

TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda
January 11, 2024 @ 5:00 PM
VILLAGE FIRE STATION
32 North Street**

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

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

<https://us06web.zoom.us/j/88248014184>

or go to **Zoom** and enter the **webinar ID: 882 4801 4184**

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

1. Call to Order.
2. 5 PM - Executive Session per MRSA 1, §405-6E to consult with town attorney regarding pending litigation.
3. ESTIMATED 6 PM - Approve the December 28, 2023, selectmen meeting minutes.
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.)
5. Consider the following Special Amusement applications:
 - The Boathouse @ Kennebunkport LLC d/b/a The Boathouse, 21 Ocean Avenue
 - Cape Arundel Inn LLC d/b/a Cape Arundel Inn, 208 Ocean Avenue
 - Hidden Pond LLC d/b/a Hidden Pond, 354 Goose Rocks Road
 - Ivy One LLC d/b/a The Clubhouse @ Cape Arundel Inn
 - The Kennebunkport Inn LLC d/b/a The Kennebunkport Inn, 1 Dock Square
 - Lodge on the Cove LLC d/b/a Lodge on the Cove, 29 S. Main Street
 - Tides Beach Club LLC d/b/a Tides Beach Club, 930 Kings Highway
 - Yachtsman Hospitality LLC d/b/a Yachtsman Hotel & Marine Club, 57 Ocean Avenue
6. Annual Investment presentation by H.M. Payson.
7. Presentation of Capital Improvement Plan.
8. Authorize sewer commitment for prorated properties.

9. Accept a \$230.00 donation from the Church on The Cape towards the emergency fuel fund.
10. Accept a \$3,346.00 donation from the Kennebunkport Village Fire Department towards the general needs account.
11. Other Business.
12. Approve the January 11, 2024, Treasurer's Warrant.
13. Adjournment.

AGENDA ITEM DIVIDER

Town of Kennebunkport
Board of Selectmen Meeting
December 28, 2023
6:00 PM
Village Fire Station (32 North Street)

MINUTES

Selectmen attending: Mike Weston, Sheila Matthews-Bull, Allen Daggett, Jon Dykstra, Marybeth Gilbert.

1. Call To Order.

Chairman Weston called the meeting to order at 6:00 PM.

2. NOT ON THE AGENDA ANYMORE: Executive session per (MRSA 1, §405-6A) for discussion regarding personnel.

3. Approve the December 14, 2023, selectmen meeting minutes.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the December 14, 2023, meeting minutes. **Voted:** 5-0. **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.)

No one in the Community Room nor attending via Zoom came forward to address the Board.

No motion was necessary. No motion was taken.

5. Authorize the Town Manager to execute an agreement with the owners of 76 Pier Rd.

Laurie Smith, Town Manager, explained that the agreement between the Werners and the Town had been worked out over the past several months relating to their private sea wall as abutters to the causeway project. The agreement would allow the project to proceed and address the Werners' concerns.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to authorize the Town Manager to execute the agreement. **Voted:** 5-0. **Motion passed.**

6. Consider the appointment of candidates to the Town Hall Building Committee.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to accept the duties and responsibilities of the Town Hall Building Committee **Voted: 5-0. Motion passed.**

Chairman Weston informed everyone that after the new Town Hall building proposal was voted down, the committee composition would be changed to include more community members. A number of qualified candidates volunteered: William Lord, Robert Wester, James Stockman, George Bentley, Allan Evelyn, Andrew Welch, Kevin McDonnell, Susan Kaagan, Robin Phillips, John Ware, David Broden, Tim Pattison, and Conor Hesketh (a Kennebunk resident). Several of the members of the first committee are no longer serving, and we are seeking to add four new members to the committee. This will bring the total committee size to thirteen. Selectman Gilbert added that she and Chairman Weston went through the list of candidates in an attempt to add diversity of viewpoints and residents in different areas of town to the committee.

Chairman Weston announced that the four applicants selected were Allan Evelyn, Kevin McDonnell, John Ware, and Tim Pattison. Should any member of the committee be unable to serve, a replacement would be selected from the pool of candidates who volunteered this time.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to appoint Allan Evelyn, Kevin McDonnell, John Ware, and Tim Pattison to the Town Hall Building Committee. **Voted: 5-0. Motion passed.**

7. Appoint Jane Evelyn to the Growth Planning Committee with an expiration date of June 2026.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to appoint Jane Evelyn to the Growth Planning Committee with an expiration date of June 2026. **Voted: 5-0. Motion passed.**

8. Appoint Anita Carroll to the Kennebunk River Committee with an expiration date of June 2026.

Motion by Selectman Gilbert, seconded by Selectman Dykstra, to appoint Anita Carroll to the Kennebunk River Committee with an expiration date of June 2026. **Voted: 5-0. Motion passed.**

9. Accept donations:

- a. **\$50.00 from Madonna Chapter 144, O.E.S., towards the emergency food fund;**
- b. **\$50.00 from an anonymous donor towards the general nurses' account;**
- c. **\$200.00 from an anonymous donor towards the emergency fuel fund;**

- d. **\$1,000.00 from an anonymous towards the emergency fuel fund;**
- e. **\$2,000.00 from The William J.J. Gordon Family Foundation towards food and fuel assistance (\$1,000.00 towards fuel and \$1,000.00 towards food).**

Motion by Selectman Dykstra, seconded by Selectman Matthews-Bull, to gratefully accept these donations. **Voted: 5-0. Motion passed.**

10. Other Business.

Selectman Gilbert informed the group that while she was designated to be an alternate to Selectman Daggett on the Kennebunkport Emergency Medical Services (KEMS) Board, in their last meeting, they graciously voted to make her a full-fledged member of that board. She also made the Select Board aware that the Growth Planning Committee (GPC), to which she is designated, will be meeting regularly in January and February regarding LD 2003. She expects that the Select Board will be receiving input from the GPC in February and March.

Chairman Weston read a statement praising Laurie Smith, Town Manager, detailing her professional & personal challenges and accomplishments during the year, and thanking her for a job well done.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to give Laurie Smith a well-deserved \$10,000 bonus for the year, paid by the Selectmens' Contingency Fund. **Voted: 5-0. Motion passed.**

Laurie expressed her thanks to the Board for all of their efforts during the year.

11. Approve the December 28, 2023, Treasurer's Warrant.

Motion by Selectman Mathews-Bull, seconded by Selectman Daggett, to approve the December 28, 2023, Treasurer's Warrant. **Voted: 5-0. Motion passed.**

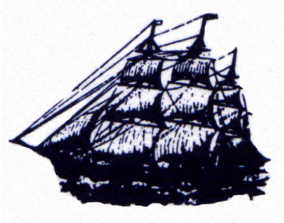
12. Adjournment.

Motion by Selectman Mathews-Bull, seconded by Selectman Gilbert, to adjourn. **Voted: 5-0. Motion passed.**

The meeting adjourned at 6:16 PM.

Submitted by,
Dave Powell,
Technology Specialist

AGENDA ITEM DIVIDER



KENNEBUNKPORT TOWN CLERK

To: Laurie Smith, Town Manager
Board of Selectmen

Fr: Tracey O’Roak, Town Clerk

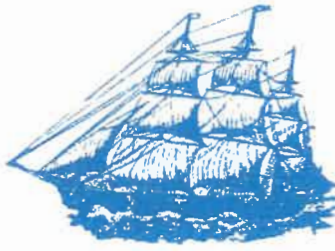
Re: Liquor License and Special Amusement Applications

Dt: January 3, 2024

We have received the following renewal applications for Special Amusement Permits:

- **The Boathouse @ Kennebunkport LLC d/b/a The Boathouse, 21 Ocean Avenue**
- **Cape Arundel Inn LLC d/b/a Cape Arundel Inn, 208 Ocean Avenue**
- **Hidden Pond LLC d/b/a Hidden Pond, 354 Goose Rocks Road**
- **Ivy One LLC d/b/a The Clubhouse @ Cape Arundel Inn**
- **The Kennebunkport Inn LLC d/b/a The Kennebunkport Inn, 1 Dock Square**
- **Lodge on the Cove LLC d/b/a Lodge on the Cove, 29 S. Main Street**
- **Tides Beach Club LLC d/b/a Tides Beach Club, 930 Kings Highway**
- **Yachtsman Hospitality LLC d/b/a Yachtsman Hotel & Marine Club, 57 Ocean Avenue**

Staff have reviewed the applications and provided approval for these licenses and, therefore, I recommend approval.



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant The Boatnouse @ Kennebunkport LLC
Residence Address 2 Livewell DR Ste 203 Kennebunk ME 04043
Home Telephone Number 207-967-1519
Name of Business The Boathouse
Business Address 21 Ocean AVE Kennebunkport ME 04046
Type of Business Hotel/Restaurant
Business Telephone Number 207-967-8223
Nature of Special Amusement Live music/Dancing

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

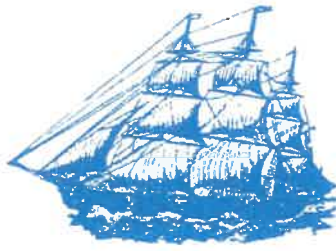
Yes _____ No ☒

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

1. Permit Fee: **\$ 100.00 (payable to the Town of Kennebunkport)**
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

Signature of Applicant

Printed name: Justin Grimes



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Cape Arundel Inn LLC
Residence Address 2 Livewell Dr Ste 203 Kennebunk ME 04043
Home Telephone Number 207-967-1519
Name of Business Cape Arundel Inn
Business Address 208 Ocean Ave Kennebunkport ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207-967-2125
Nature of Special Amusement Live Music / dancing

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

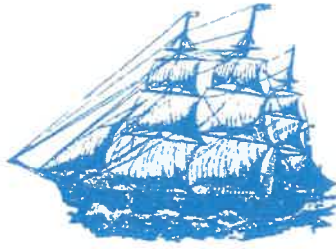
Yes _____ No ✓

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Signature of Applicant

Printed name: Justin Grime



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Hidden Pond, LLC
Residence Address 2 Livewell Dr Ste 203 Kennebunk ME 04043
Home Telephone Number 207-967-1519
Name of Business Hidden Pond
Business Address 354 Goose Rocks Rd Kennebunkport ME 04046
Type of Business Resort/Restaurant
Business Telephone Number 207-967-9050
Nature of Special Amusement Live Music/dancing

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

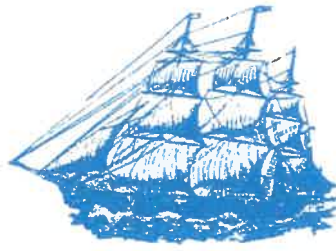
Yes _____ No ✓

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Signature of Applicant

Printed name: Justin Grimes



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

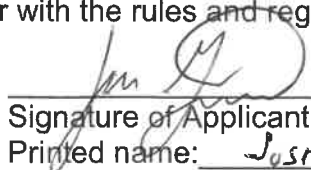
Name of Applicant Ivy One LLC
Residence Address 2 Livewell DR 203 Kennebunk ME 04043
Home Telephone Number 207-967-1519
Name of Business The Clubhouse @ Cape Arundel Inn
Business Address 8 Old Fort ave Kennebunkport ME 04046
Type of Business Inn/ Restaurant
Business Telephone Number 207-967-5353
Nature of Special Amusement Live Music/dancing

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

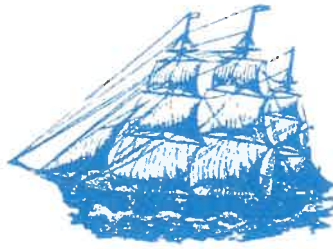
Yes _____ No ✓

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Signature of Applicant

Printed name: Jesse Grime



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

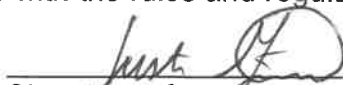
Name of Applicant The Kennebunkport Inn LLC
Residence Address 2 Livewell DR #203 Kennebunk ME 04043
Home Telephone Number 207-967-1519
Name of Business The Kennebunkport Inn
Business Address 1 Dock Square Kennebunkport ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207-967-2621
Nature of Special Amusement Live Music / dancing

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

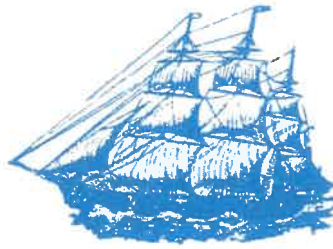
Yes _____ No ✓

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Signature of Applicant

Printed name: Josh Grimes



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Lodge on the Cove LLC
Residence Address 2 Livewell DR Ste 203 Kennebunkport ME
Home Telephone Number 207-967-1519 04043
Name of Business Lodge on the Cove
Business Address 29 S. Main St Kennebunkport ME 04046
Type of Business Hotel/ Restaurant
Business Telephone Number 207 967 3995
Nature of Special Amusement Live Music/ dancing

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

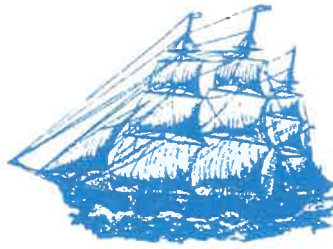
Yes _____ No ☒

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Signature of Applicant

Printed name: Josiah Grimes



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Tides Beach Club LLC
Residence Address 2 Livewell Dr 203 Kennebunk ME 04043
Home Telephone Number 207-967-1519
Name of Business Tides Beach Club
Business Address 930 Kings Hwy Kennebunkport ME 04046
Type of Business Hotel/Restaurant
Business Telephone Number 207-967-3757
Nature of Special Amusement Live Music/dancing

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

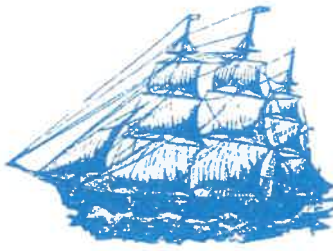
Yes _____ No ✓

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Signature of Applicant

Printed name: Joseph Grimes



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

APPLICATION SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

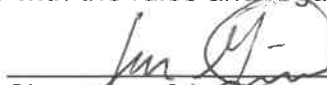
Name of Applicant Yachtsman Hospitality, LLC
Residence Address 2 Livewell Dr Ste 203 Kennebunk ME 04043
Home Telephone Number 207-967-1579
Name of Business Yachtsman Hotel & Marina Club
Business Address 57 Ocean Ave Kennebunk ME 04046
Type of Business Hotel / Marina / Marina bar
Business Telephone Number 207-967-2511
Nature of Special Amusement Live music / dancing

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

Yes _____ No ✓

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

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Signature of Applicant

Printed name: Justin Grimes

AGENDA ITEM DIVIDER

Town of Kennebunkport Kittredge Trust
***rolling 3 year with semi annual data points**
Calendar Year 2024

6/30/2021	\$1,048,311.11
12/31/2021	\$1,108,022.00
6/30/2022	\$913,940.34
12/31/2022	\$931,055.17
6/30/2023	\$1,735,018.00
12/31/2023	\$1,829,498.00

SUM	\$7,565,844.62
AVERAGE	\$1,260,974.10

4% OF AVERAGE	\$50,438.96
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QUARTERLY	\$12,609.74
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HM PAYSON - KITTREDGE PAYOUTS

HM Payson Payout	50,438.96
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Fire Company	Percentage	Amount
Wildwood Fire Company	16%	8,070.23
Village Fire Company	36%	18,158.03
Atlantic Fire Company	24%	12,105.35
Goose Rocks Fire Company	24%	12,105.35
Total		50,438.96

HMPayson

Investment Review

JANUARY 2024

PREPARED FOR

Town of Kennebunkport

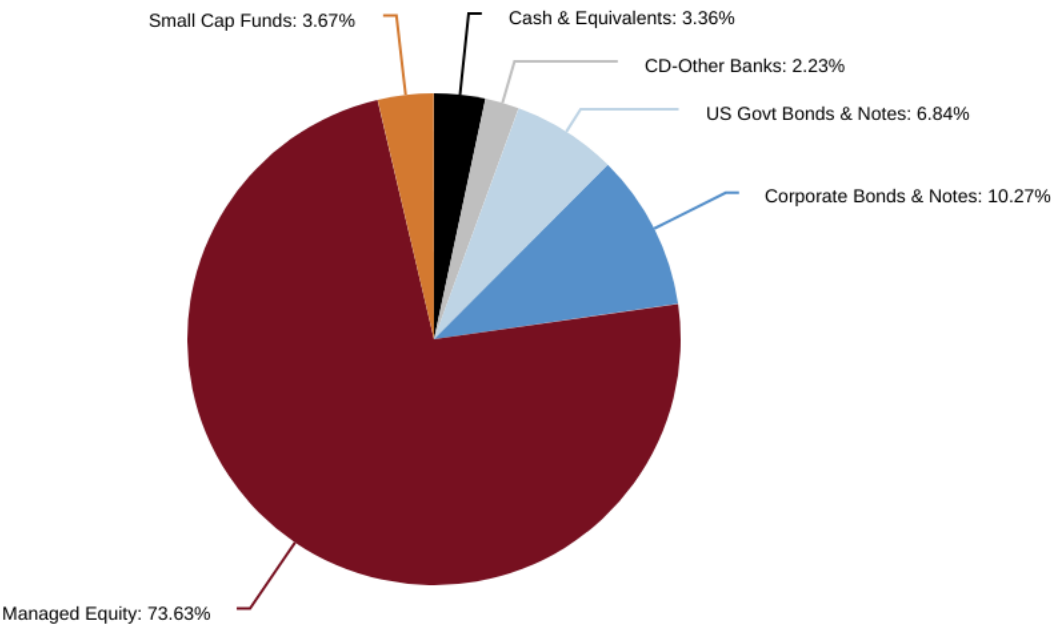
Daniel M. Lay, Esq.
PORTFOLIO MANAGER

Noah J. Petrucci, CFA
RELATIONSHIP MANAGER

Katie G. von Salza Brown
RELATIONSHIP ADMINISTRATOR

Asset Allocation by Account

TOWN OF KENNEBUNKPORT



Style Class	Current Value	Current Percent
Cash & Equivalents	\$61,523	3.36%
CD-Other Banks	\$40,763	2.23%
US Govt Bonds & Notes	\$125,213	6.84%
Corporate Bonds & Notes	\$187,902	10.27%
Managed Equity	\$1,347,024	73.63%
Small Cap Funds	\$67,073	3.67%
Total	\$1,829,498	100.00%

As of December 31, 2023

Individual Account Gross Performance

TOWN OF KENNEBUNKPORT

Style Class	Fiscal YTD beginning 7/1 Gross Return	Previous 1 Year Gross Return	Previous 3 Years Gross Return	Previous 5 Years Gross Return	Inception to Date (02/28/2015) Gross Return
Cash & Equivalents	3.29%	5.60%	2.46%	2.07%	* 1.86%
<i>FTSE USBIG 1 Mo. Treasury Bill</i>	2.75%	5.13%	2.19%	1.84%	1.68%
CD-Other Banks	2.91%	* 4.75%	* 4.75%	* 4.75%	* 4.75%
US Govt Bonds & Notes	2.75%	4.67%	* 4.39%	* 4.39%	* 4.39%
<i>Bloomberg Intermediate Government</i>	3.16%	4.30%	2.96%	2.96%	2.96%
Corporate Bonds & Notes	3.32%	5.34%	0.41%	2.65%	* 2.04%
<i>Bloomberg US Credit 1-5 Years</i>	4.21%	5.94%	(0.17%)	2.21%	1.93%
High Yield Bonds	-	-	-	* 7.09%	* 4.09%
<i>Bloomberg Global High Yield</i>	-	-	-	9.26%	5.46%
Mortgage Securities	-	-	* 0.16%	* 3.56%	* 3.56%
<i>Bloomberg US Mortgage Backed Securities</i>	-	-	0.08%	3.40%	3.40%
Multi Category Bond Fund/ETF	-	-	* (0.06%)	* 0.11%	* 0.11%
Managed Equity	7.12%	17.94%	9.81%	15.27%	11.98%
<i>100% S&P 500 Index</i>	8.04%	26.29%	10.01%	15.68%	11.76%
Small Cap Funds	* (1.48%)	* (1.48%)	* (1.48%)	* (1.48%)	* (1.48%)
<i>Russell 2000</i>	(1.50%)	(1.50%)	(1.50%)	(1.50%)	(1.50%)
Foreign Equity Funds	-	-	* (17.79%)	* 6.24%	* 3.50%
<i>MSCI All Country World Index X - US Net</i>	-	-	0.60%	9.75%	4.70%

As of December 31, 2023

Individual Account Gross Performance

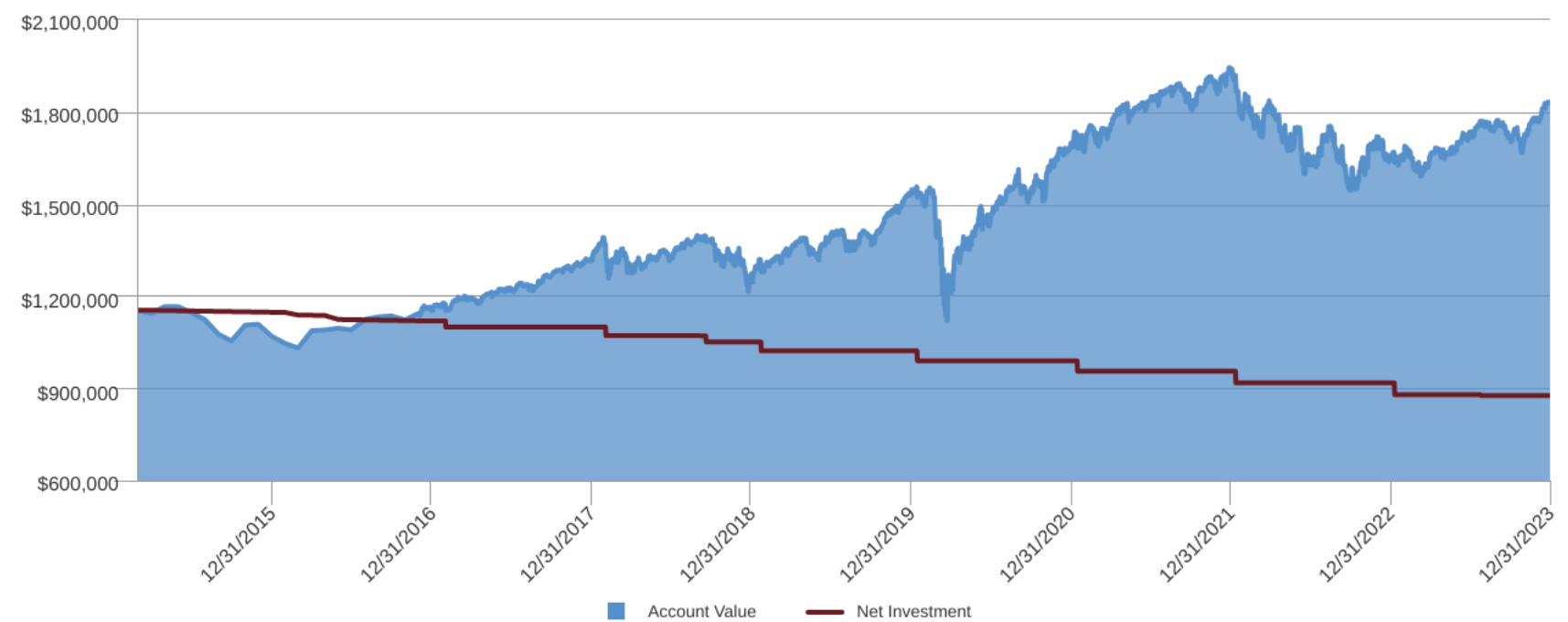
TOWN OF KENNEBUNKPORT

Style Class	Fiscal YTD beginning 7/1 Gross Return	Previous 1 Year Gross Return	Previous 3 Years Gross Return	Previous 5 Years Gross Return	Inception to Date (02/28/2015) Gross Return
Total	5.94%	13.94%	5.44%	10.62%	8.29%
70% (75% S&P 500 25% ACWI exUS) 25% BB US Int Gvt/Crd 5% 3MTB	6.35%	17.95%	5.39%	10.17%	7.54%

* Partial period return
Returns for periods exceeding 12 months are annualized.

As of December 31, 2023

Account Value vs. Net Investment
TOWN OF KENNEBUNKPORT



	Fiscal YTD beginning 7/1	Inception to Date (02/28/2015)
Start Value	\$1,735,018	\$1,154,444
Net Contribution	(\$2,400)	(\$277,526)
Investment Gain/Loss	\$96,880	\$952,579
Ending Value	\$1,829,498	\$1,829,498

As of December 31, 2023

KENNEBUNKPORT, TOWN OF CSU-3630 (3630, CSU-Client Service Uni

HM Payson

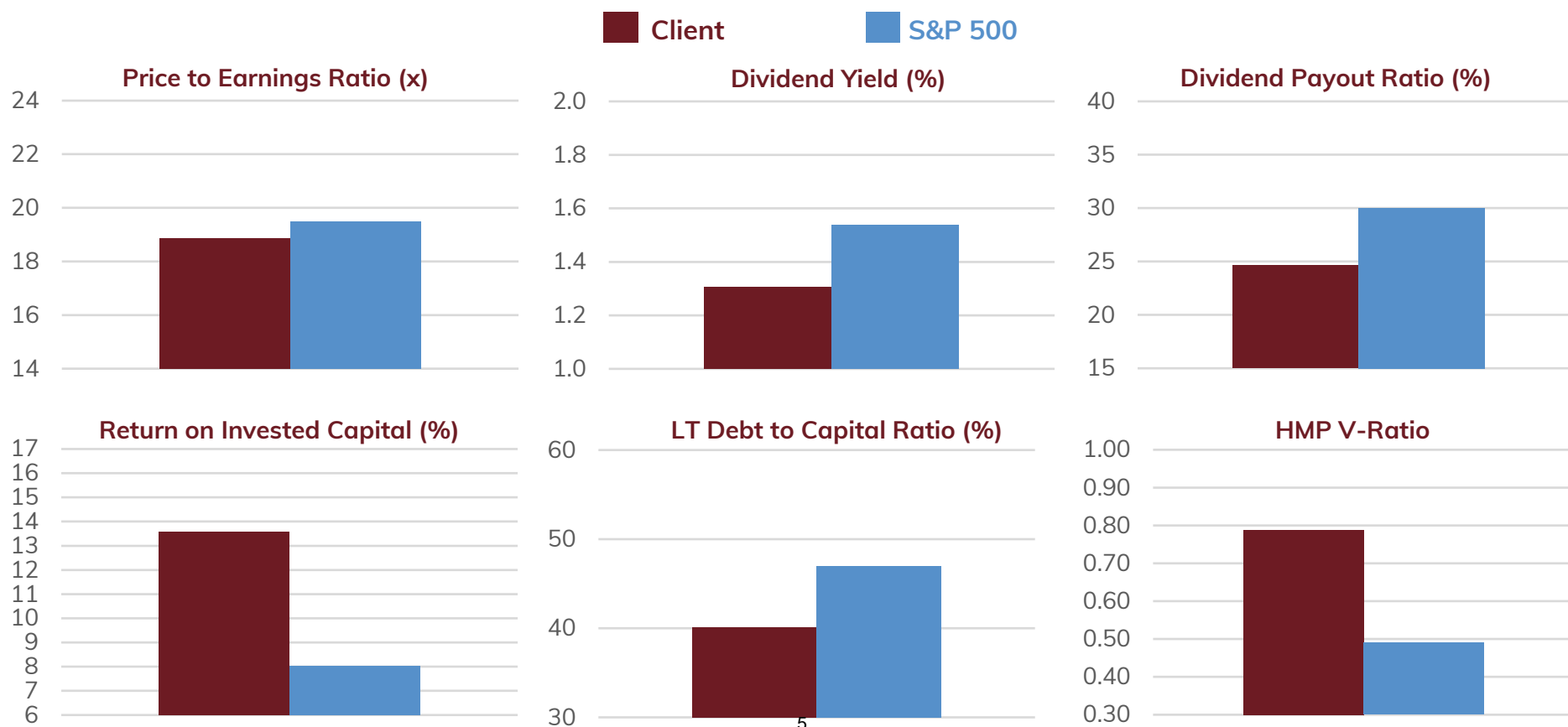
Holdings as of: December 29, 2023

$$\text{V-Ratio} = \frac{\text{ROIC} + \text{Dividend Yield}}{\text{Price-to-Earnings Ratio}}$$

$$\text{ROIC} = (\text{Earnings} - \text{Dividends}) / \text{Total Capital}$$

Consistently profitable companies with shareholder-friendly capital allocation tend to outperform over time. We believe that portfolios constructed around these characteristics, combined with a disciplined approach toward valuation, offer enhanced potential long-term returns. HM Payson's V-Ratio captures these features by weighing an approximation of quality against a measure of price.

Characteristics Summary	Client	S&P 500
Price to Earnings (x)	18.9	19.5
Dividend Yield (%)	1.3	1.5
Payout Ratio (%)	25	30
Return on Invested Capital (%)	13.6	8.0
Long term Debt to Capital (%)	40	47
V-Ratio	0.79	0.49



KENNEBUNKPORT, TOWN OF CSU-3630 (3630, CSU-Client Service Unit)



Holdings as of: December 29, 2023

Stock Characteristics - 10 Largest Holdings

Company	Sector	Weight	Yield	Payout	5 Yr Div Growth	5 Yr EPS Growth	P/E	ROIC	LT Debt to Capital
Alphabet Inc Class C Capital Stock	Communication Services	8.1%	0.0%	0.0%	NM	38.3%	22.7	26.3%	8.8%
Apple Inc	Information Technology	7.1%	0.5%	14.1%	6.7%	15.5%	28.2	54.5%	63.2%
Microsoft Corp	Information Technology	6.3%	0.8%	24.8%	10.1%	35.4%	31.1	23.2%	24.6%
Berkshire Hathaway Cl B	Financials	6.0%	0.0%	0.0%	NM	NM	20.4	5.9%	18.9%
Broadcom Limited Shs	Information Technology	4.6%	1.9%	47.4%	32.1%	45.8%	25.2	16.5%	63.4%
Visa Inc Cl A Common Stock	Financials	4.1%	0.8%	19.7%	16.9%	13.8%	24.7	29.3%	35.0%
Meta Platforms Inc	Communication Services	3.8%	0.0%	0.0%	NM	9.8%	22.2	23.6%	19.8%
Johnson & Johnson	Health Care	3.5%	3.0%	45.6%	6.0%	70.3%	15.0	14.9%	26.8%
NVIDIA Corp	Information Technology	3.1%	0.0%	1.0%	2.3%	7.5%	30.5	93.7%	22.3%
WEX Inc	Financials	3.0%	0.0%	0.0%	NM	3.9%	12.5	15.6%	61.0%
Top 10 Stocks		49.5%	0.6%	14.1%	11.8%	7.6%	22.5	16.2%	28.7%
Total Stock Portfolio			1.3%	24.6%	18.1%	14.6%	18.9	13.6%	40.1%
S&P 500 Index			1.5%	30.0%	6.5%	9.7%	19.5	8.0%	47.0%

Holdings by Account

TOWN OF KENNEBUNKPORT

Description	Quantity	Cost Basis	Value	Weight	Annual Income	Current Yield
Cash & Equivalents		\$61,523	\$61,523	3.36%	\$3,052	5.0%
Cash		\$61,523	\$61,523	3.36%	\$3,052	5.0%
Income Cash		\$648	\$648	0.04%	\$32	5.0%
Principal Cash		\$60,875	\$60,875	3.33%	\$3,019	5.0%
CD-Other Banks		\$40,000	\$40,763	2.23%	\$2,100	5.2%
Cash		\$40,000	\$40,763	2.23%	\$2,100	5.2%
AMERICAN EXPRESS NATL BK SANDY UT CD FDIC #27471 03/24/2025 5.250%	20,000	\$20,000	\$20,084	1.11%	\$1,050	5.2%
Accrued Income			\$306			
Morgan Stanley Private Bk Natl Assn Pur N Y Ctf De 03/24/2025 5.250%	20,000	\$20,000	\$20,084	1.11%	\$1,050	5.2%
Accrued Income			\$290			
US Govt Bonds & Notes		\$124,186	\$125,213	6.84%	\$2,551	2.0%
US Government Bonds		\$124,186	\$125,213	6.84%	\$2,551	2.0%
iShares iBonds Dec 2024 Term Tr ETF	1,500	\$35,812	\$35,790	1.96%	\$1,526	4.3%
US Treasury 2.250 01/31/24 01/31/2024 2.250%	20,000	\$19,960	\$19,947	1.10%	\$450	2.3%
Accrued Income			\$188			
US Treasury 2.875 04/30/25 04/30/2025 2.875%	20,000	\$19,710	\$19,559	1.07%	\$575	2.9%
Accrued Income			\$98			
US Treasury Bill 02/01/24 When Iss 02/01/2024	20,000	\$19,482	\$19,912	1.09%	\$0	0.0%
US Treasury Bill 03/07/24 03/07/2024	30,000	\$29,221	\$29,718	1.62%	\$0	0.0%

As of December 31, 2023

Holdings by Account

TOWN OF KENNEBUNKPORT

Description	Quantity	Cost Basis	Value	Weight	Annual Income	Current Yield
Corporate Bonds & Notes		\$192,271	\$187,902	10.27%	\$6,938	3.7%
Investment Grade Corporate Bonds		\$192,271	\$187,902	10.27%	\$6,938	3.7%
Comcast Corp 3.95 10/15/25 10/15/2025 3.950% Call 08/15/2025 100.00 Accrued Income	20,000	\$20,446	\$19,741	1.09%	\$790	4.0%
DR Horton, Inc. 10/15/2025 2.600% Call 09/15/2025 100.00 Accrued Income	20,000	\$20,435	\$19,175	1.05%	\$520	2.7%
Flex Ltd 4.750 06/15/25 25 06/15/2025 4.750% Call 03/15/2025 100.00 Accrued Income	25,000	\$25,422	\$24,673	1.35%	\$1,188	4.8%
L3harris Tech 3.950 05/28/24 24 05/28/2024 3.950% Call 02/28/2024 100.00 Accrued Income	15,000	\$15,025	\$14,855	0.81%	\$593	4.0%
Laboratory Corp 3.600 02/01/25 24 02/01/2025 3.600% Call 11/01/2024 100.00 Accrued Income	20,000	\$20,206	\$19,643	1.09%	\$720	3.7%
PPG INDUSTRIES INC 08/15/2024 2.400% Call 07/15/2024 100.00 Accrued Income	20,000	\$20,062	\$19,599	1.08%	\$480	2.4%
Thomson Reuters 3.850 09/29/24 24 09/29/2024 3.850% Call 06/29/2024 100.00 Accrued Income	25,000	\$25,146	\$24,576	1.35%	\$963	3.9%
			\$203			

As of December 31, 2023

Holdings by Account

TOWN OF KENNEBUNKPORT

Description	Quantity	Cost Basis	Value	Weight	Annual Income	Current Yield
Corporate Bonds & Notes		\$192,271	\$187,902	10.27%	\$6,938	3.7%
Investment Grade Corporate Bonds		\$192,271	\$187,902	10.27%	\$6,938	3.7%
United Parcel Service, Inc 11/15/2024 2.800% Call 09/15/2024 100.00 Accrued Income	20,000	\$20,096	\$19,625	1.08%	\$560	2.9%
VMware 4.500 05/15/25 25 05/15/2025 4.500% Call 04/15/2025 100.00 Accrued Income	25,000	\$25,434	\$24,731	1.36%	\$1,125	4.5%
			\$72			
			\$144			
Managed Equity		\$905,645	\$1,347,024	73.63%	\$17,589	1.3%
Communication Services		\$91,472	\$168,926	9.23%	\$0	0.0%
Alphabet Inc Class A Common Stock	60	\$2,267	\$8,381	0.46%	\$0	0.0%
Alphabet Inc Class C Capital Stock	775	\$45,776	\$109,221	5.97%	\$0	0.0%
Meta Platforms Inc	145	\$43,430	\$51,324	2.81%	\$0	0.0%
Consumer Discretionary		\$65,024	\$85,557	4.68%	\$219	0.3%
Amazon.com Inc	240	\$21,415	\$36,466	1.99%	\$0	0.0%
AutoZone Inc	13	\$32,410	\$33,613	1.84%	\$0	0.0%
TJX Companies Inc New	165	\$11,199	\$15,479	0.85%	\$219	1.4%
Energy		\$103,849	\$106,738	5.83%	\$3,761	3.5%
Chevron Corporation	215	\$30,292	\$32,069	1.75%	\$1,299	4.0%
Devon Energy Corp	405	\$23,761	\$18,347	1.00%	\$0	0.0%
Marathon Pete Corp Com	175	\$21,776	\$25,963	1.42%	\$578	2.2%
Pioneer Natural Resources Co	135	\$28,020	\$30,359	1.66%	\$1,885	6.2%

As of December 31, 2023

Holdings by Account

TOWN OF KENNEBUNKPORT

Description	Quantity	Cost Basis	Value	Weight	Annual Income	Current Yield
Managed Equity		\$905,645	\$1,347,024	73.63%	\$17,589	1.3%
Financials		\$118,480	\$204,397	11.17%	\$885	0.4%
Aon Plc Com Usd0.01 Cl A	55	\$13,215	\$16,006	0.87%	\$135	0.8%
Berkshire Hathaway Cl B	225	\$36,086	\$80,249	4.39%	\$0	0.0%
LPL Financial Holdings Inc	85	\$19,931	\$19,348	1.06%	\$102	0.5%
Mastercard Incorporated	80	\$7,039	\$34,121	1.87%	\$211	0.6%
Visa Inc Cl A Common Stock	210	\$42,209	\$54,674	2.99%	\$437	0.8%
Health Care		\$193,414	\$259,413	14.18%	\$6,241	2.4%
AbbVie Inc	125	\$10,224	\$19,371	1.06%	\$775	4.0%
Amgen Inc	90	\$15,684	\$25,922	1.42%	\$810	3.1%
Danaher Corp	140	\$13,854	\$32,388	1.77%	\$134	0.4%
Johnson & Johnson	300	\$41,821	\$47,022	2.57%	\$1,428	3.0%
Laboratory Corp Amer Hldgs	85	\$20,811	\$19,320	1.06%	\$245	1.3%
Merck & Co Inc	370	\$39,350	\$40,337	2.20%	\$1,140	2.8%
Pfizer Inc	770	\$23,814	\$22,168	1.21%	\$1,294	5.8%
Thermo Fisher Scientific Inc	55	\$15,250	\$29,193	1.60%	\$77	0.3%
UnitedHealth Group Inc	45	\$12,606	\$23,691	1.30%	\$338	1.4%
Industrials		\$93,303	\$99,869	5.46%	\$1,566	1.6%
AMETEK Inc	130	\$19,985	\$21,436	1.17%	\$130	0.6%
Hubbell Inc	78	\$24,021	\$25,657	1.40%	\$381	1.5%
Norfolk Southern Corp	140	\$30,542	\$33,093	1.81%	\$756	2.3%
Otis Worldwide Corp	220	\$18,755	\$19,683	1.08%	\$299	1.5%
Information Tech		\$240,102	\$422,125	23.07%	\$4,917	1.2%
Accenture Plc Ireland Shs Cl A	110	\$13,287	\$38,600	2.11%	\$568	1.5%
Apple Inc	495	\$59,322	\$95,302	5.21%	\$475	0.5%
Broadcom Limited Shs	55	\$13,512	\$61,394	3.36%	\$1,155	1.9%

As of December 31, 2023

Holdings by Account

TOWN OF KENNEBUNKPORT

Description	Quantity	Cost Basis	Value	Weight	Annual Income	Current Yield
Managed Equity		\$905,645	\$1,347,024	73.63%	\$17,589	1.3%
Information Tech		\$240,102	\$422,125	23.07%	\$4,917	1.2%
HP Inc Com	1,205	\$32,246	\$36,258	1.98%	\$1,328	3.7%
Microsoft Corp	225	\$21,860	\$84,609	4.62%	\$675	0.8%
NVIDIA Corp	85	\$38,710	\$42,094	2.30%	\$14	0.0%
Texas Instruments Incorporated	135	\$21,536	\$23,012	1.26%	\$702	3.1%
WEX Inc	210	\$39,629	\$40,856	2.23%	\$0	0.0%
Small Cap Funds						
US Small Cap Equity						
DIMENSIONAL ETF TR US SMALL CAP ETF	1,125	\$68,082	\$67,073	3.67%	\$668	1.0%
Total		\$1,391,707	\$1,829,498	100.00%	\$32,897	1.8%

As of December 31, 2023

Disclosures

Account data is on a trade date basis and income is included in the account returns on an accrual basis.

Account returns can be gross or net of management fees. Past performance is not indicative of future results.

All returns include the effects of all principal change and income, and returns for longer than one year are annualized.

Any Gross returns do not reflect the deduction of investment advisory fees, which will reduce investment returns. Advisory fees are described in Part 2 of our SEC Form ADV.

AGENDA ITEM DIVIDER

Memorandum

To: Board of Selectmen

Fr: Laurie Smith, Town Manager
Nicole Evangelista, Finance Director

Re: FY 25 – FY 29 Capital Improvement Plan

Dt: January 11, 2024

What is a Capital Plan?

- A Capital Improvement Plan is a financial planning and management tool that lists proposed capital projects and capital purchases and is one of the most important responsibilities of local government officials.
- This 5-year plan identifies, coordinates, and prioritizes the need for improvements and purchases and coordinates the funding and time frames for completion.
- It also provides continuity to the repair, replacement, construction, and/or expansion of Kennebunkport facilities and focuses on preserving our infrastructure while ensuring the efficient use of public funds.

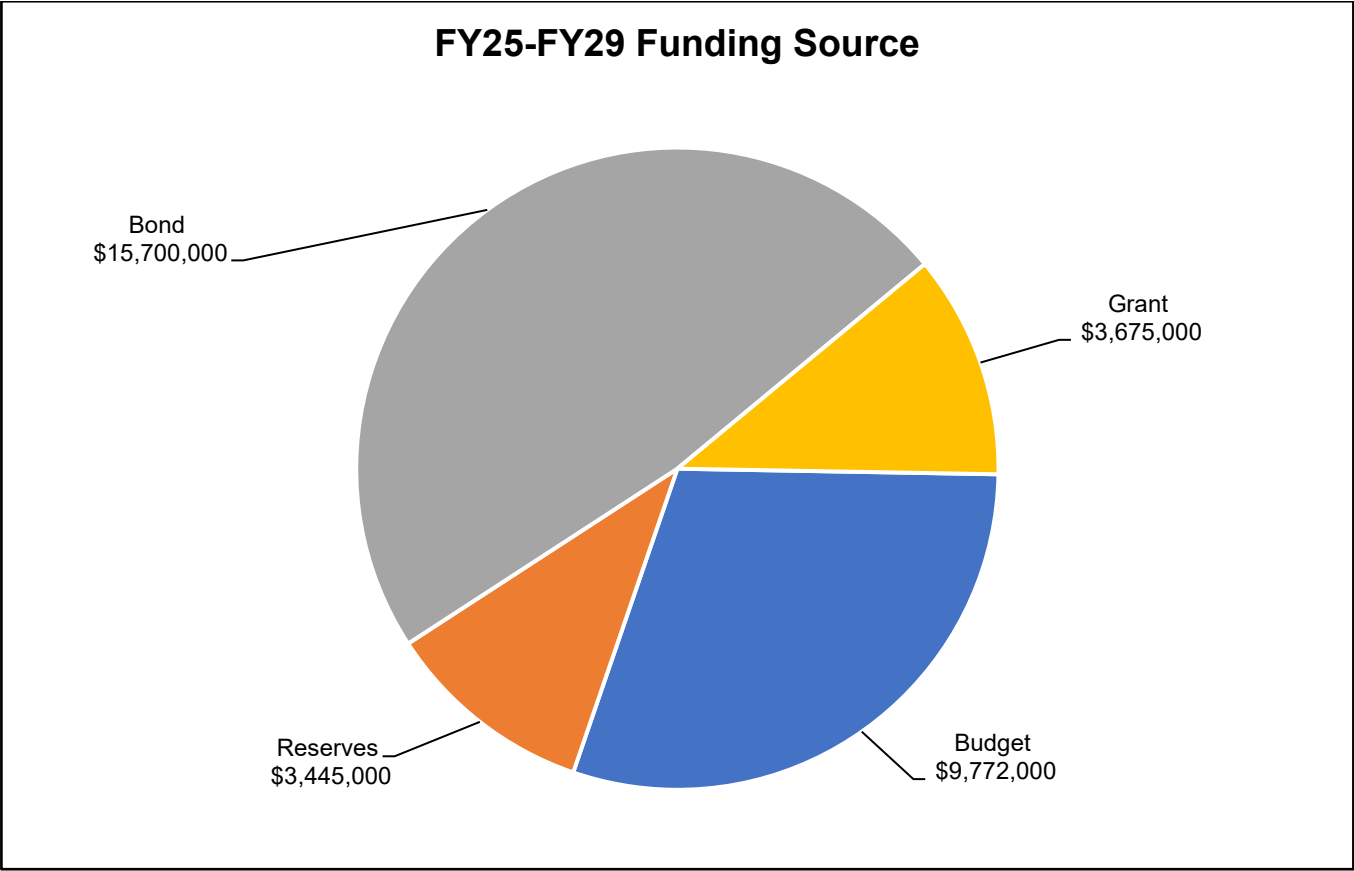
In conjunction with reviewing and updating departmental objectives and preparing the annual departmental budgets, each department must identify and submit capital project requests to the Town Manager. Departments Directors are urged to carefully assess their capital needs regarding vehicles and equipment, buildings and facilities, and infrastructure to encourage long-range planning instead of short-term, stopgap, or “emergency” repairs or rehabilitation work.

- ❖ Staff have compiled, to the best of their knowledge, a complete list of capital needs.
- ❖ While exact costs are hard to provide for future purchases, the best estimates were used to prepare this plan. Construction costs have increased exorbitantly and continue to remain high.
- ❖ There are a variety of funding sources that include:
 - ✓ Operating Budget
 - ✓ Reserve Funds
 - ✓ Bonding
 - ✓ Trust Funds
 - ✓ Grants
 - ✓ Private Sources

The five-year CIP is just shy of \$32.5 million and includes equipment, buildings, and infrastructure. On the surface, this funding level appears daunting if it were to be covered solely

by Kennebunkport taxpayers. The goal of planning for capital expenses is to take advantage of opportunities from grants, reserve funds, and other funding sources to keep the Town current with capital needs.

The Town of Kennebunkport defines capital assets as assets with a cost of \$5,000 or more and a useful life in excess of two years.



Administration:

Records preservation is an ongoing item that prolongs the usable life of our archival records. Is it worth the investment? What does the future hold? We see changes daily in new and improved technology, cloud-based storage options, and electronic access to everything. However, we can be sure that accessing the tangible records from the incorporation of the Town in the 1800s, to the establishment of the KKW Water District in the early 1900s, and the Selectman’s first vote to allow the sale of liquor to our beloved restaurants in the 1970s will forever remain the most reliable tool for accurate historical information.

The largest cost in administration is the construction of a new town hall. The need for a new Town Hall began over 20 years ago with the design for a combined Fire Station and Town Hall on North Street. Unfortunately, that did not move forward, and the Town Hall at Elm Street was renovated. It is estimated that the current needs are approximately 9,000 sq ft or 80% greater than the current building. The new facility would encompass a public meeting space, office space for all staff, storage for equipment and records, and adequate room to serve the public.

The meeting room space becomes particularly important when the Village Fire Station is renovated to provide staffing space.

Although the Town Hall vote in 2023 was not successful, the Select Board has appointed additional members to the Town Hall Committee with the goal of bringing forward a new design to vote in 2024.

Fire Department:

With a new ladder truck and engine under construction, equipment purchases in the next five years will be limited to an F-150, and SCBA tanks. According to National Fire Protection Association (NFPA) standards, the Self-Contained Breathing Apparatus (SCBA) must be replaced every 25 years. The Town has been setting aside funds in a reserve account for this purchase in 2027.

Personal Protective Equipment (PPE) is an annual purchase of 7-8 sets of turnout gear, which includes a coat and pants. This replacement program replaces our interior qualified firefighters' gear every ten years. Any gear that is still worthy is then recycled for our non-interior firefighters. Helmets, boots, gloves, etc., come out of the PPE line in the operating budget.

The largest item in the Fire Department capital plan is the renovation of the Port Village station. The Town has successfully met the fire service needs of our community for many years through the use of volunteers or on-call firefighters. As discussed with the Board previously, the days of hiring per diem firefighters are around the corner. Training demands, commuting patterns for residents, and the need for available staff during the daytime hours will require the Town to hire per diem staff eventually. In order to accommodate these staff and the necessary equipment to continue fire call times, we need to renovate our main station to accommodate overnight staff, offices, and room for additional equipment. The construction costs are currently estimated at \$1.5 million in order to add approximately 2,000 sq ft and renovate another 1,000 sq ft.

The overhead door motor at the Village Fire Station needs to be replaced either as a part of the renovation project or within the next couple of years, as replacement parts are limited.

Parks and Recreation:

As we look towards the future of our parks area, understanding the needs of the community is imperative to our planning. The Town completed a Parks Master Plan in 2023, including a 10-year improvement plan. Now that the master plan is developed, we will complete the implementation in phases using public, private, and grant funding opportunities. The first step includes the resurfacing of courts at Rotary Park, along with the survey and design for drainage improvements at Parson's Field.

Our current 14-passenger recreation bus is scheduled for replacement in 2026. Staff will continue to examine programming needs and explore the best options for the eventual replacement of the bus.

Piers:

With the pier replacement project planned for the winter of 2024-2025, the only planned capital project is the replacement of the hoist in FY26.

Police:

The police department's long-term capital plan includes the usual replacement of police vehicles. We will continue the process of analyzing hybrid and electric vehicles and incorporating them into our operations.

Building maintenance items include the replacement of exterior items outside of the Police and Public Health building. The floor tile, original to the building, needs to be replaced in the police and public health spaces.

The law enforcement records management software (Central Square) is over 20 years old and will need to be updated or replaced by FY 28.

Public Works:

The Town maintains over 48 miles of roads and 6.4 miles of sidewalks. The town's capital plan includes paving, reconstruction, and maintenance to preserve the foundation of infrastructure in our community. In FY 25, we will continue the reconstruction work of over a mile of Wildes District Road. FY 25 will include reclaiming and drainage work for the West, Oak, and Locke streets.

Staff have received requests for work on Summitt, Central, and Edgewood. The staff is seeking input from the Board on the level of road funding.

Equipment replacements in FY 25 include the 2007 Trackless MT5T and Truck 8 (2003 International 4300SA) in order to maintain our replacement schedule.

Special Projects:

This group of projects is usually classified as "special projects" as they don't fall within normal departmental operations. The five-year plan captures issues relative to climate change, resiliency projects, service delivery changes, and the Village Parcel's development.

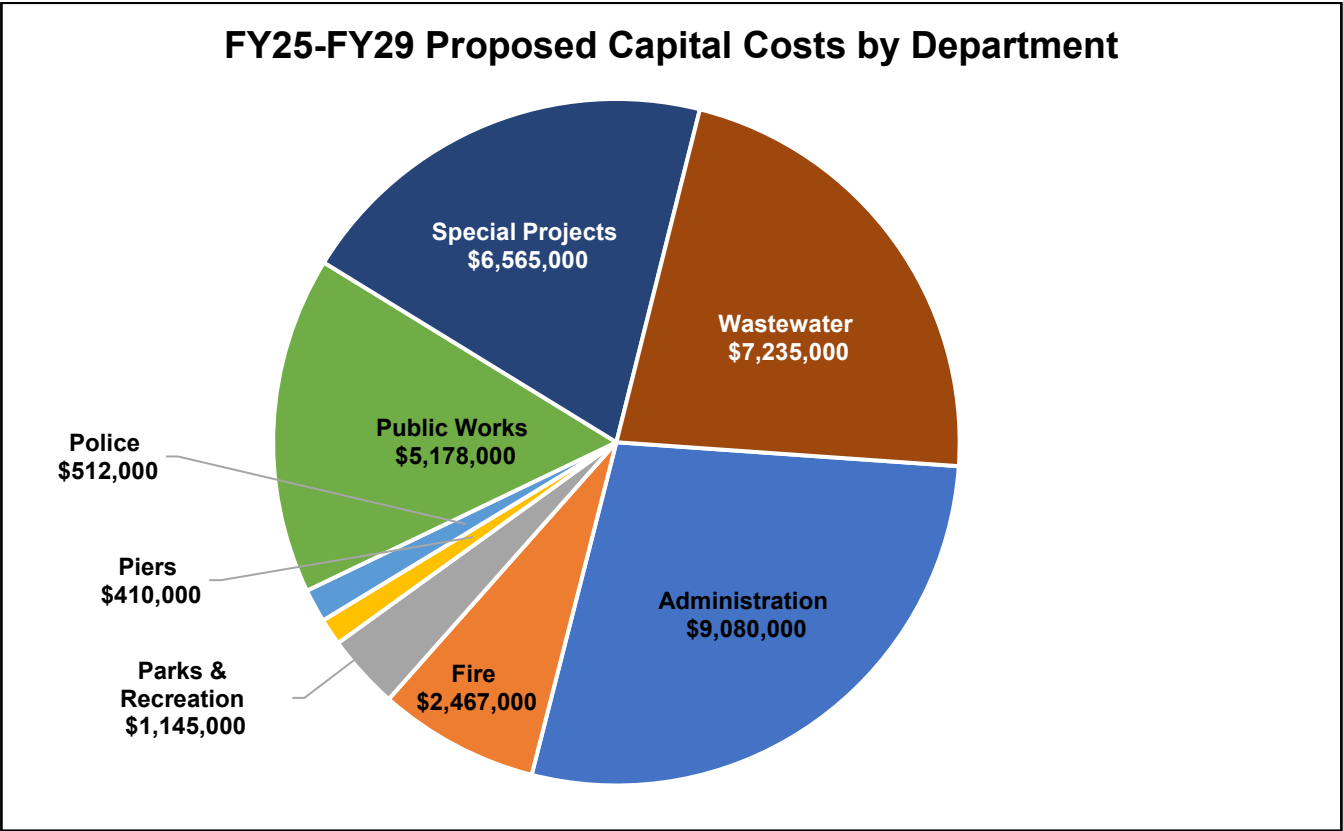
The CIP seeks funding to replace 20 streetlights per year in the span of 5 years.

Resiliency projects are being proposed for other areas in town that are concerning, including the head of the harbor in Cape Porpoise, the Wandby area along Ocean Avenue, and Dock Square. Each of these projects has its unique challenges, including the impact on private property as well as private infrastructure. Increased sea levels and storm surges are causing damage to each of these sections of town. The staff is recommending engineering design and public input to create solutions for these important public transportation networks.

Wastewater:

The wastewater system includes not only a treatment plant but also over 20 miles of sewer lines and 16 pump stations. The Town needs to continue to invest in this infrastructure as much of it has reached its useful life. In the five-year CIP, the staff is recommending the design and

reconstruction of three pump stations, including Ocean Avenue, Turbat’s Creek, South Main Street, Mills Road, and King’s Highway stations.



In summary, this plan is ultimately meant to serve as a long-term planning and management tool that provides a list of proposed capital improvement projects and purchases for a 5-year period. This will not only serve as a guide to plan for these types of expenditures, but it will also give our citizens the ability to see how the Town is spending tax-payers dollars as it pertains to the maintenance, upkeep, and improvement of Town-owned property, equipment, facilities, and infrastructure.

We are seeking feedback from the Selectmen on the staff recommendations, especially for the upcoming fiscal year.

Capital Improvement Program - FY25

Administration	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Town Hall Construction	Bldg/Facilities	Bond/Reserve	\$ 9,000,000					
Records Preservation	Admin	Budget	\$ 10,000					
Records Preservation	Admin	Budget		\$ 10,000				
Replace 2017 Codes Vehicle	Equipment	Budget			\$ 30,000			
Records Preservation	Admin	Budget			\$ 10,000			
Records Preservation	Admin	Budget				\$ 10,000		
Records Preservation	Admin	Budget					\$ 10,000	\$ 250,000
Totals			\$ 9,010,000	\$ 10,000	\$ 40,000	\$ 10,000	\$ 10,000	\$ 250,000

Fire	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Firefighter PPE	Equipment	Budget	\$ 23,000					
Village Fire - Replacement Overhead Doors (4)	Bldg/Facilities	Budget	\$ 30,000					
Replace Car 1 - 2015 F-150 (2026)	Equipment	Budget	\$ 90,000					
Firefighter PPE	Equipment	Budget		\$ 24,000				
Village Fire Station	Bldg/Facilities	Bond		\$ 1,750,000				
Firefighter PPE	Equipment	Budget			\$ 25,000			
SCBA Air Packs (40)	Equipment	Reserve			\$ 355,000			
RIB Boat/Engine/Trailer - CP - 2008	Equipment	Reserve				\$ 30,000		
Firefighter PPE	Equipment	Budget				\$ 30,000		
Firefighter PPE	Equipment	Budget					\$ 35,000	
Village Fire - Generator	Equipment	Budget					\$ 75,000	
Replace Squad 11 2006 (2031)	Equipment	Reserve						\$ 700,000
Replace Tank 1 - GRB 2008 (2038)	Equipment	Reserve						\$ 800,000
Replace Engine 23 WW (2039)	Equipment	Reserve						\$ 1,000,000
Wildes District Fire - Generator	Equipment	Budget						\$ 15,000
Hydraulic Rescue Tool	Equipment	Budget						\$ 80,000
Engine 33 GRB - New 2017 (2042)	Equipment	Reserve						\$ 1,200,000
Totals			\$ 143,000	\$ 1,774,000	\$ 380,000	\$ 60,000	\$ 110,000	\$ 3,795,000

Capital Improvement Program - FY25

Parks & Recreation	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Parsons Field - Survey & Design for Athletic Field	Infrastructure	Budget	\$ 30,000					
Basketball/Tennis/Pickleball Court Resurfacing	Equipment	Budget	\$ 75,000					
Replace 2015 Bus	Equipment	Budget		\$ 130,000				
Rotary Park - Shade Structure	Infrastructure	Budget		\$ 70,000				
Rotary Park - Site Reconstruction	Infrastructure	Budget		\$ 15,000				
Parsons Field - Site Reconstruction	Infrastructure	Budget/Grant		\$ 200,000				
Village Parcel Trails	Infrastructure	Grant			\$ 100,000			
Firefighters Park - Add to Trail System	Infrastructure	Grant			\$ 100,000			
Firefighters Park - Playground	Infrastructure	Budget/Grant			\$ 100,000			
Firefighters Park - Overlook	Infrastructure	Grant				\$ 75,000		
Parsons Field - Parking	Infrastructure	Budget				\$ 75,000		
Rotary Park - Parking	Infrastructure	Budget				\$ 75,000		
Rotary Park - Playground	Infrastructure	Budget/Grant					\$ 100,000	
Playground Upgrades	Equipment	Budget						\$ 150,000
Totals			\$ 105,000	\$ 415,000	\$ 300,000	\$ 225,000	\$ 100,000	\$ 150,000

Piers	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
#2 Hoist Replacement	Equipment	Budget		\$ 10,000				
Cape Porpoise Pier Phase #2	Bldg/Facilities	Budget/Grant			\$ 400,000			
Harbormaster Boat	Equipment	Reserve						\$ 30,000
Totals			\$ -	\$ 10,000	\$ 400,000	\$ -	\$ -	\$ 30,000

Capital Improvement Program - FY25

Police	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Exterior Building Repairs	Equipment	Budget	\$ 15,000					
Replace 2019 Cruiser	Equipment	Budget	\$ 55,000					
Replace 2020 and 2021 Cruisers (2)	Equipment	Budget		\$ 120,000				
Replace Flooring in PD and Offices	Bldg/Facilities	Budget			\$ 20,000			
Replace 2XXX Cruiser	Equipment	Budget			\$ 60,000			
Replace 2XXX Cruiser (2)	Equipment	Budget				\$ 120,000		
Software - IMC	Equipment	Reserves				\$ 60,000		
Replace 2XXX Cruiser	Equipment	Budget					\$ 62,000	
Police Building Renovations	Bldg/Facilities	Budget						\$ 500,000
<i>Totals</i>			\$ 70,000	\$ 120,000	\$ 80,000	\$ 180,000	\$ 62,000	\$ 500,000

Public Works	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Repair and Reconstruct Roads	Infrastructure	Budget	\$ 868,000					
Repair and Construct Sidewalks	Infrastructure	Budget	\$ 95,000					
Replace 2007 Trackless	Equipment	Budget	\$ 220,000					
Replace Truck #8	Equipment	Budget	\$ 90,000					
Repair and Reconstruct Roads	Infrastructure	Budget		\$ 810,000				
Repair and Construct Sidewalks	Infrastructure	Budget		\$ 100,000				
Replace Current Lift	Equipment	Budget		\$ 27,000				
Repair and Reconstruct Roads	Infrastructure	Budget			\$ 453,000			
Repair and Construct Sidewalks	Infrastructure	Budget			\$ 105,000			
Replace 2015 International	Equipment	Budget			\$ 275,000			
Replace 2016 International	Equipment	Budget				\$ 280,000		
Repair and Reconstruct Roads	Infrastructure	Budget				\$ 725,000		
Repair and Construct Sidewalks	Infrastructure	Budget				\$ 100,000		
Replace 2013 JD Loader	Equipment	Budget					\$ 250,000	
Replace 2016 Ford F350 4X4 Dual Rear	Equipment	Budget					\$ 80,000	
Replace 2016 Tymco 435 (re-upfitbody)	Equipment	Budget					\$ 100,000	
Repair and Reconstruct Roads	Infrastructure	Budget					\$ 500,000	

Capital Improvement Program - FY25

Public Works (cont'd.)	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Repair and Construct Sidewalks	Infrastructure	Budget					\$ 100,000	
Replace 2017 Graco Line Striper	Equipment	Budget						\$ 14,000
Replace 2018 Case 580 T4F Backhoe	Equipment	Budget						\$ 200,000
Replace 2018 Trackless MT7	Equipment	Budget						\$ 325,000
Replace 2020 Ford F350 4X4	Equipment	Budget						\$ 80,000
Replace 2018 Fuel Pumps	Equipment	Budget						\$ 30,000
Replace 2020 FuelMaster Fuel Controller	Equipment	Budget						\$ 30,000
Replace 2021 Western Star	Equipment	Budget						\$ 275,000
Replace 2021 Mower	Equipment	Budget						\$ 25,000
Repair and Reconstruct Roads	Infrastructure	Budget						\$ 5,000,000
Repair and Construct Sidewalks	Infrastructure	Budget						\$ 750,000
Totals			\$ 1,273,000	\$ 937,000	\$ 833,000	\$ 1,105,000	\$ 1,030,000	\$ 6,729,000

Special Projects	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Resiliency Construction - Ocean Ave - Wandby	Infrastructure	Budget/Grant	\$ 2,400,000					
Purchase of LED Streetlight Fixtures	Infrastructure	Budget	\$ 50,000					
Resiliency Design - Head of the Harbor	Admin	Budget		\$ 150,000				
Purchase of LED Streetlight Fixtures	Infrastructure	Budget		\$ 50,000				
Purchase of LED Streetlight Fixtures	Infrastructure	Budget			\$ 50,000			
Head of the Harbor Resiliency Project	Infrastructure	Bond/Grant				\$ 3,500,000		
Resiliency Design - Dock Square	Admin	Budget				\$ 300,000		
Purchase of LED Streetlight Fixtures	Infrastructure	Budget				\$ 50,000		
Purchase of LED Streetlight Fixtures	Infrastructure	Budget					\$ 15,000	
Village Parcel Infrastructure Phase 1	Infrastructure	Private/Bond						\$ 3,500,000
Village Parcel Infrastructure Phase 2	Infrastructure	Private/Bond						\$ 3,500,000
Totals			\$ 2,450,000	\$ 200,000	\$ 50,000	\$ 3,850,000	\$ 15,000	\$ 7,000,000

Capital Improvement Program - FY25

Wastewater	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Upgrade PLC - Pump Controls	Equipment	Budget	\$ 65,000					
Upgrade Control Panel - Screens	Equipment	Budget	\$ 65,000					
Mitigation & Equipment Upgrade - PS #12	Equipment	Budget	\$ 150,000					
Purchase of Grinder Pumps - Replacements/Spares (10)	Equipment	Budget	\$ 50,000					
Ocean Ave. Pump Station #6 - Engineering	Admin	Budget		\$ 55,000				
Turbat's Creek Pump Station - Engineering	Admin	Budget		\$ 55,000				
South Main St. Pump Station #5 - Engineering	Admin	Budget		\$ 55,000				
Replace 2013 Service Truck	Equipment	Budget		\$ 130,000				
Variable Frequency Drives	Infrastructure	Budget		\$ 40,000				
Ocean Ave. Pump Station #6	Infrastructure	Bond			\$ 1,300,000			
Turbat's Creek Pump Station	Infrastructure	Bond			\$ 1,300,000			
South Main St. Pump Station #5	Infrastructure	Bond			\$ 600,000			
Mills Lane Pump Station #2 - Engineering	Admin	Budget				\$ 65,000		
Mills Road Pump Station #11 - Engineering	Admin	Budget				\$ 65,000		
Replace 2006 Jetter	Equipment	Budget				\$ 140,000		
Axial Flow Pumps (2)	Equipment	Budget				\$ 100,000		
Mills Lane Pump Station #2	Infrastructure	Bond					\$ 1,500,000	
Mills Road Pump Station #11	Infrastructure	Bond					\$ 1,500,000	
Kings Highway Pump Station #14 - Engineering	Admin	Bond						\$ 70,000
Kings Lane Pump Station #13 - Engineering	Admin	Bond						\$ 70,000
Kings Highway Pump Station #14	Infrastructure	Bond						\$ 1,500,000
Kings Lane Pump Station #13	Infrastructure	Bond						\$ 1,500,000
Kings Highway Pump Station #12 - Engineering	Admin	Bond						\$ 120,000
Kings Highway Pump Station #12	Infrastructure	Bond						\$ 1,800,000
Ocean Ave Gravity Main (Nonantum to Bridge)	Infrastructure	Bond						\$ 300,000
Huber fine screen #101 2011	Equipment	Budget						\$ 150,000
Huber fine screen #102 2011	Equipment	Budget						\$ 150,000
Prescott Drive Pump Station #15	Infrastructure	Bond						\$ 500,000

Capital Improvement Program - FY25

Wastewater (cont'd.)	Type	Funding	FY 25	FY 26	FY27	FY28	FY29	Future
Washington Court Pump Station #16	Infrastructure	Bond						\$ 500,000
Wakefield Pasture Pump Station #17	Infrastructure	Bond						\$ 500,000
6.5 miles 1972 Sewer Lines	Infrastructure	Bond						\$ 6,000,000
Totals			\$ 330,000	\$ 335,000	\$ 3,200,000	\$ 370,000	\$ 3,000,000	\$ 13,160,000
GRAND TOTAL			\$ 13,381,000	\$ 3,801,000	\$ 5,283,000	\$ 5,800,000	\$ 4,327,000	\$ 31,614,000



Capital Improvement Plan FY2025

Prepared and Presented by:

Laurie Smith, Town Manager | Department directors

What is a Capital Improvement Plan?

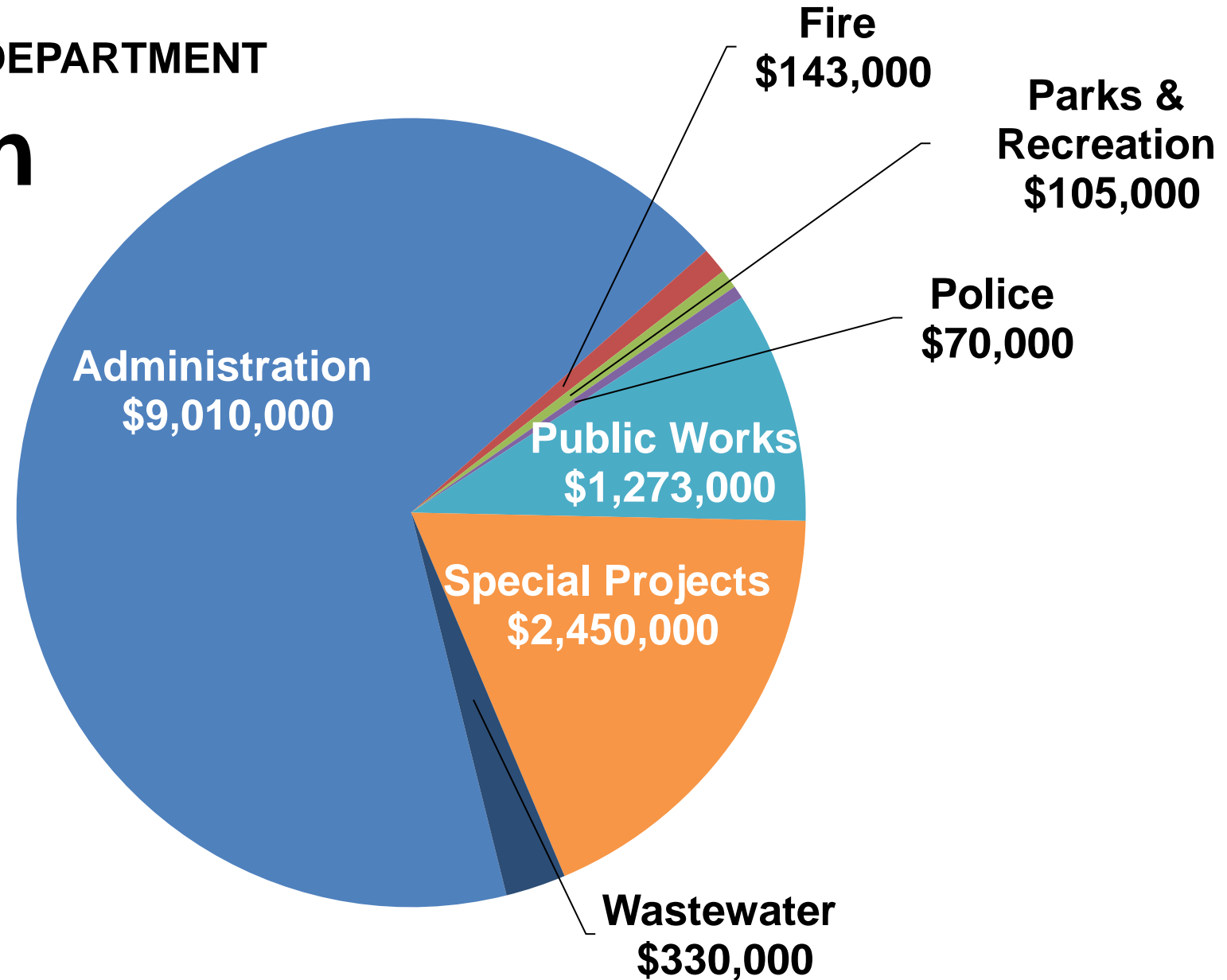
A multi-year financial plan that identifies capital projects and acquisitions, along with funding sources and operational costs.

- Sets priorities
- Promotes coordination of efforts
- Guides debt financing decisions
- Links other plans with the budget process
 - Does NOT authorize funding

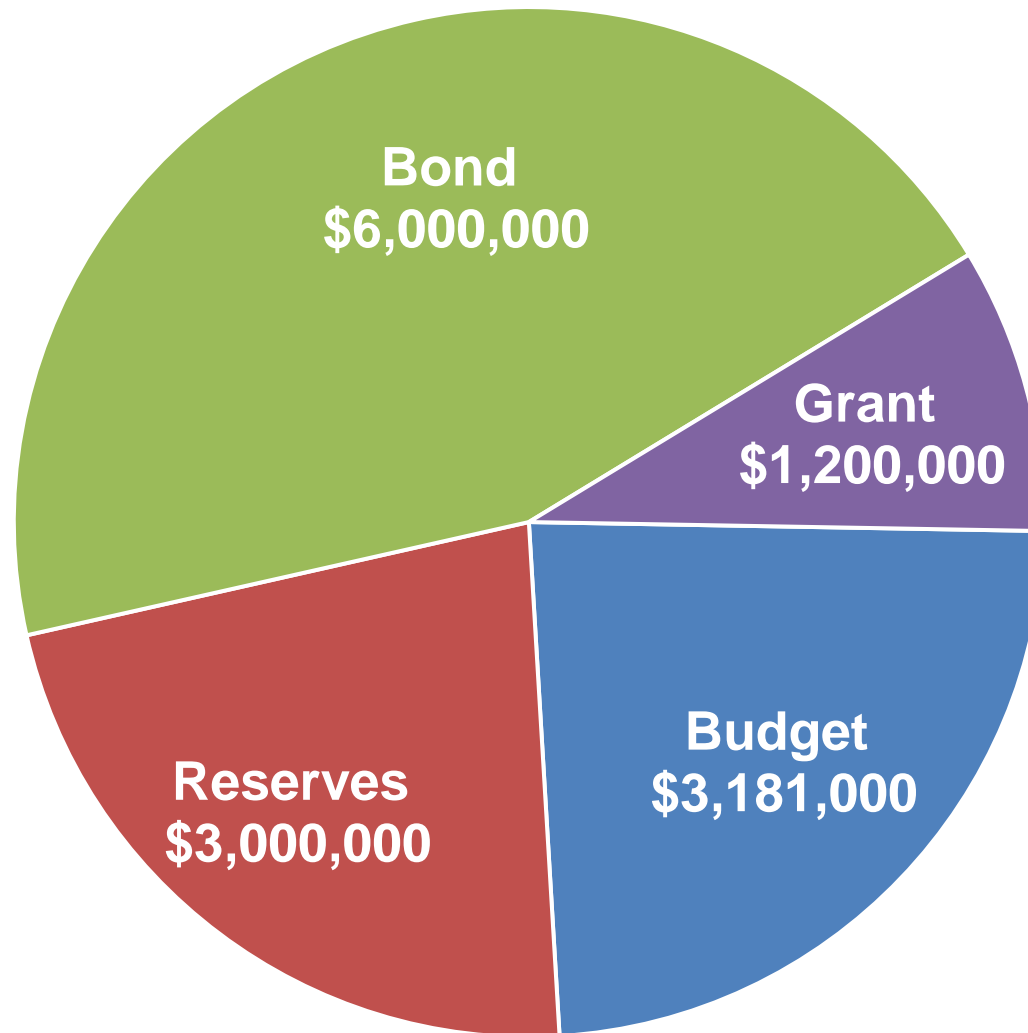
FY25 CIP

BY DEPARTMENT

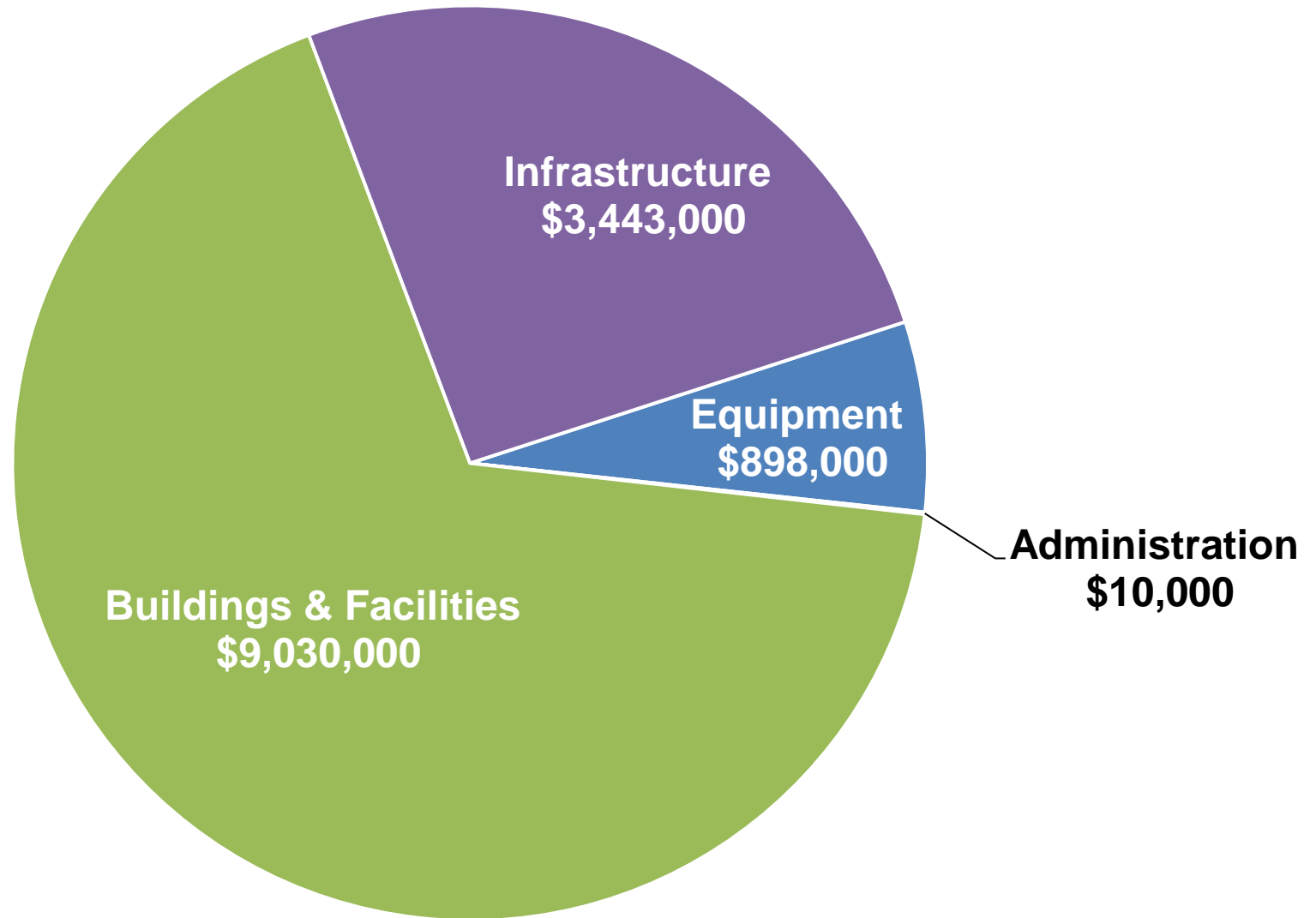
\$13.4 million



FY25 CIP by Funding Source

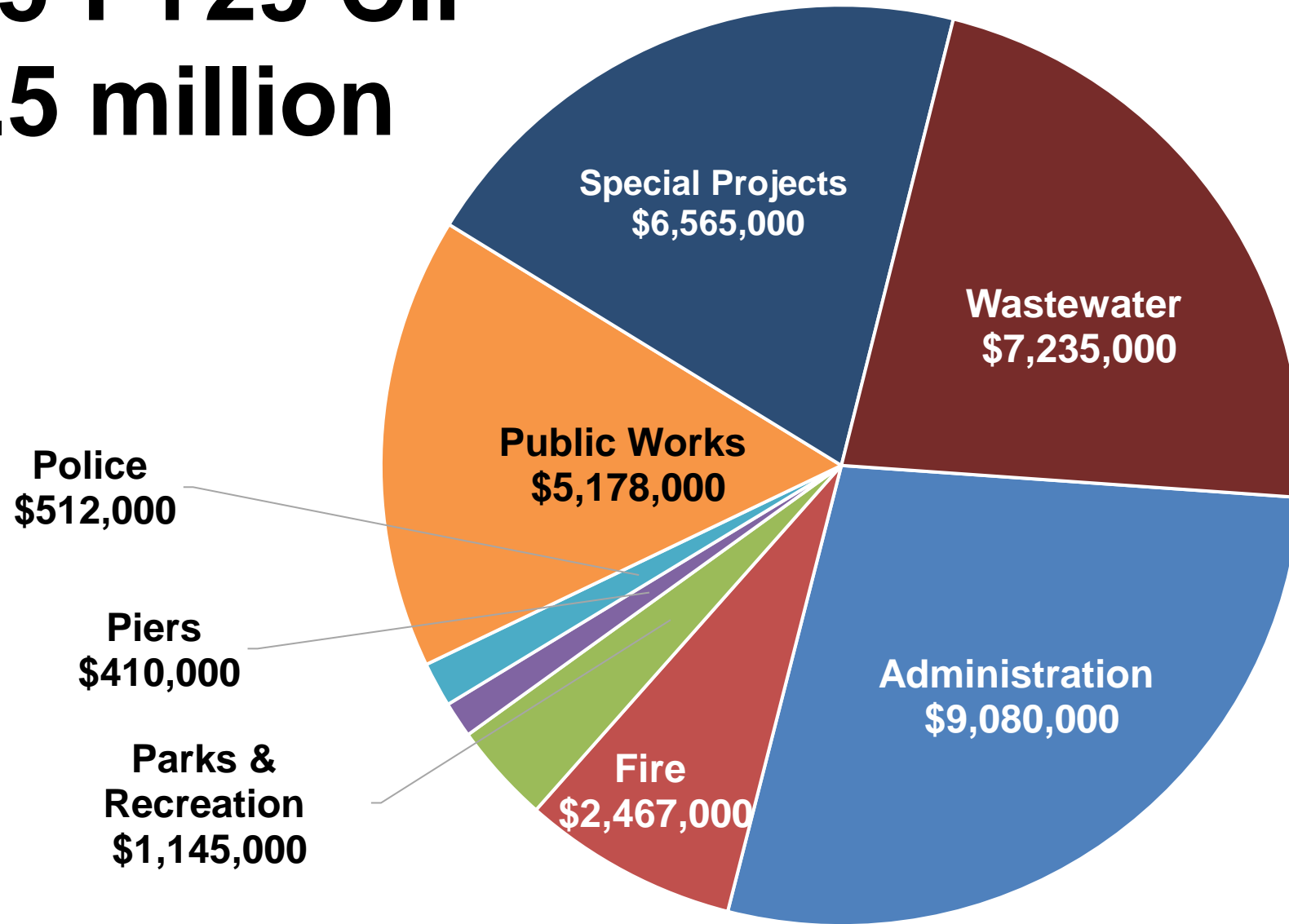


FY25 CIP by Type

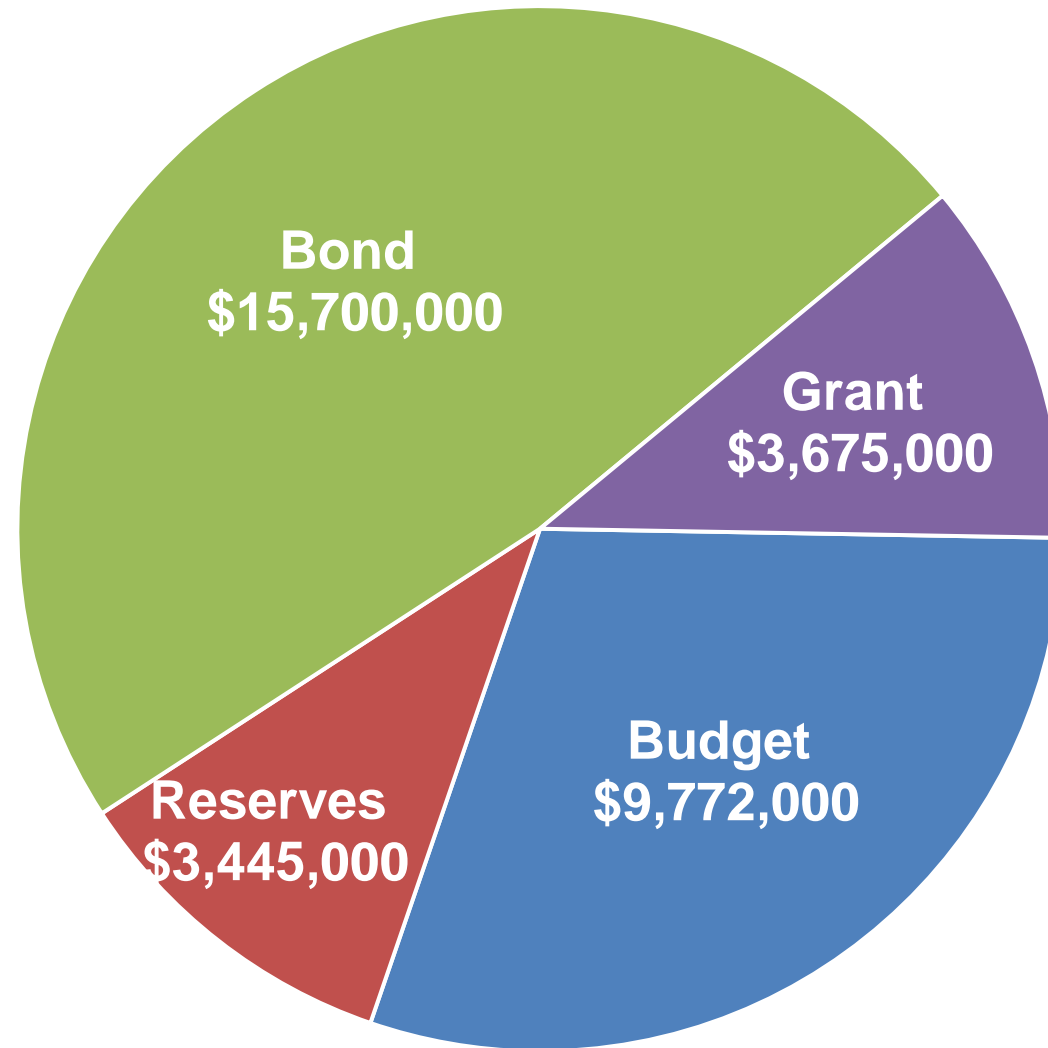


FY25-FY29 CIP

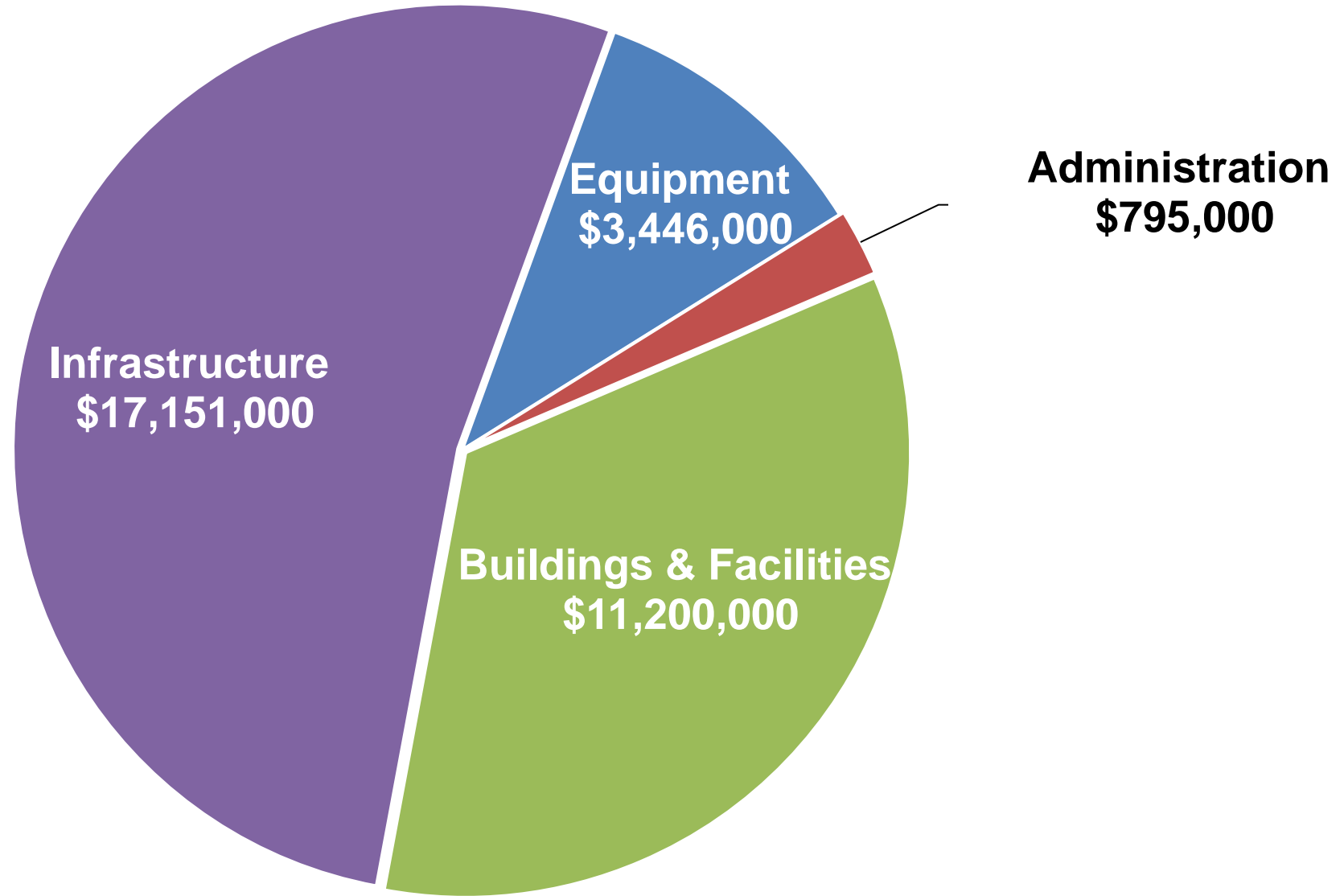
\$32.5 million



FY25-FY29 CIP Funding Source



FY25-FY29 Capital Improvements by Type



Process

In conjunction with the review and update of departmental objectives and preparation of the annual departmental budgets, each department is required to identify and submit capital project requests to the Town Manager.

Department Directors are urged to carefully assess their capital needs regarding vehicles and equipment, buildings and facilities, and infrastructure to encourage long-range planning instead of short-term, stopgap, or “emergency” repairs or rehabilitation work.

Process

Staff have compiled, to the best of their knowledge, a complete list of capital needs.

While exact costs are hard to provide for future purchases, best estimates were used to prepare this plan. Construction costs have increased exorbitantly and continue to remain high.

There are a variety of funding sources that include:

- ✓ Operating Budget
- ✓ Reserve Funds
- ✓ Bonding
- ✓ Trust Funds
- ✓ Grants
- ✓ Private Sources

Capital assets are defined, by the Town of Kennebunkport, as assets with a cost of \$10,000 or more and a useful life in excess of two years.

Administration CIP

FY25-FY29

Administration	FY 25	FY 26	FY27	FY28	FY29	Future
Town Hall Construction	\$ 9,000,000					
Records Preservation	\$ 10,000					
Records Preservation		\$ 10,000				
Replace 2017 Codes Vehicle			\$ 30,000			
Records Preservation			\$ 10,000			
Records Preservation				\$ 10,000		
Records Preservation					\$ 10,000	\$ 250,000
Totals	\$ 9,010,000	\$ 10,000	\$ 40,000	\$ 10,000	\$ 10,000	\$ 250,000

Town Hall

Construction - \$9,000,000

The Town did not approve funding in 2023; however, the Selectboard continues to develop a design to bring back to voters.

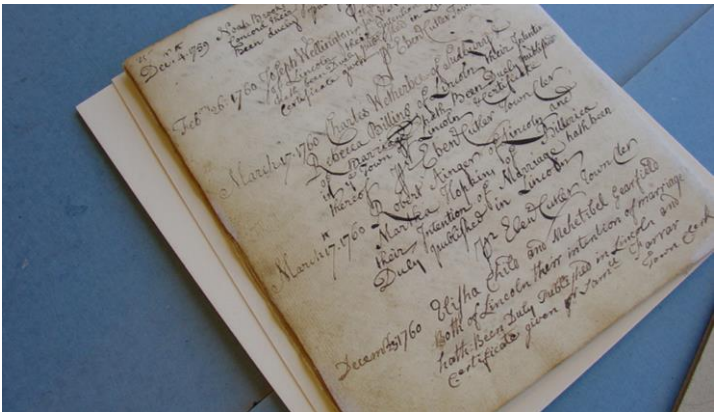
This is a continuation of a 20-year-long project to build a new Town Hall to better fit the needs of the community and Town Hall staff.



Records Preservation

Ongoing preservation of Town Records - \$10,000

Ensures the survival of and access to hundreds of years old records.



Fire CIP FY25-FY29

Fire	FY 25	FY 26	FY27	FY28	FY29	Future
Firefighter PPE	\$ 23,000					
Village Fire - Replacement Overhead Doors (4)	\$ 30,000					
Replace Car 1 - 2015 F-150 (2026)	\$ 90,000					
Firefighter PPE		\$ 24,000				
Village Fire Station		\$ 1,750,000				
Firefighter PPE			\$ 25,000			
SCBA Air Packs (40)			\$ 355,000			
RIB Boat/Engine/Trailer - CP - 2008				\$ 30,000		
Firefighter PPE				\$ 30,000		
Firefighter PPE					\$ 35,000	
Village Fire - Generator					\$ 75,000	
Replace Squad 11 2006 (2031)						\$ 700,000
Replace Tank 1 - GRB 2008 (2038)						\$ 800,000
Replace Engine 23 WW (2039)						\$ 1,000,000
Wildes District Fire - Generator						\$ 15,000
Hydraulic Rescue Tool						\$ 80,000
Engine 33 GRB - New 2017 (2042)						\$ 1,200,000
Totals	\$ 143,000	\$ 1,774,000	\$ 380,000	\$ 60,000	\$ 110,000	\$ 3,795,000

Firefighter PPE

Personal Protective Equipment Replacement - \$23,000



Part of an
ongoing of PPE
replacement
cycle



Vehicle Replacement

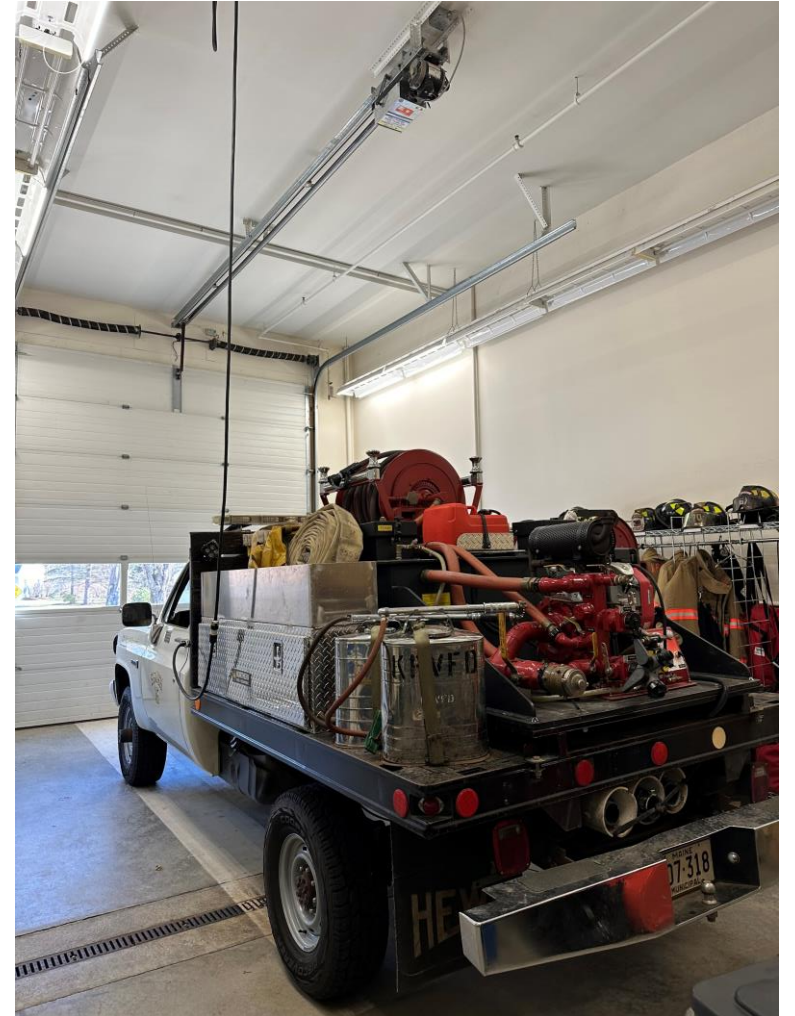
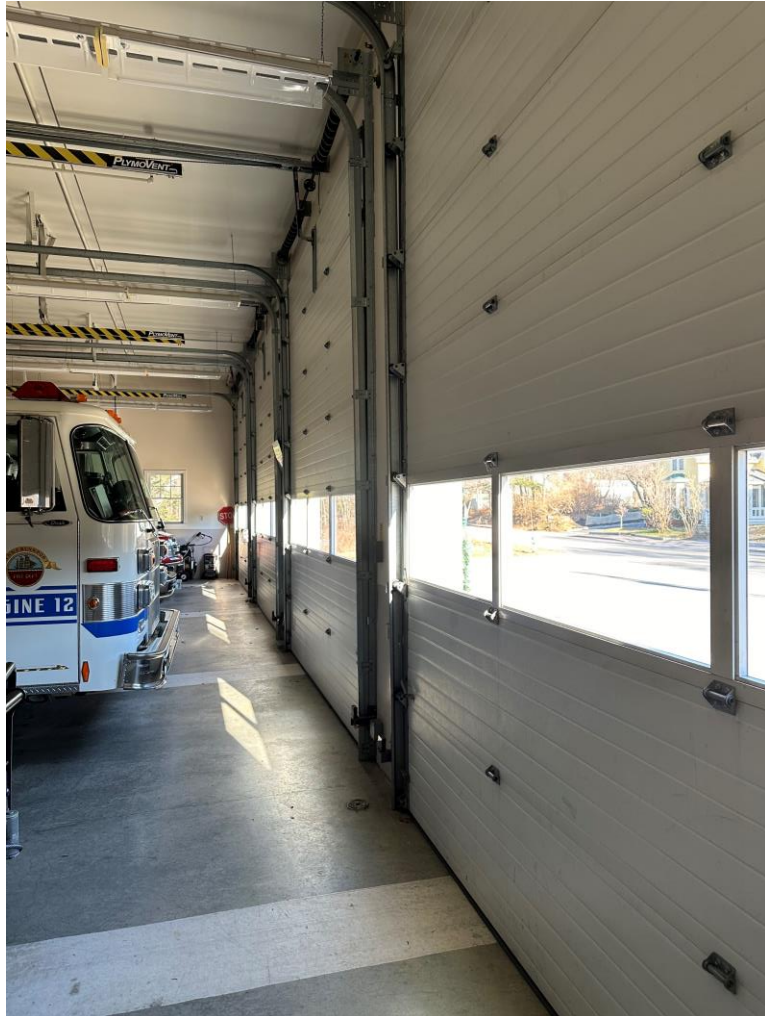
FY
25

Replacement of Car 1 (2015 Ford F-150) - \$90,000



Village Fire Station

Overhead Door Motor Replacement - \$30,000



Village Fire Station

Renovations- \$1.75 Million



Built in 2001

At the time, the number of volunteer firefighters was robust.

Over the years, the upcoming need for per diem firefighters has become clear.

Per diem firefighters require difference staff space needs.

2001



119
Service Calls



87
Members

Service Calls:
324% Increase

Volunteers:
20% Decrease

2023



386
Service Calls



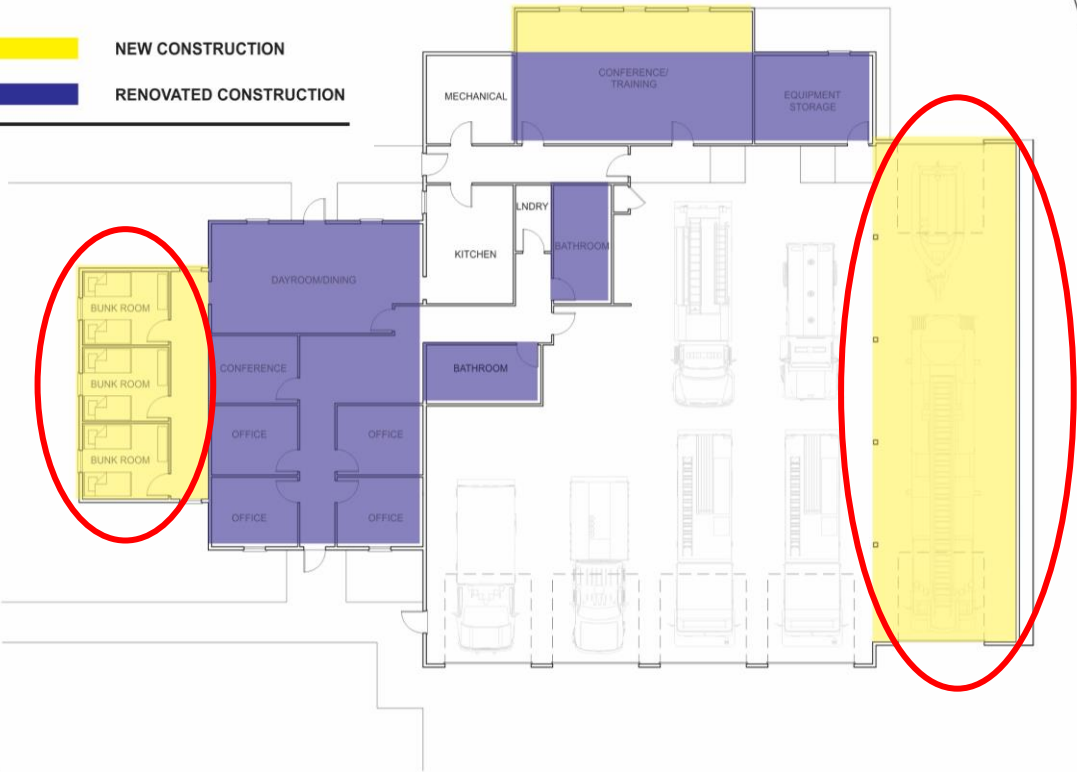
70
Members

Village Fire Station

Renovations- \$1.75 Million

Plan Key

2,170 S.F.	<div></div>	NEW CONSTRUCTION
992 S.F.	<div></div>	RENOVATED CONSTRUCTION



- Adding staff space (kitchen, offices, bunk rooms).
- Creating staff spaces for the much needed future per diem staff.
- Add a vehicle bay to consolidate stations

Conceptual Plan
Kennebunkport North Street Fire Station Renovation

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



Parks & Recreation CIP

FY25-FY29

Parks & Recreation	FY 25	FY 26	FY27	FY28	FY29	Future
Parsons Field - Survey & Design for Athletic Field	\$ 30,000					
Basketball/Tennis/Pickleball Court Resurfacing	\$ 75,000					
Replace 2015 Bus		\$ 130,000				
Rotary Park - Shade Structure		\$ 70,000				
Rotary Park - Site Reconstruction		\$ 15,000				
Parsons Field - Site Reconstruction		\$ 200,000				
Village Parcel Trails			\$ 100,000			
Firefighters Park - Add to Trail System			\$ 100,000			
Firefighters Park - Playground			\$ 100,000			
Firefighters Park - Overlook				\$ 75,000		
Parsons Field - Parking				\$ 75,000		
Rotary Park - Parking				\$ 75,000		
Rotary Park - Playground					\$ 100,000	
Playground Upgrades						\$ 150,000
Totals	\$ 105,000	\$ 415,000	\$ 300,000	\$ 225,000	\$ 100,000	\$ 150,000

Master Plan

10-year plan

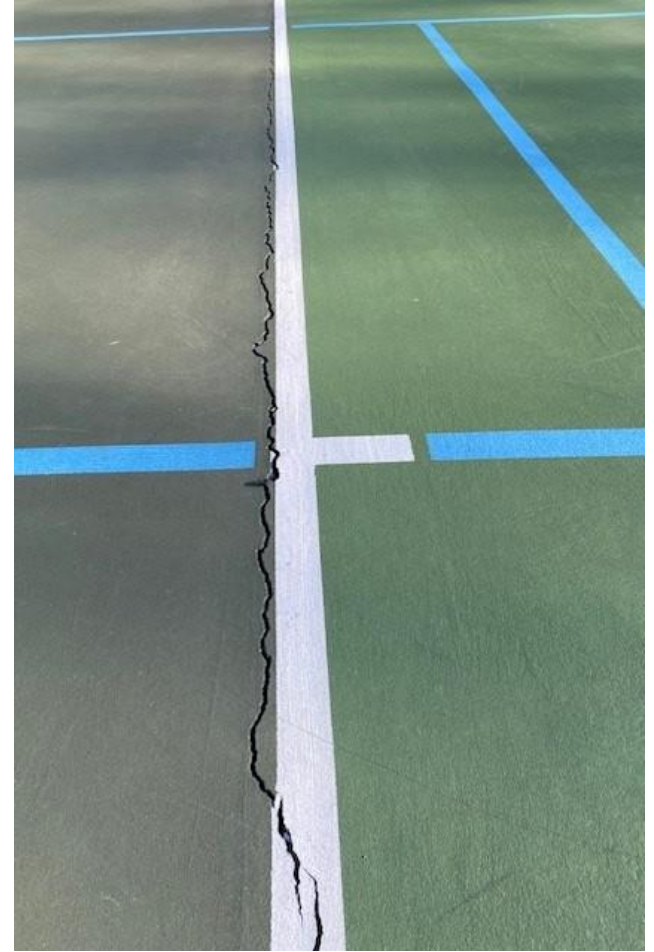
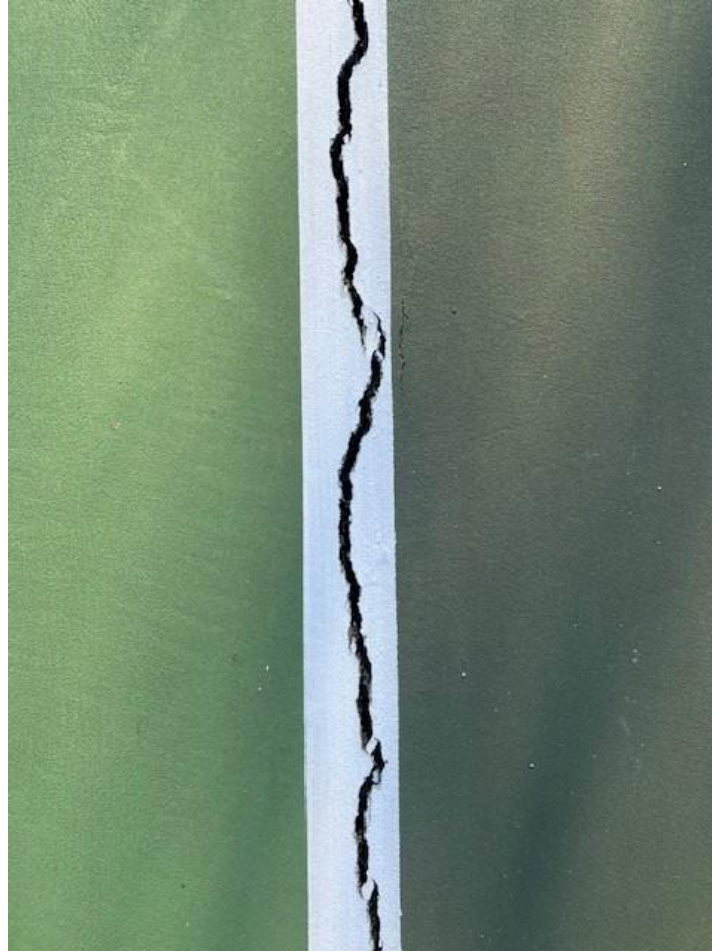


Master Plan Priorities

	High	Medium	Low
FIREFIGHTERS PARK	Remove malfunctioning culvert (no cost - FY24) Remove T-Ball Field and prep site (donation) Stripe Parking Lot	Redesign / expand playground Redesign Lawn ADA walking path and nature trail Marsh edge pruning Furnishings	Marsh overlook & boardwalk Native plantings
PARSONS FIELD	Reconstruct field / drainage infrastructure Shift Multi-purpose Field Upgrade Fence Construct T-Ball Field	Expand playground ADA Walking Path Removed flex lawn	Construct Parking area (east of softball)
ROTARY PARK	Tennis/Pickleball/Basketball court resurfacing and striping (may include fence to include play area) Redesign site circulation/site regrading	Shade Structure Parking redesign Improve trailhead	Expand / reconfigure play area Install fence along Beachwood Fence in portable bathroom
SILAS PERKINS PARK	Additional site/new furnishings	Streetscape improvements on Ocean Ave	Organize small seasonal events

Park Improvements

Rotary Park Court Resurfacing - \$75,000



Park Improvements

FY
25

Parson's Field Survey and Design for Athletic Field - \$30,000



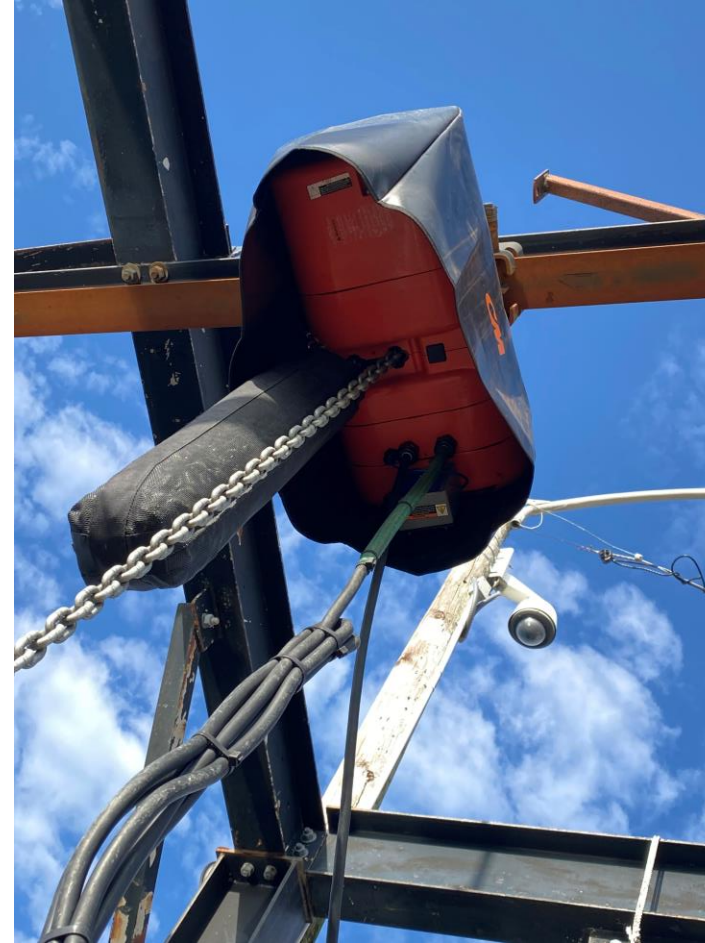
Pier CIP

FY25-FY29

Piers	FY 25	FY 26	FY27	FY28	FY29	Future
#2 Hoist Replacement		\$ 10,000				
Cape Porpoise Pier Phase #2			\$ 400,000			
Harbormaster Boat						\$ 30,000
Totals \$	- \$	10,000	\$ 400,000	\$ - \$	- \$	30,000

Pier Hoist

Replacement of Hoist #2 - \$10,000



Police CIP

FY25-FY29

Police	FY 25	FY 26	FY27	FY28	FY29	Future
Exterior Building Repairs	\$ 15,000					
Replace 2019 Cruiser	\$ 55,000					
Replace 2020 and 2021 Cruisers (2)		\$ 120,000				
Replace Flooring in PD and Offices			\$ 20,000			
Replace 2XXX Cruiser			\$ 60,000			
Replace 2XXX Cruiser (2)				\$ 120,000		
Software - IMC				\$ 60,000		
Replace 2XXX Cruiser					\$ 62,000	
Police Building Renovations						\$ 500,000
Totals \$	70,000	\$ 120,000	\$ 80,000	\$ 180,000	\$ 62,000	\$ 500,000

Building Improvements

Repair Building Exterior- \$15,000

FY
25



Police Vehicle

Replace 2019 Cruiser - \$55,000

Part of a cyclical replacement of
Police Department Vehicles



Police Vehicle

Gas vs. Hybrid



New gas Police Interceptor	\$49,000
Trade in value	-\$4,000
Change over	\$9,000
Total	\$54,000



New hybrid Police Interceptor	\$61,000
Trade in value	-\$4,000
Change over	\$9,000
New equipment	\$2,000
Total	\$68,000

13.5 Average MPG
\$7,777.50 Estimated Yearly Gas Cost

24 Average MPG
\$4,375.00 Estimated Yearly Gas Cost

\$3,402.50 Estimated Yearly Gas Savings
\$11,908.75 Estimated Lifetime Gas Savings

Police Software

Update Central Square - \$60,000



Public Works CIP

FY25-FY27

Public Works	FY 25	FY 26	FY27
Repair and Reconstruct Roads	\$ 868,000		
Repair and Construct Sidewalks	\$ 95,000		
Replace 2007 Trackless	\$ 220,000		
Replace Truck #8	\$ 90,000		
Repair and Reconstruct Roads		\$ 810,000	
Repair and Construct Sidewalks		\$ 100,000	
Replace Current Lift		\$ 27,000	
Repair and Reconstruct Roads			\$ 453,000
Repair and Construct Sidewalks			\$ 105,000
Replace 2015 International			\$ 275,000

Public Works CIP

FY28–FY29

Public Works	FY28	FY29	Future
Replace 2016 International	\$ 280,000		
Repair and Reconstruct Roads	\$ 725,000		
Repair and Construct Sidewalks	\$ 100,000		
Replace 2013 JD Loader		\$ 250,000	
Replace 2016 Ford F350 4X4 Dual Rear		\$ 80,000	
Replace 2016 Tymco 435 (re-upfitbody)		\$ 100,000	
Repair and Reconstruct Roads		\$ 500,000	
Repair and Construct Sidewalks		\$ 100,000	
Replace 2017 Graco Line Striper			\$ 14,000
Replace 2018 Case 580 T4F Backhoe			\$ 200,000
Replace 2018 Trackless MT7			\$ 325,000
Replace 2020 Ford F350 4X4			\$ 80,000
Replace 2018 Fuel Pumps			\$ 30,000
Replace 2020 FuelMaster Fuel Controller			\$ 30,000
Replace 2021 Western Star			\$ 275,000
Replace 2021 Mower			\$ 25,000
Repair and Reconstruct Roads			\$ 5,000,000
Repair and Construct Sidewalks			\$ 750,000
Totals	\$ 1,105,000	\$ 1,030,000	\$ 6,729,000

Road Improvements FY 2025

FY 2025	
Wildes District Road – Reclaim and base pave	\$600,000
West Street Shim and Overlay	\$ 97,000
Oak Street Shim and Overlay	\$ 19,000
Locke Street Shim and Overlay	\$ 19,000
Firefighter's Park – Overlay	\$ 9,000
Drainage Allocation	\$ 15,000
Shoulder Gravel Allocation	\$ 20,000
Excavator Lease	\$ 19,000
Total:	\$798,000

FY 2025	
Wildes District Road – Reclaim and base pave	\$600,000
West Street Shim and Overlay	\$ 97,000
Oak Street Shim and Overlay	\$ 19,000
Locke Street Shim and Overlay	\$ 19,000
Firefighter's Park – Overlay	\$ 9,000
Summit Street – Shim and Overlay	\$ 39,000
Central – Shim and Overlay	\$ 15,000
Edgewood Avenue – Shim and Overlay	\$ 16,000
Drainage Allocation	\$ 15,000
Shoulder Gravel Allocation	\$ 20,000
Excavator Lease	\$ 19,000
Total:	\$868,000

Road Improvements FY26 – FY29

FY 2026	
Wildes District Road – Overlay	\$170,000
New Biddeford Road – Shim and Overlay	\$160,000
Oak Ridge Road	\$261,000
River Road	\$105,000
Summit Street	\$ 40,000
Edgewood Avenue	\$ 17,000
Drainage Allocation	\$ 15,000
Shoulder Gravel Allocation	\$ 21,000
Excavator Lease	\$ 19,000
Total:	\$808,000

FY 2028	
Arundel Road (North to GRB)	\$ 403,000
Drainage Allocation	\$ 16,000
Shoulder Gravel Allocation	\$ 22,000
Excavator Lease	\$ 20,000
Total:	\$ 461,000

FY 2027	
Crescent Road	\$ 20,000
Pier Road	\$104,000
Norwood Lane	\$ 7,000
Spring Street	\$ 31,000
Guinea Road (Biddeford to Whitten Hill Road)	\$140,000
Drainage Allocation	\$ 16,000
Shoulder Gravel Allocation	\$ 21,000
Excavator Lease	\$ 20,000
Total:	\$359,000

FY 2029	
Arundel Road (River Road to North Street)	\$ 94,000
Whitten Hill Road	\$233,000
Drainage Allocation	\$ 17,000
Shoulder Gravel Allocation	\$ 23,000
Excavator Lease	\$ 19,000
Total:	\$386,000

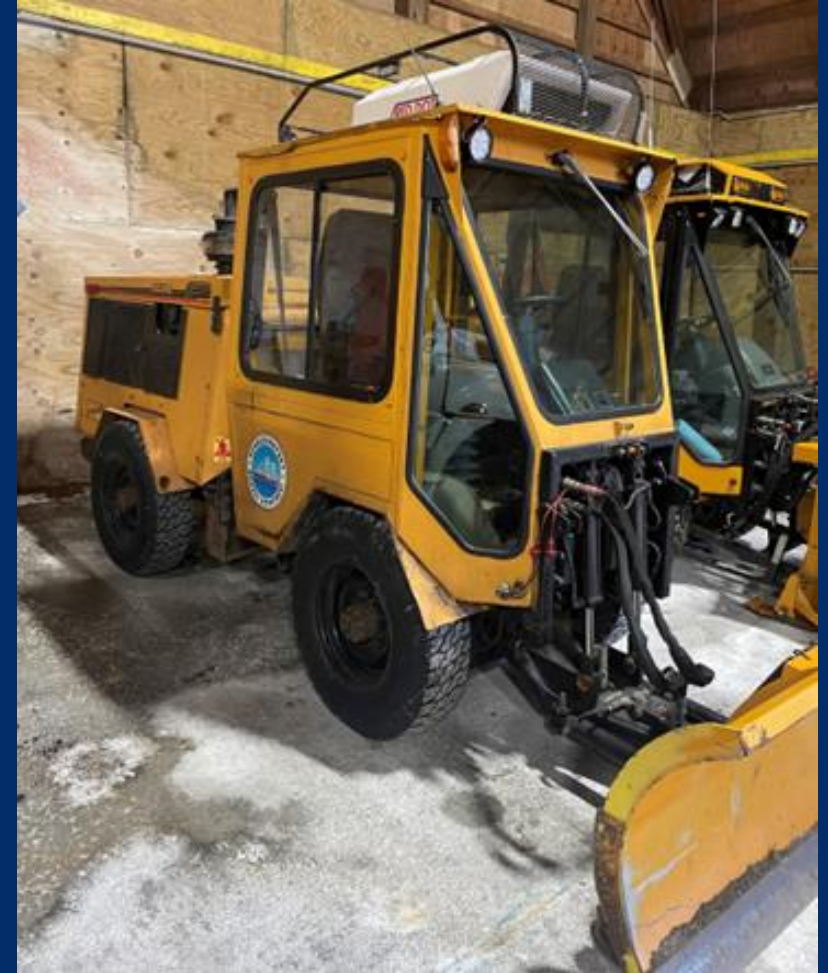
Highway Vehicles

Vehicle Replacement- \$310,000

**Replace 2003 International 4300SA
\$90,000**



**Replace 2007 Trackless
MT5T - \$220,000**



Highway Vehicles

Replace 2003 International 4300SA - \$90,000



Highway Vehicles

Replace 2007 Trackless MT5T (2nd Machine) - \$220,000



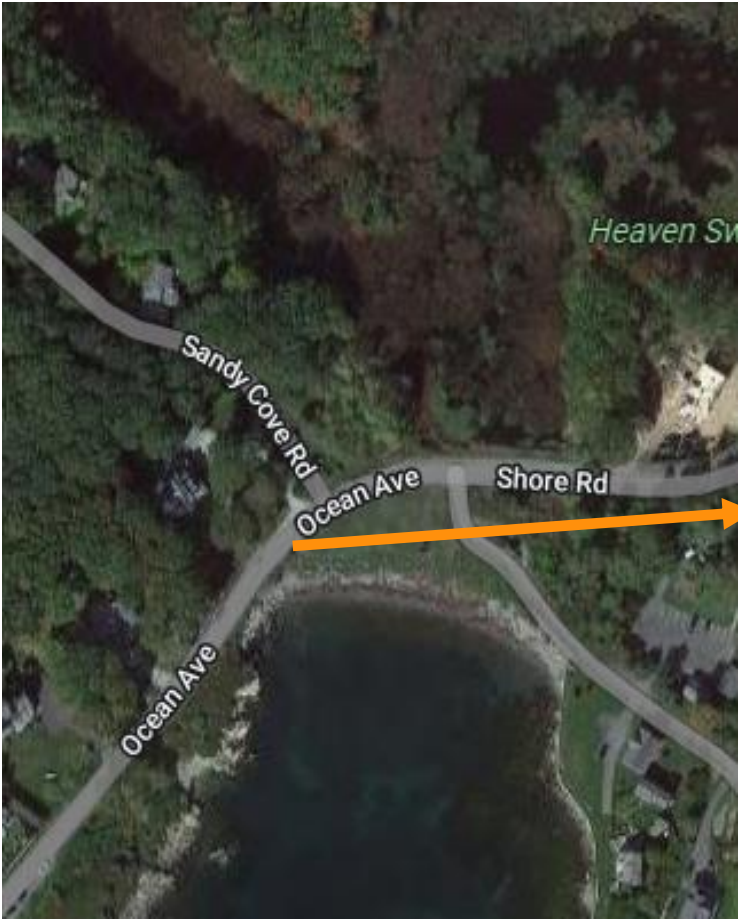
Special Projects CIP

FY25-FY29

Special Projects	FY 25	FY 26	FY27	FY28	FY29	Future
Resiliency Construction - Ocean Ave - Wandby	\$ 2,400,000					
Purchase of LED Streetlight Fixtures	\$ 50,000					
Resiliency Design - Head of the Harbor		\$ 150,000				
Purchase of LED Streetlight Fixtures		\$ 50,000				
Purchase of LED Streetlight Fixtures			\$ 50,000			
Head of the Harbor Resiliency Project				\$ 3,500,000		
Resiliency Design - Dock Square				\$ 300,000		
Purchase of LED Streetlight Fixtures				\$ 50,000		
Village Parcel Infrastructure Phase 1						\$ 3,500,000
Village Parcel Infrastructure Phase 2						\$ 3,500,000
Totals	\$ 2,450,000	\$ 200,000	\$ 50,000	\$ 3,850,000	\$ -	\$ 7,000,000

Ocean Ave Resiliency

Wandby Area - \$2.4 million



Construction - Road Improvements with Temp. Pavement to Allow Settlement	\$870,000
Construction - Water Utility Improvements	\$494,000
Construction - Post 1-Year Settlement	\$212,400
Construction Total	\$1,576,400

Construction Total	\$1,576,400
Design Contingency (25%)	\$ 394,100
Owner Contingency (10%)	\$ 157,640
In Lieu Compensation Allowance	\$ 20,000
Field Work and Preliminary Engineering Design Services	\$ 97,300
Final Engineering Design, Permitting, Bid Services	\$ 100,000
Construction Administration Services	\$ 75,000
Total	\$2,420,440

Streetlight Fixtures

Replacement of Fixtures - \$50,000

We currently own and plan to replace 105 street light fixtures. In FY24, we replaced 20 fixtures, leaving 85 remaining.

Replacement is planned over a 5-year period.

Due to the age and style of the existing platter, radial wave light replacement parts are not available.



Head of the Harbor Resiliency Project

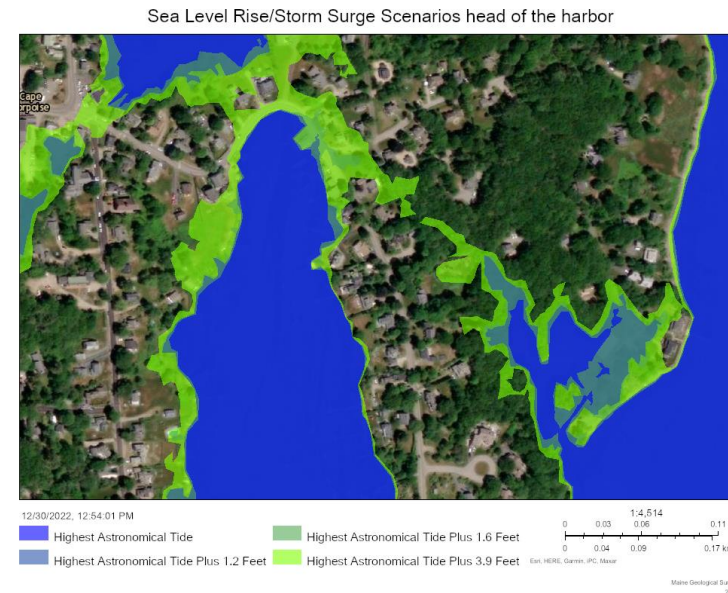
FY
26

FY
27

Design - \$150,000

Implementation - \$3,500,000

Flooding of the roadway will require a resiliency project to increase the height of the road.

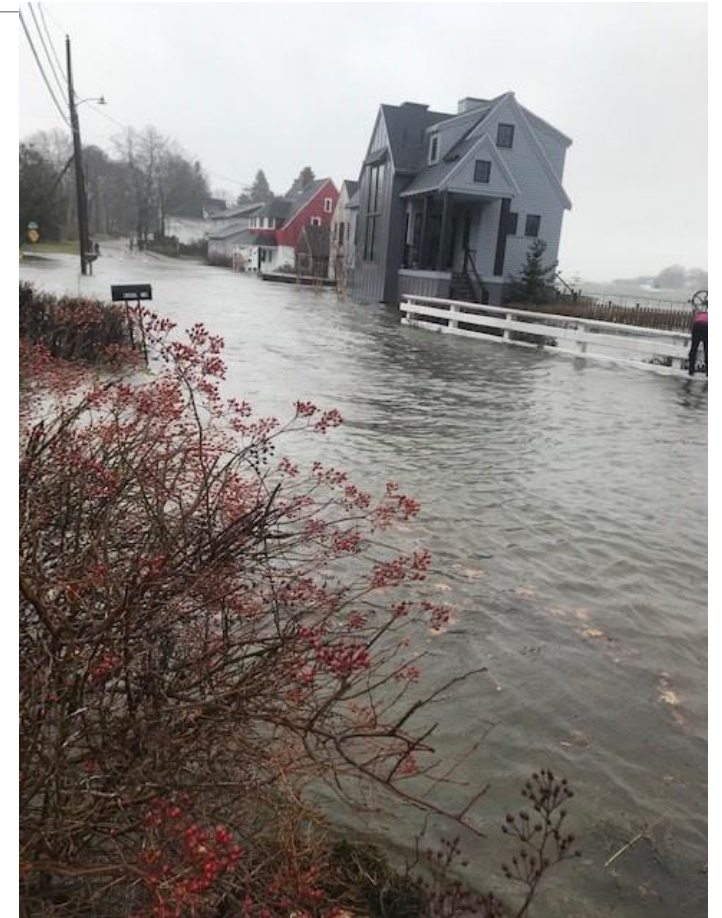


Head of the Harbor Resiliency Project

FY
26

FY
27

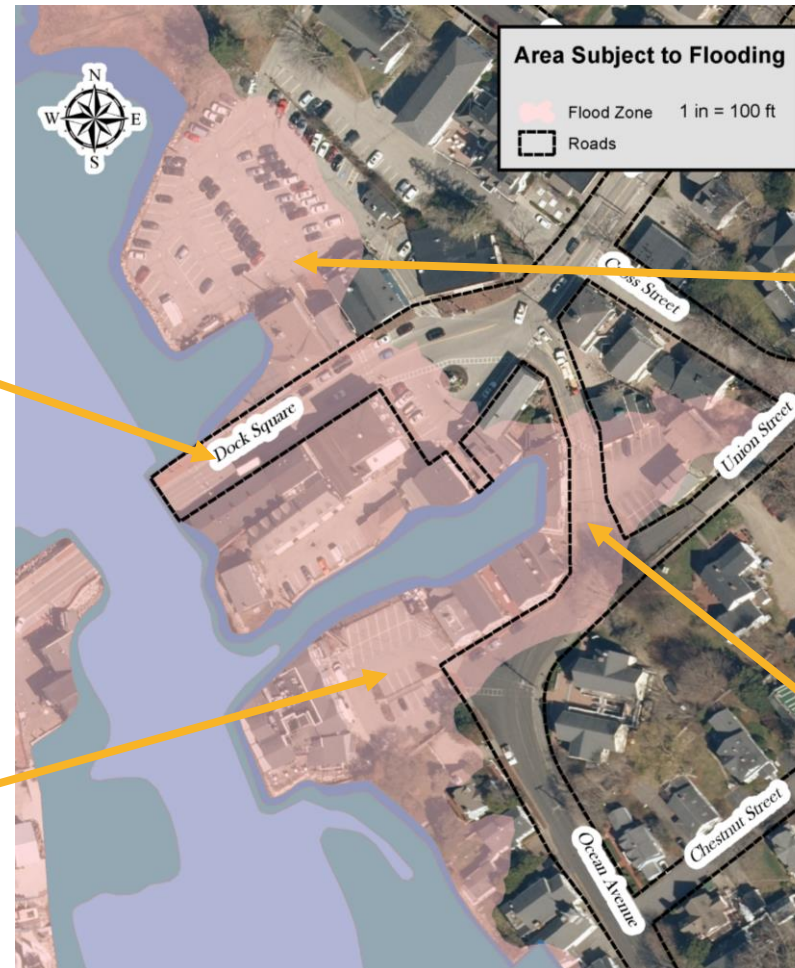
Head of the Harbor - December 23, 2022, Storm



Dock Square Resiliency

Resiliency Design - \$300,000

FY
28



Wastewater CIP

FY25-FY26

Wastewater	FY 25	FY 26
Upgrade PLC - Pump Controls	\$ 65,000	
Upgrade Control Panel - Screens	\$ 65,000	
Mitigation & Equipment Upgrade - PS #12	\$ 150,000	
Purchase of Grinder Pumps - Replacements/Spares (10)	\$ 50,000	
Ocean Ave. Pump Station #6 - Engineering		\$ 55,000
Turbat's Creek Pump Station - Engineering		\$ 55,000
South Main St. Pump Station #5 - Engineering		\$ 55,000
Replace 2013 Service Truck		\$ 130,000
Variable Frequency Drives		\$ 40,000
Totals	\$ 330,000	\$ 335,000

Wastewater CIP FY27-FY29

Wastewater	FY27	FY28	FY29	Future
Ocean Ave. Pump Station #6	\$ 1,300,000			
Turbat's Creek Pump Station	\$ 1,300,000			
South Main St. Pump Station #5	\$ 600,000			
Mills Lane Pump Station #2 - Engineering		\$ 65,000		
Mills Road Pump Station #11 - Engineering		\$ 65,000		
Replace 2006 Jetter		\$ 140,000		
Axial Flow Pumps (2)		\$ 100,000		
Mills Lane Pump Station #2			\$ 1,500,000	
Mills Road Pump Station #11			\$ 1,500,000	
Kings Highway Pump Station #14 - Engineering				\$ 70,000
Kings Lane Pump Station #13 - Engineering				\$ 70,000
Kings Highway Pump Station #14				\$ 1,500,000
Kings Lane Pump Station #13				\$ 1,500,000
Kings Highway Pump Station #12 - Engineering				\$ 120,000
Kings Highway Pump Station #12				\$ 1,800,000
Ocean Ave Gravity Main (Nonantum to Bridge)				\$ 300,000
Huber fine screen #101 2011				\$ 150,000
Huber fine screen #102 2011				\$ 150,000
Prescott Drive Pump Station #15				\$ 500,000
Washington Court Pump Station #16				\$ 500,000
Wakefield Pasture Pump Station #17				\$ 500,000
6.5 miles 1972 Sewer Lines				\$ 6,000,000
Totals	\$ 3,200,000	\$ 370,000	\$ 3,000,000	\$ 13,160,000

Wastewater Pump Stations

The town has a total of 16 major pump stations:

The oldest two were built in 1972 and replaced in 2018.

Currently replacing Cape Porpoise, Paddy Creek, and Wildes District pump stations.

The Town has 88 individual grinder pump stations.



Wastewater Pump Stations



Equipment Update Pump Station #12 (Goose Rocks Beach Main) - \$150,000

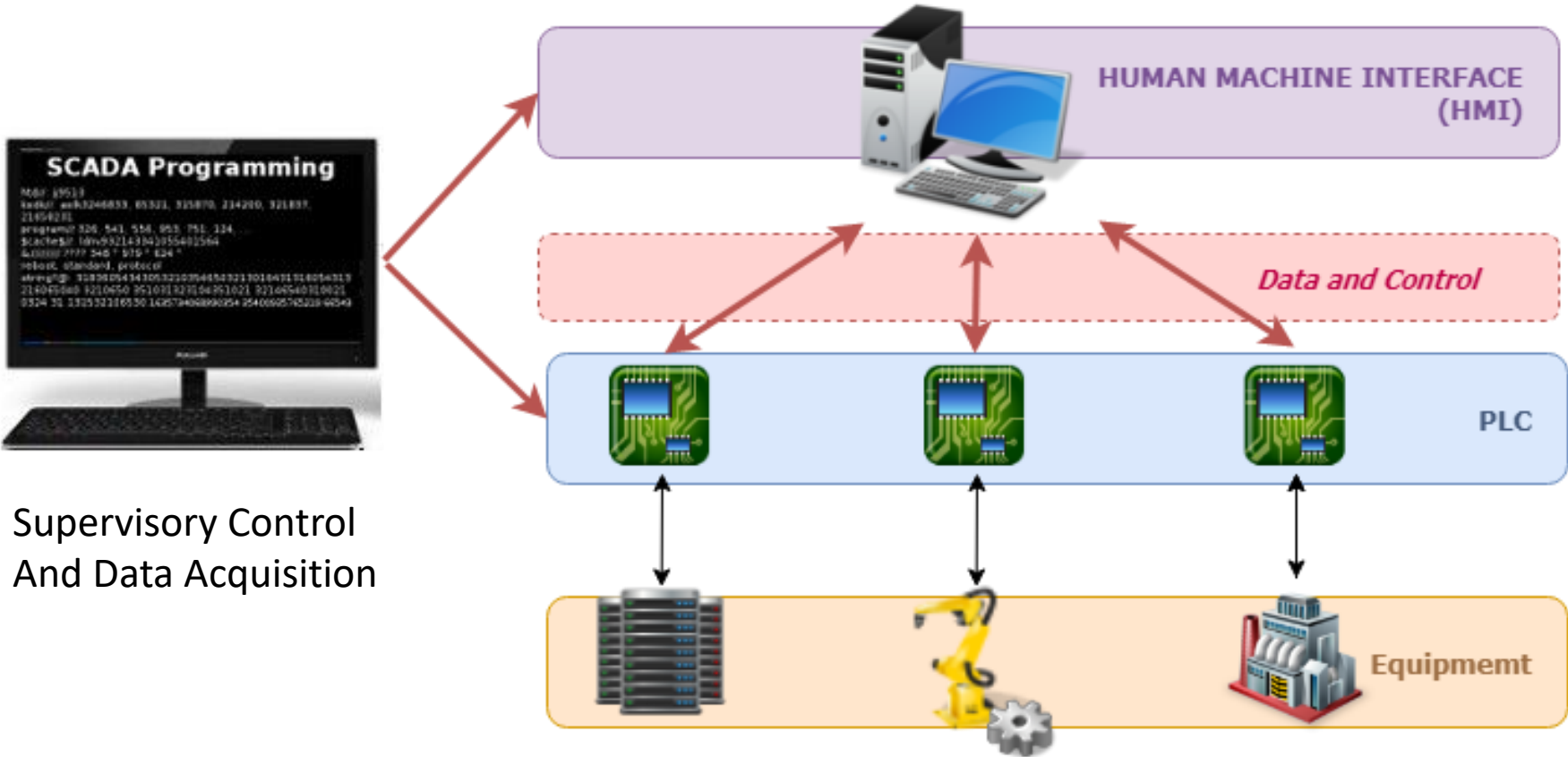
This pump station had a significant failure this year.

The work for this pump station was originally scheduled for a few years out, but doing some work now will allow us to delay major updates for quite a few years.

Wastewater PLC

Upgrade Pump Controls - \$65,000

Upgrade Screens- \$65,000

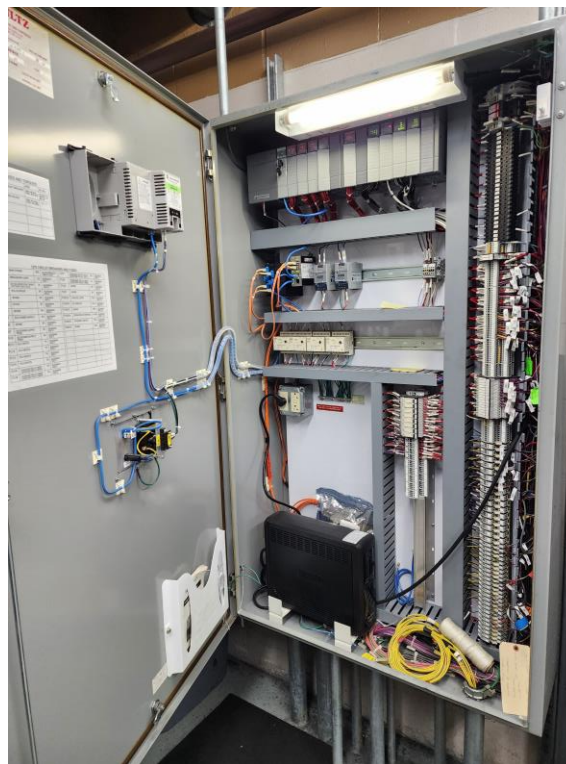


The control panels with their programmable logic controllers (PLC) are no longer supported and need to be replaced to maintain operations.

Wastewater PLC

Upgrade Pump Controls - \$65,000

Upgrade Screens- \$65,000



We have four PLCs. Three of them were upgraded in FY24 and one was deferred to FY25.

Upcoming Wastewater Pump Station Replacements

FY
26

FY
27



PS-06
Ocean
Avenue



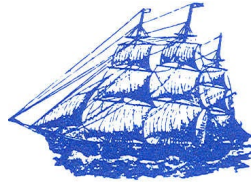
PS-05 South Main Street



PS-07
Turbat's
Creek



AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

MEMORANDUM

To: Laurie Smith
Fr: Chris Simeoni, Director of Public Works
Re: Commitment of Sewer Rates for properties obtaining occupancy
Dt: December 28th, 2023

The Wastewater Ordinance was changed regarding wastewater connection applications. The ordinance was changed from the owner being billed for the sewer user fee immediately, regardless of occupancy date, to being billed upon occupancy. The following properties have obtained occupancy to date, and the user fee for the current year has been prorated by ordinance:

Owner	Property Address	MBL	Bill Amount
Blair & Rhonda Smith	44 Beryls Way #Lot 8	23-1-19A8	\$ 222.25
Corey & Karla New	42 Binnacle Lane	41-2-8C9	\$ 102.58
Corinne & Kenneth Hetzler	21 Reid Lane	9-3-1C	\$ 74.08
Gene Kovacs & Amy Hsu	16 Ebs Cove Lane	21-9-52F	\$ 102.58
Janice Christo Trust	19 Timber Way	41-2-8B16	\$ 353.32
Mitchell & Emily Matthews	35 Turbats Creek Road	20-4-15	\$ 541.38
Raymond & Catherine St. Martin	10 Timber Way #Lot 28	41-2-8B28	\$ 290.63
Richard & Kathleen Horigan	24 Timber Way #Lot 26	41-2-8B26	\$ 284.94
Theodore & Mary Sobel	58 Timber Way #Lot 22	41-2-8B22	\$ 210.85
			\$ 2,182.61

I recommend the Board of Selectmen commit the above sewer rates for a total of \$2,182.61.



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Certificate of Commitment of Sewer User Rates

To: Nicole Evangelista, the treasurer of the municipality of Kennebunkport, Maine.

We, the undersigned municipal officers of the municipality of Kennebunkport, hereby certified and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period beginning January 1, 2023 and ending December 31, 2023. This list is comprised of the pages numbered 1 to 1 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) February 12, 2024. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum of those lists being \$2,182.61. You are hereby required to charge interest at a rate of 8.00% per annum on any unpaid account balance beginning February 13, 2024. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before December 31, 2024 you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 11th day of January 2024.

Municipal Officers, Town of Kennebunkport

Created Bills Report
Rate Key : 125 Interest As Of: 01/11/2024

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	74.08	0.00	0.00	0.00	0.00	74.08	14265	HETZLER, CORINNE E & KENNETH A
*99	0	0	102.58	0.00	0.00	0.00	0.00	102.58	14266	NEW, COREY A & KARLA H
*99	0	0	541.38	0.00	0.00	0.00	0.00	541.38	14267	MATTHEWS, MITCHELL F & EMILY W
*99	0	0	353.32	0.00	0.00	0.00	0.00	353.32	14268	JANICE CHRISTO TRUST
*99	0	0	284.94	0.00	0.00	0.00	0.00	284.94	14269	HORIGAN, RICHARD T & KATHLEEN A
*99	0	0	210.85	0.00	0.00	0.00	0.00	210.85	14270	SOBEL, THEODORE
*99	0	0	222.25	0.00	0.00	0.00	0.00	222.25	14271	SMITH, BLAIR A & RHONDA M
*99	0	0	102.58	0.00	0.00	0.00	0.00	102.58	14272	KOVACS, GENE & HSU, AMY C
*99	0	0	290.63	0.00	0.00	0.00	0.00	290.63	14273	ST. MARTIN, RAYMOND & CATHERINE
Book: 99										
9 bills		0	2,182.61	0.00	0.00	0.00	0.00	2,182.61		
Total:										
9 bills		0	2,182.61	0.00	0.00	0.00	0.00	2,182.61		

AGENDA ITEM DIVIDER



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

December 27, 2023

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

Please accept this donation of \$230.00 from an Church on The Cape collected from Alternative Christmas fair. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN



Church on the Cape

United Methodist Church

P.O. Box 2740
Kennebunkport, ME 04046

Merry Christmas!

We are pleased to forward the enclosed check in the amount of \$ 230.00
for donations we collected during our recent Alternative Christmas Fair.

We offer this event each year as an alternative to traditional gift-giving to support worthy causes with which our members are involved.

Please accept the enclosed donation with our prayers of support for your organization.

Sincerely,

Diane S. Hutchins

Chair, Missions Outreach Committee

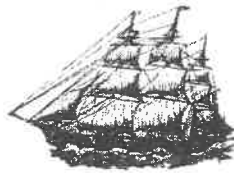
CHURCH ON THE CAPE UNITED METHODIST
P.O. Box 2740
Kennebunkport, ME 04046
207-967-5787

52-7450/2112
DATE 12/18/23 3509

PAY TO THE ORDER OF Kennebunkport Dept Health \$ 230.00
Two hundred thirty + 00/100 DOLLARS

Kennebunk Savings
MEMO Missions - Fuel Diane E. Triplett

2112745021 44 003383 3509
ChurchontheCape.org



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

December 29, 2023

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

Please accept this generous gift of \$3346.00 from the Kennebunkport Village Fire Department to the general needs account # 08-01-50.
Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

**KENNEBUNKPORT VILLIAGE FIRE CO.
CLIFFORD SEAVEY FOUNDATION**
PO BOX 505
KENNEBUNKPORT, ME 04046

1605
52-7445/2112
37

Date Dec 29 2023

Pay to the Order of Kennebunkport Health \$ 3346.00
Three thousand three hundred and forty six Dollars

TD Bank
America's Most Convenient Bank®

*general needs
Donation

For 1609

201211 1609

Photo Safe Deposit

101-A Main Street, Kennebunkport, Maine 04046
Tel: (207) 967-4401 Fax: (207) 967-3633

GO TO THE FIRST PAGE
