



TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda
November 10, 2022, @ 6:00 PM
VILLAGE FIRE STATION
32 North Street**

This is an in-person meeting, but the public may join in Zoom webinar format

Join by **computer or mobile device** and click on:

<https://us06web.zoom.us/j/83275232317>

or go to **ZOOM** and enter the **webinar ID: 832 7523 2317**

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

1. Call to Order.
2. Approve the October 27, 2022, 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. Request for Liqueur License Extension for Kennebunkport Inn, LLC.
5. Public Hearing: Consider approving the consent agreement with the Engels, 437 Kings Highway, for the setback violation.
6. Shellfish License Allocation for 2023.
7. Consider extending the Shellfish License season by four months.
8. Update on the Wildes District Road construction project.
9. Consider setting up a Stop sign at on Community House Road.
10. Consider placing a tax-acquired property, map, block and lot 21-9-58 out for sale.
11. Request for the Street Opening Permit by George Burr & Sons for Old Fort Ave.
12. Adoption of the budget development schedule from July 2023 through June 2024.
13. Appointment of the Boat Launch Committee members.
14. Consider appointing Susan Kaagan for the Conservation Commission with the term expiration on July 1, 2023.

15. Accept a \$7,750 donation from several citizens of the Kennebunkport GOP towards the emergency fuel fund.
16. Accept a \$1,200 donation from an anonymous donor towards the general needs account.
17. Other Business.
18. Approve the November 10, 2022, Treasurer's Warrant.
19. Adjournment.

AGENDA ITEM DIVIDER

Town of Kennebunkport
Board of Selectmen Meeting
October 27, 2022
5:30 PM

MINUTES

Selectmen attending: Jon Dykstra, Edward Hutchins, Michael Weston, Allen Daggett.

1. Call to Order.

Selectman Weston called the meeting to order at 6:30 PM.

2. Executive session per (MRSA 1, §405-6E) for consultation with Town attorney to discuss legal rights and duties.

3. Approve the October 13, 2022, selectmen meeting minutes.

Motion by Selectman Dykstra, seconded by Selectman Matthew-Bull, to approve the October 13, 2022, selectmen meeting minutes. **Voted:** 3-0. **Motion passed.**

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 from the public.

No motion was necessary. No action was taken.

5. Consider a renewal Liquor License Application submitted by Asador LLC d/b/a The Lost Fire, 625 Mills Road.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to renew the Liquor License Application submitted by Asador LLC d/b/a The Lost Fire, 625 Mills Road. **Voted:** 3-0. **Motion passed.**

6. Goose Rocks Beach Advisory Committee recommendation to request advice from the GRB Committee before appointing someone to fill the committee vacancy.

Selectman Weston updated the residents that Tom Ferrara, elected in June 2022, resigned from the Beach Advisory Committee for personal reasons. The Board of Selectmen needs to appoint a replacement until June, and since Tom was appointed for a three-year term with expiration in 2025, the new candidate will run for a two-year

term. The Town has advertised for the opening but has not received any applications yet.

The Goose Rocks Beach Advisory Committee passed a resolution recommending to the Board of Selectmen that any appointment to the GRBAC they make would be upon the advice of the GRBAC.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to accept Goose Rocks Beach Advisory Committee's recommendation to request advice from the GRB Committee prior to appointing someone to fill the committee vacancy. **Voted:** 3-0. **Motion passed.**

7. Discussion of Town Manager and Finance staffing.

Laurie Smith, the Town Manager, presented a new model of staffing at the Town Manager and Finance offices. She explained that currently, the Town Manager and Finance staff work together as one team and, besides the Town Manager, we have 4.3 full-time equivalent positions. A few changes that happened recently in the economy and labor market urged the need to re-evaluate the functions and positions at the Town Hall.

Laurie offered a new model that introduced two new positions: Special Projects Manager/HR Administrator and Communications & Technology Specialist.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to accept the changes in Town Manager and Finance offices as presented by the Town Manager. **Voted:** 3-0. **Motion passed.**

8. Consider the Ad-hoc Boat Launch Committee's purpose and guidelines.

Laurie Smith, the Town Manager, reminded the Board that at their last meeting, they approved establishing an ad-hoc Boat Launch Committee. The staff advertised and received 12 applications so far. Jon Dykstra sent an email to each applicant asking them to share their unique experience that would help to contribute to the goal of the committee.

Laurie also said she wrote a committee description, purpose, and goals that will serve to each member as a guide.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to adopt the ad-hoc Boat Launch Committee purpose and goals. **Voted:** 3-0. **Motion passed.**

9. Sewer Commitment for six prorated properties.

Chris Simeoni, Public Works Director, said that recently we had 6 more properties obtain occupancy that was established after the commitment date. According to our policy, sewer bills are established on a prorated basis once the certificate of occupancy is authorized.

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to commit the six sewer bills announced by the Public Works Director. **Voted: 3-0. Motion passed.**

10. Discussion of the November and December Board of Selectmen meeting dates.

Laurie Smith, the Town Manager, explained that the first meeting in November falls on November 10, which is normal and requires no changes. The second meeting falls on November 24, which is Thanksgiving.

Selectman Dykstra offered to meet on Tuesday, November 22 at 3 PM. The other Board members agreed on the date.

Further, Laurie explained that the first meeting in December falls on December 8, which is normal and requires no changes. The second meeting falls on December 22. She asked if the Board wanted to keep that meeting and the members said they were ok with keeping both dates as regular meetings in December.

No motion was necessary. No action was taken.

11. Accept a \$50.00 donation from an anonymous donor dedicated towards the nurses' account.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to accept a \$50.00 donation from an anonymous donor dedicated towards the nurses' account. **Voted: 3-0. Motion passed.**

12. Accept a \$100.00 donation from Christopher Audley dedicated towards the emergency fuel fund.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to accept a \$50.00 donation from an anonymous donor dedicated towards the emergency fuel fund. **Voted: 3-0. Motion passed.**

13. Other business.

Selectmen Weston thanked David Kling, Dick Smith and his grandchildren, Bill Duggan, and Sheldon Pope's family for helping to restore the little fire truck at the Firefighters' Park. It is there at the park and ready to be used by children.

Laurie said that she notified the Board of Selectmen about the Cape Porpoise Pier schedule. There have been some delays due to real estate deed work for the EDA and workforce issues in terms of design staff. We have submitted paperwork for permits and more applications will be submitted to EDA and DOT by November 16 for their review. We hope to hear back from them by the middle of January and then we will be ready to place the project out to bid so we can have a contract on board by April. Because of this timeframe, they cannot do any underwater work or in-water work until the following November by the DEP regulation. This means we are hoping to get a contractor in spring. The Pier project won't take place until winter 2023-2024.

No motion was necessary. No motion was taken.

14. Approve the October 27, 2022, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to approve the October 27, 2022, Treasurer's Warrant. **Voted:** 3-0. **Motion passed.**

15. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to adjourn. **Voted:** 3-0. **Motion passed.** Meeting adjourned at 7:02 PM.

Submitted by,
Yanina Nickless,

Special Projects Manager/HR Administrator

AGENDA ITEM DIVIDER



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

Request for Extension of License Privileges for an On-Premises Establishment

Section I: Licensee Information:

Legal Business Entity Licensee Name (corporation, LLC): Kennebunkport Inn, LLC	Business Name (D/B/A): Kennebunkport Inn
Individual or Sole Proprietor Licensee Name(s):	Physical Location: One Dock Square Kennebunkport, ME 04046
License Number: HOF-2020-12394	Mailing address, if different: 2 Livewell Dr Ste 203, Kennebunk, ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519	Business Telephone # Fax #: 207-967-1519

Section II: Extension of Privileges Information:

1. Name, Address, and Contact Information of Property Owner (if property is rented or leased, please provide a copy of rental/lease agreement):

Name: Kennebunkport Resort Collection

Complete mailing address: 2 Livewell Drive Ste 203

Kennebunk, Me 04043

Telephone/Mobile Number: (207) 967-1519

Email Address: licenses@krcmaine.com

2. Type of Extension of Privileges: (check only one)

a. Temporary ☒ Inside ☐ Outside ☒
b. Permanent ☐ Inside ☐ Outside ☐

continue to next page

3. Start Date: December 1st, 2022 End Date (if applicable): December 11th 2022
4. Will dancing be permitted in this area? Yes ☒ No ☐
a. If yes, does the establishment have a dance license? Yes ☒ No ☐
b. If yes, please provide a copy of the license from the State's Fire Marshall's Office
5. Will there be live entertainment in this area? Yes ☒ No ☐
6. Reason for this request: Christmas Prelude

Section III: Signature of Licensee

By signing this application, the licensee understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 11/4/22

Emma Russell
Signature of Licensee or Duly Authorized Person

Emma Russell
Printed Name of Licensee or Duly Authorized Person

Submit completed forms to: Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement

Mailing address: 8 SHS, Augusta, ME 04333-0008
Courier delivery: 19 Union Street, 3rd floor, Suite 301-B,
Augusta, ME 04330

(continue to next page)

Section IV: Approval by Municipal/County Officers

Please note: The municipal/county officers where your establishment is located must approve all requests for extension of license privileges prior to filing with the Bureau. If your license is issued in an unorganized township, the county commissioners must approve this request, otherwise, it would be your municipal (town or city) officials.

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this extension of privileges for this on-premises licensee on this date: _____

Check only one: ☐ City ☐ Town ☐ Unorganized Territory

Name of City/Town/Unorganized Territory: _____

Who is approving this application? ☐ Municipal Officers
☐ County Commissioners of _____ County

☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of license to be issued by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

Continued to next page

Diagram for Extension of Privileges Area

The following restrictions apply to outdoor extension of privileges:

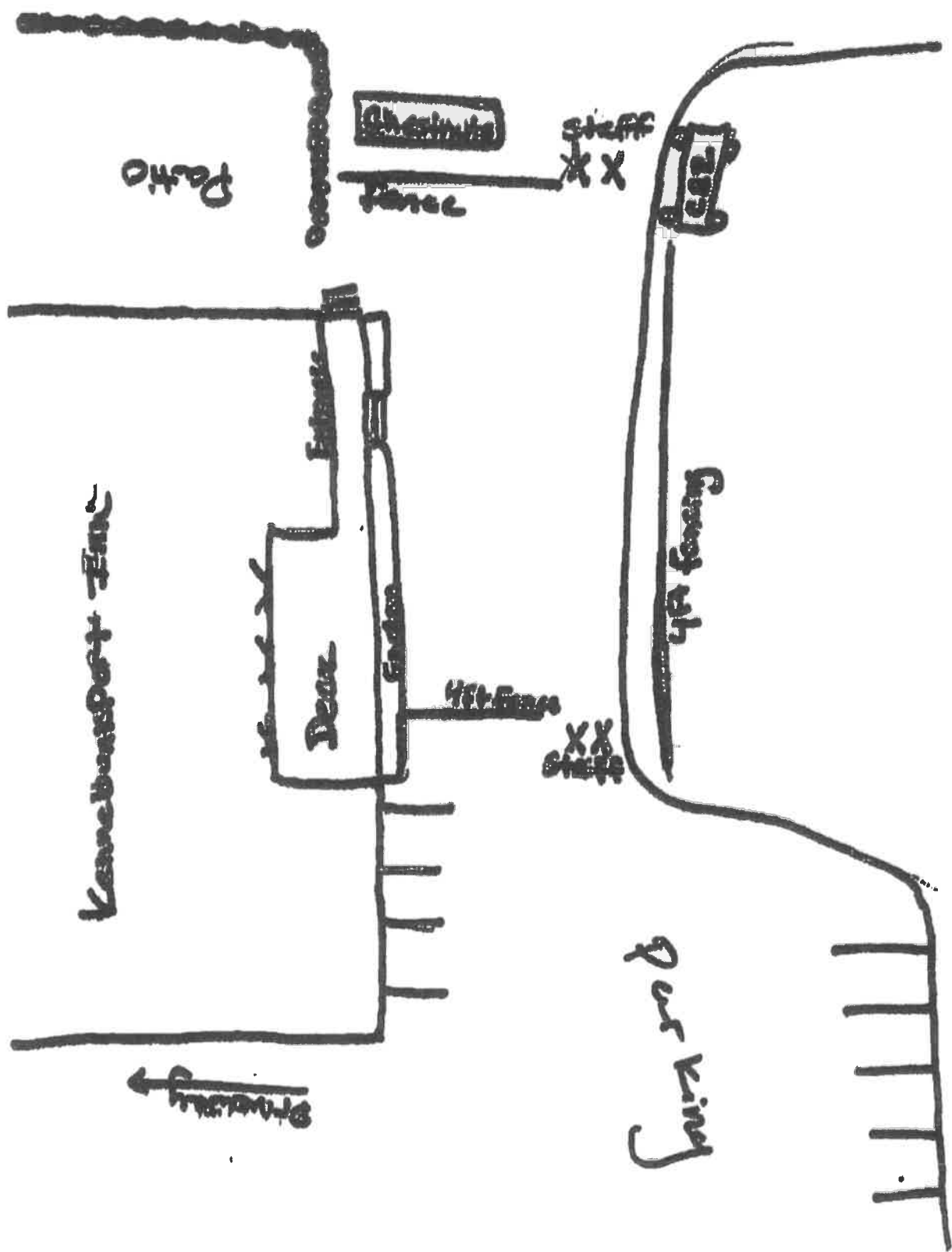
- There must be a stanchion or a fence completely enclosing the area.
- Signs must be posted stating "No alcohol beyond this point".
- There must be sufficient employees at the extension area of premises who would be able to control and monitor the area.

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your where consumption will occur including methods of monitoring and containment of the area(s).

For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

☐ Approved ☐ Not Approved





STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0008



License for the Sale of Liquor

License Number	Issue Date	Expiration Date
HOF-2020-12394	02/12/2022	05/12/2023

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee: THE KENNEBUNKPORT INN, LLC
Business Name of Licensee: KENNEBUNKPORT INN, THE
Address of Licensee: 1 DOCK SQUARE
KENNEBUNKPORT, ME, 04046

CODE	License Type and Description	FEE
HOF	CLASS I-A - HOTEL - FOOD REQUIREMENT OPTIONAL - MALT LIQUOR, WINE AND SPIRIT	1,100.00
FF	FILING FEE	10.00

Total Fees:

\$ 1,110.00

KENNEBUNKPORT INN, THE
2 LIVEWELL DRIVE
SUITE 203
KENNEBUNK, ME 04043

Timothy R. Poulin, Deputy Director
Bureau of Alcoholic Beverages and Lottery Operations



STATE OF MAINE - DEPARTMENT OF PUBLIC SAFETY
OFFICE OF STATE FIRE MARSHAL
52 STATE HOUSE STATION
AUGUSTA, ME 04333-0052

No. 10912

In accordance with the provisions of M.R.S.A. Title 8, Sec. 161 license is hereby granted to the person named herein to use the premises named herein for dancing purposes. Any changes to the structure or layout of the building that affects exiting, seating layout, occupant capacities or safety of the occupants shall be submitted to this Office for approval at least 10 days prior to any scheduled change. The owner and/or operator of the facility must submit a request for renewal of this License at least 30 days prior to the expiration of this License.

Licensee: COASTAL BREEZEZ INC
Mailing Address: 2 LIVEWELL DR STE 203
KENNEBUNK, ME 04043-6763
Hall: KENNEBUNKPORT INN
Hall Address: 1 DOCK SQ, KENNEBUNKPORT, ME 04046-6012
Permit Date: 10/09/2022

Expiration Date: 10/08/2023

7,995,310.00

0.00


COMMISSIONER OF PUBLIC SAFETY



STATE OF MAINE - DEPARTMENT OF PUBLIC SAFETY
OFFICE OF STATE FIRE MARSHAL
52 STATE HOUSE STATION
AUGUSTA, ME 04333-0052



No. 10912

KENNEBUNKPORT INN

The following limitations have been set for this facility and/or room as specified here:

- Maximum Occupancy: 75
- Maximum capacity with tables and chairs: 75
- Maximum capacity without tables and chairs

Any change of these limitations shall be applied for in writing and a new inspection may be required. This information shall be posted in a prominent location at the main entrance of the facility and/or room that has these limitations. These limitations are calculated by the use of specific formulas and do not reflect limitations set forth by other agencies or authorities having jurisdiction. Other entities may be more restrictive than the limitations set herein. Any violations of these limits may constitute a class E crime under MRS 25 Subsection 2452.

Expiration Date: 10/08/2023

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

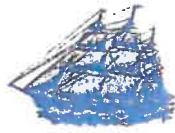
Memorandum

Fr: Werner Gilliam, CFM Director of Planning and Development
To: Laurie Smith, Town Manager
Dt: November 2, 2022
Re: Setback Violation 437 Kings Highway

I have been working with Barry and Harriett Engel regarding a review of the building file for their property located at 437 Kings Highway. In that review it was discovered that their home which was constructed in 1974, shortly after the adoption of zoning, did not meet the required 20' front setback. The property has changed hands numerous times over the past 48 years. The Engels wish to resolve the issue via a Nov/Consent agreement process.

My research has found that the home was permitted in 1974. It is rare that we find copies of original permits from that era. Besides the one-page permit application, there are no other documents alone-page review from the original construction.

Based on a review of the file and the fact that the violation was not a willful act of the current owners, I do not have any objection to the proposed consent agreement that has been reviewed and approved by the town attorney, provided that all associated legal fees are paid by the property owner related to the resolution of this matter.



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

NOTICE OF PUBLIC HEARING

Town of Kennebunkport
BOARD OF SELECTMEN

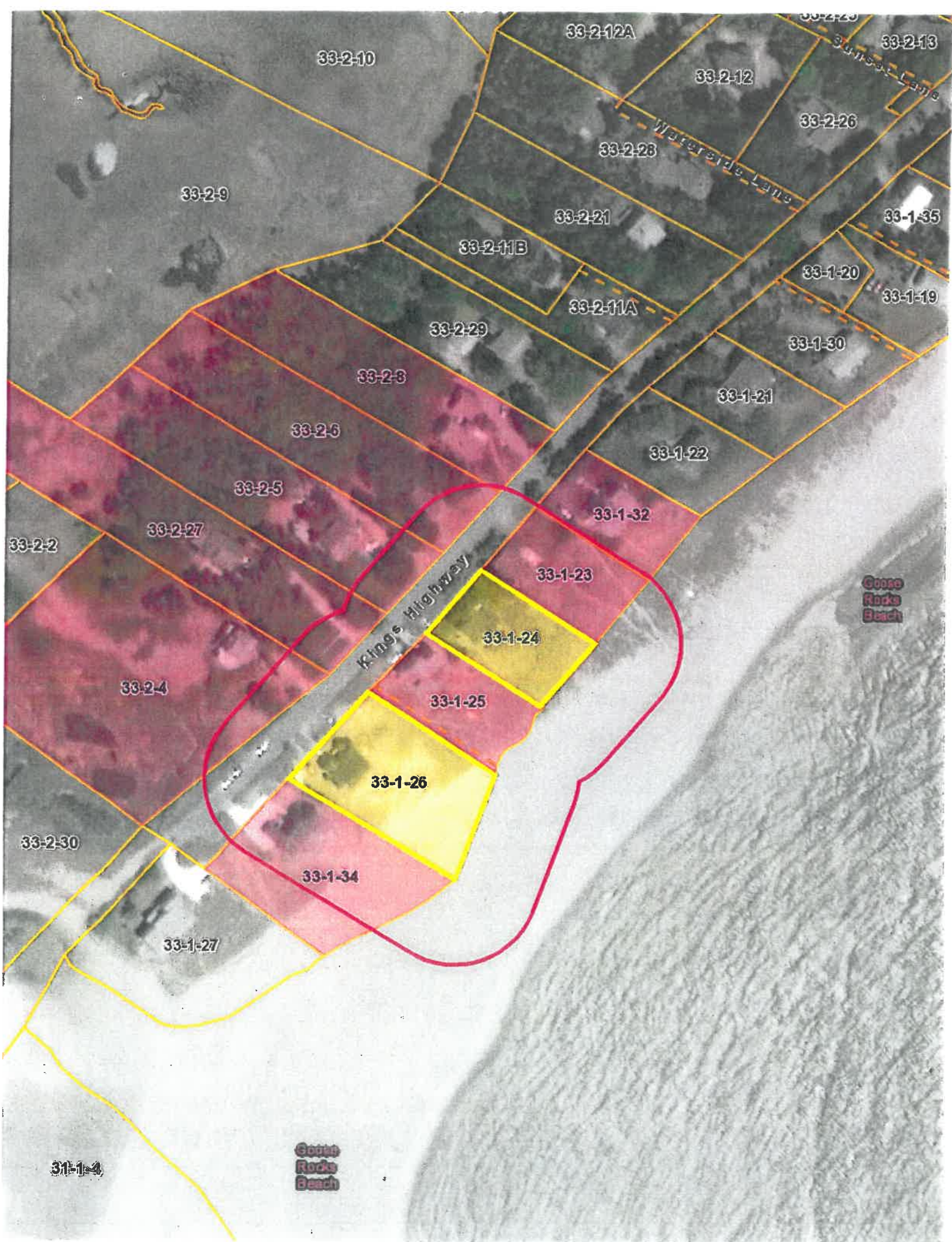
November 10, 2022 @ 6:00 PM

HYBRID MEETING

The **Board of Selectmen** will hold a public hearing on **Thursday, November 10, 2022 at 6:00 p.m.** to consider entering into a consent agreement to resolve a setback violation created in 1974 for property located **437 Kings Hwy.** The Agenda along with the Zoom link can be found on the Board of Selectmen website at:

<https://www.kennebunkportme.gov/node/2271/agenda>.

Dated at Kennebunkport – October 28, 2022
April Fortier, Deputy Town Clerk



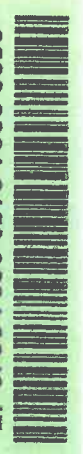
TEAR FROM BOTTOM UP

FOLD BACK TO REMOVE CARD

TOWN OF KENNEBUNKPORT
PO BOX 566
KENNEBUNKPORT ME 04046-0566

Robert & Jane Garvey
38 Winthrop Street
Charlestown, MA 02129

1. Article Addressed to:



9290 9901 9150 0604 3043 17

2. Article Number (Transfer from service label)

7190 1915 0060 0430 4312

PS Form 3811, (facsimile) July, 2015

CERTIFIED MAIL

COMPLETE THIS SECTION ON DELIVERY

A. Signature
☒ X
☐ Agent
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt



7190 1915 0060 0430 4312

Robert & Jane Garvey
38 Winthrop Street
Charlestown, MA 02129

TEAR FROM BOTTOM UP

FOLD BACK TO REMOVE CARD

USPS TRACKING #



9290 9901 9150 0604 3043 17

United States
Postal Service

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

• Sender: Please print your name, address, ZIP+4® in this box•



TOWN OF KENNEBUNKPORT
PO BOX 566
KENNEBUNKPORT ME 04046-0566

↑ PEEL OFF TO EXPOSE ADHESIVE

437 Mills Rd 33-1-25-April

↑ PEEL OFF TO EXPOSE ADHESIVE

TEAR FROM BOTTOM UP



FOLD BACK TO REMOVE CARD

TOWN OF KENNEBUNKPORT
PO BOX 566
KENNEBUNKPORT ME 04046-0566

Robert & Carolyn Sherman
443 Kings Hwy
Kennebunkport, ME 04046

1. Article Addressed to:



9290 9901 9150 0604 3043 24

2. Article Number (Transfer from service label)

7190 1915 0060 0430 4329

PS Form 3811, (facsimile) July, 2015

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

☐ Agent
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1?

If YES, enter delivery address below.

☐ Yes
☐ No

3. Service Type

- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input checked="" type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Return Receipt for Merchandise |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation™ |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Insured Mail | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | |

Domestic Return Receipt

CERTIFIED MAIL



7190 1915 0060 0430 4329

Robert & Carolyn Sherman
443 Kings Hwy
Kennebunkport, ME 04046

TEAR FROM BOTTOM UP



FOLD BACK TO REMOVE CARD

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10



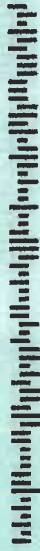
USPS TRACKING #



9290 9901 9150 0604 3043 24

United States
Postal Service

• Sender: Please print your name, address, ZIP+4® in this box•



TOWN OF KENNEBUNKPORT
PO BOX 566
KENNEBUNKPORT ME 04046-0566

437 mills 33-1-25 - April

PEEL OFF TO EXPOSE ADHESIVE



PEEL OFF TO EXPOSE ADHESIVE



STATE OF MAINE.
COUNTY OF YORK

District Court
Location: Biddeford
Civil Action
Docket No. _____

**THE INHABITANTS OF THE TOWN OF
KENNEBUNKPORT,**

A Municipal Corporation Organized Under the
Laws of the State of Maine,

Plaintiff

v.

Barry V. Engel and Harriet M. Engel Trust,

Defendant

**LAND USE CITATION AND
COMPLAINT**

Pursuant to M.R.Civ.P. 80K

NOW COMES the Plaintiff; the Town of Kennebunkport and makes the following complaint against the Defendant Barry V. Engel and Harriet M. Engel Trust, pursuant to Rule 80K of the Maine Rules of Civil Procedure:

1. LOCATION OF VIOLATION:

437 Kings Highway (previously 107 Kings Highway before Town of Kennebunkport renumbering in 2020)
Kennebunkport, Maine
Tax Map 33, Block 1, Lot 25

1A. NAME AND ADDRESS OF DEFENDANT:

Barry V. Engel and Harriet M. Engel Trust
1 Charles Street South
Unit 505
Boston MA 02116

1B. RECORD OWNER:

Barry V. Engel and Harriet M. Engel Trust by virtue of a deed from Barry V. Engel dated June 30, 2017 and recorded in the York County Registry of Deeds in Book 17519 Page 568; Barry V. Engel by virtue of a deed from 3878902 Canada, Inc. dated February 21, 2012 and recorded in the York County Registry of Deeds in Book 16264 Page 982; and 3878902 Canada, Inc. (a company owned by Barry V. Engel) by virtue of a deed from Dale S. Strohl dated June 15, 2001 and recorded in the York County Registry of Deeds in Book 10718 Page 348.

2. HISTORY OF VIOLATION:

The house was built following the issuance of a building permit on February 25, 1974. It is in violation of a front setback requirement of 20' that came into existence for the Goose Rocks Zone in March 1973. The current owners purchased the property in 2001, unaware of the violation. There has been no willful, premeditated act of bad faith or gross negligence on the part of the current owners. The violation does not pose any significant health, safety or welfare problem.

The house is currently approximately 13.5 feet from the front property line and approximately 30 feet from the actual street pavement. The house does respect the 15 feet side setbacks for each of the neighbors.

Several building permits by the current owners have been requested and subsequently issued by the Town of Kennebunkport, notably in 2003 and 2015. In 2015, the footprint was added to on the east side of the property and respected the 20' front setback and the 15' setback to the neighbor on that side of the lot.

The mislocated structure would not be substantially different from or greater than the impact and effects of a structure which conforms to the applicable setback requirements. A copy of the original Building Permit is attached as Exhibit A and the location of the property with respect to the referenced setback is included as Exhibit B.

3. DESCRIPTION OF VIOLATION/SUMMARY OF LAW VIOLATED:

Violation of Article 4, Section 240-4.8, Zone Regulations of the Kennebunkport Land Use Ordinance. The Defendant's property contains a single family dwelling and is located within the Goose Rocks Zone. Section 240-4.8 of the Ordinance requires a 20-foot front setback. A copy of the Kennebunkport Code is attached hereto as Exhibit C.

4. PENALTIES FOR VIOLATION:

Penalties are as governed by 30-A M.R.S.A. §4452.

5. DATE OF COURT APPEARANCE:

_____ 2022 at _____ a.m/p.m. at the Biddeford
District Court

NOTE: IF YOU DO NOT APPEAR, IN COURT ON THE DATE SPECIFIED
ABOVE, A JUDGMENT BY DEFAULT MAY BE RENDERED AGAINST YOU.

6. NAME OF COMPLAINANT/TITLE:

Werner Gilliam Code Enforcement Officer, Town of Kennebunkport.

7. SIGNATURE OF COMPLAINANT:

Dated _____ **2022** _____

Werner Gilliam, Code Enforcement Officer

P. Spang

No 174

BUILDING PERMIT
TOWN OF KENNEBUNKPORT

Date Feb 17 1914

Wm. H. Spang is hereby granted a permit

to build () repair () renovate or alter ()

install furnace () bathroom ()

at property located on 111 1/2 road or street.

Kind of construction addition

Town Map No. 111 1/2

Contractor Wm. H. Spang

Estimated cost \$ 12,000

All construction, additions, alterations or repairs to conform to the ordinances of the Town of Kennebunkport and laws of the State of Maine.

When necessary to provide an entrance, the abutter to a street or town way shall provide a culvert at his own expense, the town to install same.

Remarks addition to house

Wm. H. Spang
Selectman

I agree to comply with all regulations.

Wm. H. Spang
Signature

Exhibit B

THIS IS NOT A BOUNDARY SURVEY

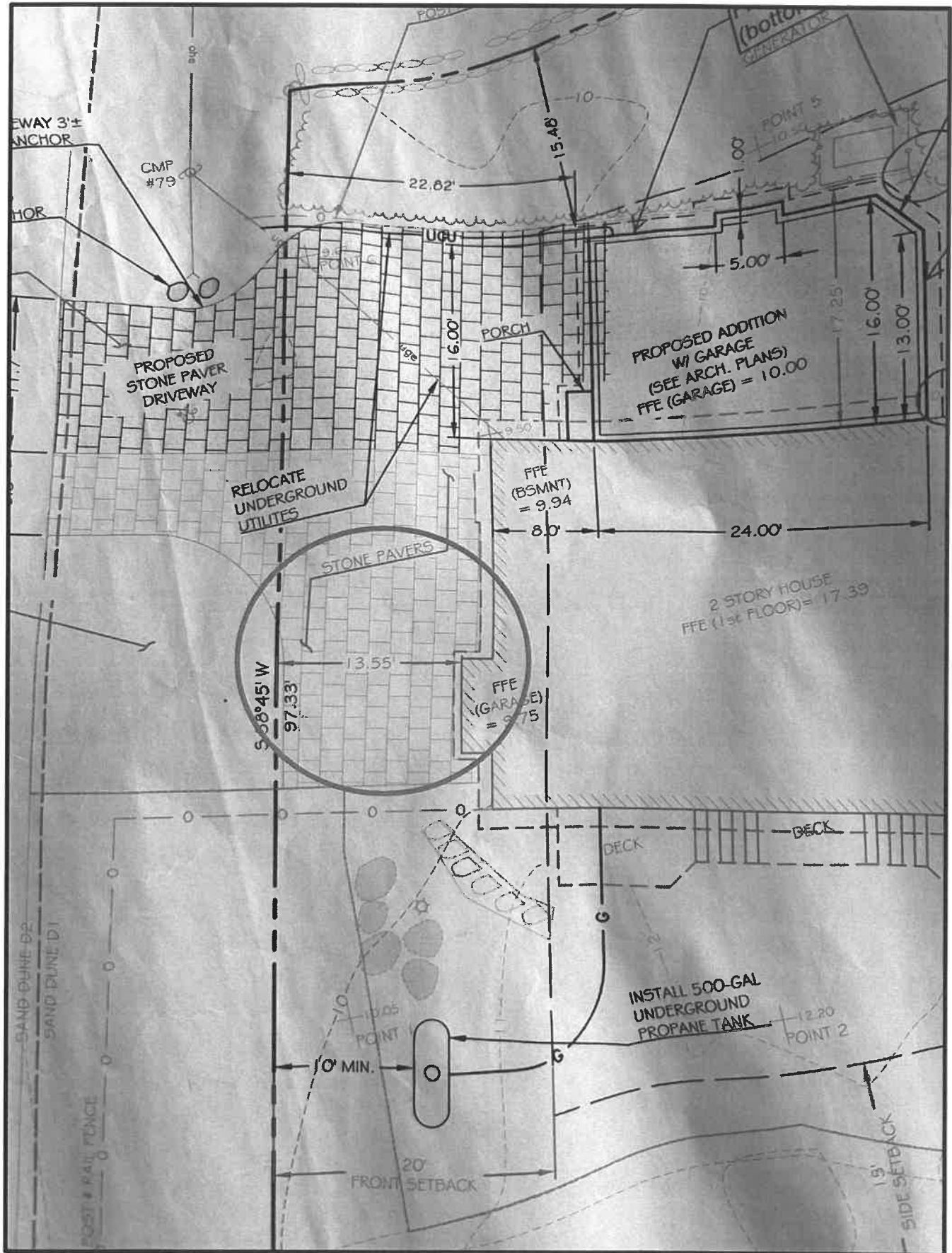


Exhibit C

LAND USE

240 Attachment 1

Town of Kennebunkport

Table of Dimensional Requirements

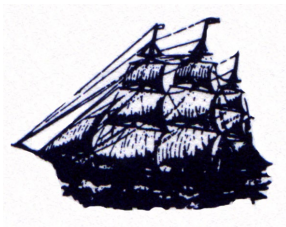
	Minimum Lot Area ¹ (square feet)	Minimum Lot Width (feet)	Maximum Lot Coverage	Minimum Net Residential Area per Dwelling Unit (square feet)	Minimum Setbacks			Coastal Wetland Setback (feet)	Minimum Open Space	Maximum Building Height (feet)
					Front (feet)	Side (feet)	Rear (feet)			
§ 240-4.3 Village Residential Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	40,000	100	20%	40,000	20	15	15		20%	35
Two-family dwelling	40,000	100	20%	20,000	40	20	20		20%	35
Multiplex	60,000	150	20%	20,000	25	50	50		20%	35
Public libraries	40,000	100	75%		20	15	15		5%	35
§ 240-4.4 Village Residential East Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	40,000	100	20%	40,000	20	15	15		20%	35
Two-family dwelling	40,000	100	20%	20,000	40	20	20		20%	35
Multiplex	90,000	150	20%	30,000	40	50	50		20%	35
§ 240-4.5 Dock Square Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	20,000	100	70%	20,000	20	15	15	25	20%	30
Two-family dwelling	20,000	100	70%	10,000	40	20	20	25	20%	30
Multiplex	30,000	150	70%	10,000	40	20	20	25	20%	30
§ 240-4.6 Riverfront Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	20,000	100	20%	20,000	20	15	15	75	20%	30
Two-family dwelling	20,000	100	20%	10,000	40	20	20	75	20%	30
Multiplex	60,000	150	20%	20,000	25	50	50	75	20%	30

KENNEBUNKPORT CODE

	Minimum Lot Area ¹ (square)	Minimum Lot Width (feet)	Maximum Lot Coverage	Minimum Net Residential Area per Dwelling Unit	Minimum Setbacks			Coastal Wetland Setback	Minimum Open Space	Maximum Building Height
					Front (feet)	Side (feet)	Rear (feet)			
§ 240-4.7 Cape Arundel Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	40,000	100	20%	40,000	20	15	15		20%	35
Two-family dwelling	40,000	100	20%	20,000	40	20	20		20%	35
§ 240-4.8 Goose Rocks Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	40,000	100	20%	40,000	20	15	15		20%	30
Two-family dwelling	40,000	100	20%	20,000	40	20	20		20%	30
§ 240-4.9 Cape Porpoise East and Cape Porpoise West Zones										
Single-family dwelling (1 per lot) or other use § 240-4.16	20,000	100	20%	20,000	20	15	15		20%	30
Two-family dwelling	30,000	100	20%	15,000	40	20	20		20%	30
§ 240-4.10 Cape Porpoise Square Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	20,000	100	20%	20,000	20	15	15		20%	30
Two-family dwelling	20,000	100	20%	10,000	40	20	20		20%	30
Multiplex	60,000	150	20%	20,000	25	50	50		20%	30
§ 240-4.11 Free Enterprise Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	40,000	100	20%	40,000	20	15	15		20%	35
Two-family dwelling	40,000	100	20%	20,000	40	20	20		20%	35
§ 240-4.12 Farm and Forest Zone										
Single-family dwelling (1 per lot) or other use § 240-4.16	3 acres/ 130,680 square feet	200	10%	130,680	20	15	15		20%	35
Two-family dwelling	3 acres/ 130,680 square feet	100	20%	65,340	40	20	20		20%	35

NOTE:
¹ Land use activities within the Shoreland Zone shall conform to the minimum lot size and shore frontage requirements set forth in § 240-4.16.

AGENDA ITEM DIVIDER



KENNEBUNKPORT TOWN CLERK

To: Board of Selectmen
Shellfish Committee
Laurie Smith
Everett Leach

Fr: Tracey O’Roak

Dt: October 26, 2022

Re: 2023 Shellfish License Allocations

The Shellfish Committee has met and is proposing the following allocations for Shellfish Licenses in 2023. The license numbers are the same as last year for each category.

TYPE OF LICENSE	NUMBER OF LICENSES AVAILABLE	COST PER LICENSE
COMMERCIAL (RESIDENT ONLY)	2	\$125.00
RECREATIONAL – SENIOR (65+) RESIDENT	25	NO CHARGE
RECREATIONAL – RESIDENT	55	\$15.00
NON-RESIDENT	10	\$30.00
NON-RESIDENT SENIOR (65+)	3	NO CHARGE
WARDEN RECREATIONAL LICENSE	1	NO CHARGE

Thank you for your consideration.

AGENDA ITEM DIVIDER

To: Select Board

From: Shellfish Commission

The current Kennebunkport clamming season is April 15 thru October 15. The State has two conditional closure areas (See Maps) CA1 (AKA Smithbrook/Batson River area) is closed from June 1 thru September 30 and area CA2 (AKA Sampson Cove) is closed August 1 thru October 31.

The Shellfish Commission would like to ask for your consideration to extend the clamming season four months (October 15 thru February 15). We are not trying to add more dig days just compensating for the State closure months.

Thank you,

Everett Leach :chairman

Shellfish commission

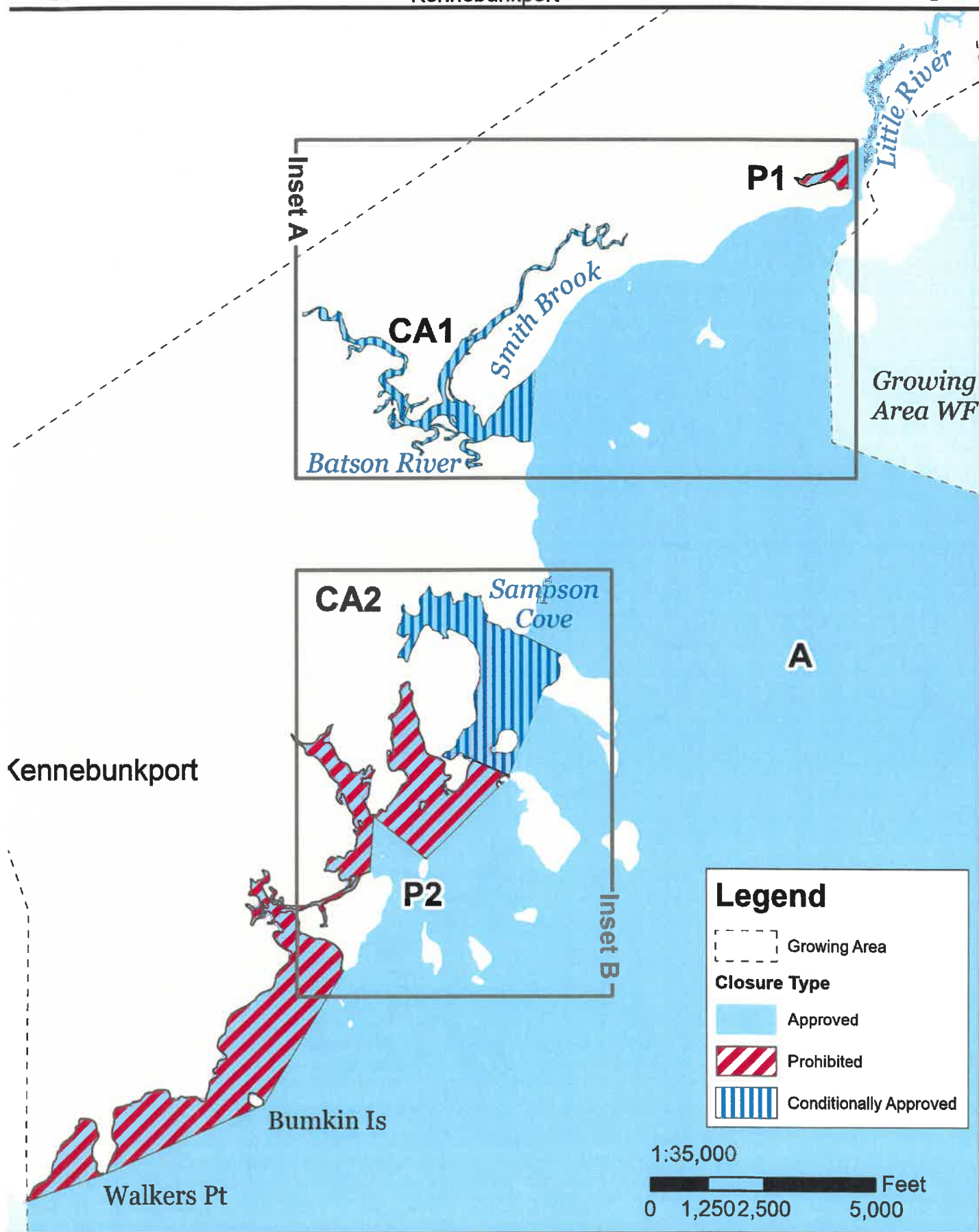


Maine Department of Marine Resources

Growing Area WE, Insets A - B

10/13/22

Kennebunkport



This map is provided as a courtesy. Read the provided legal notice for closure details. Closures are not shown outside of the designated growing area. Maritime navigational aids are for reference only and are not suitable for maritime navigation.

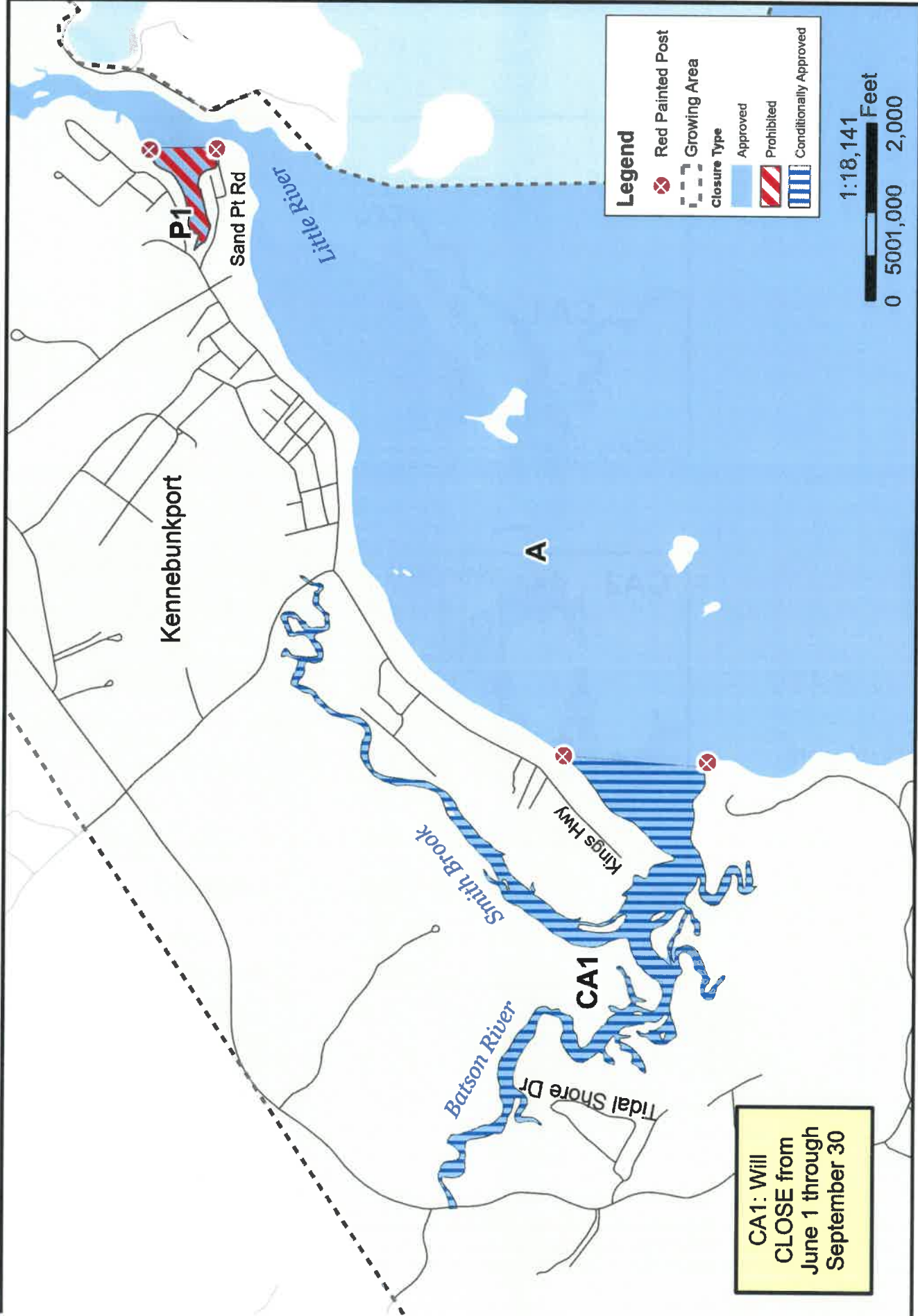


Maine Department of Marine Resources

Growing Area WE, Inset A

10/13/22

Kennebunkport



This map is provided as a courtesy. Read the provided legal notice for closure details. Closures are not shown outside of the designated growing area. Maritime navigational aids are for reference only and are not suitable for maritime navigation.



Maine Department of Marine Resources

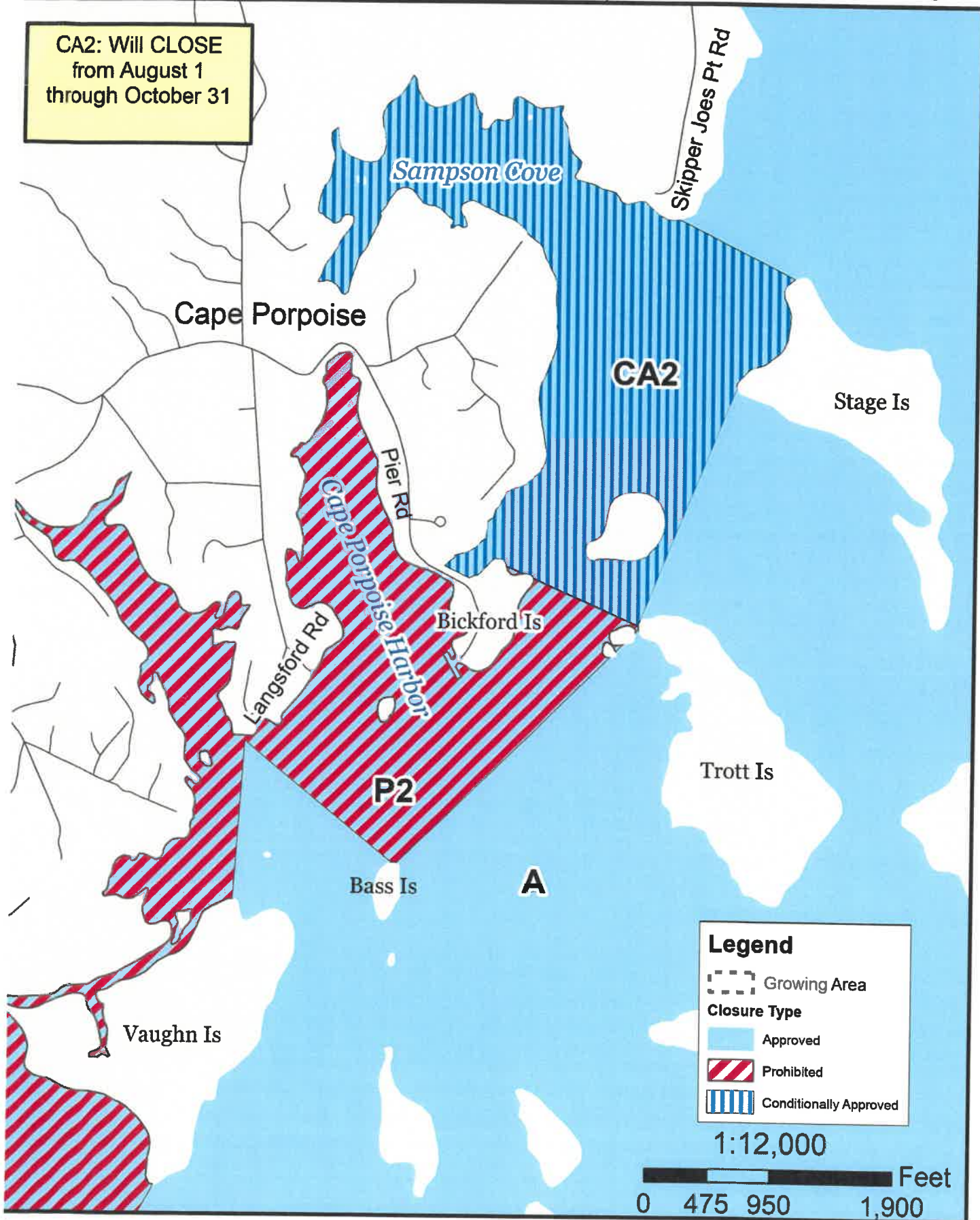
Growing Area WE, Inset B

Cape Porpoise, Kennebunkport

10/13/22



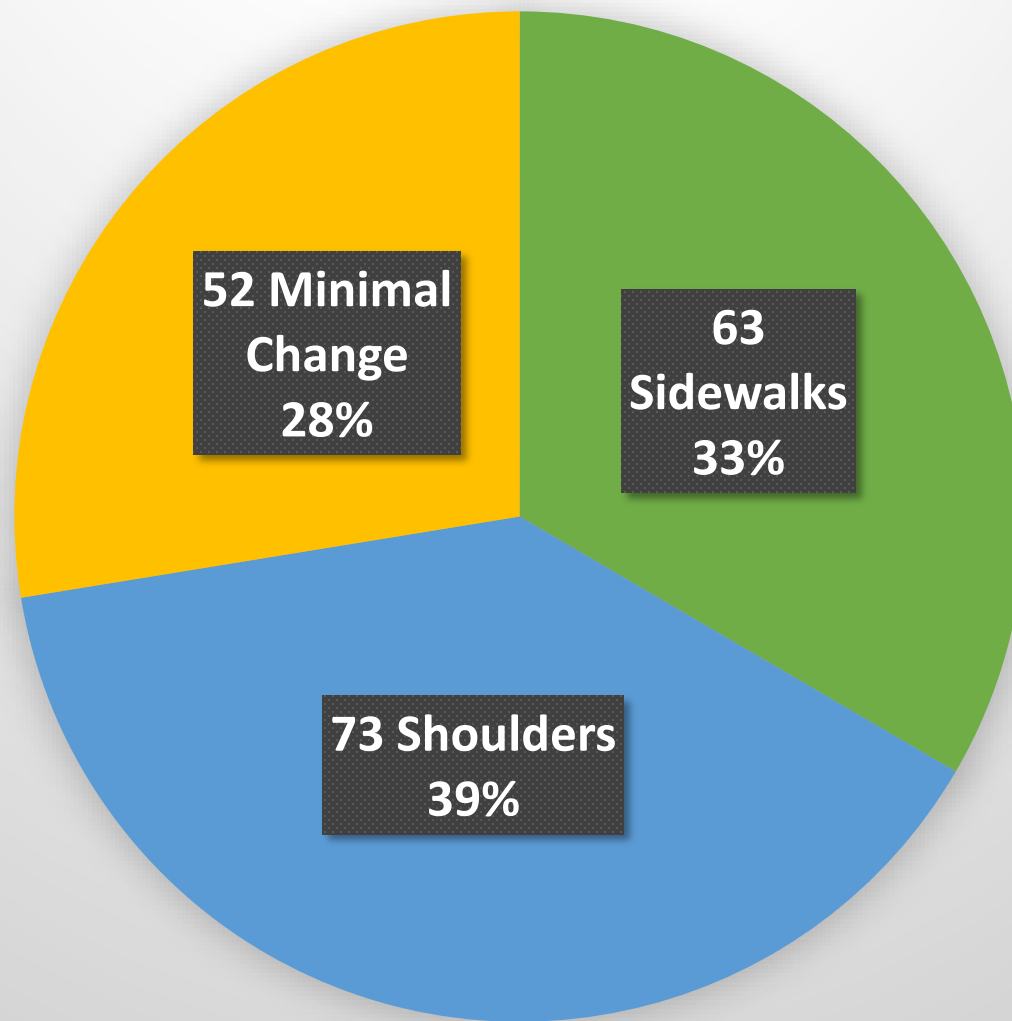
CA2: Will CLOSE
from August 1
through October 31



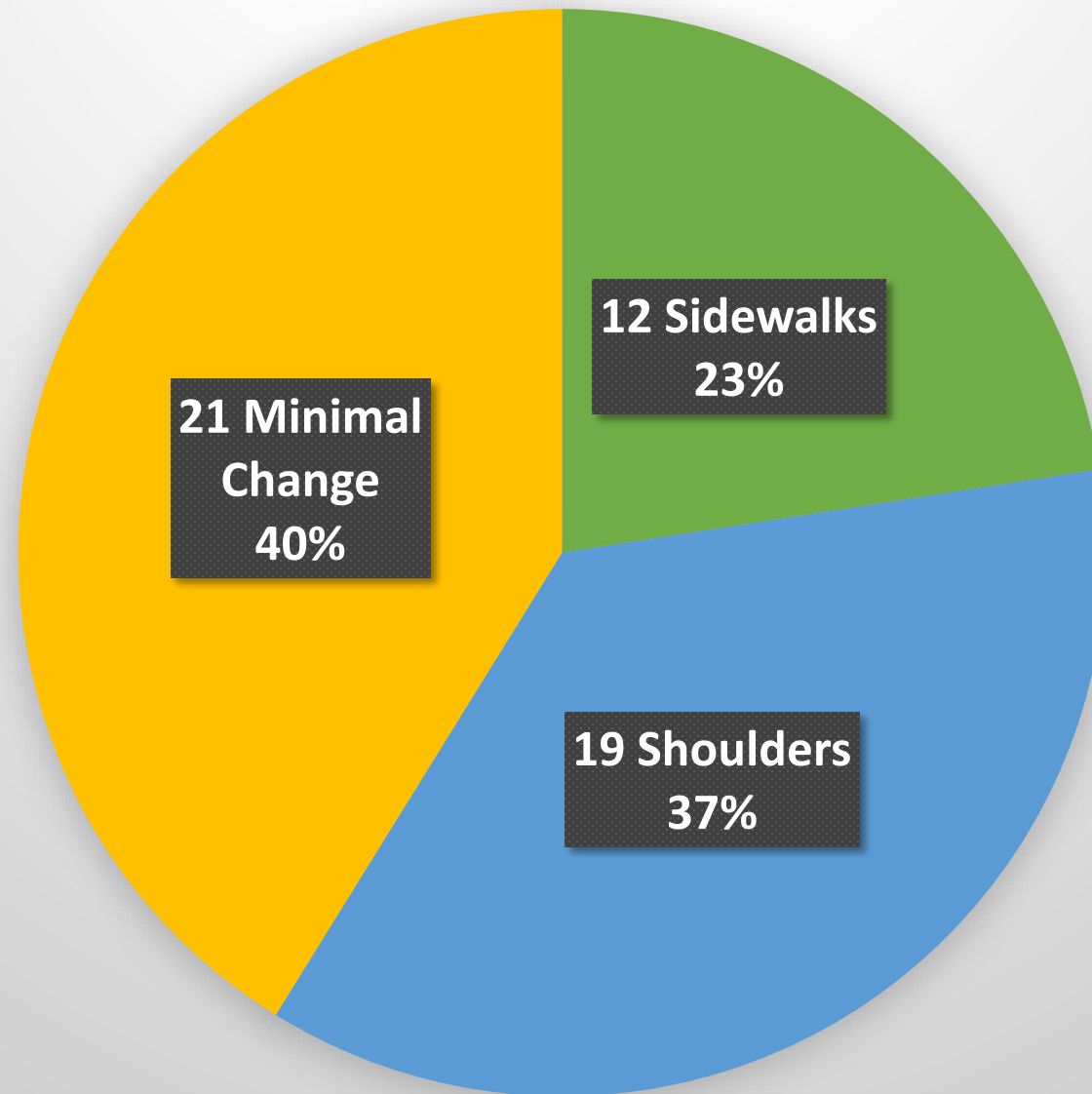
This map is provided as a courtesy. Read the provided legal notice for closure details. Closures are not shown outside of the designated growing area. Maritime navigational aids are for reference only and are not suitable for maritime navigation.

AGENDA ITEM DIVIDER

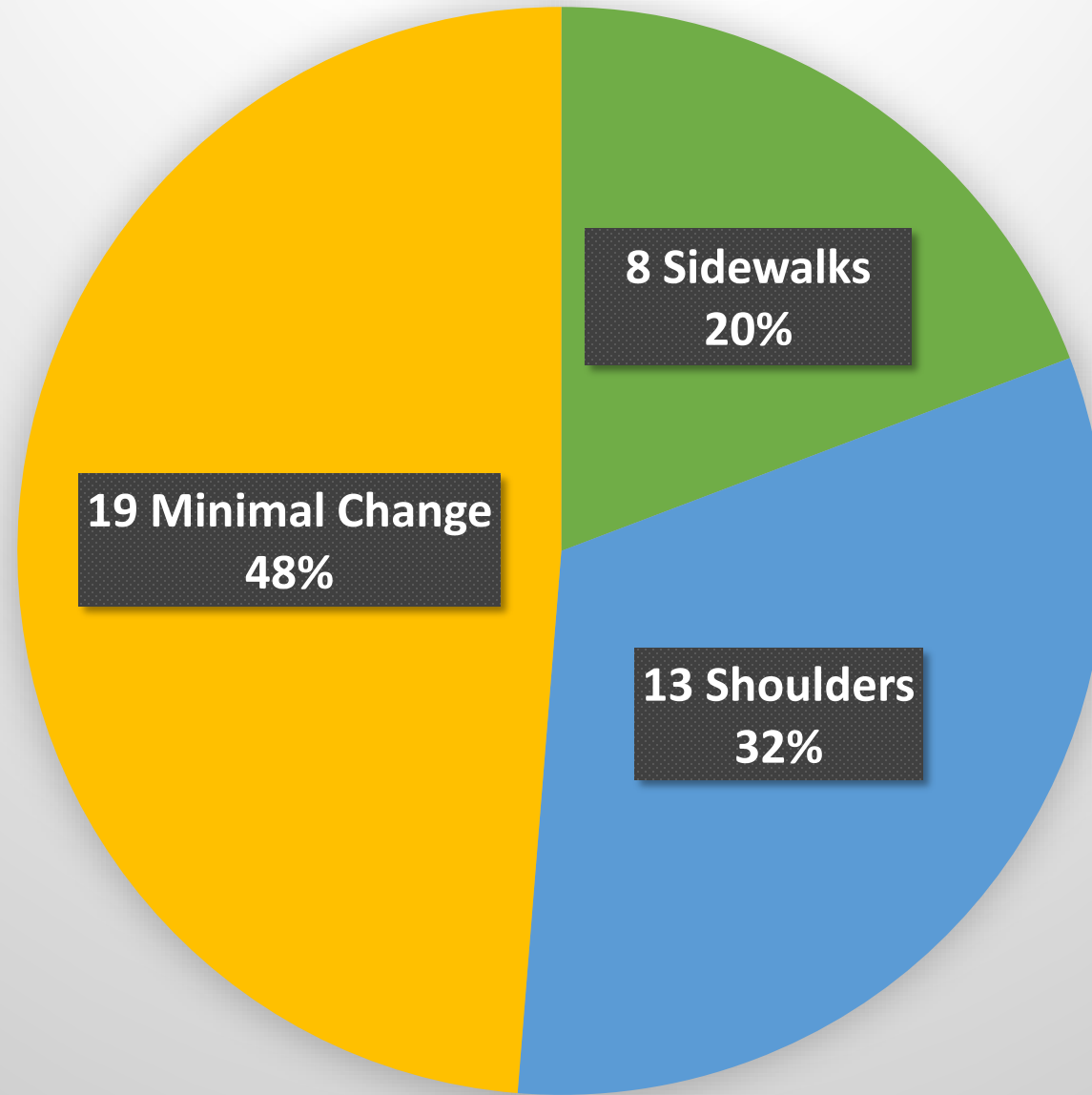
Wildes District Road Survey



Wildes District Road Only



Wildes District Road along project scope



AGENDA ITEM DIVIDER

Oct. 25, 2022

Board of Selectmen
Kennebunkport, Maine

I am writing to voice my concern regarding a dangerous traffic intersection at Goose Rocks Beach where, when leaving the GRBA Community House, Community House Rd turns at a 90-degree right angle before continuing on. I have been an abutter to this intersection for many years and have witnessed, firsthand, many minor accidents involving young children, their bicycles, and speeding cars. This is a very high traffic area, primarily in the summer, with hundreds of children leaving the GRBA Community House on their bikes hourly and parents driving there to pick up others. It's a very dangerous turn and quite chaotic most summer days.

I recently met there with Chris Simeoni, Director of Public Work, Deputy Chief Kurt Moses, Mike Meagher, the Director of the GRBA and my neighbors Pete Smith (Summer Breeze Ln) and John Downey (Prescott Rd) who have all voiced concerns about this dangerous intersection. It was suggested that I contact you to respectfully suggest the installation of a **STOP** sign on Community House Rd at this 90 degree right turn and a "**SLOW CHILDREN**" sign on Community House Rd going the other direction to warn motorists to the many children in that area.

We are hoping you can assist us through the process so we can perhaps remedy this hazardous situation and make all the residents and visitors to Kennebunkport safer and perhaps bring increased awareness to this dangerous intersection before we regret not doing so.

Many thanks,



Robert F. Convery (Bob)
1 Skyline Dr
Goose Rocks Beach
Kennebunkport, Maine

cc. Laurie Smith, Town Manager



36-2-8

Community House Way

35-2-1A

35-2-1

White Stop Bar on Pavement

Stop Sign Installed at Intersection

Skyline Drive

Community House Road

35-2-2

36-1-2

Community House Way

35-1-27

35-1-28

35-1-26

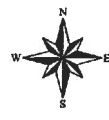
AGENDA ITEM DIVIDER

Background Information on MBL 21-9-58 (original lot # was 78)

- Book 633 Page 54 – September 9, 1914 – Property was transferred to Richard Wildes.
- September 1958 –Winifred Wildes property was inherited from her husband Richard C. Wildes.
- 1977, 1978 & 1981 – Town of Kennebunkport filed Liens against the property.
- March 16, 1982 – Winifred Wildes passed away.
- Letter dated, 3/21/1982 – Winifred's nephew, Myles Robert Lee, stated that his aunt had wrote him a letter dated November 12th, 1981, stating that she was transferring the property to Myles Lee. (there is no copy of such letter in our files). In the letter, Myles also states that Winifred had a son and a daughter, but names or whereabouts are not mentioned.
- Letter dated, 3/3/1989, Mr. Lee wrote a letter to the then Town Manager, Jane Duncan stating that he had intentions to sell the property to an abutter.
- 1996-2010 – The Town placed liens on the property, and finally foreclosing on the 2010 Lien, recorded in Book 15891 Page 570.

CURRENT OWNER										TOPO		SEWER/WATER		STRT/ROAD		ZONE(S)		CURRENT ASSESSMENT				VISION			
KENNEBUNKPORT, TOWN OF										7	Swampy	Se	Septic/Private		VR	Village Resid	Description		Code	Appraised	Assessed	4512 KENNEBUNKPORT, ME			
TAX ACQUIRED																									
PO BOX 566										SUPPLEMENTAL DATA		House Co		EXM LAND		9035	19,000	19,000							
KENNEBUNKPORT ME 04046										Trio Acct 1123															
CURRNT 1ST YEA FMP EX										GIS ID 1517		Assoc Pld#													
RECORD OF OWNERSHIP										BOOK/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	PREVIOUS ASSESSMENTS (HISTORY)									
KENNEBUNKPORT, TOWN OF										15891	0570	07-02-2010	U	V	0	1	Year	Code	Assessed	Year	Code	Assessed V	Year	Code	Assessed
WILDES WINERED W EST										00633	0054		U	V	0		2022	9035	19,000	2021	9035	9,500	2020	9035	9,500
										Total						19,000		19,000		9,500		9,500			
EXEMPTIONS										OTHER ASSESSMENTS						This signature acknowledges a visit by a Data Collector or Assessor									
Year										Code	Description	Amount	Code	Description	Number	Amount	Comm Int								
										Total		0.00													
ASSESSING NEIGHBORHOOD										(Former) PARCEL ADDRESS															
Nbhd 0001																									
TAX ACQUIRED 2010										NOTES															
NO ACCESS NOTED ON MAP 21																									
BUILDING PERMIT RECORD										Comments															
Permit Id										Issue Date	Type	Description	Project Cost	% Comp	Date Comp	Date		Id	Permit #	Purpose/Result					
LAND LINE VALUATION SECTION																									
B Use Code										Description	Zone	Land Type	Land Units	Unit Price	Size Adj	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes	Location Adjustment	Adj Unit P	Land Value		
1 903T										TOWN TAX ACQ	VRE		6,000	SF	14.44	1.15000	5	0.10	500	1.900		1,000	3.16	19,000	
Parcel Total Land Area										0.14		AC										Total Land Value		19,000	

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)				
Element	Cd	Description	Element	Cd	Description			
Style: 99 Model: 00 Grade: Vacant Stories: Occupancy Exterior Wall 1 Exterior Wall 2 Roof Structure Roof Cover Interior Wall 1 Interior Wall 2 Interior Flr 1 Interior Flr 2 Heat Fuel Heat Type: AC Type: Total Bedroom Total Bthrms: Total Half Bath Total Xtra Fixtr Total Rooms: Bath Style: Kitchen Style: Solar Panels RRA License		Vacant Land						
			<div>CONDO DATA</div> <div>Parcel IdCOWne 0.0</div> <div>Adjust TypeCodeDescriptionFactor%</div> <div>Condo Flr</div> <div>Condo Unit</div>					
			<div>COST / MARKET VALUATION</div> <div>Building Value New0</div> <div>Year Built</div> <div>Effective Year Built0</div> <div>Depreciation Code</div> <div>Remodel Rating</div> <div>Year Remodeled</div> <div>Depreciation %0</div> <div>Functional Obso0</div> <div>External Obso0</div> <div>Trend Factor1</div> <div>Condition</div> <div>Condition %100</div> <div>Percent Good</div> <div>Cns Sect Rcnld0</div> <div>Dep % Ovr</div> <div>Dep Ovr Comment</div> <div>Misc Imp Ovr</div> <div>Misc Imp Ovr Comment</div> <div>Cost to Cure Ovr</div> <div>Cost to Cure Ovr Comment</div>					
No Sketch								
OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)								
Code	Description	COMMENT	L/B	Units	Unit Price	Yr Bilt	% Gd	Appr. Value
BUILDING SUB-AREA SUMMARY SECTION								
Code	Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value		
Ttl Gross Liv / Lease Area		0	0	0			0	



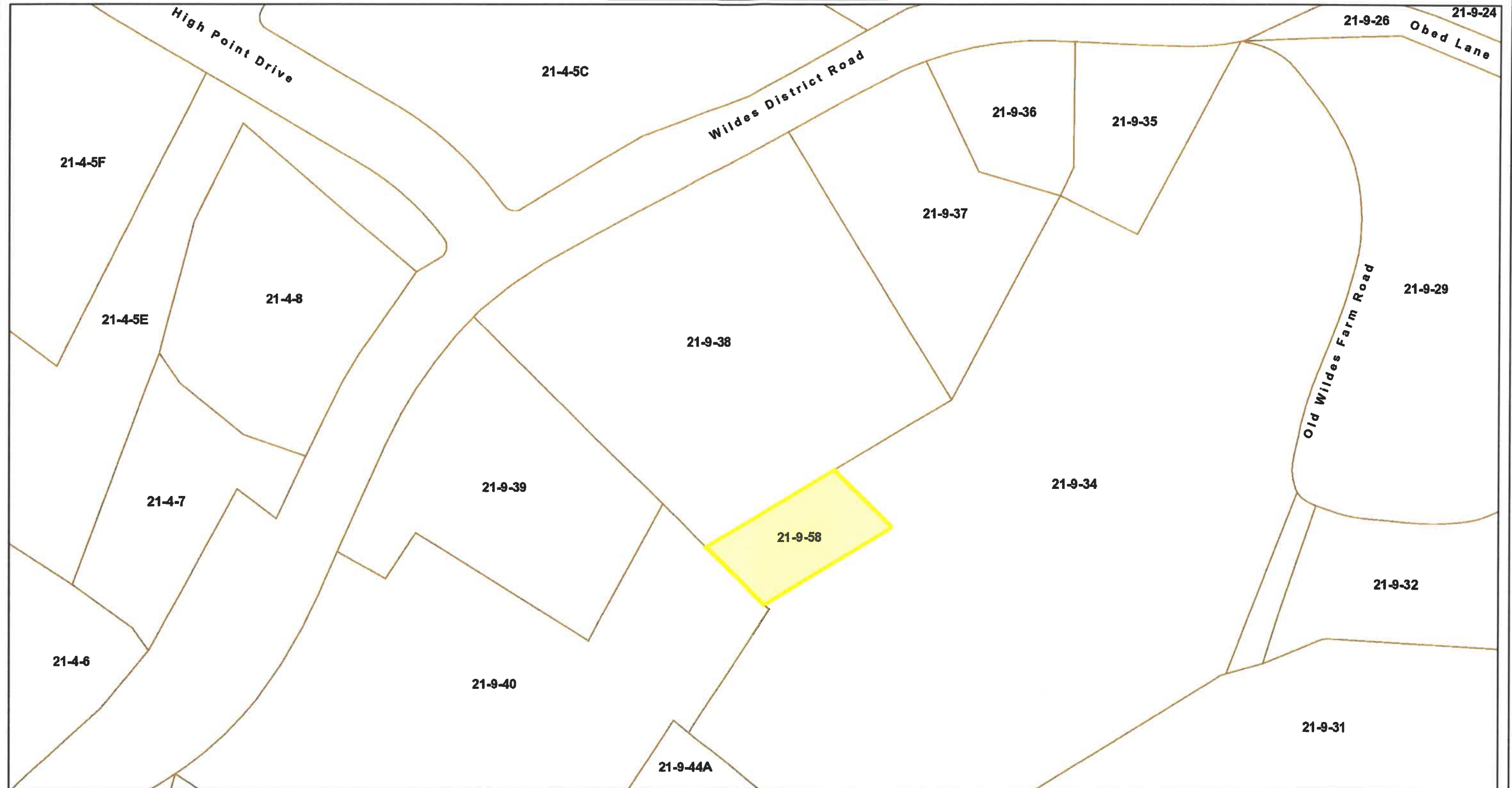
November 7, 2022

Kennebunkport, ME

1 inch = 68 Feet

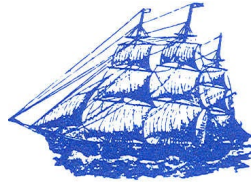


www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

Memorandum

Dt: November 2, 2022
To: Laurie Smith
Fr: Chris Simeoni, Director of Public Works
Re: Request for Street Opening Permit by George Burr & Sons for Old Fort Ave

On November 2, the Public Works Department received a request from George Burr & Sons for a street opening permit for Old Fort Avenue (residence will be 11 Haverhill Avenue) to install a new water service. The extent of the work was to cut a 5' x 5' wide section of pavement at the edge of Old Fort Avenue to access the water line on the same side of the road as the residence. (A pavement cut may not be necessary if the water main is out of the paved portion of the roadway upon excavation.)

They have submitted a street opening permit application as required by ordinance. (Please see attached documents.) After properly backfilling and compacting, George Burr & Sons will be required to repair the pavement cut by adding and compacting 2 ½" of base asphalt material.

It is my recommendation to authorize the street opening permit with the conditions noted above.

TOWN OF KENNEBUNKPORT
Street Opening Permit

PROPERTY INFORMATION

Name of Homeowner: Brian Lincoln (Creative ^{Builder} Coast Construction) Date: 11-1-22

Address: 11 Haverhill Ave

Telephone: _____ Map, Block, Lot: 7-9-3A

Street to be excavated: Old Fort Ave

Size of excavation (length and width): 5'x5'

Reason for excavation: Install new water service

Permit Conditions: If there is, any intrusion into the black top, road should be paved from curb to curb.

CONTRACTOR INFORMATION

Date of excavation: Following approval

Name of Contractor: George Burr and Son

Address: 69 Old Falls Rd Kennebunk ME 04043

Telephone: 468-1646 Fax: _____

BOND & INSURANCE INFORMATION

Performance Bond: ☐ Cash ☐ Check ☐ Money Order ☒ Surety Bond ☐ Other

Bond Amount: 2000.00

Company that issued the bond (if applicable): NGM

Person or entity providing the bond to the Town (contractor, property owner, other): George Burr and Son

Insurance Company: Lyon agency

Signature of person completing the application: [Signature] Date: 11-1-22

APPROVED

Highway Superintendent: [Signature]

Selectmen: _____

Selectmen: _____

Date Approved: _____

Selectmen: _____

Selectmen: _____

Selectmen: _____

Application Fee: \$25.00

Date Paid: 11-2-22

Amount Paid: \$25.00

☐ Cash ☒ Check ☐ Money Order

***Please attach map or sketch showing the location and size of any cuts to be made; a bond; and proof of insurance.**

#13093

NGM Insurance Company
55 West Street
P.O. Box 2054
Keene NH 03431-7000

Report of Execution - New Business

Thank you for choosing NGM Insurance Company for your Surety needs

Lyons Agency For Insurance
PO Box 950
Kennebunk, ME 04043

Agency Code: 18-0138
Bond Number: S-930733-N
Bond Effective Date: 11/1/2022
Bond Expiration Date: 11/1/2023
Type of Renewal: Expire

Principal:

George Burr & Son Inc
69 Old Falls Road
Kennebunk, ME 04043

Obligee:

Town of Kennebunkport
6 Elm St.
Kennebunkport, ME 04046

Type of Bond	Classification	Penalty Amt	Premium Amt	Comm Rate
License/Permit	Highway/Street Permit One Year Expire	\$2,000	\$100	0.500
TOTAL PREMIUM				\$100

Remarks:

Street opening for new water system

LICENSE OR PERMIT BOND

BOND NO. S-930733

KNOW ALL MEN BY THESE PRESENTS THAT WE,

George Burr & Son Inc

of

69 Old Falls Road

Kennebunk

ME 04043

as Principal, and

NGM Insurance Company

, a Florida

corporation with its principal

office at 55 West Street

Keene NH 03431-7000

, as Surety,

are held and firmly bound unto

Town of Kennebunkport

in the sum of Two Thousand and 00/100 Dollars

(\$ 2,000), for the payment of which sum, well and truly to be made, we bind ourselves, our personal representatives, successors and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such, that whereas the Principal has obtained, or shall obtain, a license or permit from the Obligee for Street opening for new water system

at 11 Haverhill Road, Kennebunkport, Maine

for the term commencing on the 1st day of

November

, 2022

and ending on the 1st day of

November

, 2023.

NOW, THEREFORE, if Principal shall faithfully observe and comply with all terms of the underlying license or permit, and all Ordinances, Rules and Regulations, and any Amendments thereto, applicable to the obligation of this bond, then this obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

The Surety may, if it shall so elect, cancel this bond by giving thirty (30) days written notice to the Obligee and the bond shall be deemed canceled at the expiration of said period; the Surety remaining liable, however subject to all the terms, conditions and provisions of this bond, for any act or acts covered which may have been committed by the Principal up to the date of such cancellation.

PROVIDED, HOWEVER, that this bond may be continued from year to year by certificate executed by the Surety hereon. Regardless of the number of years or terms this bond remains in effect, and regardless of the number and amount of claims that may be made, the maximum aggregate liability of the Surety is limited to the penal sum of the bond.

SIGNED, SEALED AND DATED on this 1st day of November, 2022.

George Burr & Son Inc

By

George Burr

NGM Insurance Company

By

Nancy Giordano-Ramos

Attorney-in-Fact





NGM INSURANCE COMPANY
A member of The Main Street America Group

POWER OF ATTORNEY

S-930733

KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"SECTION 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint Nancy Giordano-Ramos its true and lawful Attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed bond number S-930733 dated November 1, 2022 , on behalf of **** George Burr & Son Inc **** in favor of Town of Kennebunkport for Two Thousand and 00/100 Dollars (\$ 2,000) and to bind NGM Insurance Company thereby as fully and to the same extent as if such instrument was signed by the duly authorized officers of NGM Insurance Company; this act of said Attorney is hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such officer and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 7th day of January, 2020.

NGM INSURANCE COMPANY By:

Kimberly K. Law



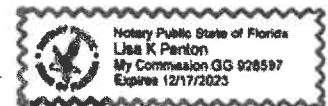
Kimberly K. Law
Vice President, General Counsel and Secretary

State of Florida,
County of Duval

On this 7th day of January, 2020, before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Kimberly K. Law of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and she acknowledged the execution of same, and being by me fully sworn, deposed and said that she is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal at Jacksonville, Florida this 7th day of January, 2020.

Lisa K. Periton



I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this 1st day of November , 2022 .

Nancy Giordano-Ramos



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.

TO CONFIRM VALIDITY of the attached bond please call 1-800-225-5646.

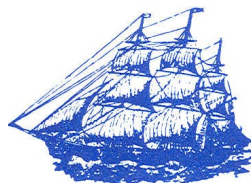
TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claims.

AGENDA ITEM DIVIDER

- **October 7, 2022** – Send out all applications to Social Service Agencies.
- **November 10, 2022** – Board of Selectmen to review proposed budget development schedule and *submit priorities and special requests*.
- **November 16, 2022** - Social service agency requests are due.
- **December 1, 2022** –Budget request sent to all departments, committees, outside agencies and Trio budget module opens for entries.
- **December 2, 2022** – Forward all social service agency request to the Budget Board subcommittee.
- **December 6, 2022** – Forward all social service agency requests to Budget Board subcommittee.
- **December 7, 2022** - Budget requests sent to all committees and outside agencies.
- **December 22, 2022** – CIP documents due to Town Manager.
- **January 3, 2023** – (Tuesday) All budget requests are submitted to Finance.
- **January 9, 2023** - Budget Board social service agency recommendations are given to Town Manager.
- **January 12, 2023** – (Thursday @ 6:00 PM) – Capital discussion at regular Board of Selectmen meeting.
- **January 16, 2023** – Week of – Town Manager meets with all departments.
- **January 30, 2023** – Week of – Town Manager has follow-up meetings with all departments.
- **February 24, 2023** – (Friday) - Town manager submits capital and operating budget to the Board of Selectmen and Budget Board. THIS IS NOT A MEETING. It is a deadline for submitting information.
- **March 2, 2023 (Thursday @ 6:00 PM)** – JOINT MEETING - Budget Board will meet at 5:30 to elect officers. Town manager and department heads present overview and department operational budgets to the Board of Selectmen. The Budget Board will attend the meeting to hear all requests.
- **March 9, 2023 (Thursday @ 6:00 PM)** –JOINT MEETING – Presentation of remaining department operational budgets. The Budget Board will attend the meeting to hear all requests. **(Regular Board of Selectman Meeting to follow at 7 PM.)**
- **March 16, 2023 (Thursday @ 6:00 PM)** – JOINT MEETING - Presentation of department capital, town committee, outside agency, and social service requests. Town Committee requests, outside agency requests and social service requests. The Budget Board will attend the meeting to hear all requests.
- **March 23, 2023 (Thursday @ 6:00 PM)** – SELECTMEN meet to review final budgets and take all recommendation votes. **(Regular Board of Selectman as well.)**
- **March 24, 2023 (Friday)** – Submit all budget recommendations to Budget Board.
- **March 30, 2023 (Thursday @ 6:00 PM)** – BUDGET BOARD meet to review final budgets and take all recommendation votes.
- **April 6, 2023 (Thursday @ 6:00 PM)** – JOINT MEETING – *if necessary* – Last chance to make any adjustments in the budget or their recommendations.
- **April 21, 2023 – (Friday)** Submit town report version of the budget to the printers.

- **April 27, 2023 (Thursday @ 6:00 PM)** – Board of Selectmen meeting to sign the warrant (Last possible day to sign will be April 28)
- **May 23, 2023 – (Tuesday)** Distribution of town reports.
- **June 13, 2023 – (Tuesday)** Annual town meeting - elections.
- **June 17, 2023 – (Saturday)** Annual town meeting – Consolidated School.

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

Memorandum

Dt: November 4, 2022
To: Laurie Smith
Fr: Yanina Nickless, Special Projects Manager
Re: Appointment of Ad Hoc Boat Launch Committee

The Board of Selectmen authorized the creation of the Boat Launch Committee. This committee will have multiple functions, among which are becoming familiar with the currently available boat launch facilities, going over all town-owned parcels to find the most appropriate spot for the boat launch, and researching all funding opportunities. The committee will operate until the end of calendar year 2023 and report any findings to the Board of Selectmen on a regular basis, as this is an acute problem for Kennebunkport.

On October 14, the Town of Kennebunkport announced an open search for the Boat Launch Committee volunteers to develop a plan and strategy for a public boat launch spot. In the very first week of the search, we received 12 applications. Due to practical reasons and looking through other similar committees, the Board of Selectmen decided to have five members. Jon Dykstra, a Selectman, sent out an email to each applicant asking to describe a particular experience, including the professional one, or any other factors that the person would bring to the committee to help meet established goals.

After a careful review process and long deliberations, we decided to recommend the following people to serve on the committee:

- Hartwell Blanchard
- Jeff Dant
- Charles Howarth
- Carol Morris
- Richard Perry

Their experiences and diverse backgrounds were the most suitable for this committee. We also believe that, with the help of Selectmen representative Dykstra on the committee, each member will be able to bring a unique perspective while working hard towards the set goal.



Kennebunkport

M A I N E

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[Home](#) > [Boards & Committees](#) > [Board of Selectmen](#) > [Online Application for Boards/Committees](#) > [Webform results](#) > [Online Application for Boards/Committees](#)

Submission information

Form: [Online Application for Boards/Committees](#) [1]

Submitted by Anonymous (not verified)

October 17, 2022 - 8:23am

98.11.24.145

Choose from the following:

Boat Launch Committee

Please provide the following information:

Full Name

Hartwell Blanchard

Email

hnb@gwi.net

Residential Address

22 Old Cape Road

Residential Phone

207-284-7595 (c)

Business Address

Retired

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:

Biddeford Harbor Commission , 20years +/- . Former chairman

Biddeford Shellfish Conservation Commision, 15 years +/- . Former Chairman

Biddeford Pool Volunteer Fire Department. Active firefighter 25 years, now a Trustee. 50 year member in total

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

I have been involved in the marine industry all my working career. In the fish and lobster business and have been the business manager of Rumery's Boat yard for over thirty years.

What is your reason for wanting to serve on this board or committee?

I believe my experience would be a benefit to the Town of Kennebunkport's new committee. I think a boat launch would provide more access for both recreational and commercial boaters who are either just starting out or are unable to afford to join a yacht. Access will only become more difficult in the future as property values will only increase driving many people away from the waterfront.

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

Boat Launch Committee

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17621>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

Yanina Nickless

From: hhb@gwi.net
Sent: Tuesday, October 25, 2022 8:50 AM
To: Jon Dykstra
Cc: Yanina Nickless
Subject: Re: Town Boat Launch ad hoc Committee member selection process

Hartwell Blanchard

22 Old Cape Rd.

Kennebunkport, ME

207-284-7595 cell hhb@gwi.net

I am currently retired. I have been employed in the marine industry almost all my working life. I was employed in the fish business in Cape Porpoise in the late 1970's and early 1980's. After that I worked in and ran a lobster pound in Biddeford Pool. From 1989 until my retirement several years ago I was the Business Manager at Rumery's Boat Yard in Biddeford.

I was a member of the Biddeford Harbor Commission for approximately 20 years. For a portion of those years I was Chair and was still a member of that commission when I moved to Kennebunkport.

I was also a member and Chair of the Biddeford Shellfish Conservation Committee upon its founding for approximately 15 years until I moved from the City of Biddeford.

I believe access to the coast for recreational boating and commercial interests is vital to the community. Not every boater has the resources to join a yacht club or the ability to secure a slip. A town landing would allow these boaters along with beginning boaters the opportunity to access the water. There are also many kayakers who need access. Parking for trailers and vehicles is also a consideration. A boat launch needs parking for vehicles and trailers. While a member of the Biddeford Harbor Commission we developed the Vines Landing Park at Biddeford Pool. This included a small parking area and beach launching in the "gut" at Biddeford Pool. We also looked at gaining additional access at the town landing by the University of New England and better access to the Little River at Granite Point.

I believe there is state and federal funding available via grants which would mitigate costs to the Town of Kennebunkport. This should be investigated. There are also rights of way that need to be investigated and determined if they can be used as a boat launch or a hand carry landing. As the cost of coastal property increases to postpone the establishment of a town landing at this time would probably make it unfeasible in the future. There should be access for all the residents and visitors to Kennebunkport.

I believe with my experience I would be able to add to the proposed committee.

Thank You,

Hartwell Blanchard

On 2022-10-22 13:46, Jon Dykstra wrote:

Thank you for submitting your request to be considered for the Town's ad hoc committee to define, and identify locations for, a potential Town Boat Launch.

The good news is that we have received a large number of requests. Unfortunately, many more than would be practical to serve on a single committee.

Our intent in selecting down from the large number of requests is to draw from the widest possible spectrum of experience and perspectives as to how such a boat launch would be used, what it entails to construct such a launch, and an appreciation for the constraints as to its location.

To help us in the selection process, please reply-all to this email (by Friday the 28th) letting us know what particular life experience, professional experience ,or any other factors that you would be bringing to the committee to help us meet these goals. We would also be interested in knowing what you currently hope the committee can accomplish.

Due to the large response, the Select Board will delay appointing committee members until their November 10 meeting.

Again, thank you for your interest in joining the process that, hopefully, will bring this much desired element to our town.

Best regards,

Jon

Select Board Member

+++++

Jon Dykstra

Kennebunkport, ME

Mobile: 207-423-2150



Kennebunkport

MAINE

Published on *Town of Kennebunkport, ME* (<https://www.kennebunkportme.gov>)

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Submission information

Form: [Online Application for Boards/Committees](#) ^[1]

Submitted by Anonymous (not verified)

October 25, 2022 - 10:15am

98.11.21.49

Choose from the following:

Boat Launch Committee

Please provide the following information:

Full Name

Jeffrey Dant

Email

jeffdant@gmail.com

Residential Address

8 Campbell Lane, Kennebunkport, ME 04046

Residential Phone

4432236197

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:

None.

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

I am a former Secret Service Agent currently running a Fraud Prevention Organization for a large bank with a global employee presence and a large annual budget. I am a seasoned boater, spending many days of my early boating days trailering boat in and out at a variety of public/private

boat launches. I see significant value in providing safe and adequate boat ramp access with adequate vehicle and trailer parking.

What is your reason for wanting to serve on this board or committee?

I feel there is a significant need for a public boat ramp in Kennebunkport that allows a greater population of boater families to enjoy the water. Marinas in Kennebunkport are expensive and rarely have openings with many boat owners occupying slips for seasons without ever leaving the dock. Access to boating in Maine should be much more achievable to help promote boater safety and access to wildlife, travel, and fishing.

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

Boat Ramp committee

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17686>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

Yanina Nickless

From: jeff dant <jeffdant@gmail.com>
Sent: Friday, October 28, 2022 9:43 PM
To: Jon Dykstra
Cc: Yanina Nickless
Subject: Re: Town Boat Launch ad hoc Committee member selection process

Good Evening Jon and Yanina,

Thank you for taking the time to review my background for consideration in the boat launch committee. I'd like to share a little about myself to help you in your selection process for building a committee of well rounded experiences and skills.

I currently live in Kennebunkport with my wife and 2 small kids. I am newer to Kennebunkport (3 years), but my wife grew up here and is very happy to be back in her hometown. We have been boating since moving here where I was lucky to get a slip at performance marina, mostly by timing and chance. When we upgraded to a larger boat, I had to find a new slip, where I was lucky again with timing and moved to Dimillos. While Dimillos is a fine marina, the Kennebunk marinas are very challenging to navigate in wind and current, so you see many boats occupy marinas without ever moving, challenging the ability for many aspiring boaters to enjoy the activity unless they want to dock in Saco or Portland, or trailer to Biddeford or Wells.

I grew up on the Eastern Shore of Maryland, where boating was a part of life. I boated with my father from the age of 5 until he was not able to anymore due to health. We never kept our boat at a marina as the area was saturated with so many public boat launches that had fantastic construction, access, and plentiful parking for vehicles and trailers. During my teen years, I actually assisted in the construction of a non floating pier and ramp at my workplace, situated on the Wye River. Boating and the water was a way of life, so much that my childhood best friend built a career in marine construction, owning his own company specializing in pier construction and shoreline solutions for runoff and erosion control.

Later in life I was pulled away from the water with a very busy career in the US Secret Service where I served in protection roles for many Presidents and specialized in financial crimes investigations and digital forensics. My career took me from Washington DC to New Jersey and the Netherlands, but I was lucky enough to meet my wife while on a temporary assignment in Kennebunkport when the Bush family hosted Vladimir Putin to Maine. I left the Secret Service in 2015 to continue my career in the private sector, holding senior roles at Citibank, Bank of Montreal, and TikTok. I am currently the Head of Fraud Prevention for Ally Bank, working remote from Kennebunkport in our new home off Beachwood Avenue.

On the topic of the boat launch committee, I feel I bring a lot of life and specialized experience to this topic that may help round out areas of the committee.

Passion - I think the first and most important attribute is that you must have a true desire to see the project through and have a vision for the end result. I enjoy boating and want many other families to be able to enjoy what I experienced as a kid, which was made possible by access to public launches, within reasonable distance. I would personally like to see this become a success for my own use as well.

Project Management - In my career roles, project management is a very large aspect of running a fraud prevention organization. You must be organized and involved in order to manage through a complicated and challenging project as this would be. I use a variety of technologies for organization, including full suite microsoft projects and project

management software such as Jira and Confluence for collaboration. My organization is currently underway with a 3 year transformational project involving over 200 initiatives, with multiple contingencies and dependencies.

Engineering Education - Although I finished University of Maryland in the study of Criminology, I began my academic career in Electronic Engineering and Computer Aided Drafting. I still use the skills today, designing schematic diagrams of process flows, and problem solving fraud issues through process engineering and technology implementation.

Construction Process - While I am not in the trade, I have built small residential docks and understand the main construction process for a commercial application of a floating dock, from site prep, dredging, piling installation, deck construction, water, electric, and installation/maintenance of moving parts.

Launch Experiences - Having extensively used public launches throughout my life, I have a great appreciation for the challenges and benefits of a public site.

1. Access - The launch site must be accessible to a variety of sized boats and trailers, with sufficient room for 2 lanes of traffic to flow, while also considering a staging area for people waiting for the launch to clear.
2. Ramp - The ramp area of a launch can help assist a boater, or might pose challenges, depending on a variety of factors, such as adequate turnaround/staging room to get set up to back down, grade of ramp, length of ramp, material, and finish. If all of these are not engineered correctly, you may end up with a ramp too steep or too moderate, leading to difficult and inaccessible times of use with the large tidal change of Maine waters.
3. Dock - The construction of the dock will be critical to the success of the project, ensuring that it is sufficient to the amount of traffic it will receive and also serves the needs of the boaters with double sides load/unload, proper length to account a variety of boat types and sizes (which changes with the tide as the deck raises and lowers from the ramp providing more and less usage area), as well as properly secured hardware and lighting for safety.

Boating Experience - Being an avid boater, I understand the benefits and challenges from launching at a ramp. If you visit enough, you see some amazing activities, such as boat drops from trailer to the ramp, vehicles in the water from missing breaks or not putting in park, as well as many trailer backing mishaps. These are mostly people based challenges, but a project like this must take these inevitable mistakes into account when considering safety, liability, insurance, and compensating controls such as signs reminding boaters to "place vehicles in park with break set" and "don't forget the drain plug". Might sound silly, but that goes a long way.

I am also a very collaborative person who has no problem working with others, raising points and concerns, and listening to others to ensure people's opinions and points of view are considered. This has been critical to my career success and I feel it is an important part of any committee, especially one with so much complexity.

As far as the actual project goes, there is a lot to consider and a lot I probably don't know about, which is the benefit of a broad experienced group. I do know that the site of this launch may be the single most difficult part to solve, mostly due to the challenges and availability of water access in our local waters. The committee will have to work through a variety of considerations for land and water access, as well as protection, water depth, environmental considerations, local ordinance and residential approvals, to name just a few. Once those details are considered, funding, parking, insurance, access/operating hours, liability, and many other challenges will become high priority topics to ensure the vision can become reality.

I feel with a well rounded group as well as the interest and assistance from our community, this could be a very beneficial initiative for Kennebunkport.

Thank you for your time and consideration, I am glad to answer any questions you may have and wish you luck in selecting the committee members.

Sincerely,

¹
Jeff Dant
8 Campbell Lane, Kennebunkport, ME 04046
443-223-6197

On Tue, Oct 25, 2022 at 1:53 PM Jon Dykstra <jdijkstra@kennebunkportme.gov> wrote:

Thank you for submitting your request to be considered for the Town's ad hoc committee to define, and identify locations for, a potential Town Boat Launch.

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Again, thank you for your interest in joining the process that, hopefully, will bring this much desired element to our town.

Best regards,

Jon

Select Board Member

+++++

Jon Dykstra

Kennebunkport, ME

Mobile: 207-423-2150



Kennebunkport

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Submission information

Form: [Online Application for Boards/Committees](#) ^[1]

Submitted by Anonymous (not verified)

October 14, 2022 - 4:19pm

108.176.109.42

Choose from the following:

Boat Launch Committee

Please provide the following information:

Full Name

Charles Howarth

Email

chiphowarth@yahoo.com

Residential Address

20 Malingwood Lane Kennebunkport

Residential Phone

207-286-7768

Business Address**Business Phone****Mailing Address (if different)**

Are you registered to vote in Kennebunkport?

Yes

Please list Membership in community organizations, dates involved, and activities performed:

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

What is your reason for wanting to serve on this board or committee?

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

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17591>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

Yanina Nickless

From: chiphowarth@yahoo.com
Sent: Wednesday, October 26, 2022 8:35 PM
To: Jon Dykstra
Cc: Yanina Nickless
Subject: Re: Town Boat Launch ad hoc Committee member selection process

Jon,

My name is Charles "Chip" Howarth and I have been a lifelong resident of Kennebunkport. I was raised on Fisher's Lane off the Pier Road and currently reside on Malingwood Lane off Beachwood Avenue.

Some of my earliest memories are of me helping my father with the spring launch and fall haul of the floating docks and boats for several of our neighbors. Looking back this was not only just the neighborly thing to do but it also gave us access to a private boat launch. Since then, I have always had some type of watercraft in Cape Porpoise every summer and have relied on a private boat launch to do so.

I am currently employed by the Town of Old Orchard Beach as a Lieutenant/ Paramedic/ Firefighter. I was a longtime volunteer for KEMS and the Cape Porpoise Fire Department. I have worked in commercial boatyards, and I am currently enrolled in the Electrical Engineering program at SMCC.

Lastly, in an "ideal" situation, this committee could find space for a public boat launch in the Kennebunk River, Cape Porpoise Harbor, and Goose Rocks Beach.

Thankyou for your time and consideration,

Chip Howarth

207-286-7768

chiphowarth@yahoo.com

On Saturday, October 22, 2022 at 01:46:44 PM EDT, Jon Dykstra <jdykstra@kennebunkportme.gov> wrote:

Thank you for submitting your request to be considered for the Town's ad hoc committee to define, and identify locations for, a potential Town Boat Launch.

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To help us in the selection process, please reply-all to this email (by Friday the 28th) letting us know what particular life experience, professional experience ,or any other factors that you would be bringing to the committee to help us meet these goals. We would also be interested in knowing what you currently hope the committee can accomplish.

Due to the large response, the Select Board will delay appointing committee members until their November 10 meeting.

Again, thank you for your interest in joining the process that, hopefully, will bring this much desired element to our town.

Best regards,

Jon

Select Board Member

+++++

Jon Dykstra

Kennebunkport, ME

Mobile: 207-423-2150



Kennebunkport

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Submission information

Form: [Online Application for Boards/Committees](#) ^[1]

Submitted by Anonymous (not verified)

October 14, 2022 - 6:32pm

2603:7080:d3f:f28d:2831:58f1:5066:4953

Choose from the following:

Boat Launch Committee

Please provide the following information:

Full Name

Carol Morris

Email

cmorris@morriscomm.net

Residential Address

2 high tide road

Residential Phone

207 329 6502

Business Address

Same

Business Phone

Same

Mailing Address (if different)**Are you registered to vote in Kennebunkport?**

Yes

Please list Membership in community organizations, dates involved, and activities performed:

Chair, Kport Conservation Commission 2021- present

Representative, Kennebunk River Restoration Committee, 2021-present, communications activities

KCT Island Steward, 2015-present, currently co-manager

Board, GrowSmart Maine, 2015-present, variously president, vice president, communications committee

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

I currently sail a 19' sailboat out of the Saco River, canoe the Little River, and kayak Cape Porpoise Harbor and the islands. As a KCT island steward I also observe the value of people's connections to those islands, most of which are accessible only by small boats. In addition, I have writing and communication skills that could be helpful in helping the public to understand what will likely be some challenging trade offs.

What is your reason for wanting to serve on this board or committee?

Maintaining everyone's ability - regardless of income and background - to access and connect to water is I believe a core value of our community.

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

Boat Launch Committee

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17601>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

Yanina Nickless

From: Carol Morris <cmorris@morriscomm.net>
Sent: Wednesday, October 26, 2022 10:05 AM
To: Jon Dykstra
Cc: Yanina Nickless
Subject: Re: Town Boat Launch ad hoc Committee member selection process

Hi Jon and Yanina,

Please see my responses below.

Thanks very much,

Carol

Life experience:

- I have sailed and paddled boats my whole life on salt and fresh water, so personally understand the challenges (and joys) of launching, parking, etc., both for trailered boats and kayaks or canoes.
- I currently volunteer with the Kennebunkport Conservation Trust Island Stewards and the Kennebunkport Conservation Commission, as well as the multi-town Kennebunk River Restoration Commission, so am in touch with many for whom access to healthy waterways is important. I think this is important because while we want to increase access to water, we also want to be careful to make sure we don't put more pressure on the resource in terms of pollutants, etc.

Professional experience:

- I am owner of a communications/public outreach consultancy (Morris Communications) that also offers facilitation services. Clients are municipalities, planning organizations, transportation agencies, state governments.
- Clearly communicating the process we use, what we find out, and how we got to our recommendations to the community will be very important, and I can help with that. I also can provide a professional online (and paper) survey expertise (via SurveyMonkey) should the group decide that would be useful.
- Because of my facilitation experience, I can be helpful in making sure everyone gets a chance to speak equally and in bringing forth various points of view.
- I have worked with municipalities and planners for 20 years as part of my business and understand the tradeoffs inherent in developing solutions to challenging problems. No solution is perfect and half the battle in winning over the public is 1) engaging them, and 2) explaining the pros and cons clearly.

Other factors that you would be bringing to the committee to help us meet these goals:

- I live on the Little River at the point where it turns from freshwater to tidal, so I have personal access to this river for kayaking and canoeing. One possible solution would be to solicit people in my position to offer some level of organized public access to waterways, especially for non-trailer access, similar to the way the Maine Island Trail Association does with islands along the coast of Maine.

What you currently hope the committee can accomplish:

- I hope the committee can use a fair and open process to set clear goals, better understand the challenges of providing additional water access for small boats, and come up with creative and workable solutions for people to have better access to our rivers and coastline.

On Oct 22, 2022, at 1:46 PM, Jon Dykstra <jdijkstra@kennebunkportme.gov> wrote:

Thank you for submitting your request to be considered for the Town's ad hoc committee to define, and identify locations for, a potential Town Boat Launch.

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Best regards,

Jon
Select Board Member

++++
Jon Dykstra
Kennebunkport, ME

Mobile: 207-423-2150

Carol Morris, President
Morris Communications
Kennebunkport, Maine
207-329-6502



Kennebunkport

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Submission information

Form: [Online Application for Boards/Committees](#) [1]

Submitted by Anonymous (not verified)

October 14, 2022 - 3:38pm

2603:7080:f07:7900:75ec:be37:1871:7260

Choose from the following:

Please provide the following information:

Full Name

RICHARD J PERRY

Email

rjperry1059@gmail.com

Residential Address

1 Stone Haven Drive

Residential Phone

2079671005

Business Address

PO Box 7402 1 Stone Haven Drive

Business Phone

2074681413

Mailing Address (if different)

PO Box 7402 Cape Porpoise 04014

Are you registered to vote in Kennebunkport?

Yes

Please list Membership in community organizations, dates involved, and activities performed:

Board of Directors, Graves Library current. Strategic Planning

Volunteer, Habitat for Humanity ReStore. current

Board of Directors, KCT. past

Board of Directors, Child Abuse Prevention Council. past
Board of Directors, Habitat for Humanity, York County. past

Do you have any skills, experience, or training you would like to mention?
Homeowner and boater in Cape Porpoise for nearly 35 years.

What is your reason for wanting to serve on this board or committee?
Identifying and acquiring boat access to Cape Porpoise Harbor is a critical need for the KPT community. Opportunities are becoming more rare and more costly. Now is the time to act.

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)?
Ad Hoc Committee for Boater Access to CP Harbor

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17586>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

Yanina Nickless

From: Richard Perry <rjperry1059@gmail.com>
Sent: Saturday, October 22, 2022 7:22 PM
To: Jon Dykstra
Cc: Yanina Nickless
Subject: Re: Town Boat Launch ad hoc Committee member selection process

A good problem to have Jon and evidence that this issue is important to KPT residents. My qualifications:

- * boat owner in cape porpoise for 34+ years dealing directly with access limitations
- * initiator of Stone Haven access partnership with Town of KPT
- * initiator of discussion with Mooney family on this issue
- * suggested ad hoc committee to finally grapple with this issue
- * worked with MITA on access in southern Maine and on potential funding sources
- * knowledgeable about cape porpoise harbor use and lobstering community

Richard Perry

On Sat, Oct 22, 2022 at 10:46 AM Jon Dykstra <jdijkstra@kennebunkportme.gov> wrote:

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Our intent in selecting down from the large number of requests is to draw from the widest possible spectrum of experience and perspectives as to how such a boat launch would be used, what it entails to construct such a launch, and an appreciation for the constraints as to its location.

To help us in the selection process, please reply-all to this email (by Friday the 28th) letting us know what particular life experience, professional experience ,or any other factors that you would be bringing to the committee to help us meet these goals. We would also be interested in knowing what you currently hope the committee can accomplish.

Due to the large response, the Select Board will delay appointing committee members until their November 10 meeting.

Again, thank you for your interest in joining the process that, hopefully, will bring this much desired element to our town.

Best regards,

Jon

Select Board Member

+++++

Jon Dykstra

Kennebunkport, ME

Mobile: 207-423-2150

AGENDA ITEM DIVIDER



Kennebunkport

MAINE

Published on *Town of Kennebunkport, ME* (<https://www.kennebunkportme.gov>)

[Home](#) > [Boards & Committees](#) > [Board of Selectmen](#) > [Online Application for Boards/Committees](#) > [Webform results](#) > Online Application for Boards/Committees

Submission information

Form: [Online Application for Boards/Committees](#) ^[1]

Submitted by Anonymous (not verified)

October 18, 2022 - 2:15pm

2603:7080:f00:74b0:8862:3ee5:ce1a:2130

Choose from the following:

Conservation Commission

Please provide the following information:

Full Name

Susan Kaagan

Email

skaagan@gmail.com

Residential Address

122 Old Cape Rd

Residential Phone

8285575724

Business Address**Business Phone****Mailing Address (if different)**

PO Box 1797 Kennebunkport ME 04946

Are you registered to vote in Kennebunkport?

Yes

Please list Membership in community organizations, dates involved, and activities performed:

Maine Healthy Beaches / Wells Reserve / Laudholm 2022-

Island Stewards/KPT Conservation Trust 2022-

Loon Preservation Project of Maine 2021-

The Heron Project/Maine Dept of Inland Fisheries and Wildlife 2017-

Invasive Plant Patrol/Lake Stewards of Maine 2016-2021

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?

Conservation, Mitigation and Preservation for the abundant gifts and resources of my newly adopted habitat/community is a priority for me.

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

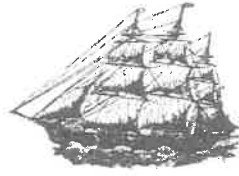
Conservation Committee

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17631>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

AGENDA ITEM DIVIDER



Kennebunkport Public Health

– INCORPORATED 1653 –

Kennebunkport Public Health

November 4, 2022

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

Please accept this donation of \$7,750.00 from the Kennebunkport GOP. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

BOYD R BUSER
PAM K BUSER
11 SALT MARSH LN
KENNEBUNKPORT ME 04046

8328
52-7445/2112
37

10-24-22 Date

Pay to the Order of Town of Kennebunkport \$ 50.00

Fifty and no/100 Dollars

Bank

America's Most Convenient Bank®

For Fuel Assistance Fund

Pam Buser MP

328

THOMAS A FRANZ
DIANE T FRANZ
160 MAIN ST.
KENNEBUNKPORT, ME 04046
PH. 207-204-0263

52-7450/2112

2719

DATE 10/26/22 MP

PAY TO THE ORDER OF

Town of Kennebunkport \$ 50.00

Fifty dollars + 00/100 DOLLARS

Kennebunk Savings

MEMO KBT Fuel Ass't. Fund

Thomas A. Franz MP

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

SUSANNE M CAYFORD
GREGORY R CAYFORD
139 WILDES DISTRICT RD.
KENNEBUNKPORT, ME 04046

52-7450/2112

2176

DATE 10/26/2022 MP

PAY TO THE ORDER OF

Town of Kennebunkport \$ 50.00

Fifty and 00/100 DOLLARS

Kennebunk Savings

MEMO (fuel assistance fund) Susanne M. Cayford MP

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

CHARLES C. ORMSBY
7 HIGH TIDE RD.
KENNEBUNKPORT, ME 04046

642

51-7218/2211
402

Oct 26, 2022 Date

Pay to the Order of Town of Kennebunkport \$ 50.00

Fifty and 00/100 Dollars

People's United Bank

peoples.com

For Fuel Assistance Fund

Charles C. Ormsby MP

0642

WILDES
WILDES

ORT, ME 04046

1369

52-7450/2112

DATE Oct 26, 2022 MP

\$ 100.00

DOLLARS

Town of Kennebunkport

hundred and 00/100

100.00

Town of Kennebunkport

hundred and 00/100

100.00

Town of Kennebunkport

hundred and 00/100

Heat Reactive Ink

Heat Reactive Ink

Savings

55-2311/16 Fund

5

Katherine Johnson Read

Stephen C. Read

170 Oak Ridge Rd

Kennebunkport, ME 04046

Pay to the Order of

Town of Kennebunkport

Seventy five

75.00

TD BANK

Heat Fund donation

5593

51-309/141

5593

10/26/2022

Dollars

Seventy five

5593

CHARLES R TREMBLAY
ANDREA L TREMBLAY
1 BOATSWAIN LN
KENNEBUNKPORT, ME 04046-5739

1379

55-33/212 NJ
1124

October 27, 2022
DATE

PAY TO THE ORDER OF Town of Kennebunkport \$ 100.00
One hundred 00/100 DOLLARS

Photo
Safe
Deposit
Details on back

BANK OF AMERICA

Wealth Management Banking

ACH R/T 021200339

Fuel Assistance Fund

Andrea L. Tremblay MP

ROGER A SEAVEY
LUCILLE DUBE SEAVEY
PO BOX 7144
CAPE PORPOISE, ME 04014

1043

52-7439/2112

10-26-22

Date

CHECK ARMOR
FRAUD PROTECTION

Pay to the
Order of

TOWN OF KENNEBUNKPORT \$ 100.00

ONE HUNDRED 00/100

Dollars

Photo
Safe
Deposit
Details on back



Biddeford Savings

For FUEL ASSISTANCE FUND

Roger A Seavey MP

5-7017/2110

569

THOMAS A SMITH
61 OAKWOOD DR.
KENNEBUNKPORT, ME 04046-0000

DATE

26 OCT 2022

PAY TO THE
ORDER OF

Town of Kennebunkport

\$ 100.00

One hundred and 00/100

DOLLARS

Security Features
Included.
Details on Back.

Citizens

MEMO

Fuel Assistance Fund

Thomas A Smith MP

ALLAN J EVELYN
JANE W EVELYN
1 BROOKSIDE DR
KENNEBUNKPORT, ME 04046-5823

336

53-13/110 MA
26550

Pay to the Order of Town of Kennebunkport \$ 150.00
One hundred fifty and 00/100 Dollars

BANK OF AMERICA

ACH R/T 011000138

For Fuel Assistance Fund Jane W. Evelyn MP

ALLAN J EVELYN
JANE W EVELYN
1 BROOKSIDE DR
KENNEBUNKPORT, ME 04046-5823

341

53-13/110 MA
26550

Pay to the Order of Town of Kennebunkport \$ 200.00
Two hundred and 00/100 Dollars

BANK OF AMERICA

ACH R/T 011000138

For Fuel Assistance Fund Allan J Evelyn MP

EDWARD C DOLAN
SUSAN K DOLAN
300 OCEAN AVE
KENNEBUNKPOR, ME 04046-6553

Cash Management Account® 2953

87-176/843
30

Pay to the Order of Town of Kennebunkport \$ 200.00
Two Hundred Dollars Dollars

MERRILL
A BANK OF AMERICA COMPANY

For Contrib to Fuel Fund [Signature] MP

PETER A GUTERMANN
CYNTHIA GUTERMANN
612 KINGS HWY
KENNEBUNKPORT, ME 04046-5440

2811

51-57/119 CT
18534

Pay To The Order of Town of Kennebunkport \$ 500.00
five hundred and 00/100 Dollars

BANK OF AMERICA

ACH R/T 011900571

For Donation - Fuel Assistance Fund [Signature] MP

PETER J MARTUCCELLI
32 RIVER RD
KENNEBUNKPORT, ME 04046-5815

10/26/22

Date

53-13/110 MA
26532

Bank of America

ACH R/T 011000138

Pay to the Order of Town of Kennebunkport \$ 250.00
Two Hundred Fifty & 00/100 Dollars

Citizens

POTTER POND
9 POTTER POND
EXINGTON, MA 02421

DATE 10/26/22

10/26



ROBERT ZUKE BUILDERS, LLC PEOPLES CHOICE CREDIT UNION
207-967-1290
128 LOG CABIN ROAD
ARUNDEL, ME 04046

BIDDEFORD, MAINE 04005

52-8751/2112 DATE

10/26/22

AMOUNT

\$ 500.00

PAY
TO THE
ORDER
OF:

TOWN OF KENNEBUNKPORT
(FUEL ASSISTANCE FUND)

FIVE HUNDRED DOLLARS

00
000



82

21865

KING'S PORT INN

P.O. BOX 1070
KENNEBUNKPORT, ME 04046
PH. (207) 967-4340



52-7450/2112



10/24/2022

PAY TO THE
ORDER OF

Town of Kennebunkport

\$ **500.00

Five Hundred and 00/100*****

DOLLARS

Town of Kennebunkport
P.O BOX 566
Kennebunkport, ME 04046

Void After 90 Days



[Signature]

AUTHORIZED SIGNATURE

MEMO

Emergency fuel fund

WILLIAM B. SCARBOROUGH, JR.

P.O. BOX 1517, 86 NORTH ST.
KENNEBUNKPORT, MAINE 04046
(207) 468-1028

NORTHEAST CREDIT UNION
KENNEBUNK, ME 04043

54-8963/2114

3920

10/27/2022

PAY TO THE
ORDER OF

Town of Kennebunkport

\$ **100.00

One Hundred and 00/100*****

DOLLARS

Town of Kennebunkport
P.O. Box 566, 6 Elm Street
Kennebunkport, ME 04046



[Signature]

AUTHORIZED SIGNATURE

MEMO

EMERGENCY FUEL ASSISTANCE FUND

CHRISTOPHER A HANSON
LISA N HANSON
64 SUMMER ST
ANDOVER, MA 01810

928
11-8166/3210
66

10-24-22
DATE

PAY TO THE ORDER OF Town of Kennebunkport \$ 500.00
Five Hundred & No/100
DOLLARS

FIRST REPUBLIC BANK

160 Federal Street Floor 8
Boston, MA 02110
Ph 888-408-0288 Customer Care

FOR Fuel Assistance Fund Christopher A. Hanson NP

Edward M. Cohn, M.D.
Adam B. Cohn
7 River's Edge Dr.
Kennebunk, ME 04043-7738

4895
52-7450/2112

28 Oct 22
DATE

PAY TO THE ORDER OF Town of Kennebunkport \$ 50.00
Fifty & No/100
DOLLARS

KENNEBUNK SAVINGS BANK

FOR Home heating oil program 2022

Edward M. Cohn NP

ARTHUR F. CASAVANT III
MARGARET A KIRBY
151 THURTON DRIVE
NEW CANAAN, CT 06840-6013

1-2/210

5851

10/26/22
DATE

PAY TO THE ORDER OF Town of Kennebunkport \$ 100.00
One hundred & No/100
DOLLARS

CHASE

JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO Fuel Assistance

Arthur F. Casavant III NP

ELIZABETH A. PHILLIPS
WESLEY H. PHILLIPS
21 BUZZY'S WAY 967-0125
KENNEBUNKPORT, ME 04046

7754

52-7445/2112
19

10/28/22
DATE

Pay to the Order of Town of Kennebunkport \$ 100.00
One hundred & No/100
DOLLARS

Bank

America's Most Convenient Bank®

For Oil Donation Elizabeth Phillips NP

MARK E. TULLER
240 BEACHWOOD AVE
KENNEBUNKPORT, ME 04046

TD Bank
America's Most Convenient Bank®

Pay to the Order of Town of Kennebunkport \$ 250.00
Two hundred & Fifty & No/100
DOLLARS

10/25/22
DATE

1214
52-7445/2112
42

ALLAN J EVELYN
JANE W EVELYN
1 BROOKSIDE DR
KENNEBUNKPORT, ME 04046-5823

BANK OF AMERICA

ACH R/T 011000136

FOR Fuel Assistance Fund

Mark E. Tuller

Pay to the Order of Town of Kennebunkport \$ 100.00
One hundred & No/100
DOLLARS

10/27/2022
DATE

ROBERT R. FORSBERG
10 LONGWOOD DR. UNIT 429
WESTWOOD, MA 02090-1145

3745
53-13/110 MA
26546

Pay to the Order of Town of Kennebunkport \$ 500.00
Five hundred Dollars

BANK OF AMERICA

ACH R/T 011000138

For Fuel Assistance Fund Robert R. Forsberg NP

45

JAMES B MINCHELLO
5 CHESTNUT ST APT 3
BOSTON, MA 02108

2384
53-13/110 MA
26773

Pay To The Order Of Town of Kennebunkport \$ 300.00
Three Hundred & 00/100 Dollars

BANK OF AMERICA

ACH R/T 011000138

For Fuel Assistance Fund J. Minchello NP

LESLIE A. EISENBERG
ROBERT B. EISENBERG
PH: 603-465-2779
56 DOW ROAD
DUBLIN, NH 03049

54-8960/2114
SECURED BY EZShield

11014

Pay to the order of Town of Kennebunkport \$ 500.00
Five hundred Dollars

TRIANGLE CREDIT UNION
33 FRANKLIN STREET
NASHUA, NEW HAMPSHIRE 03060

For Fuel Asst. Fund Leslie A. Eisenberg NP

GARY A. KOCH
PATRICIA B. KOCH
9 CENTRAL AVE.
KENNEBUNKPORT, ME 04046

52-7450/2112

9413

DATE 10/31/22 NP

PAY TO THE ORDER OF Town of Kennebunkport \$ 500.00
Five hundred DOLLARS

Kennebunk Savings

MEMO Fuel assist. fund

Patricia Koch NP

4851

53-7054/2113

2022

Amy S Flynn
Sean M Flynn
52 Maine Street
Kennebunkport, ME 04046

PAY TO THE ORDER OF Town of Kennebunkport
One thousand and 00/100

TD Bank

1018

52-7445/2112
37

DATE Oct 27, 2022

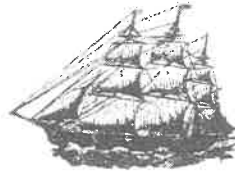
MATTHEWS, JR.
MATTHEWS, JR.
TON CT 292

Town of Kennebunkport \$ 100.00
One hundred and 00/100

1's Most Convenient Bank

Marie H. Matthews NP

AGENDA ITEM DIVIDER



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

November 3, 2022

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

Please accept this generous gift of \$1200.00 from anonymous donor to the general needs account # 08-01-50.

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

52-7450/2112

1251

DATE

Nov. 2, 2022

PAY TO
THE ORDER OF

Town of Kennebunkport

One thousand, two hundred & 50/100

\$

100

DOLLARS

Heat
Reactive
Ink

© DELUXE deluxa.com/cheque
SPECIALTY BLUE INK SECURITY



Kennebunk
Savings

MEMO

Animal Needs set.

151

AND HEAT-REACTIVE INK. DETAILS ON BACK.