



# TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

**Board of Selectmen Agenda  
Town Hall- 6 Elm Street  
June 28, 2018 – 9:00 AM**

1. Call to Order.
2. Approve the May 22, 2018, June 14, and 16, 2018, 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. Sign the Certificates of Commitment for sewer supplemental bills for 164 Kings Highway Realty Trust for a total amount of \$1,331.00.
  - a. January 1, 2016 to December 31, 2016 - \$431.00
  - b. January 1, 2017 to December 31, 2017 - \$444.00
  - c. January 1, 2018 to December 31, 2018 - \$456.00
5. Other business.
6. Approve the June 28, 2018, Treasurer's Warrant.
7. Adjournment.



# Agenda Item Divider



**Town of Kennebunkport  
Board of Selectmen Site walk  
May 22, 2018 – Noon  
155 Wildes District Road**

Minutes of the Selectmen's Meeting of May 22, 2018

**Selectmen attending:** Patrick A. Briggs, Allen A. Daggett, and Sheila Mathews-Bull

**Selectman absent:** Stuart E. Barwise and Ed Hutchins

**Others:** Tom Boak, Dan Beard, Ed Francis, Lee McCurdy, Nina Pearlmutter, Laurie Smith, and others

**1. Call to Order.**

Chair Briggs called the meeting to order at noon

- 2.** Site Walk at 155 Wildes District Road regarding application submitted by Dana and Robert Holland for construction of a residential pier system consisting of an access ramp, a permanent pier, a seasonal ramp, and seasonal float with skids

Mr. Holland described the project. The Board checked out the site of the proposed dock.

**3. Adjournment.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Daggett, to adjourn. **Vote:** 3-0.

The meeting adjourned at 12:15 PM.

Submitted by

Laurie Smith  
Town Manager



# Agenda Item Divider



**Board of Selectmen Meeting  
Village Fire Station – 32 North Street  
June 14, 2018 – 6:00 PM**

Minutes of the Selectmen's Meeting of June 14, 2018

**Selectmen Attending:** Stuart Barwise, Patrick A. Briggs, Allen Daggett, and Edward Hutchins

**Selectmen Absent:** Sheila Matthews-Bull

**Others:** Susan Boak, Amy Francis, David James, Bill Leffler, Arlene McMurray, Becky Nolette, Ken Olson, Tracey O'Roak, Laurie Smith, Dick Stedman, Lisa Vickers, and others

**1. Call to Order.**

Chair Briggs called the meeting to order at 6:02 PM.

**2. Approve the May 22, and 24, 2018, selectmen meeting minutes.**

The May 22, 2018, meeting minutes will be approved at another meeting because there is not a quorum of the Selectmen tonight who were present at that meeting.

**Motion** by Selectman Daggett, seconded by Selectman Barwise, to approve the May 24, 2018, selectmen meeting minutes. **Vote:** 4-0

**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.).**

David James summarized what occurred at the York County Budget Meeting on June 13. He said the total budget approved was \$20,102, 210. It is an 1.88% increase from fiscal year 2018. Of that amount, \$16,920.010 is the municipal assessment for the 29 municipalities in York County and Kennebunkport's share is \$1,135,299.19 or 6.71% of the county tax.

**4. Consider a renewal liquor license application submitted by Richard W. Litchfield and Beverly D. Davis, DBA Captain Lord Mansion, 6 Pleasant St.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the renewal liquor license application submitted by Richard W. Litchfield and Beverly D. Davis, DBA Captain Lord Mansion, 6 Pleasant St. **Vote:** 4-0.

**5. Consider a renewal liquor license application submitted by the US Hotels New England Management Corp and US Hotels New England, LLC, DBA The Breakwater Inn, 133 Ocean Avenue.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the renewal liquor license application submitted by the US Hotels New England Man-

agement Corp and US Hotels New England, LLC, DBA The Breakwater Inn, 133 Ocean Avenue. **Vote:** 4-0.

- 6. Consider a special amusement permit license application submitted by the US Hotels New England Management Corp and US Hotels New England land, LLC, DBA The Breakwater Inn, 133 Ocean Avenue.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve a special amusement permit license application submitted by the US Hotels New England Management Corp and US Hotels New England, LLC, DBA The Breakwater Inn, 133 Ocean Avenue. **Vote:** 4-0.

- 7. Public hearing to consider a victualer's license application submitted by Panama, LLC, DBA The Lost Fire, 62 Mills Road.**

Chair Briggs opened the public hearing at 6:06 PM.

Town Manager Laurie Smith mentioned a phone call she received regarding noise concerns and the dumpster. She assured the caller there would be no problems.

Chair Briggs closed the public hearing at 6:07 PM.

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to approve the victualer's license application submitted by Panama, LLC, DBA The Lost Fire, 62 Mills Road only on the condition it passes final inspection. **Vote:** 4-0.

- 8. Public hearing to consider a new liquor license application submitted by Asador, LLC, DBA The Lost Fire, 62 Mills Road.**

Chair Briggs opened the public hearing at 6:07 PM and hearing no comments, closed the public hearing at 6:07 PM.

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the liquor license application submitted by Asador, LLC, DBA The Lost Fire, 62 Mills Road on the condition it passes final inspection. **Vote:** 4-0.

- 9. Public hearing to consider a victualer's license application submitted by Jackson Yordon, DBA Salt and Honey, 24 Ocean Avenue.**

Chair Briggs opened the public hearing at 6:09 PM and closed it at 6:09 PM.

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the victualer's license application submitted by Jackson Yordon, DBA Salt and Honey, 24 Ocean Avenue. **Vote:** 4-0.

**10. Consider a seasonal, residential dock application submitted by Mary Banks Strohm Revocable Trust on property located at 86 Ocean Avenue.**

Lisa Vickers, representative for Atlantic Environmental, explained the propose dock.

**Motion** by Selectman Daggett, seconded by Selectman Barwise, to approve the dock application submitted by Mary Banks Strohm Revocable Trust on property located at 86 Ocean Avenue to go forward to the Planning Board. **Vote:** 4-0.

**11. Consider Planning Board appointments.**

Two members retired from the Planning Board, and Tom Boak was elected chair and Nina Pearlmutter vice-chair.

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to appoint as alternates to the Planning Board new members Charles "Larry" Simmons for a term expiring in July 2020, and George Lichte for a term expiring in July 2019, and to reappoint Neil Higgins and Edward Francis to terms expiring in July 2021 and to move them from alternates to full members on the Planning Board. **Vote:** 4-0.

**12. Consider Senior Advisory Committee appointments.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to reappoint Susan Boak and Bill Leffler and to appoint Amy Francis, George Acker, and Kenneth Olson, all for terms expiring in June 2020. **Vote:** 4-0.

**13. Assessor's Agent Becky Nolette to discuss certified ratio for 2018.**

Becky Nolette explained that tax exemptions are changing. The Homestead Exemption is slightly adjusted. She sees this trend continuing in the next couple of years. She said it has been 10 years since the last revaluation. The Town may need to put more money in the budget to fund a revaluation for fiscal year 2020.

**14. Award the bid for the purchase of fire pagers and portable radios for the Fire Department.**

Fire Administrator Dick Stedman recommended purchasing fire pagers and portable radios from Maine Radio at a cost of \$8,750.

**Motion** by Selectman Daggett, seconded by Selectman Barwise to purchase 10 radios and pagers from Maine Radio at a total cost of \$8,750. **Vote:** 4-0.

**15. Consider maintaining a 26,000 gross vehicle weight restriction on River Road with the exemption for municipal vehicles, RSU 21 vehicles, and local deliveries to River Road properties.**

Public Works Director Michael Claus recommended exempting certain vehicles

from the weight restrictions on River Road.

**Motion** by Selectmen Daggett, seconded by Selectman Hutchins to exempt from the 26,000 gross vehicle weight restrictions on River Road: municipal vehicles, RSU 21 vehicles, and local deliveries to River Road properties. **Vote:** 4-0.

**16. Authorize waiving of principal for foreclosed property located on Josiah Curtis Lane, Map 8, Block, 1, Lot 8A.**

Ms. Smith explained that this land was considered Town property, but there was no record of the Town acquiring it. The Town began taxing the property, which makes it tax acquired property. She requested that the Board waive the principal for the outstanding taxes.

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to authorize waiving of the principal for the outstanding taxes in the amount \$2,866.66 for foreclosed property located on Josiah Curtis Lane, Map 8, Block, 1, Lot 8A. **Vote:** 4-0.

**17. Consider the following sewer abatements of \$456.00.**

**a. Stephen Glauz-Todrank & Josephine Heth, 24 Turbats Creek Road 2<sup>nd</sup> Drive, map 21, block 3, lot 7, 6 Beach Rose Lane.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins to approve the \$456.00 sewer abatement for Stephen Glauz-Todrank & Josephine Heth, 24 Turbats Creek Road 2<sup>nd</sup> Drive, map 21, block 3, lot 7, 6 Beach Rose Lane. **Vote:** 4-0.

**b. Ocean Pointe, LLC, 4 Josiah Curtis Lane, map 8, block 1, lot 21.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins to approve the \$456.00 sewer abatement for Ocean Pointe, LLC, 4 Josiah Curtis Lane, map 8, block 1, lot 21. **Vote:** 4-0.

**c. Christopher & Lisa Hanson, 3 Mill Lane, map 9, block 1, lot 1A.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins to approve the \$456.00 sewer abatement for Christopher & Lisa Hanson, 3 Mill Lane, map 9, block 1, lot 1A. **Vote:** 4-0.

**18. Sign the Certificates of Commitment for supplemental Sewer User Rate for Josephine Todrank-Heth, map 21, block 3, lot 7-A, 10 Beach Rose Lane.**

**Motion** by Selectman Hutchins, seconded by Selectman Hutchins to sign the Certificates of Commitment for supplemental Sewer User Rate for Josephine



**19. Approve the bid for shade tree disease prevention.**

Ms. Smith announced that the former town arborist found a new company that performs disease treatments on the trees every three years. The new company is Bartlett Tree Experts.

Chair and Tree Warden Briggs mentioned that he found 22 trees to treat this year and that each year, they will give treatments to another group.

**Motion** by Selectmen Daggett, seconded by Selectman Barwise, to approve the amount of \$13,390 to Bartlett Tree Experts for the treatment of trees. **Vote:** 4-0.

**20. Authorize the hiring of two additional school resource officers.**

Ms. Smith discussed what transpired at the last meeting and said Kennebunk has agreed to hire two officers for KES and Sea Road schools. If the school budget is authorized, she would be seeking an agreement to hire two additional officers for positions at Mildred Day and Consolidated School.

Chief Sanford said he asked his staff who is interested in this position, and he will coordinate with the school and do interviews. He said he hired a new officer this week.

**21. Accept donations of \$250 from Paul and Margaret Chisholm to the Kennebunkport G.A. food account and \$250 to the emergency fuel Account.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to accept the donations of \$250 from Paul and Margaret Chisholm to the Kennebunkport G.A. food account and \$250 to the emergency fuel Account. **Vote:** 4-0.

**22. Other business.**

Selectman Daggett announced that his slow pitch, softball game got rained out yesterday. He invited everyone to come and play next Wednesday.

Ms. Smith commented that it is at no cost thanks to Cape Porpoise Lobster.

Selectman Hutchins thanked Chair Briggs for doing a good job as chair. Selectman Daggett agreed.

Ms. Smith announced that 11 people applied for the local circuit breaker and 8 applicants received awards.

**23. Approve the June 14, 2018, Treasurer's Warrant.**

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to approve the June 14, 2018, Treasurer's Warrant. **Vote:** 4-0.

**24. Executive session per MRSA 1, §405-6D to discuss union negotiations.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to go into executive session per MRSA 1, §405-6D to discuss union negotiations. **Vote:** 4-0.

The Board went into executive session at 6:35PM.

The Board came out of executive session at 7:15 PM.

No action was taken.

**25. Adjournment.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to adjourn. **Vote:** 4-0.

The meeting adjourned at 7:15 PM.

Submitted by Arlene McMurray  
Administrative Assistant



# Agenda Item Divider



**Town of Kennebunkport  
Board of Selectmen Meeting  
June 16, 2018 – immediately following Annual Town Meeting  
Consolidated School, School Street**

Minutes of the Selectmen's Meeting of June 16, 2018

**Selectmen Attending:** Stuart Barwise, Patrick A. Briggs, Sheila Matthews-Bull, Allen Daggett, Ed Hutchins.

**1. Call to Order.**

Town Clerk, Tracey O'Roak, called the meeting to order at 9:40 AM.

**2. Elect a Chair.**

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to nominate Edward Hutchins as Chair of the Board of Selectmen.

**VOTE:** 5-0

**3. Elect a Vice-Chair.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Hutchins, to nominate Allen Daggett as Vice-Chair of the Board of Selectmen.

**VOTE:** 5-0

**4. Other business and communications.** There was no other business.

**5. Adjournment.**

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

**VOTE:** 5-0.

The meeting was adjourned at 9:43 AM.

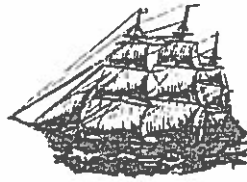
Submitted by

Laurie A. Smith  
Town Manager



# Agenda Item Divider





## TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

### Certificate of Commitment of Sewer User Rates

To: Jennifer Lord, the treasurer of the municipality of Kennebunkport, Maine.

We, the undersigned municipal officers of the municipality of Kennebunkport, hereby certified and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period beginning January 1, 2016 and ending December 31, 2016. This list is comprised of the pages numbered 1 to 1 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) July 30, 2018. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum of those lists being \$431.00. You are hereby required to charge interest at a rate of 7.00% per annum on any unpaid account balance beginning July 31, 2018. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before December 31, 2018 you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 28th day of June 2018.

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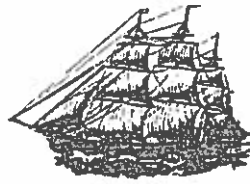
Municipal Officers, Town of Kennebunkport

Created Bills Report

Rate Key : 90 Interest As Of: 06/29/2018

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	431.00	0.00	0.00	0.00	0.00	431.00	1723	164 KINGS HIGHWAY REALTY TRUST
<hr/>										
Book: 99										
1 bill		0	431.00	0.00	0.00	0.00	0.00	431.00		
<hr/>										
Total:		0	431.00	0.00	0.00	0.00	0.00	431.00		
1 bill										



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Given under our hands this 28th day of June 2018.

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Municipal Officers, Town of Kennebunkport

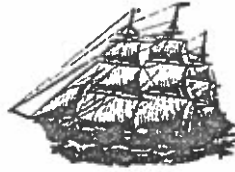


## Created Bills Report

Rate Key : 91 Interest As Of: 06/29/2018

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	444.00	0.00	0.00	431.00	0.00	875.00	1723 164 KINGS HIGHWAY	REALTY TRUST
<hr/>										
Book: 99										
1 bill		0	444.00	0.00	0.00	431.00	0.00	875.00		
<hr/>										
Total:		0	444.00	0.00	0.00	431.00	0.00	875.00		
1 bill										



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Municipal Officers, Town of Kennebunkport

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	456.00	0.00	0.00	875.00	0.00	1,331.00	1723	164 KINGS HIGHWAY REALTY TRUST
<b>Book: 99</b>										
		0	456.00	0.00	0.00	875.00	0.00	1,331.00		
<b>Total:</b>										
		0	456.00	0.00	0.00	875.00	0.00	1,331.00		
<b>1 bill</b>										