Equipment			\$ 635,000			
Firefighter PPE	Equipment			\$ 18,500			

# Capital Improvement Program

Department	Type	FY 21	FY 22	FY 23	FY 24	FY 25	Future
Replace Ladder 34 - GRB new 1999 - Replace 2024	Equipment				\$ 1,000,000		
Firefighter PPE	Equipment					\$ 18,500	
Village Fire Station	Bldg/Facilities					\$ 500,000	
Replace Car 1 - 2015 Ford F-150 (2026)	Equipment						\$ 60,000
SCBA Air Packs (45) (2027)	Equipment						\$ 280,000
Rigid Inflatable Boat/engine/trailer - CP - New 2008 (2028)	Equipment						\$ 18,000
Replace Squad 11 2006 REPLACE IN 2031	Equipment						\$ 150,000
Replace Tank 1 -GRB new 2008 Replace 2038	Equipment						\$ 300,000
Engine 23 WW REPLACE IN 2039	Equipment						\$ 900,000
Generator - WD	Equipment						\$ 7,500
Generator - Village	Equipment						\$ 20,000
Hydraulic rescue tool	Equipment						\$ 80,000
Wildes Dist, Fire Station	Bldg/Facilities						\$ 250,000
Engine 33 GRB - new 2017 (2042)	Equipment	\$ 18,500	\$ 36,500	\$ 78,500	\$ 1,653,500	\$ 518,500	\$ 2,965,500
<b>subtotal - Fire</b>							
<b><u>Parks and Recreation</u></b>							
Resurface Tennis Courts	Bldg/Facilities	\$ 45,000					
Trail and Beautification of Village Parcel	Infrastructure	\$ 20,000					
Firemen's Park Playground	Equipment	\$ 12,000					
Additon of Ice Rink Lights	Bldg/Facilities		\$ 10,000				
Ice Rink Expansion	Bldg/Facilities		\$ 8,000				
Zero Turn Mower replacement	Equipment			\$ 10,000			
Trail Development	Infrastructure				\$ 10,000		
Replace 2015 Bus	Equipment					\$ 60,000	
Public Boat Access	Infrastructure						\$ 100,000
<b>subtotal - Parks and Recreation</b>		\$ 77,000	\$ 18,000	\$ 10,000	\$ 10,000	\$ 60,000	\$ 100,000

# Capital Improvement Program

Department	Type	FY 21	FY 22	FY 23	FY 24	FY 25	Future
<b><u>Piers</u></b>							
<b>Cape Porpoise</b>							
Float Replacement	Bldg/Facilities	\$ 5,000					
Punt Float Pylons	Bldg/Facilities	\$ 10,000					
#3 Hoist Replacement	Equipment	\$ 5,000					
Cape Porpoise Pier Replacement and Bait Shed - Phase 1	Bldg/Facilities		\$ 890,000				
Cape Porpoise Pier Replacement and Bait Shed - Phase 2	Bldg/Facilities			\$ 820,000			
Cape Porpoise Pier Replacement and Bait Shed - Phase 3	Bldg/Facilities				\$ 750,000		
#1 Hoist Replacement	Equipment				\$ 5,000		
Harbormaster Boat	Equipment						\$ 30,000
<b>Government Wharf</b>							
Replace Coolers	Bldg/Facilities						\$ 25,000
Government Wharf Maintenance Dredge	Infrastructure						\$ 50,000
	<b>subtotal - Piers</b>	\$ 20,000	\$ 890,000	\$ 820,000	\$ 755,000	\$ -	\$ 105,000
<b><u>Police</u></b>							
Replace 2010 Travel Cruiser	Equipment	\$ 35,000					
Replace Cruiser Computers	Equipment		\$ 6,000				
Replace 2016 Doge Charger	Equipment		\$ 37,000				
Replace Cruiser Computers	Equipment			\$ 6,000			
Replace 2XXX Cruiser (2)	Equipment			\$ 72,000			
Replace Weapons	Equipment				\$ 50,000		
Replace 2XXX Cruiser	Equipment				\$ 37,000		
Replace 2XXX Cruiser	Equipment					\$ 37,000	
Replace 2XXX Cruiser (2)	Equipment						\$ 72,000
Replace 2XXX Cruiser	Equipment						\$ 37,000
Replace 2XXX Cruiser (2)	Equipment						\$ 72,000
Replace 2XXX Cruiser	Equipment						\$ 181,000
	<b>subtotal - Police</b>	\$ 35,000	\$ 43,000	\$ 78,000	\$ 87,000	\$ 37,000	\$

# Capital Improvement Program

Department	Type	FY 21	FY 22	FY 23	FY 24	FY 25	Future
<b>Public Works</b>							
Repair and reconstruct roads	Infrastructure	\$ 450,100					
Repair and construct sidewalks.	Infrastructure	\$ 70,000					
Replace 2004 International Tandem	Equipment		\$ 280,000				
Repair and reconstruct roads	Infrastructure		\$ 513,659				
Repair and construct sidewalks.	Infrastructure		\$ 10,000				
Repair and reconstruct roads	Infrastructure			\$ 484,913			
Repair and construct sidewalks.	Infrastructure			\$ 20,000			
Replace 2011 International	Equipment				\$ 180,000		
Repair and reconstruct roads	Infrastructure				\$ 302,874		
Repair and construct sidewalks.	Infrastructure				\$ 29,106		
Replace 2012 International	Equipment				\$ 180,000		
Repair and reconstruct roads	Infrastructure				\$ 355,119		
Replace 2011 International	Equipment					\$ 170,000	
Replace 2001 Titan 5000 Line Striper	Equipment					\$ 9,000	
Repair and reconstruct roads	Infrastructure					\$ 411,330	
Repair and construct sidewalks.	Infrastructure					\$ 29,106	
Repair and reconstruct roads	Infrastructure					\$ 391,200	
Repair and construct sidewalks.	Infrastructure					\$ 10,915	
Repair and reconstruct roads	Infrastructure					\$ 100,242	
Repair and construct roads	Infrastructure					\$ 140,864	
Repair and reconstruct roads	Infrastructure					\$ 98,103	
Replace 2015 International	Equipment					\$ 170,000	
Replace 2013 JD Loader	Equipment					\$ 160,000	
Repair and reconstruct roads	Infrastructure					\$ 391,200	
Replace 2020 Ford Ranger	Equipment					\$ 35,000	
<b>subtotal - Public Works</b>		<b>\$ 520,100</b>	<b>\$ 803,659</b>	<b>\$ 504,913</b>	<b>\$ 511,980</b>	<b>\$ 535,119</b>	<b>\$ 2,116,960</b>

# Capital Improvement Program

Department	Type	FY 21	FY 22	FY 23	FY 24	FY 25	Future
<b>Special Projects</b>							
Purchase of Streetlights	Infrastructure	\$ 58,500					\$ 2,000,000
Sea Walls on Ocean Avenue Evaluation	Infrastructure						\$ 1,000,000
Pier Road Reconstruction	Infrastructure						\$ 3,000,000
<b>subtotal - Special Projects</b>		<b>\$ 58,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Wastewater</b>							
Grinder Pump Replacement	Equipment	\$ 11,380					
SCADA Computer upgrade	Equipment	\$ 15,000					
(4) Toshiba S3ASD VFD's for effluent pumps	Equipment	\$ 7,920					
(3) Spare pump station motors	Equipment	\$ 26,517					
Repair concrete foundation issue Pump Station #12	Infrastructure	\$ 8,000					
Repurpose/install existing generator at Pump Station #13	Infrastructure	\$ 8,000					
Grinder Heads for Green Street Pump Station	Infrastructure	\$ 12,500					
Rehabilitation of circular clarifier (1)	Bldg/Facilities	\$ 500,000					
Replace Filter Press (1)	Bldg/Facilities	\$ 600,000					
Grinder Pump Replacement	Equipment	\$ 28,180					
Replace Filter Press (1)	Bldg/Facilities		\$ 600,000				
Rehabilitation of circular clarifier (1)	Bldg/Facilities		\$ 500,000				
Replace Ocean Ave. Pump Station #6	Infrastructure			\$ 300,000			
Replace Wildes District Rd. Pump Station #8	Infrastructure			\$ 819,000			
Replace Paddy Creek Pump Station	Infrastructure					\$ 819,000	
Replace South Main St. Pump Station #5	Infrastructure					\$ 300,000	
Replace Ocean Avenue Gravity Main from Nonantum to Bridge	Infrastructure						\$ 300,000
Repair Compost Building Side Panels	Bldg/Facilities						\$ 20,000
Replace Cape Porpoise Pump Station #10	Infrastructure						\$ 525,000
Replace Mills Lane Pump Station #2	Infrastructure						\$ 525,000
Replace Submersible Mixer	Equipment						\$ 71,000
Replace Axial Flow Pumps (2)	Equipment						\$ 85,000
Huber fine screen #101 2011	Equipment						\$ 125,000.00

## Capital Improvement Program

Department	Type	FY 21	FY 22	FY 23	FY 24	FY 25	Future
Huber fine screen #102 2011	Equipment						\$ 125,000.00
Grinder Pump Replacement	Equipment						\$ 100,000
Replace 2013 Service Truck	Equipment						\$ 50,000
Repair Compost Building Interior Column	Bldg/Facilities						\$ 10,000
Replace 2006 Jetter	Equipment						\$ 60,000
Replace Turbats Creek Pump Station #7	Infrastructure						\$ 525,000
Replace Paddy Creek Pump Station #9	Infrastructure						\$ 525,000
Replace Mills Rd. Pump Station #11	Infrastructure						\$ 525,000
Replace Kings Highway Pump Station #12	Infrastructure						\$ 525,000
Replace Kings Lane Pump Station #13	Infrastructure						\$ 525,000
Replace Kings Highway (West) Pump Station #14	Infrastructure						\$ 300,000
Replace Prescott Drive Pump Station #15	Infrastructure						\$ 300,000
Replace Washington Court Pump Station #16	Infrastructure						\$ 300,000
Replace Wakefield Pasture Pump Station #17	Infrastructure						\$ 300,000
Replace 6.5 miles 1972 Sewer Lines	Infrastructure						\$ 2,100,000
	<b>subtotal - Wastewater</b>	<b>\$ 1,189,317</b>	<b>\$ 28,180</b>	<b>\$ 1,100,000</b>	<b>\$ 1,119,000</b>	<b>\$ 1,119,000</b>	<b>\$ 7,921,000</b>
<b>GRAND TOTAL</b>		<b>\$ 1,973,417</b>	<b>\$ 1,824,339</b>	<b>\$6,836,413</b>	<b>\$4,141,480</b>	<b>\$2,274,619</b>	<b>\$ 16,644,460</b>

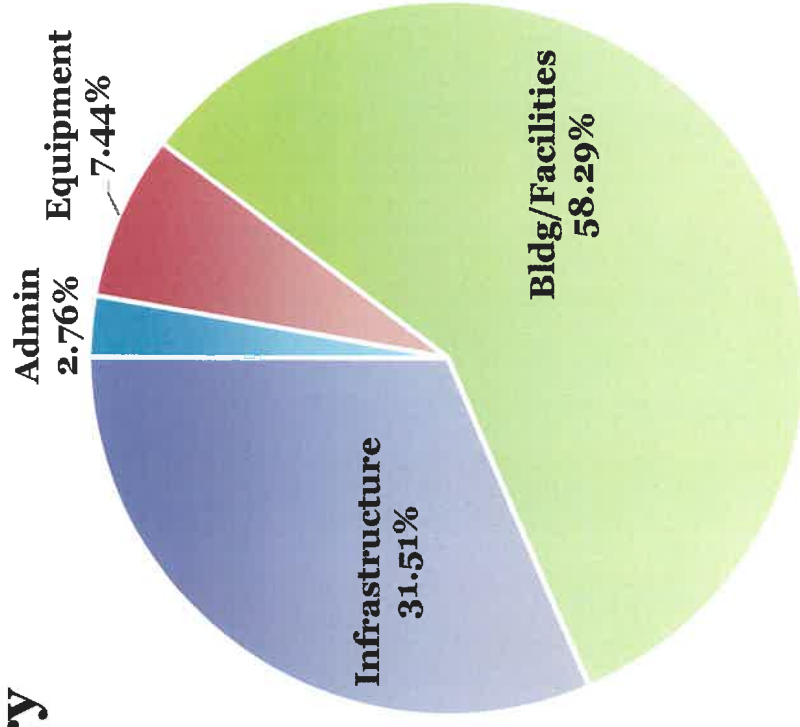
### ES.3 ASSET RENEWAL TIMETABLES

Asset renewal timetables were developed based on priority and the feasibility of completing the renewal work affordably within the timetable. Table ES-4 summarizes the asset renewal timetable for high priority WWTF and pump stations assets. Figure ES-1 shows the high priority sewer assets recommended for renewal in the 0-5 year timetable highlighted in red.

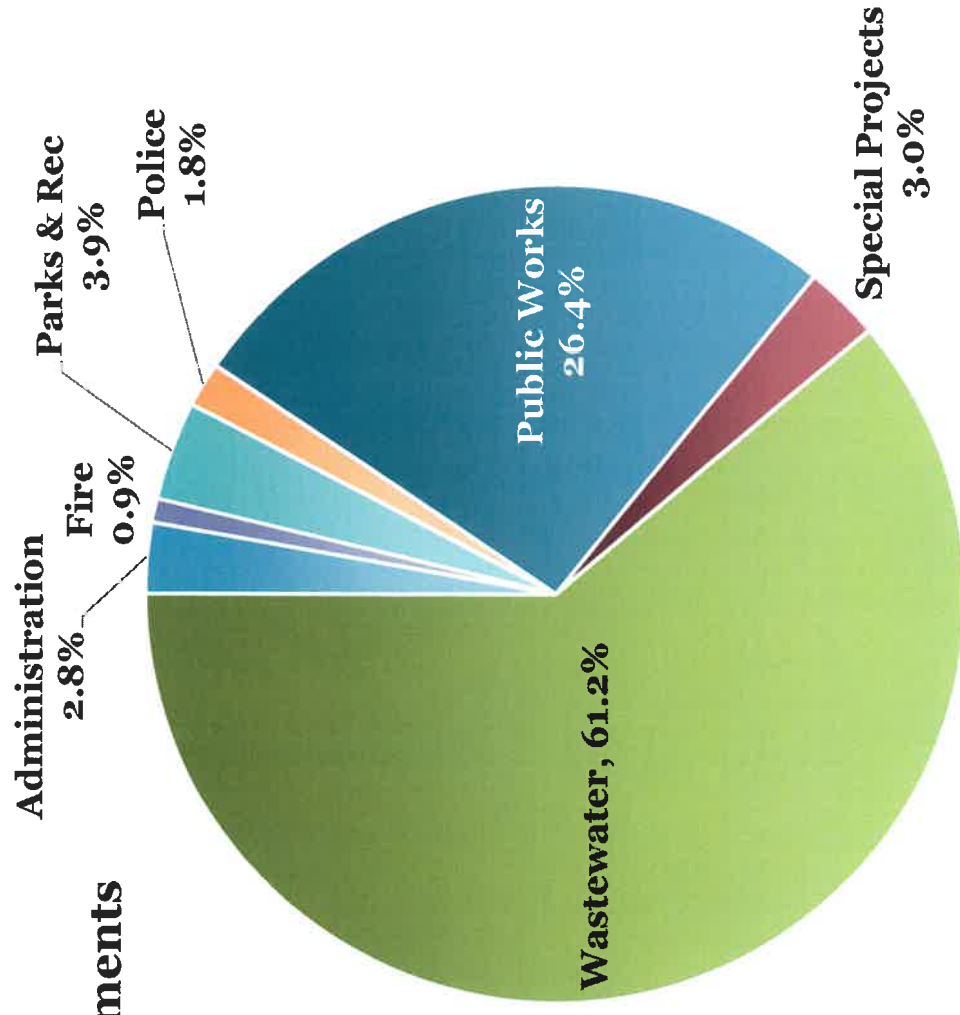
**TABLE ES-4**  
**RENEWAL TIMETABLES FOR HIGH PRIORITY WWTF & PUMP STATION**  
**ASSETS**

<b>RANK</b>	<b>DESCRIPTION</b>	<b>RENEWAL TIMETABLE</b>
<b>WASTEWATER TREATMENT FACILITY</b>		
1	CIRCULAR CLARIFIER #1 MECHANISMS	0-5 YEARS
2	CIRCULAR CLARIFIER #2 MECHANISMS	0-5 YEARS
3	CLAR. DRIVE MOTOR #1	0-5 YEARS
4	CLAR. DRIVE MOTOR #2	0-5 YEARS
5	CLARIFIER DRIVE REDUCER #1	0-5 YEARS
6	CLARIFIER DRIVE REDUCER #2	0-5 YEARS
7	BELT FILTER PRESS #1	0-5 YEARS
8	BELT FILTER PRESS #2	0-5 YEARS
9	GENERATOR: TREATMENT PLANT	0-5 YEARS
10	INFLUENT PUMP CONTROL PANEL	6-10 YEARS
11	EFFLUENT PUMP CONTROL PANEL	6-10 YEARS
12	VFD FOR INF-P-01	6-10 YEARS
13	VFD FOR INF-P-03	6-10 YEARS
<b>PUMP STATIONS</b>		
1	OCEAN AVENUE PUMP STATION	0-5 YEARS
2	WILDES DISTRICT ROAD PS GENERATOR	0-5 YEARS
3	WILDES DISTRICT ROAD PUMP STATION	0-5 YEARS
4	TURBATS CREEK PS GENERATOR	6-10 YEARS

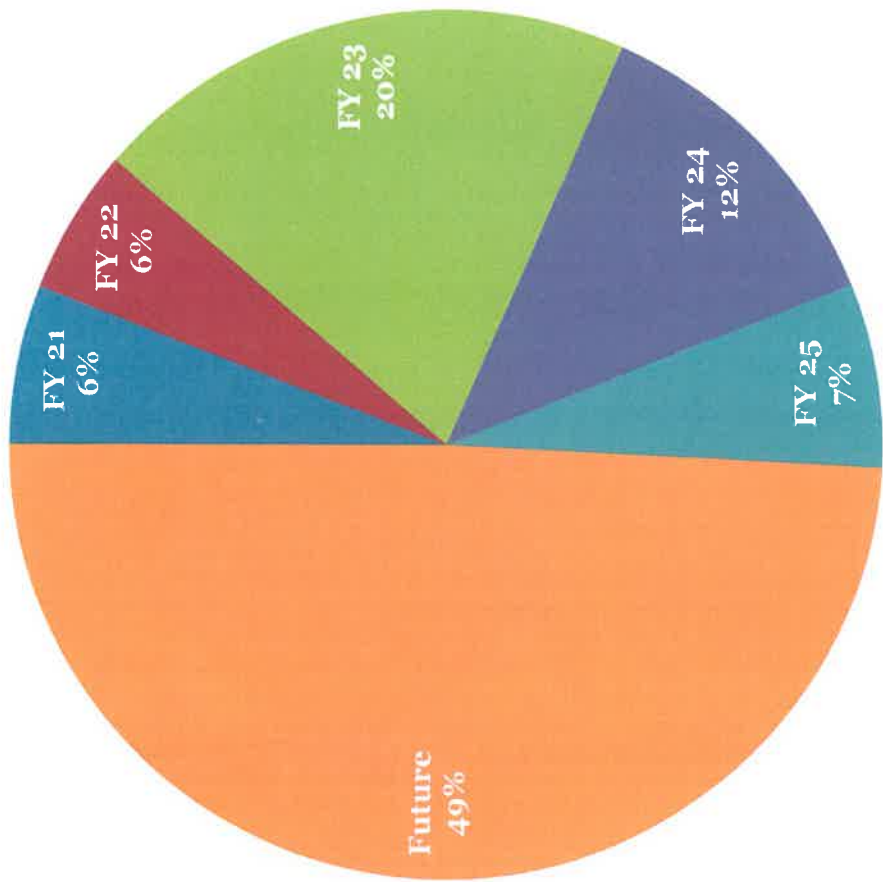
## FY '21 by Category



# Funding by Departments FY 2021



**Funding by Fiscal Year**



**TOWN OF  
KENNEBUNKPORT  
Department of Public  
Works Wastewater  
Division**

17-EXHIBIT  
D

**Capital Improvement  
Plan FY 21**

**So.... The much  
anticipated Fiscal  
Sustainability Plan  
has been completed  
by Wright Pierce!**

**The numbers are in....**

Asset Description	0-5 Years	6-10 Years	11-15 Years	16-20 Years	Asset Totals
WWTP	\$1,580,000	\$110,000	\$3,965,000	\$3,068,000	\$8,723,000
Pump Station	\$785,000	\$435,000	\$950,000	\$2,140,000	\$4,310,000
Collection System	\$3,620,000	\$5,093,000	\$5,775,000	\$3,405,000	\$17,893,000
Timetable Subtotals	\$5,985,000	\$5,638,000	\$10,690,000	\$8,613,000	-
Total	-	-	-	-	\$30,926,000

- \* Some of our current assets are 50 years old this year!
- \* Our system is aging and requires investments in upgrades to maintain the integrity and reliability of our system so we can continue to provide good service and protect Maine's water quality.
- \* \$30,926,000 in the next thirty years is not realistic, so this is what we are proposing for this year.

**\*\$30,926,000 is a big number! Why so much?!**

- The Town of Kennebunkport owns 93 grinder pumps located at various residences in Town.
- This replacement program was started in 2014 as an effort to reduce maintenance costs and service call due to the problematic history of the E-1 ejector pumps.
- The price for 5 of these pumps is \$11,380.00. The new style Barnes grinder pumps have proved less problematic reducing maintenance and service call-outs.



# \*Continuation of Grinder Pump Replacement Program

## \$11,380

Town of Kennebunkport WWTP Capital

- The current main SCADA computer is approximately eight years old and is responsible for monitoring and controlling plant function. It is currently running on Windows 7.
- Due to the age of the computer, it's likelihood of failure and consequence of failure, it must be replaced.
- Our current version of SCADA is not compatible with Windows 10, therefore it must be upgraded in conjunction with the new computer.



# **\*Replacement of SCADA computer and SCADA upgrade \$15,000**

Town of Kennebunkport WWTP Capital

- VFD's are Variable Frequency Drives. These drives are normally found operating substantial electric motors such as those found on our various pumps.
- VFD's are necessary for longevity and to protect electric motors and equipment by providing soft starts and stops.
- This past year, we have replaced two of these unexpectedly. The remaining are of the same age.



# \*Replacement of four Toshiba S3ASD VFD's for various pumps. \$7,920

Town of Kennebunkport WWTP Capital

- As it currently stands, we have no spare pump station pump motors. This became problematic during the heavy rain event we had the first week of December as we had recently sent a pump from the Paddy Creek pump station out to be rebuilt due to a bearing loss. Due to the need for machining and sourcing of parts, turnaround time was almost five weeks. We almost experienced a flooded wet well as the single pump in operation could not keep up with the influent.
- In our collection system, we have three different sizes of pump motors. We are proposing to buy one of each size which would afford some redundancy.



# \*Purchase of three spare pump station motors \$26,517

- In mid October of 2019, we observed some deformation of the interior foundation wall and water intrusion at GRB PS12.
- In December, we contracted with Hascall & Hall who attempted to repair the damage. In removing the spalled concrete, it became obvious the damage was more extensive. A repair could not be completed because of steady water infiltration.
- The full extent of damage and repair options will not be known until we excavate the exterior of the wall



# \*Repair concrete foundation

## GRB PS 12 - \$8,000

- PS 13 is located on the east end of King's Highway near Henchey Way.
- This pump station has never had a backup generator as this station has historically been a low-flow station.
- With the addition of Binnacle Hill subdivision, we are expecting more flow to this station.
- Response time for a portable generator will be reduced based on increased flow.



**\*In-house installation  
/repurpose of existing  
generator to PS13 - \$8,000**

Town of Kennebunkport WWTTP Capital

- Last summer we averaged two maintenance calls per week at Green Street Pump Station for clogged pumps.
- Upon inspection, these pump issues were related to inorganic material such as towels, dental floss and other hygiene products.
- Installation of these grinder heads will facilitate the emaciation of debris reducing service calls.



# **\*Purchase of two Barnes SITHE grinder heads for Green Street PS \$12,500**

Town of Kennebunkport WWTP Capital

- The purpose of the clarifier is to promote the settling and removal of settleable and floating solids.
- The performance of the circular clarifier is crucial to meeting our MEPDES permit requirements.
- These clarifiers have been in use for approximately 41 years and are in need of major rehabilitation due to structural fatigue, metal rot and concrete spalling.



# \*Rehabilitation of one Circular Clarifier \$500,000

Town of Kennebunkport WWTP Capital

- The purpose of the belt filter press is to remove unwanted water content from the biosolids.
- The two current belt filter presses have been in service for approximately 41 years.
- They are in need of replacement as they have aged beyond a conducive market for finding replacement parts and they are largely inefficient by today's standards.
- Current presses only produce a "cake" that is 12% solids. New screw type presses are much more efficient and produce a cake that is 25-27% solids.



# \*Replacement of one belt filter press \$600,000

Town of Kennebunkport WWTP Capital

- \*Base a funding strategy around retiring debt service.
- \*Take advantage of any available grants in which we qualify for.
- \*Utilize Wastewater Reserve Funds to meet larger immediate needs.

# \*Funding strategies

# \*PFAS chemicals

Per- and polyfluoroalkyl substances (PFAS) are a family of human-made chemicals that are found in a wide range of products used by consumers and industry.

There are nearly 5,000 types of PFAS, some of which have been more widely used and studied than others.

Many PFAS are resistant to grease, oil, water and heat.

For this reason, beginning in the 1940's, PFAS have been used in a variety of applications including in stain- and water-resistant fabrics and carpeting, cleaning products, paints, and fire-fighting foams.

In addition, certain PFAS are authorized by the FDA for limited use in cookware, food packaging and processing.



# \*Why is PFAS of concern to our operations?

- \*PFAS concerns began gaining traction in fall of 2018 at the State Level with the Stone Farm incident.
- \*DEP mandated that compost facilities perform PFAS testing on their compost.
- \*Although our results were very low, they were over the guidelines DEP specifies in their regulations regarding Beneficial Reuse of Solid Waste.

# \*Why is PFAS of concern to our operations?

- \*Traction on the issue has continued and has now been introduced at the Federal level.
- \*On January 10<sup>th</sup> 2020, the House passed H.R.535 - PFAS Action Act of 2019
- \*PFAS is present in our compost and we need to consider alternative methods for safe disposal of our product.
- \*Legislation and its impacts are not fully understood at this time but needs to continue to be tracked.

**THANK YOU FOR YOUR TIME!**

**Questions?**



**Town of Kennebunkport  
Board of Selectmen Site walk  
67 Ocean Avenue  
February 19, 2020 – 2:30 PM**

Minutes of the Selectmen's Meeting of February 19, 2020

**Selectmen attending:** Patrick A. Briggs, Allen A. Daggett, Ed Hutchins, and E. Michael Weston

**Selectman absent:** Sheila Mathews-Bull

**Others:** Jim Black, Shawn Dumas, Werner Gilliam, Bill Walsh, Andrew Welch, and Laurie Smith

**1. Call to Order.**

Chair Daggett called the meeting to order at 2:30 PM.

- 2.** Site Walk at 67 Ocean Avenue, regarding application submitted by the Kennebunkport Marina to add two additional floating docks (5 ft x 20 ft) each adjacent to the existing dock system.

Bill Walsh of Walsh Engineering Associates, Inc. described the project.

**3. Adjournment.**

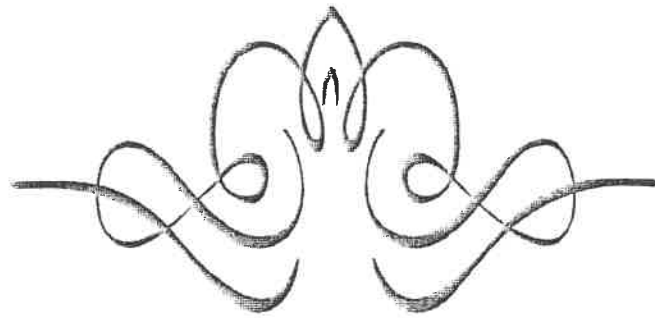
**Motion** by Selectman Hutchins, seconded by Selectman Briggs, to adjourn.

**Vote:** 4-0.

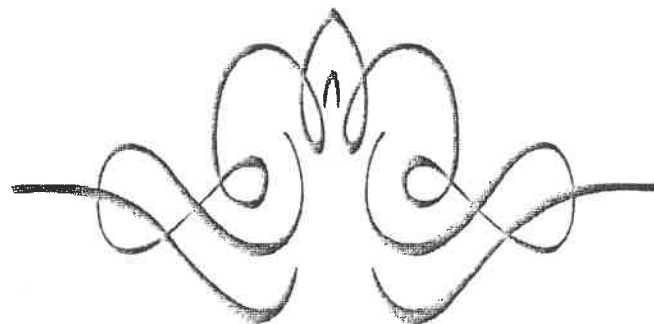
The meeting adjourned at 2:42 PM.

Submitted by

Laurie Smith  
Town Manager



# Agenda Item Divider





## KENNEBUNKPORT TOWN CLERK

**To:** Laurie Smith, Town Manager  
Board of Selectmen

**From:** Tracey O'Roak

**Date:** February 19, 2020

**Re:** Liquor License Approvals

---

The following **renewal** liquor license and special amusement permits are scheduled for approval at the February 27<sup>th</sup> meeting. The Police, Fire and Code Enforcement departments have all signed off on the applications. I recommend approval.

1. *First Serve KPT Hospitality Group, Inc. d/b/a Mabels Lobster Claw Restaurant* (liquor only)
2. *First Serve Edgewater, Inc. d/b/a The Edgewater Inn* (liquor only)
3. *The Colony Hotel* (liquor and special amusement)
4. *W & A Inc. d/b/a Cape Pier Chowder House* (liquor only)
5. *The Ramp Grill, LLC d/b/a Pier 77 Restaurant* (liquor only)
6. *Nunan's Lobster Hut, Inc.* (liquor only)

Thank you for your consideration.

This application has been reviewed and approved by the following Municipal Officials,  
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy Quak

, Town Clerk

Mabels Lobster clai  
2/27



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

**Application for an On-Premises License**

*All Questions Must Be Answered Completely. Please print legibly.*

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:    Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I:    Licensee/Applicant(s) Information;  
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): First Serve KPT Hospitality Group, Inc.	Business Name (D/B/A): Mabels Lobster Claw Restaurant
Individual or Sole Proprietor Applicant Name(s): Shiva K. Natarajan	Physical Location: 124 Ocean Avenue
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: P.O. Box 630, Kittery, ME 03904
Mailing address, if different from DBA address:	Email Address: shivaknat@gmail.com
Telephone #                      Fax #: 203-434-7205	Business Telephone #                      Fax #: 207-967-2562
Federal Tax Identification Number: 83-2958404	Maine Seller Certificate # or Sales Tax #:
Retail Beverage Alcohol Dealers Permit: Pending	Website address: www.mabelslobster.com

1. New license or renewal of existing license?                      ☐ New    ☒ Renewal

If a renewal, please provide the following information:

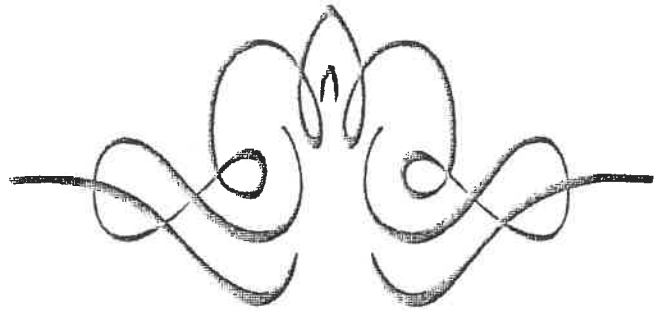
Your current license expiration date: 04/10/2020

The dollar amount of gross income for the licensure period that will end on the expiration date above:

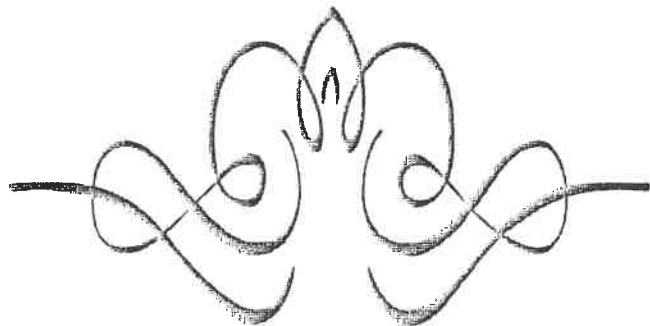
Food:    \$ 1,553,319.10                      Beer, Wine or Spirits:    \$ 311,869.50                      Guest Rooms:                     

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer)                      ☒ Wine                      ☒ Spirits



# Agenda Item Divider



5

This application has been reviewed and approved by the following Municipal Officials,  
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy Roak, Town Clerk

Edgewater Inn  
2/27/2020



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

**Application for an On-Premises License**

*All Questions Must Be Answered Completely. Please print legibly.*

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:    Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I:    Licensee/Applicant(s) Information;  
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): First Serve Edgewater, Inc.	Business Name (D/B/A): The Edgewater Inn
Individual or Sole Proprietor Applicant Name(s): Shiva K. Natarajan	Physical Location: 126 Ocean Avenue, Kennebunkport, ME
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: P.O. Box 630, Kittery, ME 03904
Mailing address, if different from DBA address:	Email Address: shivaknat@gmail.com
Telephone #                      Fax #: 203-434-7205	Business Telephone #                      Fax #: 207-967-3315
Federal Tax Identification Number: 83-3157714	Maine Seller Certificate # or Sales Tax #:
Retail Beverage Alcohol Dealers Permit: Pending	Website address: www.edgewaterinnmaine.com

1. New license or renewal of existing license?                      ☐ New    ☒ Renewal

If a renewal, please provide the following information:

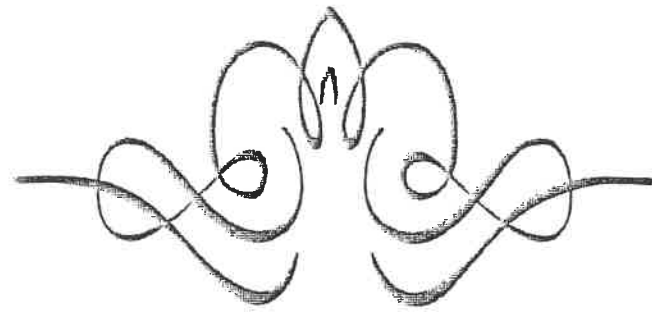
Your current license expiration date: 04/10/2020

The dollar amount of gross income for the licensure period that will end on the expiration date above:

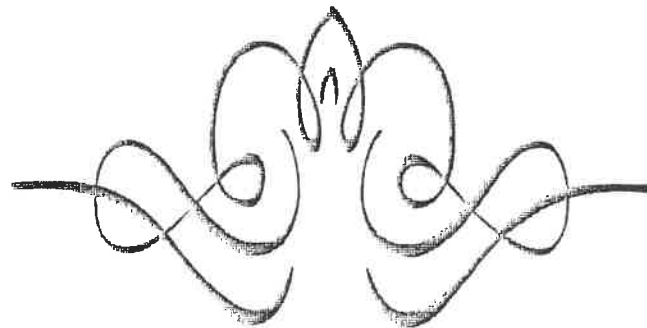
Food:    \$ 0.00                      Beer, Wine or Spirits:    \$ 0.00                      Guest Rooms:    \$ 311,808.25

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer)                      ☒ Wine                      ☒ Spirits



# Agenda Item Divider



6

This application has been reviewed and approved by the following Municipal Officials,  
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy Orsak

, Town Clerk

The Colony Hotel  
2/27/2020

**BUREAU OF ALCOHOLIC BEVERAGES  
DIVISION OF LIQUOR LICENSING & ENFORCEMENT  
8 STATE HOUSE STATION  
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

**DEPARTMENT USE ONLY**

**LICENSE NUMBER:**

**CLASS:**

**DEPOSIT DATE**

**AMT. DEPOSITED:**

**BY:**

**CK/MO/CASH:**

**PRESENT LICENSE EXPIRES** 05-15-2020

**INDICATE TYPE OF PRIVILEGE:** ☒ MALT ☒ SPIRITUOUS ☒ VINOUS

**INDICATE TYPE OF LICENSE:**

☐ RESTAURANT (Class I,II,III,IV)

☒ HOTEL-OPTINONAL FOOD (Class I-A)

☐ CLASS A LOUNGE (Class X)

☐ CLUB (Class V)

☐ TAVERN (Class IV)

☐ RESTAURANT/LOUNGE (Class XI)

☐ HOTEL (Class I,II,III,IV)

☐ CLUB-ON PREMISE CATERING (Class I)

☐ GOLF CLUB (Class I,II,III,IV)

☐ OTHER: \_\_\_\_\_

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

1. APPLICANT(S) – (Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A) The Colony Hotel		
DOB:					
DOB:					
Boughton Hotel Corp			Location (Street Address) 140 Ocean Avenue		
DOB:					
Address 140 Ocean Avenue			City/Town Kennebunkport	State Maine	Zip Code 04046
			Mailing Address		
City/Town Kennebunkport	State Maine	Zip Code 04046	City/Town	State	Zip Code
Telephone Number 207-967-3331		Fax Number 207-967-8738		Business Telephone Number 207-967-3331	
				Fax Number 207-967-8738	
Federal I.D. # 01-020192300			Seller Certificate # 0002699		

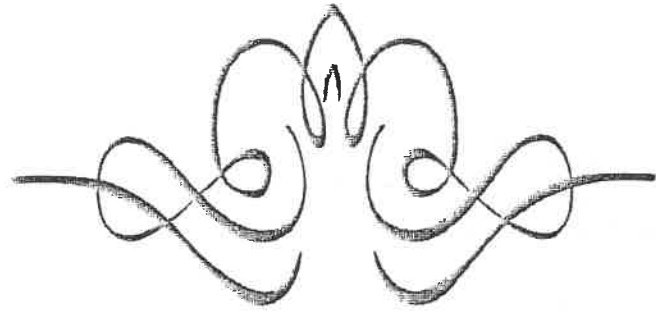
3. If premises are a hotel, indicate number of rooms available for transient guests: 125

4. State amount of gross income from period of last license: ROOMS \$ 4062,546 FOOD \$ 50,033 LIQUOR \$ 64,203

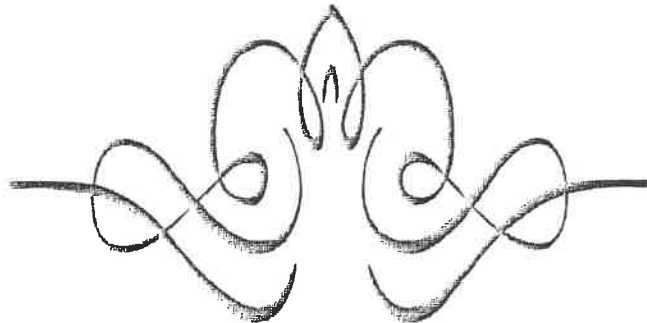
5. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

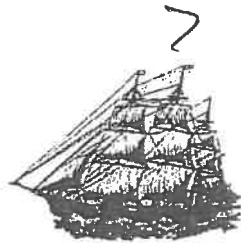
stionnairecomplete Supplementary Que ,If YES

6. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐



# Agenda Item Divider





# TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

## APPLICATION

### SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Boughton Hotel Corporation  
Residence Address 140 Ocean Ave, Kennebunkport, ME 04046  
Home Telephone Number 207-967-3331  
Name of Business Colony Hotel  
Business Address 140 Ocean Ave, Kennebunkport, ME 04046  
Type of Business Hotel & Restaurant  
Business Telephone Number 207-967-3331  
Nature of Special Amusement Live & Recorded Music for Events

Has your liquor and or amusement license ever been denied or revoked?

Yes \_\_\_\_\_ No X

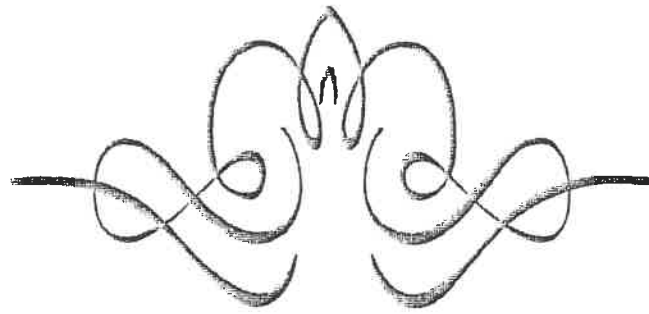
If yes, describe circumstances specifically. (Attach additional page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

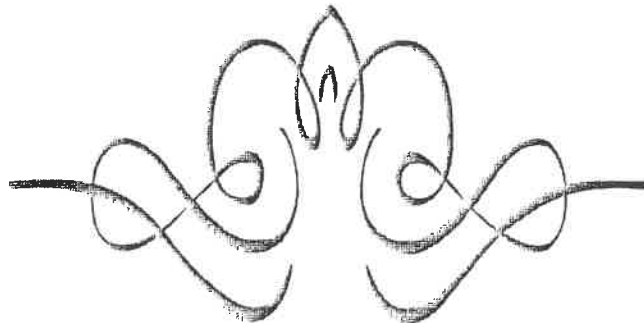
100.00

1. Permit Fee: ~~\$50.00~~ (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

  
applicant



# Agenda Item Divider



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This application has been reviewed and approved by the following Municipal Officials,  
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Leary, Town Clerk

Cape Pier chandler  
2/27 House



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

**Application for an On-Premises License**

*All Questions Must Be Answered Completely. Please print legibly.*

**Section I: Licensee/Applicant(s) Information;  
Type of License and Status**

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): W & A Inc	Business Name (D/B/A): Cape Pier Chowder House
Individual or Sole Proprietor Applicant Name(s): Wanda L. Daggett	Physical Location: 79 Pier Road
Individual or Sole Proprietor Applicant Name(s): Allen A. Daggett	Mailing address, if different: PO Box 7217
Mailing address, if different from DBA address: PO Box 7217	Email Address: orders@capeporpoiselobster.com
Telephone #      Fax #: 207-967-0900      207-967-3511	Business Telephone #      Fax #: 207-967-0123      207-967-3511
Federal Tax Identification Number: 82-4091988	Maine Seller Certificate # or Sales Tax #: 1189302
Retail Beverage Alcohol Dealers Permit: 5472	Website address: CapePierChowderHouse.com

1. New license or renewal of existing license? ☐ New ☒ Renewal

If a renewal, please provide the following information:

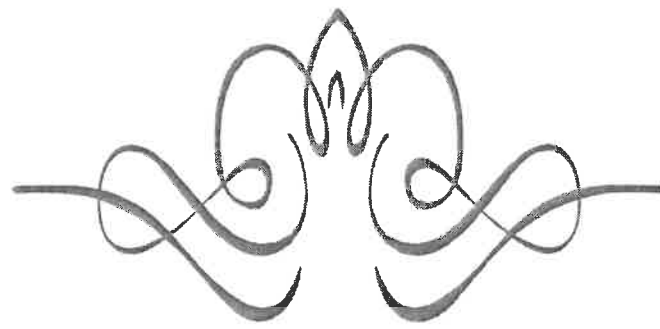
Your current license expiration date: 03/20/2020

The dollar amount of gross income for the licensure period that will end on the expiration date above:

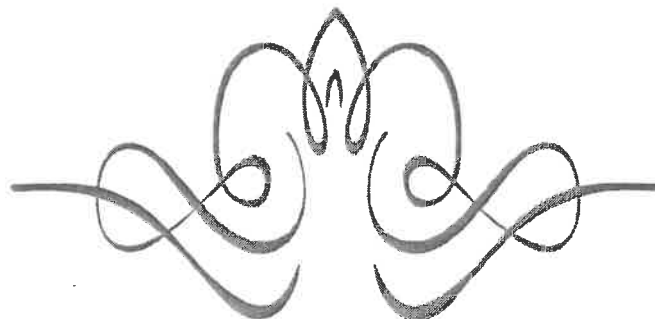
Food: \$ 605,894.00      Beer, Wine or Spirits: \$ 41,687.00      Guest Rooms: \$ 0.00

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer)      ☒ Wine      ☐ Spirits



# Agenda Item Divider



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This application has been reviewed and approved by the following Municipal Officials,  
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy Orsak Town Clerk

Pier 77  
2/27/2020



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

**Application for an On-Premises License**

*All Questions Must Be Answered Completely. Please print legibly.*

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:    Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I:    Licensee/Applicant(s) Information;  
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): The Ramp Grill, LLC	Business Name (D/B/A): Pier 77 Restaurant
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 77 Pier Rd, Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: PO Box 487, Kennebunkport, ME 04046
Mailing address, if different from DBA address:	Email Address: info@pier77restaurant.com
Telephone #                      Fax #:	Business Telephone #                      Fax #: 207-967-8500                      No Fax
Federal Tax Identification Number: 81-0798056	Maine Seller Certificate # or Sales Tax #: 1178042
Retail Beverage Alcohol Dealers Permit:	Website address: www.pier77restaurant.com and www.rampgrill.com

1. New license or renewal of existing license?                      ☐ New    ☒ Renewal

If a renewal, please provide the following information:

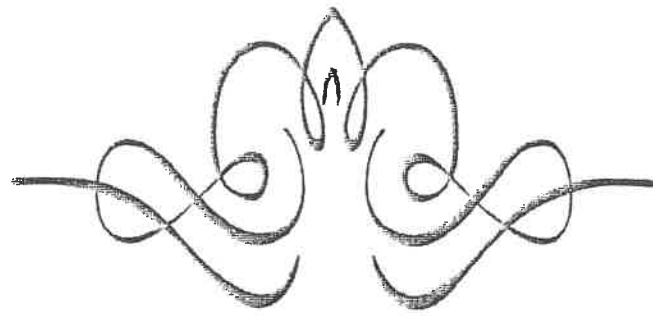
Your current license expiration date: 05/04/2020

The dollar amount of gross income for the licensure period that will end on the expiration date above:

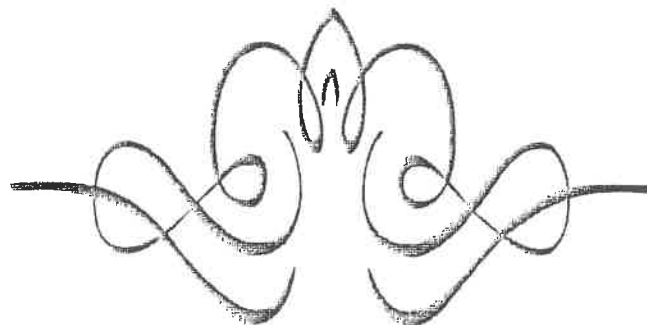
Food: \$ 1,732,756.00                      Beer, Wine or Spirits: \$ 730,934.00                      Guest Rooms: \_\_\_\_\_

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer)                      ☒ Wine                      ☒ Spirits



# Agenda Item Divider



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This application has been reviewed and approved by the following Municipal Officials,  
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Leary, Town Clerk

Nunan's Lobster  
Hut  
2/27/2000



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

**Application for an On-Premises License**

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:    Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I:    Licensee/Applicant(s) Information;  
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): <u>Nunan's Lobster Hut, Inc.</u>	Business Name (D/B/A):
Individual or Sole Proprietor Applicant Name(s):	Physical Location: <u>Cape Porpoise, ME</u>
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address: <u>11 Mills Rd Kennebunkport, ME 04046</u>	Email Address:
Telephone #                      Fax #: <u>207-967-4362</u>	Business Telephone #                      Fax #: <u>207-967-4362</u>
Federal Tax Identification Number: <u>56-2347805</u>	Maine Seller Certificate # or Sales Tax #: <u>1071867</u>
Retail Beverage Alcohol Dealers Permit:	Website address:

1. New license or renewal of existing license?                      ☐ New    ☒ Renewal

If a renewal, please provide the following information:

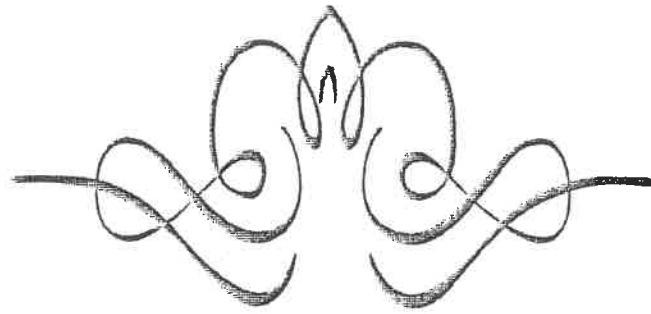
Your current license expiration date: 04/30/2020

The dollar amount of gross income for the licensure period that will end on the expiration date above:

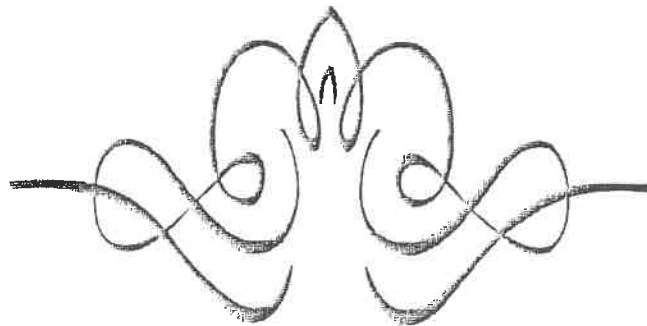
Food: 614,785.27                      Beer, Wine or Spirits: 92911.52                      Guest Rooms: N/A

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer)                      ☒ Wine                      ☐ Spirits



# Agenda Item Divider



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**Arlene McMurray**

---

**From:** cmsmailer@civicplus.com on behalf of Jenne James via Town of Kennebunkport, ME  
<cmsmailer@civicplus.com>  
**Sent:** Monday, February 17, 2020 10:30 PM  
**To:** Arlene McMurray  
**Subject:** Form submission from: Online Application for Boards/Committees

Submitted on Monday, February 17, 2020 - 10:29pm

Submitted values are:

Choose from the following: Conservation Commission

==Please provide the following information:==

Full Name: Jenne James

Email: ~~jenne.james@kennebunkportme.gov~~

Residential Address: ~~32 Boardman Rd~~

Residential Phone: ~~2073924194~~

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:

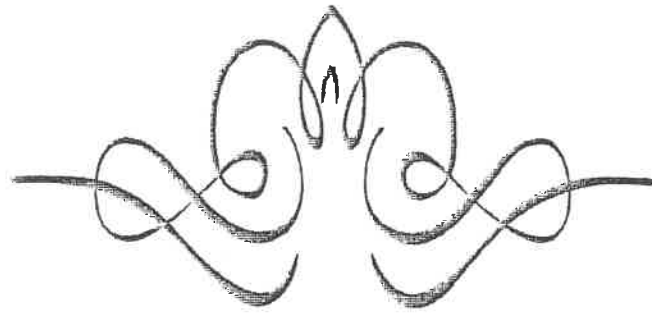
Board member Kport Conservation Trust 2007-present Firefighter KPFD 2008-present Past member Conservation Commission Do you have any skills, experience, or training you would like to mention?

What is your reason for wanting to serve on this board or committee? I was on the commission a couple years ago and left due to schedule conflicts, but would like to rejoin the effort.

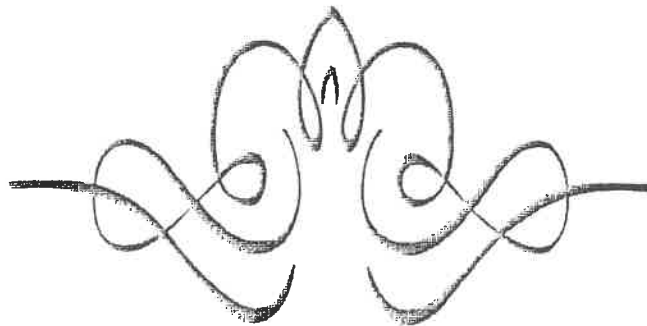
List the top 3 choices that you would like to serve on( 1. 2. 3. in desired order)? Conservation Commission

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/10024>



# Agenda Item Divider





# TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

## Memorandum

To: Laurie Smith, Town Manager  
From: Michael Claus, Public Works Director  
Date: February 20, 2020  
Re: Ocean Avenue Seawall Update

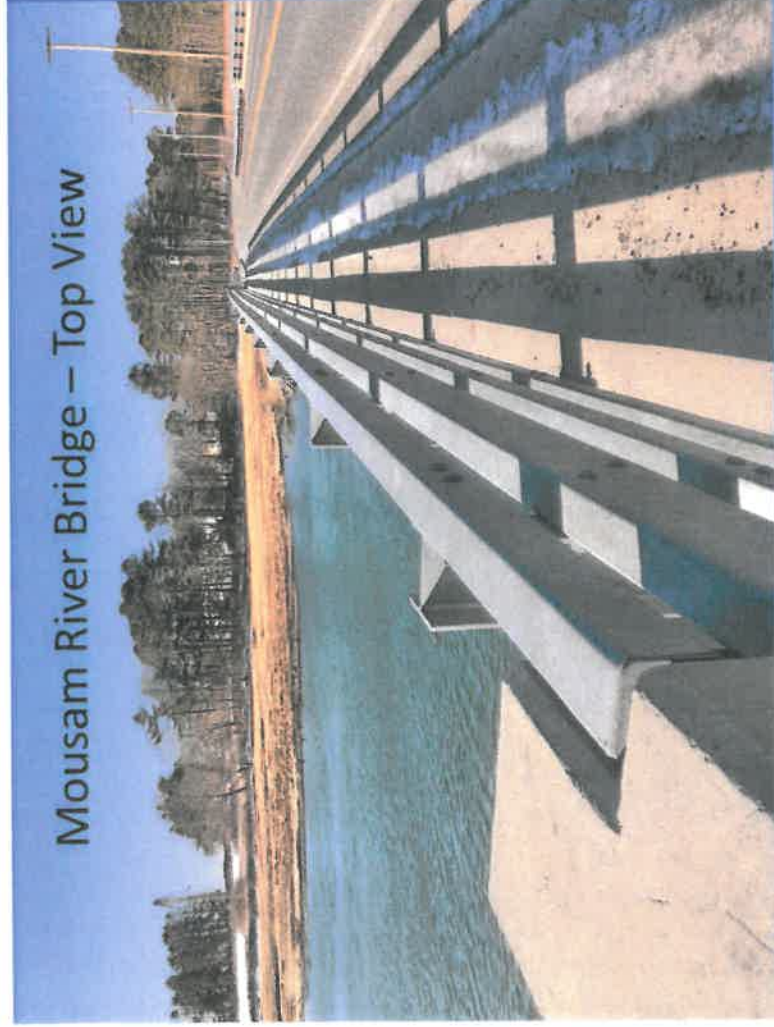
I have been working with Shaw Brothers on shop drawing review for the Ocean Avenue Seawall Project. I found that in our communications with Shaw Brothers we requested painted steel guardrail, but that the approved subcontractor guardrail quote was for galvanized steel. In discussions with Shaw Brothers and their galvanizing subcontractor, the additional cost to color galvanize the guardrail is \$81,835.

In our discussions this summer with John Rinaldi and the River Club we discussed a potential earth-tone colored coating on the guardrail. The choice of color was based on having the new guardrail be a background color as much as possible, as opposed to a trim color that would draw attention.

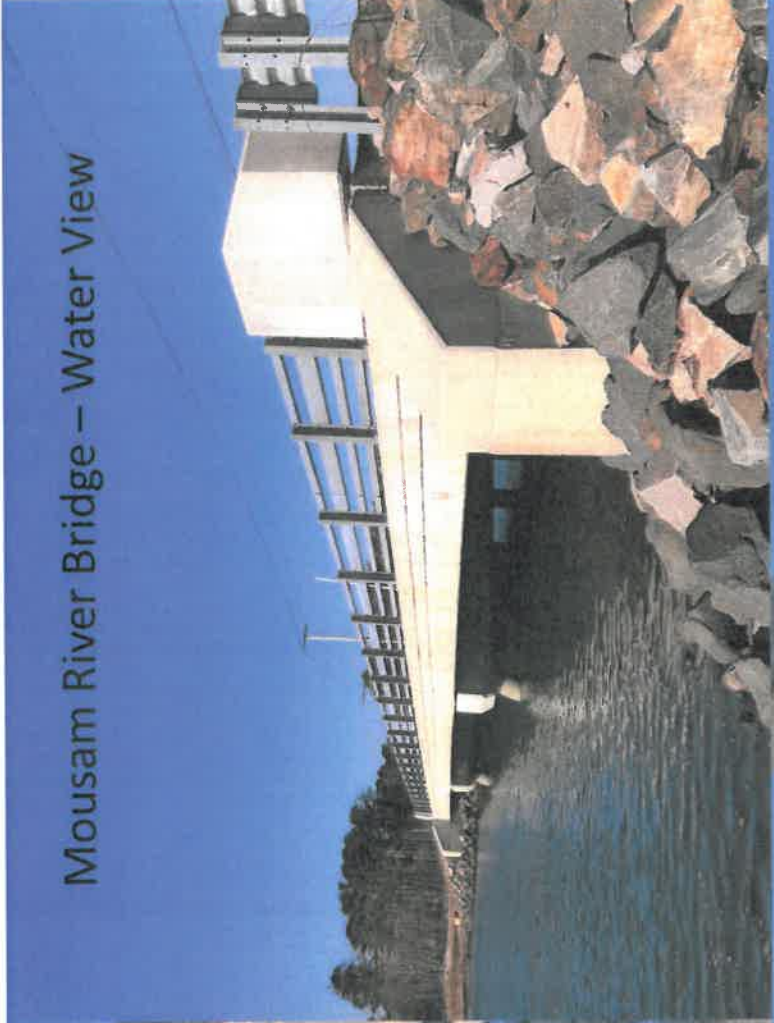
I recommend that we proceed with only a galvanized coating and no additional coloring. The added cost of coloring is not in our budget and the sections of existing gray pipe that will remain are not significantly different from the standard galvanized finish. I have attached photos of the recent guardrail work on the Route 9 Mousam River Bridge along with a color chart from Duncan Galvanizing. The difference between the two projects is that there is a concrete curb that would replace the bottom rail on the Ocean Avenue project and that the bridge concrete view is less extensive than the new Ocean Avenue wall when looked at from the river view perspective.

The guardrail will be galvanized for long term maintenance. The coating work is ornamental only. We need to give Shaw Brothers direction on guardrail coating so that they can adjust their schedule for the added time that color galvanizing work will require if we want to proceed with the colored galvanized finish at an additional cost.

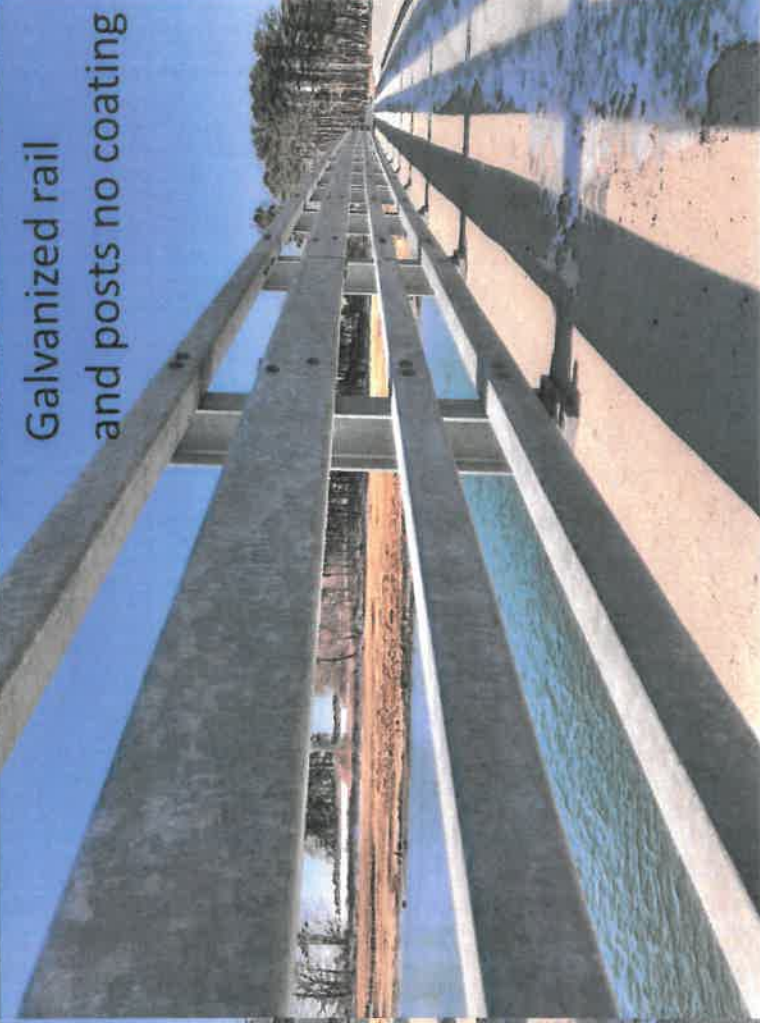
Mousam River Bridge – Top View



Mousam River Bridge – Water View



Galvanized rail  
and posts no coating



Bottom rail replaced by concrete  
curb at Ocean Ave Seawall.



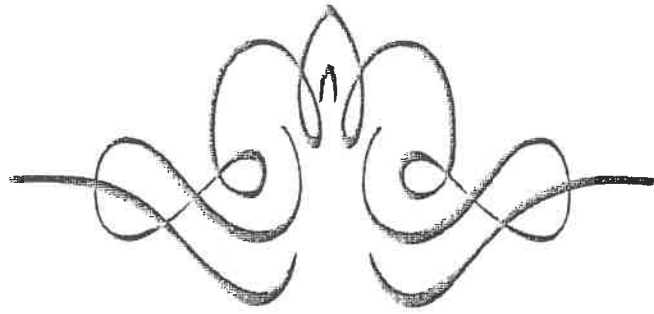


Mousam River Bridge – Top View  
Galvanized steel detail

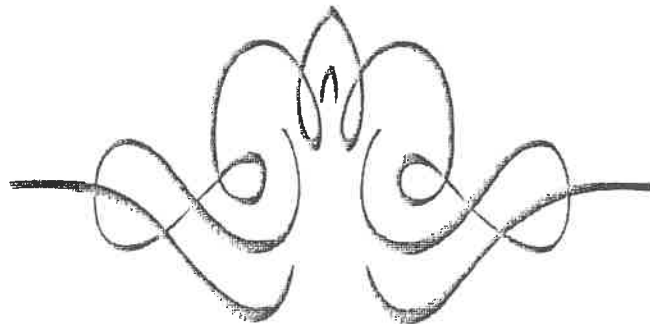


Mousam River Bridge – Water View  
Galvanized steel detail





# Agenda Item Divider



**MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS**

KNOW ALL BY THESE PRESENTS THAT the Inhabitants of the Town of Kennebunkport, a body corporate and politic located in York County, State of Maine, for consideration paid, release to King, Bruce E a certain parcel of land with buildings thereon, if any, located in the Town of Kennebunkport, York County, State of Maine, identified as follows:

Map Lot 013-006-010, on the Town Assessors' maps for Kennebunkport, which are on file at the municipal office, being the same premises described in Town of Kennebunkport Tax Lien Certificates, recorded in the York County Registry of Deeds in Book 17757 Page 573 and Book 17993 Page 798.

The Inhabitants of the Town of Kennebunkport have caused this instrument to be signed in its corporate name by \_\_\_\_\_ its Municipal Officers duly authorized.

Witness our hands and seals this 27th day of February 2020.

Inhabitants of the Town of Kennebunkport

_____ Witness	_____
_____ Witness	_____
_____ Witness	_____
_____ Witness	_____
_____ Witness	_____

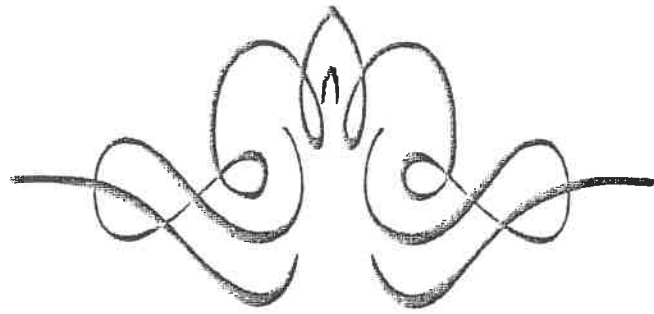
**ACKNOWLEDGEMENT**

State of Maine  
York, County, ss. February 27, 2020

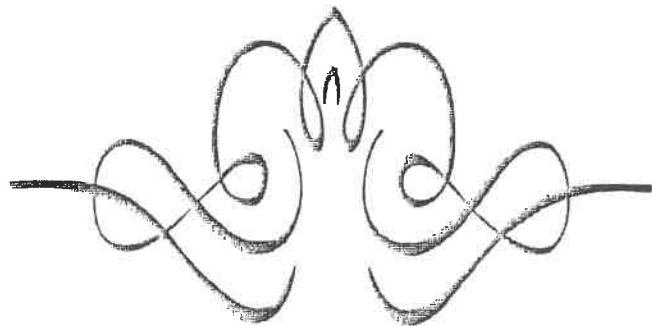
Then personally appeared before me the above-named

Municipal Officers of the Town of Kennebunkport and acknowledged the foregoing to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of said Municipality.

Before me,  
\_\_\_\_\_



# Agenda Item Divider



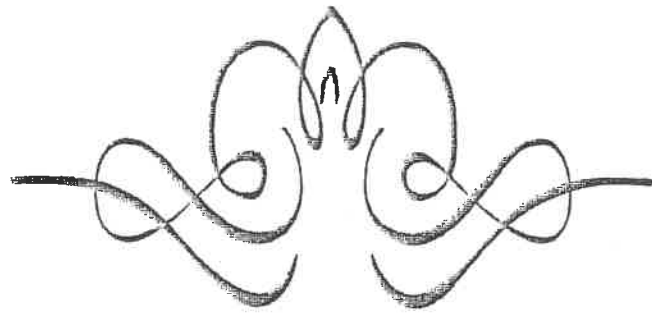
## Restricted Vehicle Weight on Posted Roadways

The Town of Kennebunkport has authorized the closing of certain town ways to any non-exempt vehicle or combination of vehicles registered for a gross weight of over 23,000 pounds. The following roads will be closed to such traffic commencing on March 2, 2020 and will remain closed until at least April 13, 2020, unless postings are removed by the Town of Kennebunkport. Any violation of the rules is a traffic infraction punishable by a fine of not less than \$250. Home Heating Fuel Delivery Trucks and Municipal Solid Waste Collection Trucks are exempt from Posted Road regulations. The posting shall remain in force except when the way is solidly frozen. The highway is considered solidly frozen only when the air temperature is 32 degrees F. or below and no water is showing in the cracks in the road. Both conditions must be met.

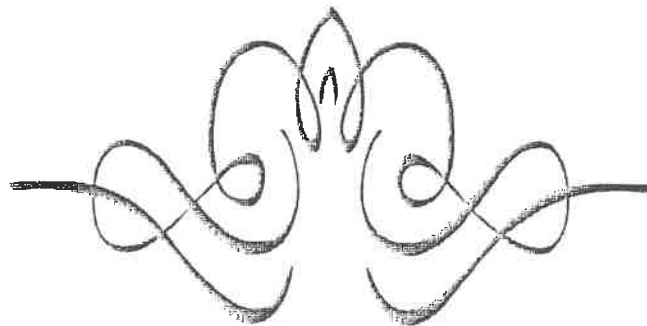
The Town of Kennebunkport will be posting restricted vehicle weight signs on the following roads:

- \* *Arundel Road from Goff Brook to Goose Rocks Road*
- \* *River Road from Goff Brook to North Street*
- \* *Beachwood Avenue from North Street to Route 9*
- \* *Walkers Lane from North Street to Beachwood Avenue*
- \* *Old Cape Road from Beachwood Avenue to Route 9*
- \* *Goose Rocks Road from Log Cabin Road to Route 9*
- \* *Stone Road from Beachwood Avenue to Goose Rocks Road*
- \* *Guinea Road from Goose Rocks Road to Biddeford Line*
- \* *Whitten Hill Road from Goose Rocks Road to Guinea Road*
- \* *Pier Road*
- \* *New Biddeford Road from Route 9 to Kings Highway*
- \* *Winter Harbor Road from Route 9 to New Biddeford Road*
- \* *Dyke Road*
- \* *Wildes District Road*
- \* *Ocean Avenue from Colony Avenue to Turbats Creek Road*
- \* *Arlington Avenue*
- \* *Langsford Road*
- \* *Ward Road*
- \* *Northwood Drive*
- \* *Oak Ridge Road*
- \* *West Street, Oak Street, Locke Street, Others if needed*

Please feel free to contact the Highway Department at 967-5728 if you have any questions or concerns. An application for a Posted Road Permit is available for download on our website.



# Agenda Item Divider



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## **Kennebunkport Public Health**

February 18, 2020

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

Please accept this donation of \$485.74 from Wellness Committee at Consolidated School. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

CHECK NO.

02382

VENDOR	TOWN OF KENNEBUNKPORT - 2830		01/31/2020	000023826
Invoice #	Invoice Date	Reference	Activity	Payment Amt
FUEL ASSISTANCE PGM	12/16/19	TOWN OF KPT	WELLNESS COMMITTEE	\$485.74

KENNEBUNK HIGH SCHOOL

KENNEBUNK HIGH SCHOOL

ACTIVITY ACCOUNT

17 LEWIS BLVD  
KENNEBUNK, ME 04046Peoples United  
BankPeoples United Bank  
1701 Main Street  
Kennebunk, ME 04046

CHECK NO.

023826

CHECK DATE

01/31/2020

CHECK #

000023826

AMOUNT

\$485.74

PAY

Four hundred eighty-five and 74 / 100

TWO SIGNATURES REQUIRED

TO THE  
ORDER  
OFTOWN OF KENNEBUNKPORT  
POLICE DEPT.  
101 MAIN ST.  
KENNEBUNKPORT ME 04046

*Lorraine Orlando*

*Shay A. Allen*

⑈01 3054207⑈