

TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

**Board of Selectmen Agenda
Village Fire Station- 32 North Street
March 22, 2018 – 6:00 PM**

1. Call to Order.
2. Final review of fiscal year 2019 municipal budget requests.
3. Approve the March 9, and March 15, 2018, 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 a renewal special amusement permit for The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road.
6. Consider a renewal liquor license application submitted by US Hotels New England, LLC and US Hotels New England Management Corp, d.b.a. the Breakwater Spa, 127 Ocean Avenue.
7. Consider a renewal special amusement permit application submitted by US Hotels New England, LLC and US Hotels New England Management Corp, d.b.a. the Breakwater Spa, 127 Ocean Avenue.
8. Review proposed ordinance revisions and vote to place on Town Meeting Warrant.
 - a. Street Ordinance
 - b. Administrative Code
 - c. Cape Porpoise Pier
 - d. Revision to Growth Area Map
 - e. Setback from Road/ROW cleanup, Clarification
 - f. Parking Standard revision 6.9 6.10 removal of lot coverage credit for semi-pervious materials
 - g. Removal of fees from Floodplain Management Ordinance
9. Appoint Town Officers.
10. Consider 2017 Supplemental Tax Warrant for CDMK, LLC as penalty for removal of 31 acres from the Tree Growth program.

6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046
Tel: (207) 967-4243 Fax: (207) 967-8470

11. Authorize Town Manager to sign the Memorandum of Understanding for Shelter Services between Kennebunkport, Kennebunk, and Arundel.
12. Authorize Town Manager to enter into a contract for the construction of the parks and recreation building conditional upon approval of Special Town Meeting funding.
13. Authorize a Housing Committee.
14. Authorize a short-term Rental Committee.
15. Sarah Lachance to discuss proposed resolution regarding offshore drilling.
16. Accept donations for Kennebunkport emergency food program.
 - a. Donation of \$177 from RSU 21/Consolidated School Sock Hop Fundraiser.
 - b. Donation of \$500 from William J. J. Gordon Family Foundation.
 - c. Donation of \$50 from the Madonna Chapter 144.
17. Accept donations to the Kennebunkport emergency fuel program.
 - a. Donation of \$96.13 from the RSU 21/Consolidated School Sock Hop Fundraiser.
 - b. Donation of \$5,000 from Timothy Harrington.
 - c. Donation of \$500 from the William J. J. Gordon Family Foundation.
 - d. Donation of \$1,000 from the Atlantic Firemen's Association.
 - e. Donation of \$1,130 from the Seaside Hotel Association LTD Partnership.
 - f. Donation of \$250 from the United Way.
18. Accept donations to the Kennebunkport Public Health Nurses general needs account.
 - a. Donation of \$2,115.19 from the Village Fire Company.
 - b. Donation of \$250 from the First Congregational Church.
19. Accept donations to the Kennebunkport Public Health Nurses general account.
 - a. Donation of \$100 from Jenifer Stewart.
 - b. Donation of \$50 from Margaret Murray.
20. Other business.
 - a. Select the cover photo for the 2017 Town Report.
21. Approve the March 22, 2018, Treasurer's Warrant.
22. Executive session pursuant to MRSA 1, §405-6D to discuss union negotiations.
23. Adjournment.



Agenda Item Divider



Town of Kennebunkport

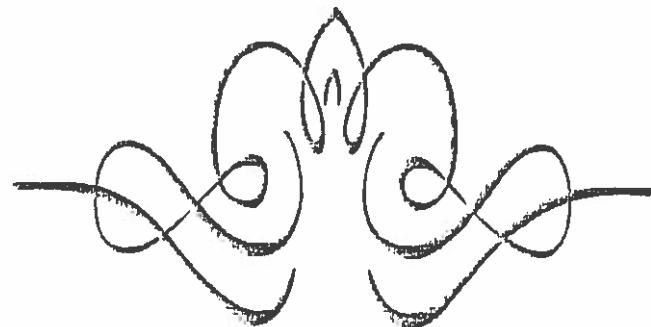
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	2019 Initial	2019 Manager	2019 BOS	2019 BB
01 - Administration	912,595.00	924,725.00		
05 - Zoning Board Of Appeals	500.00	500.00		
07 - Conservation Commission	1,350.00	2,685.00		
08 - Growth Planning Committee	2,000.00	10,000.00		
09 - Legal fees	69,000.00	68,000.00		
10 - Insurance	269,966.00	268,966.00		
11 - Community Development	29,085.00	28,547.00		
12 - Planning & Development	401,313.00	406,758.00		
01 - Police dept	1,564,850.00	1,564,850.00		
02 - Communications	503,279.00	504,279.00		
03 - Fire dept	388,722.00	389,472.00		
04 - KEMS	200,000.00	150,000.00		
05 - Emergency Management	1,500.00	1,500.00		
06 - Animal Control	15,056.00	15,056.00		
07 - Harbormaster	20,957.00	20,957.00		
01 - Solid Waste	457,895.00	457,895.00		
02 - Health	181,475.00	180,375.00		
03 - Welfare	3,335.00	3,335.00		
04 - Social Services	22,400.00	22,400.00		
07 - Shellfish	3,945.00	3,945.00		
10 - Public Restrooms	32,500.00	32,500.00		
01 - Highway dept	858,248.00	846,357.00		
02 - Mechanic	99,411.00	99,411.00		
03 - Utilities	182,510.00	182,510.00		
04 - Shade Tree	46,071.00	42,071.00		
06 - Cemetery	14,454.00	18,794.00		
01 - Recreation	385,607.00	259,744.00		
02 - Graves Library	150,000.00	150,000.00		
03 - Cape Porpoise Library	13,950.00	13,950.00		
04 - Parsons Way	3,900.00	3,900.00		
05 - GRB Advisory	34,000.00	40,000.00		
07 - Contingency	152,289.00	151,894.00		
01 - Miscellaneous	10,790.00	10,790.00		

Town of Kennebunkport				
	2019 Initial	2019 Manager	2019 BOS	2019 BB
01 - Administration	5,000.00	20,000.00		
02 - Police	34,000.00	37,000.00		
04 - Fire Reserve	247,456.00	186,100.00		
06 - Highway	217,000.00	175,000.00		
09 - Road Improvement	717,014.00	717,000.00		
11 - Sidewalk Construction	92,736.00	93,000.00		
13 - Recreation	60,000.00	200,000.00		
20 - Special Projects	65,000.00	65,000.00		
39 - Piers	150,000.00	130,000.00		
01 - Debt Service	210,957.00	210,957.00		
Expense Totals:	8,832,116.00	8,710,223.00		



Agenda Item Divider



**Board of Selectmen Meeting
Town Hall – 6 Elm Street
March 9, 2018 – 9:00 AM**

Minutes of the Selectmen's Meeting of March 9, 2018

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

Others: Erin Bremser, Michael Claus, Michael Davis, Scott Lantagne, Arlene McMurray, Leomora Paodima, Laurie Smith, Dick Stedman

1. Call to Order.

Chair Briggs called the meeting to order at 9:00 AM.

2. Approve the March 1, and February 22, 2018, selectmen meeting minutes.

Motion by Selectman Barwise, seconded by Selectman Daggett, to approve the February 22, 2018, selectmen meeting minutes. **Vote:** 5-0.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to approve the March 1, 2018, selectmen meeting minutes. **Vote:** 5-0.

3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).

There were no comments.

4. Public Hearing to consider application for liquor license for Musette, LLC, 2 Pier Road, Kennebunkport.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to open the public hearing to consider application for liquor license for Musette, LLC, 2 Pier Road, Kennebunkport.

Chair Briggs opened the public hearing at 9:02 AM.

Discussion followed. The Board wanted to make sure they would not serve liquor at a bar versus just with meals. Leomora Paodima said there would not be a bar.

Chair Briggs closed the public hearing at 9:04 AM.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the application for a liquor license for Musette, LLC, 2 Pier Road, Kennebunkport.
Vote: 5-0.

This application was inspected and approved by the police chief, fire inspector, and code enforcement officer.

5. Consider a renewal liquor license application submitted by Coastal Breezes, Inc., DBA The Kennebunkport Inn, 1 Dock Square.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the renewal liquor license application submitted by Coastal Breezes, Inc., DBA The Kennebunkport Inn, 1 Dock Square. **Vote:** 5-0.

This application was inspected and approved by the police chief, fire inspector, and code enforcement officer.

6. Consider a special amusement permit for Coastal Breezes, Inc., DBA The Kennebunkport Inn, 1 Dock Square.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the special amusement permit for Coastal Breezes, Inc., DBA The Kennebunkport Inn, 1 Dock Square. **Vote:** 5-0.

7. Consider a renewal liquor license application submitted by W & A, Inc. , DBA Cape Pier Chowder House, 79 Pier Road.

Motion by Selectman Matthews-Bull, seconded by Selectman Barwise, to approve the renewal liquor license application submitted by W & A, Inc., DBA Cape Pier Chowder House, 79 Pier Road. **Vote:** 4-0-1/Selectman Daggett recused himself due to conflict of interest.

This application was inspected and approved by the police chief, fire inspector, and code enforcement officer.

8. Consider a renewal liquor license application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue.

Motion by Selectman Barwise, seconded by Selectman Daggett, to approve the renewal liquor license application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue. **Vote:** 5-0.

This application was inspected and approved by the police chief, fire inspector, and code enforcement officer.

9. Consider a renewal special amusement permit application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue.

Motion by Selectman Barwise, seconded by Selectman Matthews-Bull, to approve the renewal special amusement permit application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue. **Vote:** 5-0.

10. Consider a renewal liquor license for The Ramp Grill, LLC, DBA Pier 77

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve renewal liquor license for The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road. **Vote:** 5-0.

This application was inspected and approved by the police chief, fire inspector, and code enforcement officer.

11. Consider a renewal liquor license for RL Restaurant, LLC, DBA Salt and Honey, 24 Ocean Avenue.

Town Manager Laurie Smith said there is an issue with this application in that the applicant wishes to serve liquor on the deck, and there is uncertainty if the deck is under their control. Werner Gilliam is to meet with the applicant today.

Ms. Smith said the Board has two options: 1) Approve the application on condition it meets the requirements set by the Code Enforcement Officer; 2) Postpone the application until March 22.

Motion by Selectman Barwise, seconded by Selectman Daggett, to approve the renewal liquor license on existing application form for RL Restaurant, LLC, DBA Salt and Honey, 24 Ocean Avenue **Vote:** 5-0.

This application was inspected and approved by the police chief, fire inspector, and code enforcement officer.

12. Award the bid for the one ton, chassis, cab truck with standard 96" pick up body for the Kennebunkport Fire Departments.

Fire Administrator Dick Stedman said the Town solicited bids from 12 area truck dealers and only received one bid. He said receiving only one bid is not unusual this day in age.

The bid from Quirk Chevrolet is for a price of \$30,600, although the spec sheet indicates a retail sticker price of \$41,413.00. Mr. Stedman said they plan on equipping the truck with a "skid unit" which can be removed in the winter so the truck can be used during storms and other situations. A "skid unit" includes a tank and pump for brush and wildland firefighting. Other additional costs will be for installing emergency lights, siren, radios and department lettering.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to award the bid for the one ton, chassis, cab truck with standard 96" pick up body for the Kennebunkport Fire Departments to Quirk Chevrolet in the amount of \$30,600. **Vote:** 5-0.

Chair Briggs thanked everyone for the cards and well wishes when he was out. He suggested taking item 15 next before they go into executive session.

15. Approve the March 8, 2018, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the March 8, 2018, Treasurer's Warrant. **Vote:** 5-0.

14. Executive session pursuant to MRSA 1, §405-6A to discuss personnel.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to go into executive session pursuant to MRSA 1, §405-6A to discuss personnel. **Vote:** 5-0.

The Board went into executive session at 9:25 AM and came out at 10 AM.

No action was taken.

16. Adjournment.

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

The meeting adjourned at 10:00 AM.

Submitted by Arlene McMurray
Administrative Assistant

Exhibit A – February 22, 2018

Ad Hoc Senior Advisory Committee

**Report to
Kennebunkport Board of
Selectmen
22 February 2018**

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1. Vision Statement

Our vision is for Kennebunkport to foster an age-friendly community that allows people, regardless of their age, to stay active and connected, and to thrive while aging in place.

2. Selectmen's Charge to the Committee

On January 12, 2017, the Board of Selectmen established an ad-hoc committee – The Senior Advisory Committee – to serve for a one-year period until January 31, 2018 or until their tasks have been completed, whichever is sooner. [On December 28, 2017, the Selectmen approved the extension of the committee's term of service from January 31, 2018 to March 31, 2018.]

3. Composition of Committee/Membership Profile

Committee Volunteer Members:

Bill Leffler, Chair

Susan Boak, Vice-Chair

Susan Gesing, Secretary

Dean Auriemma

Penelope Gruen

Loreta McDonnell

The six members of the committee have been residents of Kennebunkport for 3-23 years. They represent a wide age range: 50, 57, 71, 72, 78 and 88 with a median age of 71.5 years.

Their careers and other experiences include nursing, financial planning, systems engineering, teaching, religious scholarship, career consulting, sales management, marketing, entrepreneurship, real estate management, educational consulting, strategic planning, business ownership, business research, emergency medical services and school administration.

4. Summary of Committee's Completed Tasks

In the preparation of this report and its recommendations, the committee accomplished the following:

- Convened in March 2017 and met twice a month for most months through February 2018.
- Reviewed the Board of Selectmen's charge for the committee and took the following actions on the categories of the charge, each of which appears below in italics.
 - a. *Establish a liaison with other agencies and town departments, which have relevant concerns.* Committee members met with or interviewed the following:
 - * Alison Kenneway, Director of Public Health and General Assistance
 - * Carol Cook, Director of Parks and Rec.

- * Mary-Lou Boucouvalas, Graves Librarian
 - * Mary Giknis, Cape Porpoise Librarian
 - * Kennebunkport Health Council – private group affiliated with town nurse
 - * Dick Stedman, Fire Administrator, Kennebunkport Fire Department
 - * Michael Claus, Director of Public Works
 - * Werner Gilliam, Code Enforcement Officer, Town Planner
- b. *Gather information from seniors and interested entities working on behalf of seniors so that the committee may advise the Board of Selectmen.* In addition to analyzing survey data, we had meetings and/conversations with a number of people.
- * Conducted a survey of Kennebunkport property owners 65 or older to determine needs/concerns. (See Section 7 of this report and Appendix A.)
 - * Interviewed Pat Schwebler at the Center at Lower Village.
- * Communicated with Richard Elkin, founder of Nauset Neighbors, providing transportation to six Cape Cod communities.
- * Interviewed Mike Sullivan, Director of York Parks and Rec. and Janice Marshall Colby – head of programming for York Senior Center.
 - * Attended a meeting (four members) of the Tri State Learning Collaborative on Aging Summit.
 - * Attended (as a team) a Kennebunk Council on Aging meeting featuring Patricia Oh, Maine Age Friendly Communities consultant; subsequently one member conducted a lengthy follow up email conversation with her.
 - * Communicated with Jess Maurer, Executive Director of the Maine Association of Area Agencies on Aging.
 - * Talked with Alana Nucci, Habitat for Humanity, regarding weatherization and partnering agencies: York County Community Agency (YCCA) and Efficiency Maine.
 - * Interviewed Maine 211 representative to understand the types of services and referrals offered to Kennebunkport's older residents.
 - * Interviewed Debby Paradis, transportation person at York County Community Action Program to understand the limited transportation options available to Kennebunkport residents.
 - * Talked with Holly Vanderzee and others from Harpswell Aging at Home regarding home heating assistance programs.
 - * Compiled information on WHO/AARP age-friendly communities.
- c. *Identify resources needed by resident seniors through partnering with other organizations and agencies, such as medical services, home maintenance, recreation, and senior housing.*
- This should be a goal of a possible future standing committee.
- d. *Implement an educational effort to inform seniors regarding available services provided by the Town, State, and other agencies.*

This could be a goal of a possible future standing committee.

- e. Identify senior needs within our community that are currently not addressed by Town or other agency services.*
(a) Needs will be separated into immediate concerns, and potential future issues.
(b) The committee will also address the difference between services not available, and those for which seniors may need financial assistance.

See Section 8 of this report for list of Services Not Adequately Addressed by Town or Other Agency Services.

- f. Development of a volunteer base, which may assist in the delivery of services needed.*
 This should be encouraged by a possible future standing committee.

5. Kennebunkport's Demographic Profile

Kennebunkport is a coastal town in York County Maine. Its population from the 2010 federal census was 3474. Approximately 25% of the population was over the age of 65 although only 2.4% was above the age of 85.

Kennebunkport and the neighboring towns of Kennebunk and Arundel comprise school district RSU21. Kennebunkport is the smallest member of RSU21 by both population and geographic size, as shown in Table 5.1 below.

Table 5.1 Comparison of Kennebunkport, Kennebunk, Arundel

Town	Geographic Size (square mi)	Population 2010	# older than 65	65-74 Young Old	75-84 Old	85+ Old Old
Kennebunkport	20.5	3474	857 25%	511 14.7%	264 7.6%	82 2.4%
Kennebunk	35	10798	2369 22%	1153 13.7%	753 6.9%	462 4.3%
Arundel	24	4022	489 12%	304 7.6%	140 3.5%	45 1.1%

The following discussion is attributed to Lawrence Frolik, a professor at the University of Pittsburgh School of Law and an expert on housing options for the aging. In a classic article laying out the parameters affecting housing needs of the aging he points out that younger individuals often look upon retirement as a homogenous age period; that is everyone over sixty-five is about the same. This is inaccurate. Gerontologists like to classify old age into three periods:

- The young old, from 65-74, recently retired and for the most part in good health, tend to be controlled by their desires and interests rather than by physical concerns.
- The old, from 75-84, are more influenced by health, safety and frailty issues.
- The old, old, 85+ are most likely to need assistance to live independently.

Interwoven with the variations in physical need of these three groups are the limitations imposed by dwindling disposable income and the increasing need for community as spouses and friends pass away. As a result of ...[the] special needs of the very old, many who purchase a retirement house when they are in their late sixties, find that in their eighties they may need to move again, this time to congregate housing or an assisted living facility.¹

For Kennebunkport, our largest groups of retired older adults are in the younger of the two categories and still actively volunteer. We do not like to be categorized, although generalizations are needed for planning purposes. We are a caring, social community and this should be considered as survey needs are addressed.

6. Current Community Assets

- Public Health Department – One full time and one half time nurse for medical assistance and supplies, general assistance, and coordination of services among town departments
- Parks and Recreation Department – Existing programs geared at seniors, possible use of new 2700 square foot facility for senior programs, a micro bus (15 person)
- KEMS – trained in Geriatric Emergency Medical Services (GEMS)
- Fire Department – Assistance to town nurse for safety checks in crises/emergencies
- Police Department – House security checks for people away, welfare visits
- Department of Public Works – Clearing of roads and sidewalks, trash/recycling program, road maintenance and construction
- Active, caring volunteers on town boards and in community organizations
- Many social opportunities for older adults “as social as I want to be” (survey response)
- RSU 21 – Facilities for community use, potential volunteers
- Center at Lower Village – Social and health programs, FISH – driving to medical appointments
- Graves Library – Possible uses of new space, current programs geared towards older adults, new computer/business center, tax preparation support
- Cape Porpoise Library – Book deliveries, to shut ins, informal activities, reading room
- Kennebunkport Conservation Trust – Space and programs
- Kennebunk Residents Association – Communication
- Local churches – Outreach for all ages
- Community Outreach Services – Food pantry, fuel assistance, holiday food baskets
- Kennebunkport Health Council – Stuff the bus, potential programs
- 211 Maine – Toll free service with trained call specialists who can help 24/7

7. Summary of Survey

At one of the committee's first meetings on April 4, 2017, there was general consensus that as a first step, committee members needed to educate themselves so that they would have a common body of knowledge upon which to base future planning. Areas to research were identified and would include:

- Concerns/needs of Kennebunkport seniors

¹ Frolik, Lawrence A. “Three Stages of Old Age.” Cooperative Aging, Mar. 2009, www.cooperativeaging.com/2009/03/three-stages-of-old-age.html

- Demographics on Kennebunkport older adults
- Resources currently available to these residents
- General information about needs and concerns of seniors.

Most members of the committee attended an April forum sponsored by the Kennebunk Council on Aging in which Patricia Oh, a Maine Age-Friendly Communities consultant, spoke. She spoke of the benefits of a survey of older adults needs and concerns as a starting place for town committees focused on seniors. While there was also interest in holding focus groups to determine concerns, the committee agreed that the first priority was to conduct a survey of Kennebunkport homeowners 65 and older.

The age groups were separated into three categories: 65-74, 75-84 and 85+ to be consistent with classifications used by gerontologists. A one-page survey used by another Maine community, and favored by Patricia Oh for its simplicity, was customized to represent the needs of Kennebunkport. The survey was mailed with the tax bills and extra copies were printed for town offices and libraries. It was also available on-line.

The survey focused on six key areas, asking questions to solicit information from residents:

1. ABOUT YOU – basic demographic information including full and part time residence, years in town, male/female, and zone.
2. ABOUT YOUR HOUSING SITUATION – more questions about living arrangements, home maintenance, aging in place, and winter safety.
3. TRANSPORTATION – how do you get around and how do you feel about driving after dark.
4. AT HOME IN YOUR COMMUNITY – seven questions touching on communication, socialization, volunteering, Internet use, and safety using public spaces.
5. HEALTH AND WELLNESS – four questions about using the services of the town nurse, food insecurity and exercise.
6. AS YOU AGE – where do you want to live and how will you get around?

The survey also provided opportunities for residents to add comments and even essays for further feedback.

The committee received 335 completed surveys from a total of about 1000 full time residents – a 33% return. (Number of residents was taken from the 2010 Census updated by deaths to 2015.) Another 100 or so seasonal residents also replied. Over 90% of completed surveys were returned with tax payments.

Committee member, Susan Boak, entered survey results into Excel. She created PowerPoint slides with charts to explain the data.

7.1 Survey Highlights

DEMOGRAPHICS: About 77% of the responses were from full time residents. More than half of respondents have lived in town in excess of 21 years. Females outnumbered males slightly: 54% to 46%. The age spread was consistent with Census data. Town zones were well

represented with Village Residential, Cape Porpoise, and Goose Rocks comprising about 70% of the entries.

HOUSING: in Kennebunkport, those 65 and older are predominately homeowners (98%). The most common household size is two; the makeup is shown in the figures below.



Figure 7-1 Number in Household

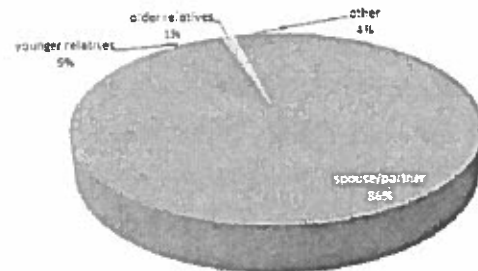


Figure 7-2 Living Arrangements if not Alone

About 9% of respondents report difficulty taking care of home maintenance for the following reasons:

- No longer able to do the work (43%)
- Can't afford to pay for services (38%)
- Difficulty finding service providers (19%)

Residents were familiar with the concept of aging safely in place and 83% felt their home did not need modification, at least at this time. Of the 15% acknowledging the need, first floor living topped the list; see Figure 7-3 below. There seems to be a reluctance to perform modifications ahead of time. One resident opined, "I will take care of it when I need to."

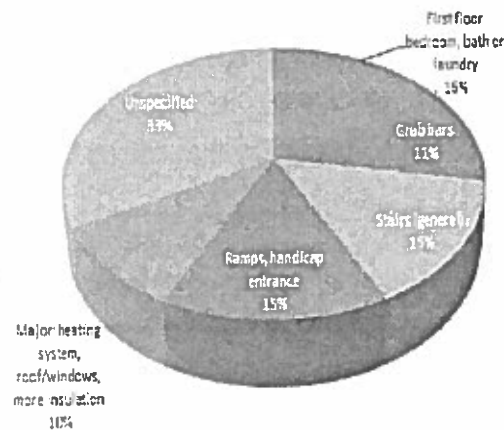


Figure 7-3 Planned modifications for Aging Safely in Place

When asked if their homes were warm and safe enough in winter, about 4% indicated there were some issues with heat, typically a lack of insulation and the high cost of fuel. This was most

common in Cape Porpoise, Farm and Forest, and Village Residential zones which have older homes, mobile homes and reconditioned cottages.

About 6% of residents indicated shoveling their walks and steps was a problem.

TRANSPORTATION: Overwhelmingly, 96%, residents report driving their own car. Those who don't, report that family, including spouse, drive them. Once you can't drive, options become much more restricted. The living arrangement for those who can't drive is shown in Figure 7-4; it is shocking to note that over 70% live alone. To continue to age in place, residents need availability of transportation services.

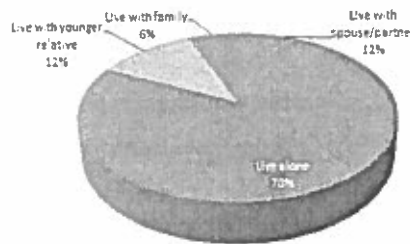


Figure 7-4 Living Arrangement of those who Do Not Drive and are Driven by Spouse/Family

Residents were queried about whether they were comfortable driving at night. About 27% self-reported some qualifications. Of those who reported qualifications, some don't drive at night at all (16%), others prefer to drive in familiar areas (33%), others would drive only as a last resort (41%), and 10% report both familiar areas and last resort.

AT HOME IN YOUR COMMUNITY: Most frequently, folks find out what is happening by reading the Newspaper and by talking to family and friends. The ages from 65-74 report the Internet as an information source just behind family and friends; 93% use the Internet daily or several times a week, 5% do not have Internet connection. Internet use falls off with age: from 75-84 about 82% use the Internet daily or several times a week, at 85+, the number falls to 51%.

The most reliable way to reach older adults is through the newspaper. Younger members of this group may also be reached reliably through the Internet. It is hard to quantify the "buzz" created by common knowledge of family and friends.

Kennebunkport is a very social community. Over 80% of residents report getting out of the house at least five times per week if not daily. When asked if as social as you want to be, an incredible 83% responded yes. The biggest reason for not being social was not having anyone to go with.

Volunteering is alive and well in Kennebunkport. The most common response was helping others on my own, followed by service organizations and church. Clearly Kennebunkport is a caring community.

Residents were queried about their use of public spaces and if there was difficulty using them. They were also asked if there were public spaces in town where they did not feel safe walking.

About 10% of residents reported issues with walking safety, naming granite outcroppings, the combination of narrow roads and speeding cars, and lack of sidewalks as contributing factors.

HEALTH AND WELLNESS: Most of the town, about 70%, seems to be aware we have a town nurse whose services are free to and much lauded by residents. About 37% report having used these services. The town nurse also serves as the general assistance officer and gateway to needed programs for low-income residents.

There does not appear to be much food insecurity in town (only 2 instances, but still too many) and there are existing programs to handle this.

The most common form of exercise for older adults is walking, followed by gardening.

AS YOU AGE: It's practically unanimous: 90% wish to age in their current home and the same 90% want to "drive as long as I can".

Full survey data results may be found in appendix A to this report.

8. Services Not Adequately Addressed

(by Town or Other Agency Services—From Section 4-e. page 5)

- * Transportation for any older adult needs other than medical (provided in a limited way by FISH.) Social and shopping transportation is not available except by family and friends.
- * Assistance with finding or paying for contractors for home repairs and shoveling
- * Coordination among Town and community providers of services to older adults.
- * Communication about existing services for older adults.

9. Committee Recommendations to Board of Selectmen

Based on the survey of older adults and other information gathered, the ad hoc committee recommends the creation of a standing committee (Senior Advisory Committee) to oversee the process of making Kennebunkport more age friendly though engaging the community, continuing to identify needs of older residents and coordinating or initiating programs to help them age successfully in this community.

The following are suggested actions for a standing committee to consider.

- Strengthen relationships, through the Town Manager, with each Town department to discuss survey data as it relates to their departments, suggesting new programs or services and helping in publicizing all programs.
- Give serious consideration to becoming a WHO/AARP age friendly community. Study the eight domains for livability that influence the quality of life of older adults (from The Maine Guide – Building Livable Age-Friendly Communities: www.who.int/ageing/projects/age-friendly-cities-communities/en/); identify what is going well in each domain, determine areas of concern and how they could be addressed; implement responses.

- Assess, beyond the survey, the qualitative needs of residents. Increase community involvement by holding focus groups, listening sessions, and forums.
- Encourage the options for providing transportation services for older residents, including FISH, volunteer groups and local, county and state programs.
- Understand the ways the town and various town organizations communicate and provide useful information to older residents and also how they promote their programs for older adults. Recommend improvements to increase likelihood that residents are aware of what is offered.
- Respond to the needs of older adults by encouraging other organizations to provide workshops and appropriate programs.
- Encourage formation of a volunteer network to facilitate the aging in place for older adults with tasks associated with home maintenance and seasonal transitions.
- Promote coordination of services for older adults amongst town organizations.

10. Conclusion

The Ad Hoc Senior Advisory Committee has met 21 times since it was organized last year. Our research and discussions around issues impacting older adults in Kennebunkport (about 30% of our population) were wide ranging, varied and in depth. Our work included interviews with a number of Town employees involved with seniors and consultations with representatives of agencies, organizations and facilities serving this demographic in York County and beyond. As a result of this effort, the committee has put together this report, as well as an appendix with supplementary information, to present to the Selectmen.

Our work concludes with eight recommendations. They deal with improving relationships and communication among those offering and providing services, encouraging a volunteer effort to assist seniors when needed, exploring ways to provide transportation services for those who no longer drive, considering affiliation with the WHO/AARP Age Friendly Communities network, and continuously striving to make Kennebunkport an even more age friendly community.

To accomplish these goals, the committee is recommending that the Selectmen establish a permanent Senior Advisory Committee to address these concerns in a formal fashion.



Agenda Item Divider



**Town of Kennebunkport
Budget Board/Selectmen's Meeting
March 15, 2018
6 p.m. – Village Fire Station – 32 North Street**

Minutes of the Selectmen's Meeting of March 15, 2018

Selectmen attending: Stuart E. Barwise, Patrick A. Briggs, Allen A. Daggett, Ed Hutchins

Selectman absent: Sheila Mathews-Bull

Others: Barbara Barwise, Ted Baker, Dan Beard, Marylou Boucouvalas, Jim Burrows, Carol Cook, Michael Claus, Michael Davis, Doug Dicey, Ruth Fernandez, Werner Gilliam, David James, Ali Kenneway, David Kling, Scott Lantagne, Kathryn Leffler, Jennifer Lord, Leo Martin, Loretta McDonnell, Tracey O'Roak, Michelle Powell, Breese Reagle, Craig Sanford, Laurie Smith, Dick Stedman, Jim Stockman, and others

1. Call to Order.

Selectman Briggs called the meeting to order at 6:00 P.M.

Budget Board Chair Leo Martin also called the Budget Board Meeting to order.

2. Joint meeting with Budget Board for fiscal year 2019 municipal budget presentation and discussion of department capital requests and requests from town committees, outside agencies, and social services.

Department Directors presented their capital requests.

Chair Briggs called for a 5 minute break from 7:30 PM to 7:35 PM.

Town Manager Laurie Smith went over the social service and outside agencies' budget requests.

David James presented the Budget Board Subcommittee's recommendations.

Ruth Fernandez, Jim Stockman, Mary Lou Boucouvalas, Loreta McDonnell, and others discussed their budget requests.

Motion by Selectmen Hutchins, seconded by Selectman Daggett, to hold a Special Town Meeting to transfer \$200,000 from the capital reserve fund balance account for the construction of the parks and recreation building.

Vote: 4-0.

3. Adjournment.

Mr. Martin adjourned the Budget Board meeting at 8:19 PM.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to adjourn the meeting. **Vote:** 4-0.

The meeting adjourned at 8:19 P.M.

Submitted by

Laurie A. Smith
Town Manager



Agenda Item Divider



5



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Yalein Kaya
Residence Address 21 Lamprey Lane, Lee, NH 03861
Home Telephone Number 603-785-9084
Name of Business The Ramp Grill, LLC - Pier 77 Restaurant
Business Address 77 Pier Rd, Kennebunkport, ME 04046
Type of Business Restaurant
Business Telephone Number 207-967-8500
Nature of Special Amusement Weddings

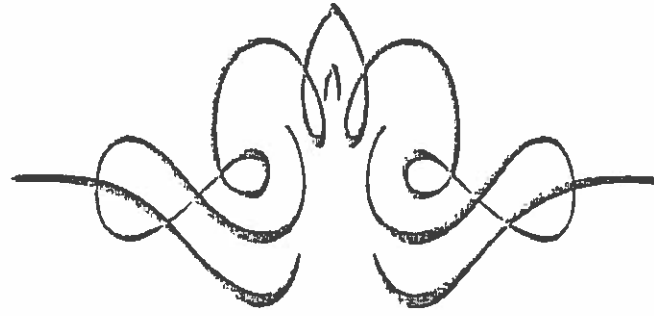
Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No ✓

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

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

Yalein Kaya
applicant



Agenda Item Divider



(6)

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☐ Yes ☒ No

PRESENT LICENSE EXPIRES 4/24/18

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|---|--|--|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input checked="" type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: US Hotels New England LLC US Hotels New England Management Corporation			Business Name (D/B/A) The Breakwater Spa		
APPLICANT(S) –(Sole Proprietor) DOB:			Physical Location: 127 Ocean Avenue		
DOB:			City/Town Kennebunkport	State ME	Zip Code 04046
Address 127 Ocean Avenue			Mailing Address PO Box M		
City/Town Kennebunkport	State ME	Zip Code 04046	City/Town Kennebunkport	State ME	Zip Code 04046
Telephone Number (207) 967-5333		Fax Number (207) 967-0675	Business Telephone Number (207) 967-5333		Fax Number (207) 967-0675
Federal I.D. # LLC: 20-2050229 Corporation: 01-0541805			Seller Certificate #: 1080890 or Sales Tax #:		
Email Address: njenulevich@thebreakwaterinn.com Please Print			Website: www.thebreakwaterinn.com		

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: _____

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: 15
2. State amount of gross income from period of last license: ROOMS \$ 1,490,405 FOOD \$ 250. LIQUOR \$ 940.
3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
If Yes, please complete the Corporate Information required for Business Entities who are licensees.
4. Do you own or have any interest in any another Maine Liquor License? ☒ Yes ☐ No
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

See attached _____ (Use an additional sheet(s) if necessary.)
License # _____ Name of Business _____

Physical Location _____ City / Town _____

5. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐
6. If manager is to be employed, give name: Nazba Jenulevich
7. Business records are located at: 131 Ocean Avenue Kennebunkport, Maine
8. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Nazba Jenulevich	3/6/65	New York, NY
Residence address on all of the above for previous 5 years (Limit answer to city & state)		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒
- Name: _____ Date of Conviction: _____
- Offense: _____ Location: _____
- Disposition: _____ (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes ☐ No ☒ If Yes, give name: _____
13. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐
14. Does/do applicant(s) own the premises? Yes ☒ No ☐ If No give name and address of owner: _____
15. Describe in detail the premises to be licensed: (On Premise Diagram Required) Full service cafe
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES ☒ NO ☐ Applied for: _____
17. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1/4 mile
- Which of the above is nearest? church
18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☒ NO ☐
- If YES, give details: TD Bank (mortgage)

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: _____ on _____, 20____
Town/City, State Date

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

James T. Lawson
Print Name

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications).....\$ **10.00**

Class I Spirituous, Vinous and Malt\$ 900.00

CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00

CLASS I-A: Hotels only that do not serve three meals a day.

Class II Spirituous Only\$ 550.00

CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III Vinous Only\$ 220.00

CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV Malt Liquor Only\$ 220.00

CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00

CLASS V: Clubs without catering privileges.

Class X Spirituous, Vinous and Malt – Class A Lounge\$2,200.00

CLASS X: Class A Lounge

Class XI Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00

CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Kennebunkport, Maine York
City/Town (County)

On: _____
Date

The undersigned being: ☒ Municipal Officers ☐ County Commissioners of the
☐ City ☒ Town ☐ Plantation ☐ Unincorporated Place of: Kennebunkport, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).] [2003, c. 213, §1 (AMD).]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (AMD).]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD).]
[1995, c. 140, §6 (AMD).]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP).]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF).]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

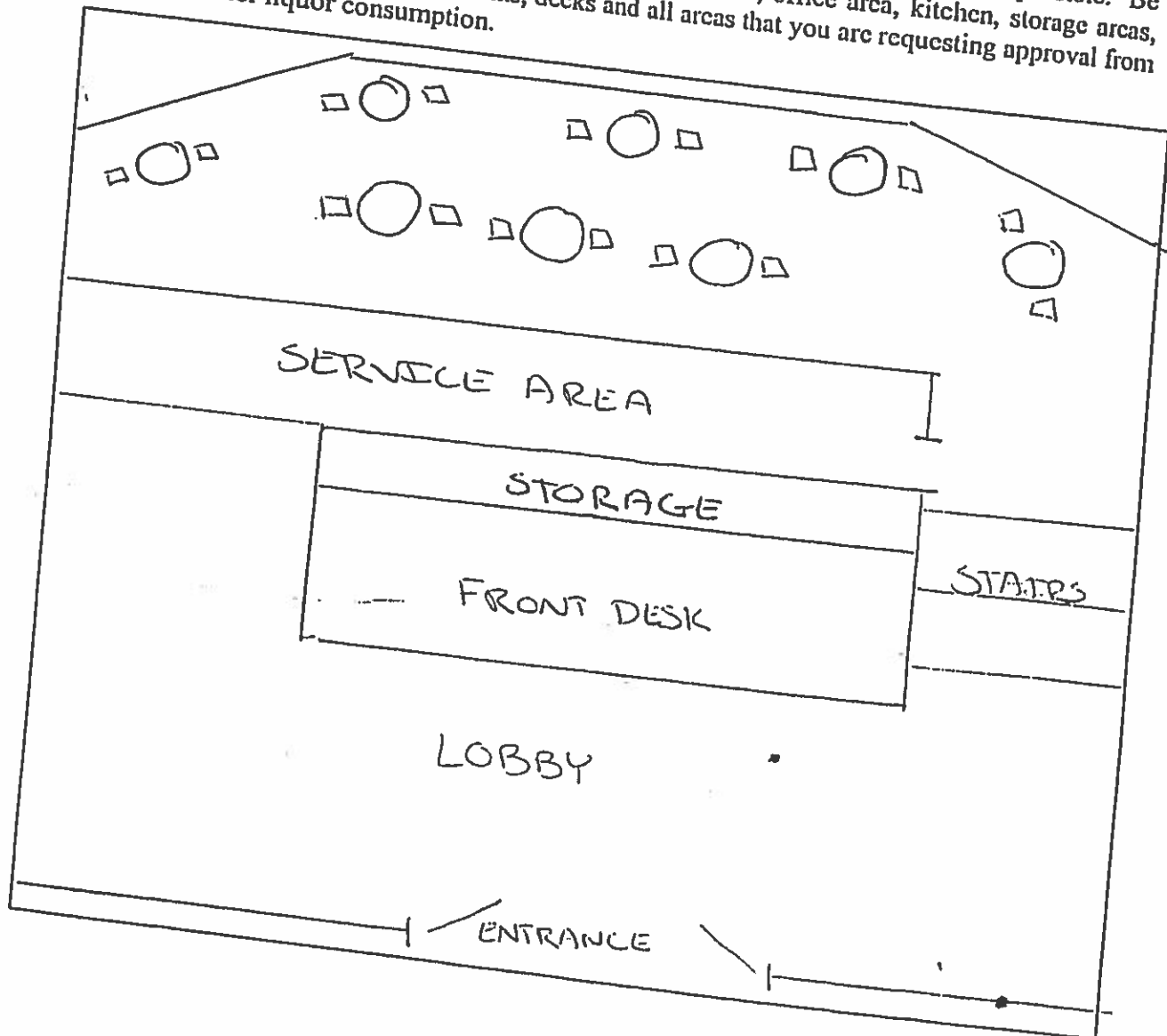


Bureau of Alcoholic Beverages
Division of Liquor Licensing & Enforcement
164 State House Station
Augusta, ME 04330-0164
Tel: (207) 624-7220 Fax: (207) 387-3424

SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Division for liquor consumption.





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: US Hotels New England, LLC
2. Doing Business As, if any: The Breakwater Spa
3. Date of filing with Secretary of State: 9/17/04 State in which you are formed: Delaware
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: 1/14/05
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
FCA Hospitality Investments, Inc.	Wilmington, DE		Owner	100
Frank Espinosa	8030 NW 156 Terrace Miami, FL 33016	2/10/63	President	0
James Theodore Lawson	2125 NE 5 th Avenue Wilton Manors, FL 33305	11/3/76	Vice President	0
Jorge Del Valle	844 Malaga Avenue Coral Gables, FL 33134	6/25/66	Secretary	0

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☒

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

 2/21/18
Signature of Duly Authorized Person Date


Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

Additional Maine liquor licenses from pg. 1:

4. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☐ No
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

HOF-2000-4010 The Breakwater Inn
License # Name of Business

131-133 Ocean Avenue Kennebunkport, Maine
Physical Location City / Town

BB-2017-9851 Beach House Inn
License # Name of Business

211 Beach Avenue Kennebunk, Maine
Physical Location City / Town

4138 White Barn Inn
License # Name of Business

37 Beach Avenue Kennebunk, Maine
Physical Location City / Town



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Breakwater Spa / US Hotels New
Residence Address 127 Ocean Ave Kpt England
Home Telephone Number 207-967-5333
Name of Business Breakwater Spa
Business Address 127 Ocean Ave / PO Box 14 Kpt
Type of Business Hotel + Spa
Business Telephone Number 207-967-5333
Nature of Special Amusement music, live entertainment

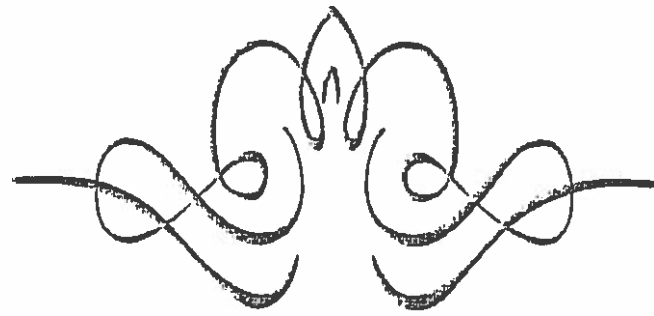
Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No X

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

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

Heather
applicant



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Breakwater Spa / US Hotels New
Residence Address 127 Ocean Ave Kpt England
Home Telephone Number 207-967-5333
Name of Business Breakwater Spa
Business Address 127 Ocean Ave / PO Box 14 Kpt
Type of Business Hotel + Spa
Business Telephone Number 207-967-5333
Nature of Special Amusement music live entertainment

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

Yes _____ No X

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

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

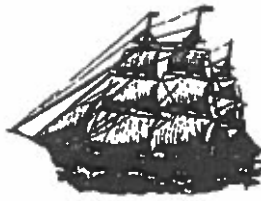
applicant



Agenda Item Divider



9

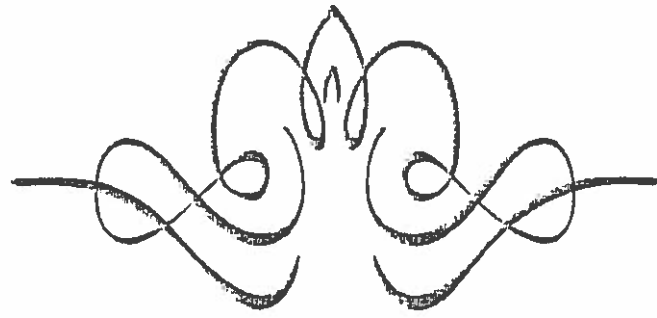


KENNEBUNKPORT TOWN CLERK

To: Laurie Smith, Town Manager
From: Tracey O'Roak, Town Clerk
Date: March 5, 2017
Re: Appointed Town Officers

Here are the Town Officers to be appointed for the upcoming year. Please consider for the March 22nd Selectmen's agenda. Thank you.

Animal Control Officer	David R. Conway
Assessor's Agent	Rebecca R. Nolette
Code Enforcement Officer	Werner D. Gilliam
Asst. Code Enforcement Officer	Gregory Reid
Asst. Code Enforcement Officer	Matthew Philbrick
Plumbing Inspector	Werner Gilliam
Asst. Plumbing Inspector	Gregory Reid
Asst. Plumbing Inspector	Matthew Philbrick
Constable	Tracey L. O'Roak
Emergency Management Director	Craig Sanford
Fire Inspector	Scott Lantagne
Harbor Master-Cape Porpoise	Lee F. McCurdy
Harbor Master-Kennebunk River	James Black
Health Officer	Alison Z. Kenneway
Deputy Health Officer	Angela Jenks
Public Access Officer	Tracey L. O'Roak
Registrar of Voters	Tracey L. O'Roak
Road Commissioner	Michael W. Claus
Shellfish Warden	Everett Leach
Street Naming & Numbering Delegate	James E. Burrows
Tax Collector	Laurie A. Smith
Town Clerk	Tracey L. O'Roak
Town Forester	Patrick A. Briggs
Treasurer	Jennifer L. Lord
Tree Warden	Patrick A. Briggs




Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE
- INCORPORATED 1653 -

To: Board of Selectmen/Assessors

From: Becky R. Nolette, CMA, Assessors Agent 

Date: March 7th, 2018

Re: Supplemental Assessment/Tree Growth Penalty
CDMK, LLC

Attached please find the necessary paperwork for your approval of a supplemental bill for CDMK, LLC.

The supplemental bill of \$65,780, represents the penalty for the removal of 31 acres from the Tree Growth program.

If you have any questions, please let me know.

TOWN OF KENNEBUNKPORT MAINE

2017 SUPPLEMENTAL TAX WARRANT

State of Maine
York, ss.

To Laurie A. Smith, Tax Collector of the Municipality of Kennebunkport, within said County of York:

GREETINGS: the assessments of estates of the persons hereinafter name **CDMK, LLC**. You are hereby directed to levy and collect of each of the several persons named in said lists his/her respective proportion, therein set down of the sum of **SIXTY-FIVE THOUSAND, SEVEN HUNDRED EIGHTY DOLLARS AND NO CENTS. (\$65,780);**

It being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated August 10, 2017, are extended thereto; and we do hereby certify that the list of assessments of estates of persons named in said list is a supplemental assessment laid: by virtue of Title 36 M.R.S.A., section 713 as amended, and that the estates and assessments thereon as set forth in said list were invalid or void or were omitted for the original list committee unto you under our warrant dated August 10th, 2017.

Given under our hands this 22nd day of March 2018

Patrick A. Briggs

Edward W. Hutchins, II

Board of Assessors/Selectmen

Stuart Barwise

Allan A. Daggett

Sheila Matthews-Bull

Map, Block, Lot: 12/5/21 - Acct. # 681 - Tax Year 2018
Tree Growth Penalty

Taxpayer: CDMK, LLC
 c/o Thomas Macone
 6 Macone Circle
 Stoneham, MA 02180

TREE GROWTH PENALTY CALCULATION FORM

Name:	CDMK - Thomas Macone
Mailing Address:	8 Macone Circle, Stoneham, MA 02180
Date of Estimate:	1/23/2018
MBL:	12-5-21
Property Location:	North Street

Tree Growth Data

Current Year:	2018
Year Parcel Placed in Tree Growth:	1984
Total years in program:	34
Fair Market Value on Date of Withdrawal	342,400
Acres Withdrawn	31
Tree Growth Value April 1st preceding Withdrawal	13,500
Value Difference:	328,900
Applicable Percentage (See Chart)	20%

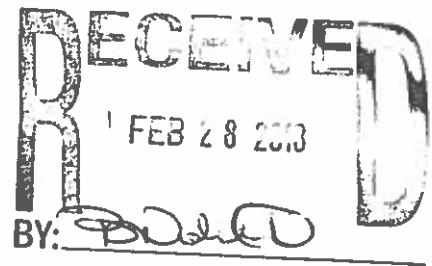
Tree Growth Penalty:	65,780
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For more information regarding Maine Tree Growth Law, consult Tax Bulletin No. 19 published by the Maine Revenue Service

Percentage Adjustment
10 years or less
11 years
12 years
13 years
14 years
15 years
16 years
17 years
18 years
19 years
20 years or more

Current Value in Tree Growth		
Type	Acreage	2017 Tree Growth Value
Softwood	0.92	430
Softwood	9.08	430
Mixed	21	440
Total Tree Growth		13,500
4 acres not currently in Tree Growth, no value change		24,200
Totals		37,700

Proposed Value after Tree Growth Removal		
	AC/SF	Assessed Value
baselot	40,000 SF	160,800
excess acreage	30	181,600
		342,400
4 acres not currently in Tree Growth, no value change		24,200
Totals		366,600



February 20, 2018

Ms. Becky Nolette, Assessor Agent
Town of Kennebunkport
P.O. Box 566, 6 Elm Street
Kennebunkport, ME 04046

**RE: Olde Port Village
Tree Growth**

Dear Becky:

CDMK, LLC is requesting (effective immediately) to please remove 31 acres from the Tree Growth Program, Tree Growth Parcel 12/5/21. The above acreage removed is for a change in use, as future plans are to develop the land. Should you have any questions, please do not hesitate to contact me.

Sincerely,

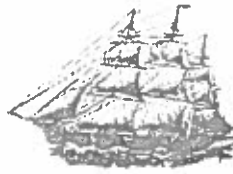
A handwritten signature in dark ink, appearing to read "Thomas Macone", written in a cursive style.

Thomas Macone, Manager



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

—INCORPORATED 1653—

Memorandum

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Emergency Shelter MOU
Dt: March 5, 2018

After the 2017 October storm, that left parts of Kennebunkport without power for a week, I contacted the Towns of Kennebunk and Arundel, as well as the RSU, to begin conversations in earnest about a joint shelter. Although Kennebunkport has the Consolidated School as a backup emergency shelter, the October storm also showed us that school could be in session while people remained without power. Shelter operations are a complex issue in today's world. Although the core issue of offering shelter and basic necessities has remained the same over the years, the needs of the population have changed. We have a senior population, some with medical issues, others with dementia. A shelter situation would be chaotic for them and medical care for this population would be necessary. Citizens don't want to leave home without their pets, which begs the question where will we house the animals during the storm? Lastly, there are students with a variety of concerns including a growing autistic population. A shelter needs to be run over an extended period of time, which involves the following teams – food preparation, maintenance, public safety, and a medical team. Unfortunately, shelters are usually either maxed at capacity or have a small group of people who still need all these same teams. A regional approach made the most sense to me as we seek to stretch our limited resources over an extended time period.

All three Towns and the RSU are in agreement that a regional center makes the most sense. We have met over the past few months with our EMA Directors and are proposing this Memorandum of Understanding. The three communities would split the cost of setup and would also split the costs of replenishment (if not covered by FEMA funds). The RSU has offered the Middle School of the Kennebunks as it fully operational with a generator and offers the public use functionality while maintaining school operations. The Dot Stevens Community Center (next door to the Middle School) will be the first location opened (for a small group) and will also house pets in case of an extended stay. The next steps will be for the EMA Directors to establish protocols for opening and operations. We would then like to publish a phone number and location to the public so in an emergency they would know where they should go for shelter and who to call to determine whether the shelter is open.

6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046
Tel: (207) 967-4243 Fax: (207) 967-8470



KENNEBUNK FIRE RESCUE KENNEBUNK, MAINE

1-31-18

Shelter Budget proposal

This document contains the budget that the shelter committee came up with so that each of the three communities could plan a budget. The final shelter capacity is slated to be 200 persons. This proposal is to start smaller at 50 people and then add to it annually.

I have not included \$4200.00 dollars in this budget for a new container and its delivery because we are still looking to acquire a box thru surplus equipment.

The following is the make-up of this budget:

50 cots	\$2100.00
4 transfer carts	\$600.00
Misc. supplies	\$200.00
Rodent control	\$200.00
Hygiene kits	\$125.00
Towels/facecloth	<u>\$120.00</u>
Total	\$3345.00

Divided by the 3 communities = \$1115.00

If the container were added in it would be an additional \$4200.00 total of \$1400.00 to each community.

The School Department is going to purchase the hallway barrier (\$1200.00), and York County EMA is donating the needed blankets.

If we plan to increase our capacity by 50 people each year until we reach our goal of 200, the annual amount per community would be \$832.63. This would be 50 cots, 5 dozen towels and facecloths, 2 packages of hygiene kits, and 1 additional transfer cart per year.

The other thought was that each community should plan for some type of annual funds to operate the shelter in the event of an emergency. This fund, if possible, should be a reserve account so that it carries forward annually if not used. The possible uses may be the repayment to the School District should we use food from their supply.

If you have any additional questions, please feel free to contact me.

Sincerely,

Chief Jeff Rowe
Kennebunk EMA Director

Preparing to Go to a Shelter

A shelter is a place to go in the event of an evacuation or a disaster either man-made or natural, but it can be noisy, crowded and have few personal comforts. Shelters should be your last resort if you have nowhere else to go. A shelter is a stressful environment for everyone; please treat your fellow evacuees with courtesy and kindness.

Residents going to a shelter need to take their own supplies, some of which may be found in your disaster supply kit:

- Bring your own pillows, sheets, blankets, portable cot, or air mattress, or sleeping bags.
- If you are on a special diet, bring a supply of nonperishable food that will be sufficient for 3 days per person.
- All required medications and medical support equipment:
- Wheelchair/walker, oxygen, dressings, feeding and suction equipment, diapers, etc.
- Any specific medications or care instructions (2-week supply)
- Personal hygiene items, like toothbrush, toothpaste, deodorant, towels, brush/comb, dentures, glasses, eye drops, diapers, etc.
- Entertainment items, like games, cards, books, magazines, etc.

Persons with Disabilities, Barriers, or Impairments

By evaluating your own personal needs and making an emergency plan, you can be better prepared for any situation.

- Inventory what you every day to live independently. Identify the essential items you will need for at least three days.
- Stock custom essentials in your kit like: durable medical equipment, assistive technology, etc.
- Have a method to communicate your impairments and needs.

Remember, being ready is the key to maintaining your independence.

Shelter Options

DO WE MENTION PET OPTIONS HERE? SHELTER LOCATION HERE?

Shelter openings are incident-specific

Never go to a shelter unless local officials have announced it is open. Shelter opening will be announced through local television, radio stations, social media, and municipal Website.

Shelters are designed to be a last resort. You should first seek alternate accommodations in this order:

- Relatives or friends
- Motels/hotels

If you choose to go to a shelter, follow these instructions:

- Stay as calm as possible and take your disaster supply kit.
- Bring your own cots or sleeping materials.
- Bring changes of clothing and wear sturdy shoes.
- If you have dietary restrictions, bring food that you will be able to eat.
- Bring what you need to stay comfortable and entertained.
- Not all shelters will have electricity throughout the emergency.

Shelter Rules – If staying in a shelter, be aware of the shelter rules:

- We are guests. Please treat the facility, equipment, and staff respectfully.
- No disorderly or disruptive behavior will be allowed.
- No smoking, alcohol, or drugs allowed.
- No guns or weapons of any kind permitted.
- You must sign in when you arrive and sign out when you leave

Shelters are intended to keep you safe, not necessarily comfortable. The municipalities are not responsible for lost and stolen items while shelters are in operation.

Need logo from Kennebunk

Need Emergency numbers

Need a map?

Other information?

EMERGENCY SHELTERING AGREEMENT

MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWNS OF KENNEBUNK, KENNEBUNKPORT AND ARUNDEL AND RSU 21

This Memorandum of Understanding is made and entered into this ____ day of, _____ 2018, by and between the TOWNS OF KENNEBUNK, KENNEBUNKPORT, AND ARUNDEL, in collaboration with RSU 21.

The communities of Kennebunk, Kennebunkport and Arundel agree to equally provide the resources necessary to equip, operate and manage the Dorothy Stevens Center and the Middle School of the Kennebunks' facility (RSU 21) as emergency shelters for the citizens and pets of the 'said' communities. The parties hereto desire to coordinate a program of disaster relief to protect public health and welfare by providing emergency sheltering for citizens, and to provide pet sheltering by means of this Memorandum of Understanding.

Therefore, it is mutually agreed and understood as follows:

Each party shall develop a mutually compatible plan providing for the effective mobilization of the necessary resources and facilities to cope with a disaster that requires the sheltering of people and pets.

The Towns of Kennebunk, Kennebunkport and Arundel, working in collaboration with RSU 21, will accept the responsibility for coordinating sheltering activities. These efforts will include, but are not limited to, committing staff personnel to manage the facility, registering individuals arriving at the shelter, providing for feeding of sheltered individuals, and providing a safe location for sheltering pets.

In the event of a situation requiring disaster response, all parties agree to participate in the purchase of emergency sheltering supplies to be housed in a container located on the property of the Kennebunk Fire and Rescue grounds, or any other mutually agreed upon site. Such supplies shall generally include a quantity of cots, blankets, and other required shelter operations equipment, and to include a contingency supply of food and water.

Each party in this agreement acknowledges they must provide sheltering relief assistance through the direction of M.R.S.A Title 37-B "Emergency Management," and each community's Local Emergency Operations Plan (EOP). All actions of the parties in this agreement will be coordinated with other participating governmental agencies during a disaster.

Each party agrees to participate without assurance of cost recovery. Each party agrees to participate in meetings and drills related to disaster relief.

The parties also agree to furnish educational materials and appropriate training relative to dealing with citizens and animals in a disaster.

TOWN OF KENNEBUNK

Michael Pardue, Town Manager

Jeffrey Rowe, Fire Chief/EMA Director

TOWN OF KENNEBUNKPORT

Laurie Smith, Town Manager

Craig Sanford, Police Chief/EMA Director

TOWN OF ARUNDEL

Keith Trefethen, Town Manager

Renald Tardif, Deputy Fire Chief/EMA Director

RSU 21

Katie Hawes, Superintendent



Agenda Item Divider



March 19, 2018
W-P Project No. 13431C

Ms. Laurie Smith
Town Manager
Town of Kennebunkport
6 Elm Street
P.O. Box 566
Kennebunkport, ME 04046

Subject: Kennebunkport Parks and Recreation Department Building
Review of Bids Received March 14, 2018

Dear Ms. Smith,

We have completed our review of the bids for construction of the subject project, as received by the Town on Wednesday, March 14, 2018. Seven contractors submitted bids for the work. A summary of the bids is provided in the form of the enclosed Bid Tabulation.

On the basis of the bids received, DiMatteo Construction Management of South Portland, Maine appears to be the low responsive bidder, with a Base Bid of \$729,500.00. The bid submitted by DiMatteo Construction Management (DiMatteo) included a completed Bid Form, including unit price bids and corresponding totals for the Base Bid and Bid Alternates, as well as acknowledgement of bid addenda, experience statement, a certificate of liability insurance and Bid Security in the amount of at least 5% of the bid.

Risbara Bros. Construction Co., Inc. of Scarborough, Maine appears to be the second lowest responsive bidder, with a Base Bid of \$751,000.00. The bid submitted by Risbara Bros. Construction Co. Inc. (Risbara) also included a completed Bid Form, including unit price bids and corresponding totals for the Base Bid and Bid Alternates, as well as acknowledgement of bid addenda, experience statement, a certificate of liability insurance and Bid Security in the amount of at least 5% of the bid.

A summary of the remaining bids are as follows:

- Benchmark was the third lowest responsive with a Base Bid of \$786,881.00.
- Doten's Construction, Inc. was the fourth lowest responsive bid with a Base Bid of \$822,000.00.
- Hardy Pond Construction was the fifth lowest responsive bid with a Base Bid of \$839,000.00.
- Great Falls Construction was the sixth lowest responsive bid with a Base Bid of \$843,103.00.
- PC Construction was the seventh lowest responsive bid with a Base Bid of \$961,800.00.

All of these bidders submitted completed Bid Forms, including unit price bids and corresponding totals for the Base Bid and Bid Alternates, as well as acknowledgement of bid addenda, experience statements, certificates of liability insurance and Bid Security in the amount of at least 5% of the bid, with the exception of Great Falls Construction and PC Construction who did not submit experience statements.



On behalf of the Town of Kennebunkport, Wright-Pierce has reviewed the experience statements provided by the two lowest bidders and contacted multiple references (either provided in the bid submissions, or as provided during subsequent e-mail and telephone correspondence).

DiMatteo's experience statement was comprised primarily of work completed for the University of Maine School System, municipalities, and the State of Maine. In general, the projects ranged in contract value between \$100,000 to \$300,000, with a recent project for the University of Southern Maine in the amount of \$798,914. Most of the projects appeared to be focused on building renovation and rehabilitation. Wright-Pierce contacted the City of Westbrook, the University of Southern Maine, the Town of Hollis and the Town of Windham to discuss DiMatteo's performance on contracted work for each of these organizations. The Town of Hollis indicated that they were not currently under contract for their project and were still discussing the bids. The City of Westbrook and USM expressed concerns regarding construction schedules, cost of change orders, and quality of work. It was noted that DiMatteo has subcontracted a high percentage of the value of some contracts. Windham expressed satisfaction with DiMatteo's past work for the community.

Risbara's experience statement was comprised primarily of private housing projects and financial institutions, with some experience on municipal projects. In general, the projects ranged in contract value between \$1,000,000 to \$11,000,000. Wright-Pierce contacted the City of Westbrook, the Town of Scarborough and the Biddeford Housing Authority to discuss Risbara's performance on contracted work for each of these organizations. The Biddeford Housing Authority did not return our phone call before preparation of this letter. The City of Westbrook and the Town of Scarborough spoke well of Risbara's performance on projects in their communities and noted that the firm appears to have retained a significant in-house workforce over the past decade.

Based on our discussions, it is our understanding that the Town's procurement standards allow for the option of forgoing award to the apparent low bidder in the event it is determined by the Town that this is in the best interests of the community.

As with any contract of this nature and magnitude the Town should anticipate the possibility of minor changes in the cost of the work associated with change orders and estimated quantities as the project progresses. It is important to understand that Wright-Pierce makes no guarantee that the selected contractor will perform the work within the bid amount and in accordance with the contract, specifications and drawings.

Please feel free to call me in the event that you should have any questions regarding the above.

Very truly yours,

WRIGHT-PIERCE

Jonathan C. Edgerton, PE
Senior Vice President

enclosure: Bid Tabulation

TOWN OF KENNEBUNKPORT



PARKS AND RECREATION BUILDING

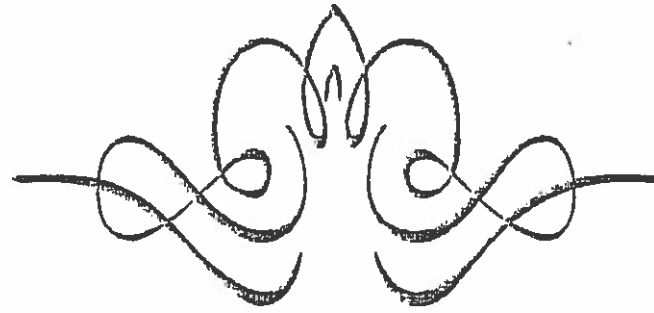
BID TAB

13431C

3/14/2018

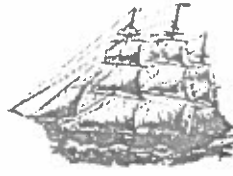
75 Washington Avenue, Suite 202, Portland, ME USA 04101
Tel: 207-761-2991 Fax: 207-761-2978

TJP/APM			BIDDER'S NAME																
			DIMATTEO CONST. MANAGEMENT		RISBARA BROS. CONSTRUCTION		BENCHMARK CONSTRUCTION		DOTEN'S CONSTRUCTION		HARDY POND CONSTRUCTION		GREAT FALLS CONSTRUCTION		P.C. CONSTRUCTION				
BID QUANTITIES			Item	QTY	UNIT	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID		
BASE BID																			
1	PARKS AND RECREATION BUILDING			1	LS	\$729,500.00	\$729,500.00	\$751,000.00	\$751,000.00	\$786,881.00	\$786,881.00	\$822,000.00	\$822,000.00	\$839,000.00	\$839,000.00	\$843,103.00	\$843,103.00	\$961,800.00	\$961,800.00
BID ALTERNATE A																			
A	STORAGE AND KITCHEN CABINETS			1	LS	\$10,262.00	\$10,262.00	\$14,200.00	\$14,200.00	\$8,000.00	\$8,000.00	\$9,410.00	\$9,410.00	\$9,100.00	\$9,100.00	\$10,557.00	\$10,557.00	\$11,800.00	\$11,800.00
BID ALTERNATE B																			
B	KEYPAD ENTRY LOCKS			1	LS	\$2,280.00	\$2,280.00	\$2,100.00	\$2,100.00	\$9,400.00	\$9,400.00	\$8,500.00	\$8,500.00	\$3,400.00	\$3,400.00	\$4,181.00	\$4,181.00	\$2,100.00	\$2,100.00
BID ALTERNATE C																			
C	PAVEMENT AND PAVEMENT MARKINGS			1	LS	\$23,300.00	\$23,300.00	\$14,500.00	\$14,500.00	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00	\$18,100.00	\$18,100.00	\$19,031.00	\$19,031.00	\$23,000.00	\$23,000.00
BID ALTERNATE D																			
D	EMERGENCY GENERATOR, UNDERGROUND PROPANE TANK AND BOLLARDS			1	LS	\$22,135.00	\$22,135.00	\$22,000.00	\$22,000.00	\$35,000.00	\$35,000.00	\$38,000.00	\$38,000.00	\$33,900.00	\$33,900.00	\$27,835.00	\$27,835.00	\$42,000.00	\$42,000.00
BID ALTERNATE E																			
E	SCHEDULE COMMENCING MARCH 18, 2019			1	LS	\$25,000.00	\$25,000.00	\$40,000.00	\$40,000.00	\$35,719.00	\$35,719.00	\$36,000.00	\$36,000.00	\$50,000.00	\$50,000.00	\$42,155.00	\$42,155.00	\$0.00	\$0.00
TOTAL BASE BID PLUS BID ALTERNATES (A-E):						\$812,477.00		\$843,800.00		\$900,000.00		\$933,910.00		\$953,500.00		\$946,862.00		\$1,040,700.00	



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Memorandum

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Housing Committee
Dt: March 5, 2018

The BOS adopted the Housing Assessment Study in January and charged me with developing the strategies identified in the study. I have requested funds as part of the FY 19 budget process to review the zoning and land use regulations and study public land that may be used for housing.

Additionally, I am requesting that the BOS appoint two committees the first being a housing committee. The Housing Committee would be comprised of approximately 5 individuals with a term of office to last 2 years. Their purpose would be to further the strategies outlined in the Housing Assessment Study.

Strategies and Tools to Consider

The appropriate approach for addressing Kennebunkport's housing challenges depends on the target populations that the Town wishes to assist. There are three key demographic groups the Town may choose to target: existing year-round residents, year-round workers, and seasonal workers. Strategies for ensuring housing affordability will vary across these groups. No matter which market segment the Town chooses to target, solutions will need to address cost of development in Kennebunkport. Due to relatively high land costs, this must include policies to reduce the cost of land. The private market has not and likely will not take care of housing issues without partnerships to reduce development costs so housing units (both rental and for-sale units) can be delivered at various levels of affordability. Success will require partnerships between the Town and other stakeholders or entities with complementary interests. This might include landowners, developers, affordable housing organizations, the State, and other communities within the region. The following are strategies and tools that the Town may wish to consider:

Housing Alliance or Housing Trusts – typically a nonprofit or quasi-governmental entity whose mission is to develop and implement policies or programs for affordable housing. Such an entity could be partially or fully

6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046
Tel: (207) 967-4243 Fax: (207) 967-8470

TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

funded by private sources and assist with the development of new units or with buying down the cost of existing units.

Donation of Land to Developer or Housing Entity – involves the Town providing land to a developer at little or no cost in exchange for the creation of a specified development plan to ensure affordability.

Zoning Policies – including policies such as clustering or density bonuses to increase development potential of a given site relative to land costs.

Affordable Housing Tax Increment Financing – program of Maine State Housing that allows municipalities to dedicate future property tax revenues from affordable housing development to be used to help developers pay for the costs of development including land acquisition, site and infrastructure costs, and management costs.¹

Partnering with Affordable Housing Developers – this can be accomplished through issuance of a request for qualifications or proposals in which the Town provides clarity on objectives and policies it is willing to use to achieve them and then solicits development plans through an open process. Resulting partnerships, if proposals are brought to fruition, would likely include a combination of tools to create affordability including land-use policies to allow density, land contributions, or tax increment financing. This can include non-profit development entities such as Habitat for Humanity.

In all cases to be sure the Town is addressing affordable housing over the long term for the target populations it chooses to address, policies or programs implemented must contain methods for:

- (1) ensuring units remain affordable regardless of turnover in owners or renters; and

ensuring existing residents or workers have an opportunity to access the housing in addition to interested new residents.

¹ <http://www.mainehousing.org/programs-services/housing-development/developmentdetails/affordable-housing-tax-increment-financing>



Agenda Item Divider



TOWN OF KENNEBUNKPORT
Application for Boards, Committees & Commissions

To the Town Manager:

I hereby request to be considered for membership to the following board(s) and/or committee(s): (If more than one, please indicate your preference: 1,2,3...)

- | | |
|--|---|
| <input type="checkbox"/> Administrative Code Committee | <input type="checkbox"/> Parsons Way |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Budget Board | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Cape Porpoise Pier Advisory Committee | <input type="checkbox"/> Road Book Committee |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Sewer Advisory Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Shade Tree Committee |
| <input type="checkbox"/> Government Wharf Committee | <input type="checkbox"/> Shellfish Advisory Committee |
| <input type="checkbox"/> Growth Planning Committee | <input type="checkbox"/> Sidewalk Committee |
| <input type="checkbox"/> Kennebunk River Committee | <input type="checkbox"/> Solid Waste Committee |
| <input type="checkbox"/> Lighting Committee | <input type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> <u>HOUSING COMMITTEE</u> | |

Signature of Applicant

Date

Preliminary Information

Name (Print):

JAMES W FITZGERALD JR

Residence Address:

18 SCHOOL ST

Phone: 207-468-1951

Business Address:

KENNEBUNKPORT, ME 04046

183 PORT RD.

Phone: 207-468-1951

Mailing Address:

KENNEBUNK ME 04043

SAME AS RESIDENCE

(if different)

E-mail Address:

FITZJIM@ROADRUNNER.COM

Membership in community organizations:

Organization

Dates

Activities

See Attached

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

See attached

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

MY MANAGEMENT AND REAL ESTATE BACKGROUND
FIT NICELY WITH THE GOALS OF THIS COMMITTEE,
CURRENTLY SERVING ON THE GROWTH PLANNING
COMMITTEE SO VERY AWARE OF NEEDS AND ISSUES
FACING THE TOWN.

Are you registered to vote in Kennebunkport? Please check one: ☒ Yes ☐ No

Please return the completed application to: Town Manager, 6 Elm St., P.O. Box 566,
Kennebunkport, ME 04046. You will be contacted upon receipt.

Jim Fitzgerald (James W. Fitzgerald, Jr.)

CURRENT VOLUNTEER COMITMENTS

- 1st Vice President of the York County Community College (YCCC) Foundation
Board of Directors

- Member and Vice-Chair of the Growth Planning Committee of
Kennebunkport, Maine

- Member of the Zoning Board of Appeals, Kennebunkport, Maine
- Mentor of the Small Business Group for United Way of York County
- Member of the United Way's Community Review Team

OTHER VOLUNTEER EXPERIENCE

Greater Portland United Way

- Loaned Executive
- Loaned Executive Supervisor (12 LE's)
- Director of Training (LE's, Division Chairs)
- SD Warren – Special Assignment (3 Years)
- Campaign Committee – (2 Years) – Professional and Municipal-Schools-Gov
- Allocations Committee – (3 Years)
- Pacesetter Campaigns – (3 years)
- Can't remember anything else

United Way of York County

- Past Member of the Board of Directors
- 2009 Major Gifts Committee Co-Chair
- 2010 Community Campaign Chair – Raised \$1.3 Million

Previous Boards/Committees/Volunteerism

- **Past Chair of Portland Players Theater Board of Directors**
- **Past Chair of Portland Stage Company Board and currently an Advisory Trustee**
- **Past Chair of Heartwood College of Art Board of Directors**
- **Served 6 years on the Board of the Family Crisis Services in Portland as Treasurer**
- **Served 6 years as Treasurer of Child Abuse Prevention Council**
- **Planning Board of Kennebunkport - Alternate Member**
- **Interim Director of Kennebunk/Kennebunkport Chamber of Commerce – (2007-2008)**
- **Conducted many fundraising auctions in and around Kennebunk and Southern Maine like Heartwood College of Art, Laudholm Farms, Graves Library, Chamber events, Kennebunkport Historical Society, Kennebunkport Conservation Trust, etc.**
- **Past Chair of Maine Real Estate Information System Board of Director**
- **Co-Chair of the YCCC New Building Capital Drive – \$8.4 Million Project Completed**

JAMES W. FITZGERALD, JR.
18 School Street
Kennebunkport, ME 04046-6131
(207) 468-1951

PROFESSIONAL HISTORY

KENNEBUNK-KENNEBUNKPORT-ARUNDEL CHAMBER OF COMMERCE,
Kennebunk, ME 2010 - 2012

President and CEO

Support our 435 business members through enhancement of their ability to achieve economic success while supporting the enrichment of the economic vitality of the Kennebunks and Arudel. Instrumental in supporting the revisioning of the Chamber and initiating the implementation of that Vision.

COLDWELL BANKER RESIDENTIAL BROKERAGE, Kennebunk, ME 1997 - Current

Broker

Support Buyers and Sellers of Residential and Commercial Real Estate. Multi-Million Dollar Top Producer. Member of Coldwell Banker's Sterling and Diamond Society conveyed on the top 7% and 5% percent of the 85,000 agents worldwide. Past Chair of Statewide Multiple Listing Service Board of Directors.

NEW CENTURY TECH., Kennebunkport, ME 1995 - 1997

Owner, Principle Technology Consultant

Support businesses with in-depth, limited scope, information technology consulting. Specializes in Technology Planning and Decision Making, Change and Availability Management, Information Security Consulting, and I/S Effectiveness Management. Designs and implements new or redesigned I/S Functions like Customer Support, LAN Administration and Integrated Operations.

UNUM LIFE INSURANCE CO., Portland, ME 1974 - 1995

2nd Vice President and Director, Enterprise Technology Services-Operations

Report to CIO, Enterprise Technology Services. Insure critical processing availability for all UNUM mainframe computing related activities utilizing a staff of fifty and budget of \$10M. Breadth of control included the Portland Data Center, Operations, Output, COM, Information Security and Application Production Control and Scheduling.

Key Accomplishments

- Achieved superior large technology system resource availability for 7,000 employees during 1994 of 99.95%, and 99.98% through June, 1995.
- Significantly reduced costs through creation of integrated operations management process.
- Developed and sold the concept of a Distribution & Print facility supporting worldwide needs for low cost output, print and mass-mail services. Funding of over \$2 Million secured.

2nd Vice President, Corporate Distributed Systems Services

1989 - 1994

Report to CIO. Responsible for managing the acquisition, installation, integration, education and training for UNUM's distributed computing infrastructure, including hardware, systems software and standards to meet the corporation's end user and advanced distributed production computing requirements. Manage a staff of 72 technical and managerial professionals covering all facets of distributed technology. Manage a budget of \$8M.

Key Accomplishments

- Developed and stabilized major Distributed Computing Infrastructure supporting 5,000 personal computer users and over 30 Local Area Networks (LANs).
- Achieved service excellence and high customer satisfaction through the development of highly effective and dependable "core" support services, including Help Desks, Business Resumption Planning and Disaster Recovery Services.
- Developed a highly competent and empowered staff to act at a time when the IT industry was extremely volatile.

2nd Vice President, Corporate Finance Systems

1984 - 1989

Report to CFO. Responsible for planning, development and implementation of data processing solutions for Corporate Finance. Accountable for both short and long term technology planning for the Division. Managed staff of 40 with a budget of \$3.2M.

Key Accomplishments

- As Technology Chief for the UNUM Conversion to a public company supported capture and analysis of intricate data requirements, rapid decision making and programs to support critical new issue timing.
- Successfully installed new General Ledger and Cost & Budget systems required to support world-wide operations in both GAAP and STAT formats.
- Successfully managed Reinsurance, Payroll, Commissions, Accounts Payable, Taxes, Investment and Asset Management systems allowing management to reduce both expenses and human resources.

Systems Analyst, Senior Analyst, Project Manager

1974 - 1984

EDUCATION

BS, Economics - 1967, Wheeling Jesuit University; Leadership Development Program - 1990, The University of Maryland, University College; IBM Advanced Business Institute - 1987-1994, Technology, Leadership, Change Management and World Dynamics, IBM Executive Education Facility, Palisades, NY

Sales Agent, Associate Broker and Broker Licenses secured. Designations: SRES, ABR and ePRO (one of the first in the State of Maine). Coldwell Banker Certifications: CNS-Certified Negotiation Specialist, CNHS-Certified New Homes Specialist

MILITARY

United States Air Force, 1967 - 1974

Captain; Pilot, Aircraft Commander, and Wing Command Post Controller



Agenda Item Divider



TOWN OF KENNEBUNKPORT
Application for Boards, Committees & Commissions

To the Town Manager:

I hereby request to be considered for membership to the following board(s) and/or committee(s): (If more than one, please indicate your preference: 1,2,3...)

- ☒ Hansing Committee
- ☐ Administrative Code Committee ☐ Parsons Way
☐ Board of Assessment Review ☐ Planning Board
☐ Budget Board ☐ Recreation Committee
☐ Cape Porpoise Pier Advisory Committee ☐ Road Book Committee
☐ Cemetery Committee ☐ Sewer Advisory Committee
☐ Conservation Commission ☐ Shade Tree Committee
☐ Government Wharf Committee ☐ Shellfish Advisory Committee
☐ Growth Planning Committee ☐ Sidewalk Committee
☐ Kennebunk River Committee ☐ Solid Waste Committee
☐ Lighting Committee ☐ Zoning Board of Appeals

Signature of Applicant _____
Date 3/5/18

Preliminary Information

Name (Print):

Patrick E. Clancy

Residence Address:

22 Botswein Lane Phone: 207 204-0128

Business Address:

Same Phone: _____

Mailing Address:

Same

(if different)

E-mail Address:

patrick.e.clancy@gmail.com

Membership in community organizations:

Organization Dates Activities

Federal Home Loan Bank of Boston 2007-present

Director, Chair and Vice Chair of Hansing Committee

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

I built and led over more than 40 years a nonprofit affordable housing organization, The Community Builders (TCB). Active in fourteen states today with over five hundred employees, TCB under my leadership created new or rehabilitated housing for over 25,000 households.*

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

I am interested in serving because I believe I can add value to Kennebunkport's efforts to address the challenge of housing affordability, the importance of enabling workers in the town to live there and the value of enhancing income diversity among its residents.

Are you registered to vote in Kennebunkport? Please check one: ☒ Yes ☐ No

Please return the completed application to: Town Manager, 6 Elm St., P.O. Box 566, Kennebunkport, ME 04046. You will be contacted upon receipt.

* Though most of its housing and broader neighborhood revitalization work was and is urban, TCB has done substantial affordable and workforce housing creation in collaboration with town leadership in wealthier communities in Massachusetts, given its home office location in Boston. This includes housing in Lincoln, Weston, Stow, Chatham, Provincetown, Edgartown and other towns where a central challenge was providing housing for households working in the town.



Agenda Item Divider



TOWN OF KENNEBUNKPORT
Application for Boards, Committees & Commissions

To the Town Manager:

I hereby request to be considered for membership to the following board(s) and/or committee(s): (If more than one, please indicate your preference: 1,2,3...)

- Housing Committee*
- | | |
|--|---|
| <input type="checkbox"/> Administrative Code Committee | <input type="checkbox"/> Parsons Way |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Budget Board | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Cape Porpoise Pier Advisory Committee | <input type="checkbox"/> Road Book Committee |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Sewer Advisory Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Shade Tree Committee |
| <input type="checkbox"/> Government Wharf Committee | <input type="checkbox"/> Shellfish Advisory Committee |
| <input type="checkbox"/> Growth Planning Committee | <input type="checkbox"/> Sidewalk Committee |
| <input type="checkbox"/> Kennebunk River Committee | <input type="checkbox"/> Solid Waste Committee |
| <input type="checkbox"/> Lighting Committee | <input type="checkbox"/> Zoning Board of Appeals |

William H Dugan
Signature of Applicant

3/13/2018
Date

Preliminary Information

Name (Print): William H Dugan Bill

Residence Address: 14 Whittemore Ln Phone: 967 2939

Business Address: retired cell Phone: 286 6470

Mailing Address: —

(if different) —

E-mail Address: fourwinds144@gmail.com

Membership in community organizations:

Organization	Dates	Activities
Kennebunkport Fire Dept.	7/1998-present	Treasurer Goose Rocks Beach FC.
K'unk Conservation Trust	2008-present	CB Board of Directors
		Choir Investment Comm

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

Engineer & Program Manager experience preparing budgets and plans, reporting on them as well.
(Raytheon)

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

Affordable housing is a critical issue for this town. Churches, volunteer organizations and town life all need the participation and enthusiasm of younger families

Are you registered to vote in Kennebunkport? Please check one: ☒ Yes ☐ No

Please return the completed application to: Town Manager, 6 Elm St., P.O. Box 566, Kennebunkport, ME 04046. You will be contacted upon receipt.



Agenda Item Divider



TOWN OF KENNEBUNKPORT
Application for Boards, Committees & Commissions

To the Town Manager:

I hereby request to be considered for membership to the following board(s) and/or committee(s): (If more than one, please indicate your preference: 1,2,3...)

- | | |
|--|---|
| <input type="checkbox"/> Administrative Code Committee | <input type="checkbox"/> Parsons Way |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Budget Board | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Cape Porpoise Pier Advisory Committee | <input type="checkbox"/> Road Book Committee |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Sewer Advisory Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Shade Tree Committee |
| <input type="checkbox"/> Government Wharf Committee | <input type="checkbox"/> Shellfish Advisory Committee |
| <input type="checkbox"/> Growth Planning Committee | <input type="checkbox"/> Sidewalk Committee |
| <input type="checkbox"/> Kennebunk River Committee | <input type="checkbox"/> Solid Waste Committee |
| <input type="checkbox"/> Lighting Committee | <input type="checkbox"/> Zoning Board of Appeals |

Housing Committee

Signature of Applicant *[Signature]* Date *3/6/18*

Preliminary Information

Name (Print): *DAVID R. KLING*

Residence Address: *6 Goose Fair* Phone: *9671097*

Business Address: _____ Phone: _____

Mailing Address: *6 Goose Fair, Kennebunkport, ME 04046*

(if different) _____

E-mail Address: *davidklings@roadrunner.com*

Membership in community organizations:

Organization	Dates	Activities
--------------	-------	------------

<i>Graves Library</i>	<i>2016 -</i>	<i>President Board of Trustees</i>
-----------------------	---------------	------------------------------------

<i>RCT</i>	<i>2004 -</i>	<i>various</i>
------------	---------------	----------------

<i>Newcomers & Neighbors</i>	<i>11</i>	
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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?

*Affordable housing and related issues are
important to maintaining Town character*

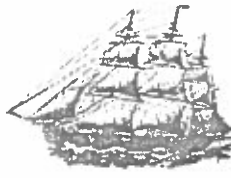
Are you registered to vote in Kennebunkport? Please check one: ☒ Yes ☐ No

Please return the completed application to: Town Manager, 6 Elm St., P.O. Box 566,
Kennebunkport, ME 04046. You will be contacted upon receipt.



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Memorandum

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Short Term Rental Committee
Dt: March 5, 2018

Over the past few years the Town has seen increased complaints relative to the increase in short term rentals in neighborhoods across the community. Although sections of Kennebunkport have long lived with the changeover of summer rentals, the phenomenon has invaded small subdivisions as well. Kennebunkport is not alone as towns and cities across the nation are grappling with the best course of action when dealing with the complaints raised from these type of rentals. Concerns include excessive noise, a “vacation atmosphere” from abutting properties, parking, and not knowing who will be in your neighborhood next week. The Housing Assessment Study also identified short term rentals as one of the potential causes for increasing market values in Town as people see homes as business opportunities. Attached please find some analysis of the issue which our intern, Laura Henny, completed last summer.

I am requesting that the Board of Selectmen appoint an ad-hoc short term rental committee that would meet from April – November of 2018. The goal would be to review the issues created by short term rentals, provide for public input and feedback, analyze solutions adopted by other communities throughout the State/Nation and report back their recommendations to the Board of Selectmen by the end of November 2018. This would allow the Board to consider any strategies, rules, or regulations in time for the FY 20 budget and the June, 2019 town meeting.



Kennebunkport Short-Term Rental Summary

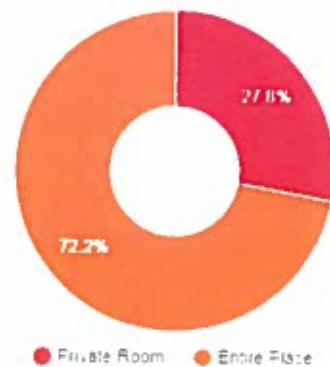
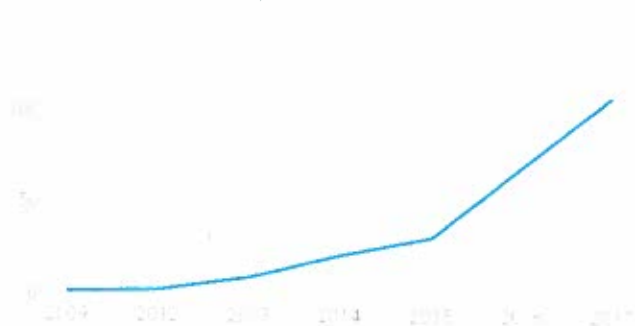
Data:

- **Kennebunkport Airbnb data as of August 2017:**
 - A total of 79 properties actively available
 - 60 active hosts (hosts with at least one property listed within the past 30 days)
 - 13 multiple-listing hosts (hosts that manage more than one Airbnb listing)
 - 19 Superhosts (hosts recognized by Airbnb for providing exceptional service)
 - Hosts by number of listings managed:
 - 47 single-listing hosts
 - 8 two-listing hosts
 - 4 three-listing hosts
 - 1 four-listing host

History of Kennebunkport's Airbnb activity, and types of rentals offered:

The number of Airbnbs in Kennebunkport has greatly increased over the last 5 years, and the vast majority of available listings are for entire houses.

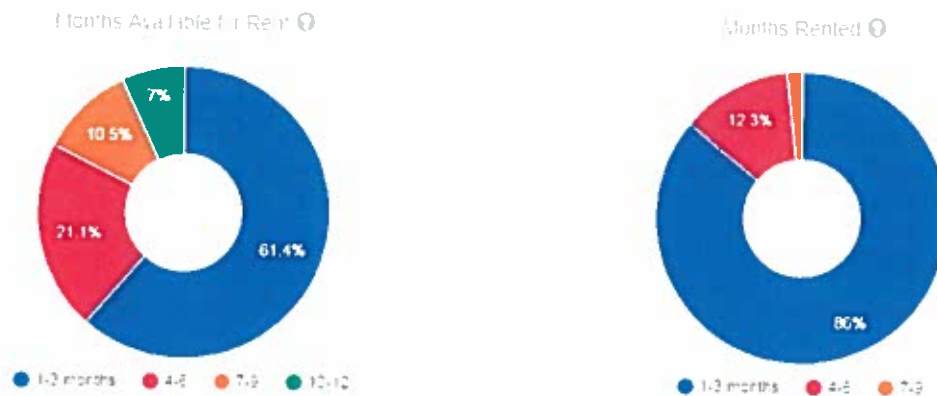
Cumulative Listed Properties



Sum of total days in the last year that a property's Airbnb calendar was available to accept reservations, and the sum of all days a property was actually booked in the last year:

Most Kennebunkport Airbnb rentals were available for a total of 1-3 months out of the past 12 months, 21% were available for 4-6 months, and 17.5% were available for more than 6 months. In terms of actual bookings, most Airbnbs were occupied for 1-3 months out of the past 12 months.

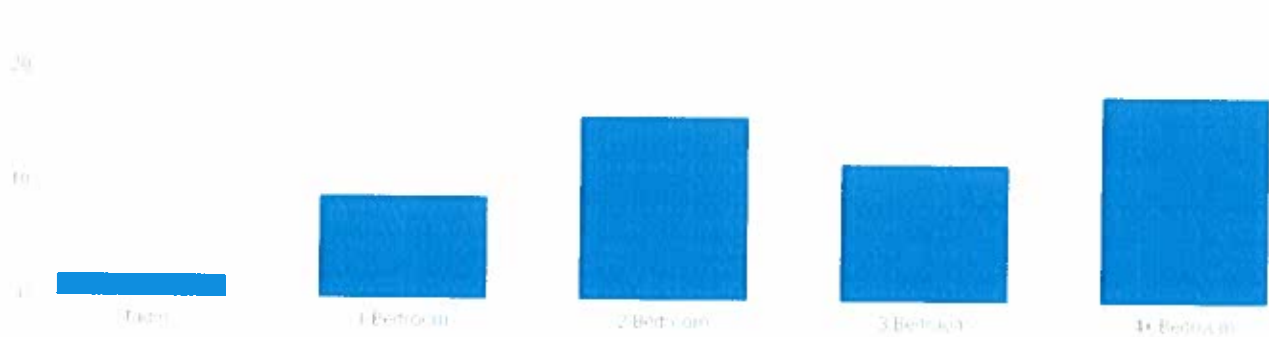
Airbnb Rental Activity



How many rooms rentals offer:

Most of the Kennebunkport Airbnbs are larger residences that are appropriate for family trips or for gatherings of people.

Listings by # of Bedrooms



<https://www.airdna.co/city/us/maine/kennebunkport>

Vacancy Data:

Overall Vacancy Rate:	48.17%
Vacant for Rent:	0.56%
Vacant Rented:	0.00%
Vacant for Sale:	1.29%
Vacant Sold:	0.00%
Vacant Vacation:	43.41%
Vacant Other:	2.92%

<http://www.bestplaces.net/housing/city/maine/kennebunkport>

What are other municipalities doing?

- Portland:
 - “The new rules will cap short-term rentals in non-owner-occupied homes, excluding the islands, to 300 units. And no individual, regardless of the ownership structure, will be able to register more than five short-term rentals in buildings in which they hold a financial interest. They will prohibit short-term rentals in single-family homes, including condominiums, that are not the primary residence of the owners. And no more than two people will be allowed to stay in each bedroom and only two people could use other areas, such as a living room, to sleep.” <http://www.pressherald.com/2017/03/27/portland-enacts-rules-for-short-term-rentals/>
 - Short Term Rental Definition:
 - “Short Term Rental is the letting of a rental unit, in whole or in part, for less than thirty (30) days.”
<http://www.portlandmaine.gov/DocumentCenter/Home/View/1070>
- Rockland:
 - “The new ordinance, effective May 11, will require homeowners who live on-site and want to rent a room or half of a duplex on a short-term basis from one night up to one month to get an annual permit from the city code office. Homeowners who want to offer a short-term rental of an entire house, and who do not live on-site, will need to go to the planning board for a one-time review before a permit is issued. To offer a vacation rental, owners (or property managers) must live in Rockland, Thomaston, Owls Head, Rockport, Warren, Camden, Hope, Cushing or St. George. Owners must show proof of valid liability insurance.”

<https://freepressonline.com/Content/Features/Features/Article/Rockland-Passes-Short-Term-Rental-Ordinance-Just-as-On-line-Rental-Sites-Start-to-Implode/52/78/44873>

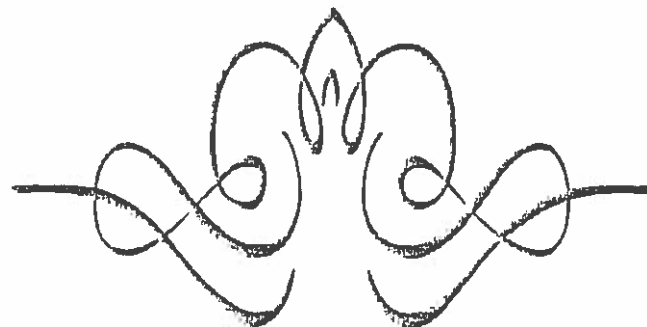
- o Short Term Rental Definition:
 - “Short-Term Rental” (“STR”) means the use of all or part of a legally-existing dwelling unit for rental to a person or persons unrelated to the owner or occupant of the unit, for consideration, for periods of less than one month, as follows: (a) Short-Term Rental – 1 (“STR-1”) means either: (i) an owner-occupied single-family structure in which not more than one bedroom is rented or offered for rent to one person or one family for periods of less than one month, or (ii) a dwelling unit in a two-family structure in which one unit is occupied by the owner of the entire structure that is rented or offered for rent by one person or one family for periods of less than one month. (b) Short-Term Rental – 2 (“STR-2”) means either: (i) a single-family structure that is not occupied by its owner that is rented or offered for rent to one person or one family for periods of less than one month, or (ii) one dwelling unit in a non-owner occupied two-family structure rented or offered for rent to one person or one family for periods of less than one month. (c) Short-Term Rental – 3 (“STR-3”) means one dwelling unit in a multi-family or mixed-use structure that is rented or offered for rent to one person or one family for periods of less than one month.” http://www.ci.rockland.me.us/vertical/sites/%7BDE9EDD66-EFF4-4A6B-8A58-AA91254C1584%7D/uploads/OA_41_STR_01-11-16_Version.pdf
- Cape Elizabeth:
 - o “The ordinance will require property owners to get permits for rentals of less than 30 days. Additional provisions apply for properties of less than 30,000 square feet... A “three strikes” provision allows the town to revoke a permit for a year when a property has three substantiated complaints during a three-year period... Permit applicants must show that they have evacuation plans, off-street parking and adequate sanitary waste disposal... On lots of 30,000 square feet or less where the owner is not living on the property or on a neighboring one, there can be no more than two people per bedroom and no more than eight total renters.”

<http://www.pressherald.com/2012/11/15/cape-passes-short-term-rental-rules-2012-11-15/>

- Short Term Rental Definition:
 - “The use of a dwelling offered for rent for transient occupancy by tenants for a tenancy of less than 30 days, excluding motels, hotels, and bed and breakfasts.”
- Cape Elizabeth did a review of their ordinance in 2014 by issuing a community-wide survey; the results of the survey can be found here:
https://www.capeelizabeth.com/council_packets/2014/09-08-2014/Short%20Term%20Rentals%20Status%20Report%20September%208%202014.docx
- Bar Harbor:
 - “Bar Harbor, one of the Maine’s best-known destinations, passed regulations on short-term rentals more than a decade ago and updated the rules in 2010. The town requires units rented out for fewer than 30 days to be registered with the town and inspected by the fire department.”
<http://www.pressherald.com/2016/08/08/maine-towns-pressured-to-rein-in-short-term-rentals-of-homes-as-popularity-grows/>
 - Vacation Rental Definition:
 - “The use of a dwelling unit for rent to a family for a period of less than 30 days and a minimum of five days. Time-share property, as most recently defined in 33 M.R.S.A § 591, is also included in this definition.”
<http://www.ecode360.com/8377155>



Agenda Item Divider



Portland council takes stand against oil, gas drilling off coast

 www.pressherald.com/2018/02/05/portland-opposes-oil-gas-drilling-off-coast-of-maine/

By Randy Billings

February 6, 2018

The Portland City Council unanimously adopted a resolution Monday opposing oil and gas drilling off the coast of Maine.

The action came in response to an executive order signed in January by President Trump that would begin opening up U.S. coastal waters to oil and gas exploration. The executive order was opposed by many coastal states. Maine's congressional delegation has voiced its opposition to the drilling plan.

The resolution, which will be sent to the federal agencies receiving public input on the plan, seeks to exempt Portland's offshore area from the 2019-2024 Outer Continental Shelf Draft Proposed Oil and Gas Leasing Program.

The resolution states that the onshore infrastructure associated with drilling – refineries and pipelines – could "harm the character of Portland's coastline and could exacerbate wetlands loss and storm surges and sea level rise." It also says that such activities would place "coastal communities at economical and ecological risk from oil spills and pollution."

The resolution also describes how seismic air-guns used in the exploration process can disrupt and displace sea creatures and mammals that rely on sound to find food, migrate and mate. Blasts from such guns can also disrupt squid, lobster and scallops, the resolution states, noting a potential 70 percent reduction in commercial fishing catches.

More than 140 towns along the Atlantic coast have passed resolutions against the drilling proposal, according to the resolution.

Randy Billings can be contacted at 791-6346 or at:

Twitter: randybillings

Share

[Read or Post Comments](#)

[Send questions/comments to the editors.](#)



Resolve 7-17/18
Passage: 9-0 on 2/5/2018

Effective 2/15/2018

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

KIMBERLY COOK (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**RESOLUTION OPPOSING OIL AND GAS OFFSHORE DRILLING
OFF THE COAST OF MAINE**

WHEREAS, the 2017-2022 Outer Continental Shelf Oil and Gas Leasing Program excluded the Atlantic coast of the United States to protect the coastline from the danger of oil spills; and

WHEREAS, that protection remains vital to ensure the environmental and economic health of coastal communities; and

WHEREAS, by Presidential Executive Order 1395, The President of the United States directed the Secretary of the Interior to consider revising the schedule of proposed oil and gas lease sales in the 2017-2022 Outer Continental Shelf Oil and Gas Leasing Program; and

WHEREAS, in response, the Draft Proposed Program issued by the Secretary of the Interior for the 2019-2022 Outer Continental Shelf Oil and Gas Leasing Program makes more than 98 percent of the Outer Continental Shelf of the United States available for oil and gas drilling, including the North Atlantic area off the coast of Maine for leasing in 2021 and 2023; and

WHEREAS, offshore drilling may require significant onshore infrastructure, such as pipelines or refineries, which would harm the character of Portland's coastline and could exacerbate wetlands loss and storm surges and sea level rise; and

WHEREAS, offshore oil and gas drilling and exploration places coastal communities at economic and ecological risk from oil spills and the pollution brought by routine drilling operations and onshore industrialization; and

WHEREAS, opening the Atlantic Ocean to offshore oil and gas drilling and exploration, includes the use of seismic airguns, which fire intense blasts of compressed air that rank just behind military explosives as the loudest source of noise in the ocean, every 10-12 seconds, 24 hours a day, for months on end, and could injure the ocean life including whales that have been inhabiting the offshore waters of Maine for millennia; and,

WHEREAS, seismic airgun blasting to explore for oil and gas deposits has been proven to disrupt and displace sea creatures and mammals that rely on sound to find food, migrate, and mate, and can impair the health of many fish and shellfish species, including those of commercial importance like squid, lobster, and scallops; and

WHEREAS, seismic noise testing has been shown to reduce commercial fish catches by up to 70 percent; and

WHEREAS, the City Council of Portland, Maine, is committed to sustaining and improving its natural environment, to protecting its beautiful coastline from pollution and working to ameliorate climate change by promoting energy efficiency; and

WHEREAS, Portland residents and tourists alike visit the waterfront and the Casco Bay islands to see the clean, blue water of Casco Bay and take ferries, schooners, and other water craft to enjoy the beauty of the coastal waters; and

WHEREAS, Portland's commercial fishery is of crucial importance to its vitality and economy and;

WHEREAS, more than one hundred and forty local Atlantic coast town and city governments have passed resolutions opposing offshore drilling, to protect their coastlines, their fisheries, and their tourism and recreational economies,

WHEREAS, on January 8, 2018, the Bureau of Ocean Energy Management began accepting comments on this Draft Proposed Program;

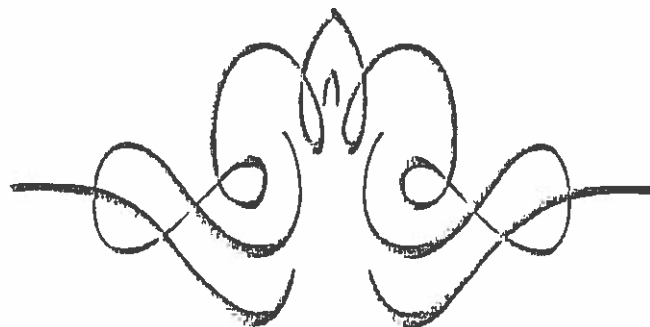
NOW, THEREFORE, BE IT RESOLVED, that the Portland City Council and Mayor oppose any plan or legislation that would open the coast of Maine to offshore drilling for gas and oil; and

BE IT FURTHER RESOLVED, that the Portland City Council and Mayor request that the offshore areas of the City of Portland, Maine be excluded from the 2019-2024 Outer Continental Shelf Draft Proposed Oil and Gas Leasing Program; and

BE IT FURTHER RESOLVED, that this resolution be sent to Donald Trump, President of the United States, to the Department of the Interior Secretary Ryan Zinke, to the National Oil and Gas Leasing Program Development and Coordination Branch Chief Kelly Hammerele, to the President of the United States Senate, to the Speaker of the United States House of Representatives, to each Member of the Maine Congressional Delegation, to the Attorney General of Maine, the local United States Attorney's Office, and the Governor of Maine.



Agenda Item Divider



Kennebunkport Public Health

March 12, 2018

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

Please accept this generous donation of \$177.00 from the RSU21/Consolidated School Sock Hop fundraiser. This gift is dedicated towards the emergency food fund. This fund will provide emergency food to a family in need upon request. This fund will work along side Community Outreach Services who provides food to our residents upon request along with the weekly food pantry at St Martha's church in Kennebunk.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

March 12, 2018

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

Please accept this generous donation of \$96.13 from the RSU21/Consolidated School Sock Hop fundraiser. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

Check Request from Account #KCS008 – Wellness Committee

\$273.13

Payable to: Town of Kennebunkport – Health Services

Fuel Assistance \$96.13

Food Pantry \$177.00

KENNEBUNK HIGH SCHOOL

KENNEBUNK HIGH SCHOOL
ACTIVITY ACCOUNT
177 ALEWIVE ROAD
KENNEBUNK, ME 04043

People's United
Bank
KENNEBUNK, ME 04043
51-7218/2211

CHECK NO. 022604

CHECK DATE	CHECK #
02/16/2018	000022604

AMOUNT
\$273.13

PAY Two hundred seventy-three and 13 / 100

TWO SIGNATURES REQUIRED

TO THE ORDER OF TOWN OF KENNEBUNKPORT
6 ELM ST
PO BOX 566
KENNEBUNKPORT ME 04046

Lorraine Orlando

Theresa K. Allen

⑈022604⑈ 1:22:22 ⑈04 ⑈022604⑈

CHECK NO.

022604

VENDOR		TOWN OF KENNEBUNKPORT - 2830			02/16/2018	000022604
Invoice #	Invoice Date	Reference	Activity	Payment Amt		
96.13 FOR FUEL ASST, 177		TOWN K'PORT - TWO DONATIONS	WELLNESS COMMITTEE	\$273.13		



Agenda Item Divider



Kennebunkport Public Health

February 22, 2018

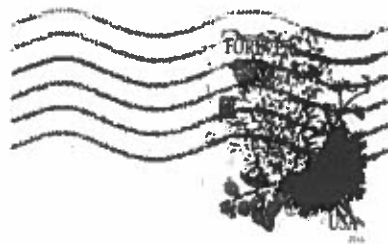
ATN: Kennebunkport Board of Selectman, Laurie Smith- Kennebunkport Town Manager

Please accept this generous donation of \$50.00 from the Madonna Chapter 144. This gift is dedicated towards the emergency food fund. This fund will provide emergency food to a family in need upon request. This fund will work along side Community Outreach Services who provides food to our residents upon request along with the weekly food pantry at St Martha's church in Kennebunk.

Thank you!

Alison Kenneway RN, BSN

15 FEB 2018 PM 3 L



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793
51-7218/2211
80403

MADONNA CHAPTER 144, O. E. S.

1/16/18
Date

Pay to the Order of Town of Kennebunkport \$50.00

Fifty and 00/100 Dollars

People's United Bank
peoples.com

For Donation - Food Pantry Lee B. Mathews Treas.

⑆~~7218 7218 7218~~⑆ ~~0000 0000 0000~~ 0273



Agenda Item Divider



Kennebunkport Public Health

December 13, 2017

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

Please accept this generous donation of \$5000.00 from the Timothy Harrington. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

Town of KENNEBUNKPORT
----- Receipt -----
Thank You for Your Payment
*** REPRINT ***
12/14/17 10:43 AM ID:RLE #7303-1
TYPE----- REF--- AMOUNT
GA/Fuse coils
GA Fuel control 5,000.00
Total: 5,000.00
Paid By: Timothy Harrington
Remaining Balance: 0.00
Balance reflects all related accounts
Check : 5,000.00
1990 - 5,000.00

08-11

BIDDEFORD SAVINGS BANK
BIDDEFORD, ME 04005

1990

52-7439/2112

CHECK ANSWER

12/11/2017

PAY TO THE
ORDER OF Town of Kennebunkport Fuel Assistance Fund

\$ **5,000.00

Five thousand and 00/100*****

DOLLARS

Town of Kennebunkport Fuel Assistance Fund
101A Main Street
Kennebunkport, ME 04046

MEMO

Dawn Boston
AUTHORIZED SIGNATURE

॥ पृष्ठ १५ ॥

TIMOTHY HARRINGTON

1990

12/11/2017

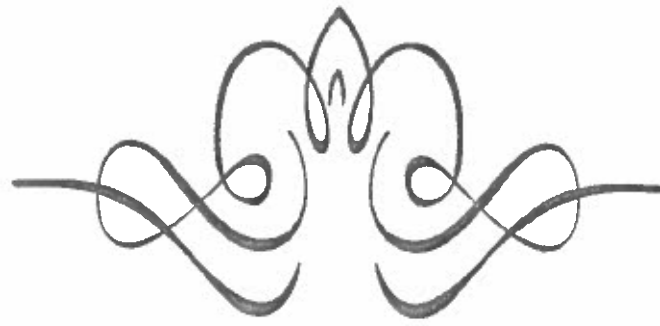
Town of Kennebunkport Fuel Assistance Fund

fuel assistance fund

5,000.00

Biddeford Savings

5,000.00



Agenda Item Divider



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

[illegible]

Foundation Source, Administrator 153886

Reference No.	Description	Date	Amount
299198	Grant		1,000.00

Check Date	Check No.	Payee	Check Amount
12/27/2017	153886	TOWN OF KENNEBUNKPORT	\$1,000.00

The William J. J. Gordon Family Foundation
Foundation Source, Administrator
501 Silverside Road, Suite 123
Wilmington, DE 19809
(800) 839-1754

STERLING NATIONAL BANK
500 WESTCHESTER AVENUE
PORT CHESTER, NY 10573
50-7044/2219

153886
12/27/2017

PAY *****One Thousand Dollars And 00 Cents*****

\$1,000.00

VOID AFTER 180 DAYS

To The TOWN OF KENNEBUNKPORT
Order Of: PO BOX 566
KENNEBUNKPORT, ME 04046

Susan Calzone

Memo:

11 153886 12 ~~22152012~~ ~~352008-404~~

THE WILLIAM J. J. GORDON FAMILY FOUNDATION

December 27, 2017

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

Dear Sir or Madam:

The William J. J. Gordon Family Foundation is pleased to enclose a check in the amount of \$1,000 for the Food and Fuel fund administered by the Town of Kennebunkport. This grant is subject to the terms set forth in the attached Grant Terms and Conditions and, by cashing the grant check, you are indicating that you agree to its terms.

Please send any receipts, grant confirmations or other correspondence regarding this contribution, to the fax number or mailing address specified below.

The William J. J. Gordon Family Foundation wishes you and your organization every success in your important work. If you have any questions concerning this grant agreement, please contact Foundation Source, the administrator for The William J. J. Gordon Family Foundation, at 1-800-839-1754.

Sincerely,

Foundation Source
Administrator, The William J. J. Gordon Family Foundation

Address for expressions of your organization's appreciation of this grant	Fax number for grant receipts and confirmations
Kelts C. Gordon c/o The William J. J. Gordon Family Foundation 11 Tidewater Court Kennebunk, ME 04043	Fax: (203) 549-0835

**THE WILLIAM J. J. GORDON FAMILY FOUNDATION
GRANT TERMS AND CONDITIONS**

Grant Amount: \$1,000.00

Grant Recipient: Town of Kennebunkport (the "Grantee")

- a. **Tax-Exempt Status of the Grantee:** The Grantee is an exempt governmental unit treated as a public organization under Internal Revenue Code Section 509(a)(1).
- b. **Grant Purpose and Expenditure of Funds:** The Grantee agrees to apply the grant funds exclusively toward the Food and Fuel fund, which is administered by the Grantee. The grant funds are not to be used for any other purpose without the Foundation's prior approval in writing. However, if such use would require the Grantee to distribute the grant funds without the Grantee's discretion to another entity or individual, this grant will be deemed general and unrestricted with a non-binding recommendation that the grant funds be used for the specified purpose. The Grantee further agrees to use the grant proceeds only for educational, scientific, literary, religious or other charitable purposes consistent with the Grantee's above described tax-exempt status. The Grantee will not use any of the grant funds to influence any legislation or the outcome of any election, to conduct a voter registration drive, or to pay the overhead expenses attributed to any such activities. Additionally, the Grantee will not use any of the grant funds to satisfy a charitable pledge or obligation of any person or organization other than the Foundation, or to provide any tangible economic benefit to any Foundation manager or substantial contributor or their respective family members.
- c. **Return of Grant Funds:** The Grantee agrees to return any grant funds not expended for the purposes described above to the Foundation, c/o Foundation Source at 55 Walls Drive, Suite 302, Fairfield, CT 06824-5163. The rules governing private foundations also require the Grantee to return the enclosed grant if the Grantee is no longer recognized by the Internal Revenue Service as having the above described tax-exempt status.
- d. **Foundation Connection:** If the Foundation, alone or together with its officers, directors, trustees, substantial contributors, and the family members of the foregoing individuals, "controls" the Grantee, the grant may be subject to additional terms or rescission. Here, the term "control" means the ability to require the Grantee to make or refrain from making an expenditure. If this is the case, the Grantee may not expend any of the grant funds and must notify Foundation Source immediately. Additional conditions may apply, and it may be necessary for the Grantee to return the grant funds.
- e. **Other Terms:** These Grant Terms and Conditions encompass the entire agreement between the Foundation and the Grantee, and supersede all previous understandings and agreements between the Foundation and the Grantee, whether oral or written. This grant is subject to these Grant Terms and Conditions; by cashing the grant check the Grantee indicates its agreement to these terms. The term "Foundation" means the foundation making this grant.



Agenda Item Divider



Kennebunkport Public Health

December 26, 2017

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

Please accept this generous donation of \$1000.00 from the Atlantic Firemen's Association. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

Town of Kennebunkport
December 26, 2017
Atlantic Firemen's Association
1000.00
Total: 1000.00
Paid to Atlantic Firemen's Association
Alison Kenneway RN, BSN
Total: 1000.00

ATLANTIC FIREMENS EDUCATIONAL ASSOC
P.O. BOX 7686
CAPE PORPOISE, ME 04014

105
51-7218/2211
80402

January 15, 2018
Date

CHECK ARMOR

Pay to the Order of TOWN OF KENNEBUNKPORT \$ 1,000.⁰⁰
ONE THOUSAND AND NO/100 Dollars

Security Features Details on Back

People's United Bank

peoples.com

For FUEL RELIEF FUND

Richard L. Smith ^{MP}

⑆ ~~601101056 650032202~~ ⑈ 0105



Agenda Item Divider



DATE	DESCRIPTION	AMOUNT
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19		

WE ARE PROUD TO BE
SENDING ALL MONIES RAISED
FROM THE 2017 COOKIE
CRAWL DURING CHRISTMAS
PRELUDE. WE ARE FORTUNATE
TO HAVE GENEROUS PARTICIPATING
PROPERTIES WHO WERE A
PART OF THIS EVENT. A BIG
THANKS TO:

DANNAT

AUNTIES HOUSE

THE NOVA QUANTUM RESONANCE

PLEASE USE THESE FUNDS FOR THE FUEL ASSISTANCE PROGRAM.

Warum...

WARMING...
LINA HEWETT GRADON!
THE NONANTH TEAM

SEASIDE HOTEL ASSOC LTD PARTNERSHIP
NONANTUM RESORT
C/O GINN REAL ESTATE
220 MAINE MALL RD.
SOUTH PORTLAND, ME 04106

PAY TO THE ORDER OF KENNEBUNK PORT

DATE 1-16-18

AMOUNT \$ ONE THOUSAND ONE HUNDRED THIRTY AND NO/100

People's United Bank
peoples.com

FOR DONATION TO FIRE ASSISTANCE PROGRAM

4448
51-72187211
B0402
CHECK NUMBER

2017
FOR DONATION TO FIRE ASSISTANCE PROGRAM

PEOPLES UNITED BANK



Agenda Item Divider



United Way of York County



36 Water St • PO Box 727 • Kennebunk, ME 04043 • (207) 985-3359 tel • (207) 985-3564 fax • www.buildcommunity.org

February 22, 2018

Judy Barrett
Public Health Nurse
Town of Kennebunkport
101A Main St.
Kennebunkport, ME 04046

Dear Judy,

Earlier this year many foundations, businesses and individual donors once again contributed generously to a statewide Keep Maine Warm Fund. As in past years, United Way of York County has received a portion of this statewide funding for distribution across York County. We are pleased to be able to send this contribution to you in order to ensure that vulnerable residents in your town are staying warm and safe.

Enclosed please find a check in the amount of \$250. We ask that most or all of these funds be used to support non-LIHEAP (Low Income Home Energy Assistance Program) eligible residents who have significant needs, but may not have qualified for this type of support.

In past years you have been asked to complete and sign a Letter of Intent, and return it to us at UWYC. This year we were able to sign on your behalf. Below I have copied part of the LOI regarding the use of funds. This reinforces your commitment to use these funds for heating assistance only.

"The undersigned, as a recipient of funds distributed under Keep ME Warm, agrees that it will use all the funds it receives to provide emergency heating assistance, including fuel and/or emergency furnace repairs, to households in need of such assistance. Any other use of funds is prohibited...."

In the event that you are unable to distribute all of the enclosed funds for heating assistance this season, we encourage you to roll them over into next year's heating assistance efforts. As long as you are able to do so you do not need to return unused funds to us.

If you have any questions, please do not hesitate to contact me at lkline@buildcommunity.org or at 985-3359.

Thank you for providing assistance to our friends and neighbors when they need it most.

Sincerely,

Lora L. Kline
Community Impact Director for Children and Families

Kennebunkport Public Health

March 1, 2018

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

Please accept this generous donation of \$250.00 from the United Way. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

United Way of York County

Town of KENNEBUNKPORT

----- Receipt -----

Thank You for Your Payment

03/01/18 10:45 AM ID:JLL #9644-1
TYPE----- REF----- AMOUNT
GA/NURSE CODES

GA Fuel donatio 250.00

Total: 250.00*

Paid By: United Way County - Fuel

Remaining Balance: 0.00

Balance reflects all related accounts

Check : 250.00

15073 - 250.00

: Amt.
50.00

Balance Due
250.00

2/22/18
Discount
Check Amount

Payment
250.00
250.00

150

Operating Account

Fuel/Heating Assistance

250.00



Agenda Item Divider



Kennebunkport Public Health

December 12, 2017

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

Please accept this generous gift of \$2115.19 from Kennebunkport Village Fire Company to the general needs account.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

PO BOX 505
KENNEBUNKPORT, ME 04046

52-7445/2112

**PAY
TO THE
ORDER**

DATE Dec 12, 2017

PAY TO THE ORDER OF KENNERDEPARI PUBLIC HEALTH

\$215.19

DOLLARS 

FOR PUBLIC ASSISTANCE

1970-1971

24

2



Agenda Item Divider



Kennebunkport Public Health

January 9, 2018

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

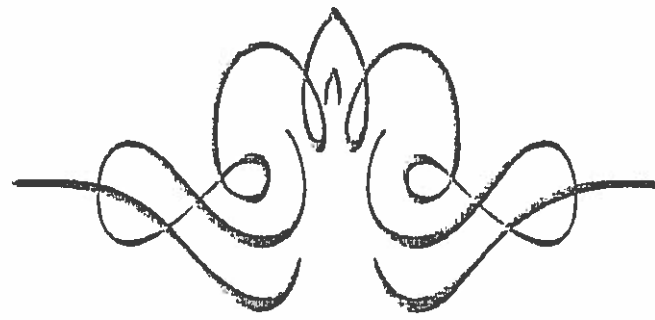
Please accept this generous gift of \$250.00 from First Congregational Church, Kennebunkport to the general needs account # 1-320-06.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

haura



Agenda Item Divider



Kennebunkport Public Health

December 21, 2017

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

Please accept this generous gift of \$100.00 from Jenifer Stewart to the Nurses general (G1—320-39) account .

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

Town of Kennebunkport

December 21, 2017

Thank you for your payment

11/21/17 2:17 PM ID:115 97509-1
4558-1111 11/21/17 2:17 PM
4558-1111 11/21/17 2:17 PM

Money donation 100.00

Receipt: 100.00
Paid By: Jenifer Stewart, Donation
Remaining Balance: 0.00
Balance reflects all related accounts

Check: 100.00
212 - 100.00

Kennebunkport Public Health

February 22, 2018

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

Please accept this generous gift of \$50.00 from Margaret Murray to the Nurses general (G1—320-39) account .

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

Town of KENNEBUNKPORT
----- R e c e i p t -----

Thank You for Your Payment

02/23/18 11:48 AM ID:JLL #9350-1
TPB----- REF--- ANNDMP
CA/Nurse codes

CA Gen donation 50.00
Total: 50.00*
Paid By: Margaret Jone Murray - gen
Remaining Balance: 0.00
Balance reflects all related accounts
Check : 50.00
1555 - 50.00

MARGARET JANE MURRAY
56 ABENAKI WAY
KENNEBUNKPORT, ME 04046-5737

1555

52-7439/2112

February 15, 2018
Date

Pay to the
Order of

Kennebunkport Public Health Nursing
Fifty

\$ 50⁰⁰
Dollars



Photo
Safe
Deposit
Details on back



Biddeford Savings

For

Margaret Jane Murray MP



1555

Horizon Clear

INTOUCH - CUSTOMER CREATIONS

February 17, 2018

Hi, Alison, I should
have known ^{to} whom to make
the check out to especially
being a member of the
Council

Thanks again for the
use of the equipment from
the Span Claret.

Jane