

TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

**Board of Selectmen Agenda
Village Fire Station- 32 North Street
April 12, 2018 – 6:00 PM**

1. Call to Order.
2. Approve the March 20, and 22, 2018, selectmen meeting minutes.
3. Confirmation of Fire Chief John C Everett.
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 liquor license application submitted by the Seaside Hotel Association, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue.
6. Consider a renewal special amusement permit application submitted by the Tina Hewett-Gordon, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue.
7. Consider a renewal liquor license application submitted by Nunan's Lobster Hut, Inc., 9 Mills Road
8. Consider a renewal liquor license application submitted by Mabels, Inc., DBA Mabels Lobster Claw, 124 Ocean Avenue.
9. Consider a renewal liquor license application submitted by Alisson's/Docksquare, LTD, DBA Alisson's Restaurant, 11 Dock Square.
10. Consider a renewal special amusement permit application submitted by Alisson's/Docksquare, LTD, DBA Alisson's Restaurant, 11 Dock Square.
11. Consider a renewal liquor license application submitted by SBJC, LLC, DBA Bandaloop, 2 Ocean Avenue.
12. Consider a renewal special amusement permit application submitted by SBJC, LLC, DBA Bandaloop, 2 Ocean Avenue.
13. Consider a renewal liquor license application submitted by OWR, LLC/Kathleen Spang, DBA Oceanwoods Resort/PJ's Pub & Dining, 71 Dyke Road.
14. Consider a special amusement permit application submitted by OWR, LLC/Kathleen Spang, DBA Oceanwoods Resort/PJ's Pub & Dining, 71 Dyke Road.

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

15. Consider Games of Chance license application for fundraising Casino Night sponsored by Education Foundation of the Kennebunks and Arundel held at the Nonantum Resort.
16. Authorize and sign the June 2018 Town Meeting Warrant.
17. Set public hearing date to consider the warrant articles for the June Town Meeting Ballot for May 10, 2018.
18. Countersign the RSU 21 Budget Validation Referendum Election Warrant.
19. Consider Resolution of Intent to Reimburse Expenditures for the Construction of the Parks and Recreation Building with the Proceeds of Tax-Exempt Bonds.
20. Review of Town Attorney's response to letter regarding Kings Highway addressing.
21. Consideration of joint animal control officer with the Town of Kennebunk.
22. Consider Goose Rocks Beach Advisory Committee's recommendation to expend \$3,000 for a plover volunteer coordinator position.
23. Goose Rocks Beach Advisory Committee recommendation to place speed bumps on New Biddeford Road.
24. Consider appointments for the Short-Term Rental Housing Committee.
25. Consider authorization to proceed with seawall and culvert outlet repairs on Ocean Avenue.
26. Approve the Treasurer's Disbursement Warrant Policy.
27. Consider Government Wharf budget.
28. Consider Wastewater budget.
29. Consider Pier budget.
30. Consider Dock Square Parking Lot budget.
31. Consider Recreation Special Revenue Budget.
32. Consider invitation to judge the KCS Amazing Shake Contest on May 2.
33. Accept \$50 donation from Edwin Briggs to the public health nurses general account.
34. Authorize the Town Manager to sign the Animal Shelter Agreement.
35. Other business.
36. Approve the April 12, 2018, Treasurer's Warrant.
37. Adjournment.



Agenda Item Divider



**Board of Selectmen Meeting
Town Hall – 6 Elm Street
March 20, 2018 – 1:00 PM**

Minutes of the Selectmen's Meeting of March 20, 2018

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

Others: Carol Cook, Arlene McMurray, Laurie Smith

1. Call to Order.

Chair Briggs called the meeting to order at 1:02 PM.

2. Sign the March 29, 2018, Special Town Meeting Warrant.

Motion by Selectman Daggett, seconded by Selectman Barwise, to approve the March 29, 2018, Special Town Meeting Warrant. **Vote:** 5-0.

3. Adjournment.

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

The meeting adjourned at 1:03 PM.

Submitted by Arlene McMurray
Administrative Assistant



Agenda Item Divider



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

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

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

Others: Deb Bauman, Michael Claus, Carol Cook, Michael Davis, Werner Gilliam, David James, Maria Junker, Sarah Lachance, Scott Lantagne, Jen Lord, Arlene McMurray, Becky Nolette, Matthew Philbrook, Breese Reagle, Craig Sanford, Laurie Smith, Tracey O'Roak and others

1. Call to Order.

Chair Briggs called the meeting to order at 6 PM.

2. Final review of fiscal year 2019 municipal budget requests.

The Board of Selectmen reviewed the budget requests and voted on the following:

Motion by	Seconded by				
Selectmen	Selectman	to approve	to the	account	Vote:
Barwise	Daggett	924,725.00	Administration	account	5-0
Barwise	Daggett	500.00	Zoning Board of Appeals	account	5-0
Barwise	Daggett	2,685.00	Conservation Commission	account	5-0
Barwise	Daggett	10,000.00	Growth Planning	account	5-0
Barwise	Daggett	68,000	Legal fees	account	5-0
Barwise	Daggett	268,966.00	Insurance	account	5-0
Barwise	Daggett	28,547.00	Community Development	account	5-0
Barwise	Daggett	406,758.00	Planning & Development	account	5-0
Barwise	Daggett	1,564,850.00	Police dept	account	5-0
Barwise	Daggett	504,279.00	Communications	account	5-0
Barwise	Daggett	389,472.00	Fire Dept.	account	5-0
Barwise	Daggett	150,000.00	KEMS	account	5-0

Selectmen's Meeting**- 2 -****March 22, 2018**

Barwise	Daggett	1,500.00	Emergency Management	account	5-0
Matthews-Bull	Daggett	15,056.00	Animal Control	account	5-0
Matthews-Bull	Daggett	20,957.00	Harbormaster	account	5-0
Matthews-Bull	Daggett	457,895.00	Solid Waste	account	5-0
Matthews-Bull	Daggett	180,375.00	Health	account	5-0
Matthews-Bull	Daggett	3,335.00	Welfare	account	5-0
Matthews-Bull	Daggett	22,400.00	Social Services	account	
Matthews-Bull	Daggett	3,945.00	Shellfish Conservation	account	5-0
Matthews-Bull	Daggett	32,500.00	Public Restrooms	account	5-0
Matthews-Bull	Daggett	846,357.00	Highway dept	account	5-0
Matthews-Bull	Daggett	99,411.00	Mechanic	account	5-0
Hutchins	Daggett	182,510.00	Utilities	account	5-0
Hutchins	Daggett	42,071.00	Shade Tree	account	5-0
Hutchins	Daggett	18,794.00	Cemetery	account	5-0
Hutchins	Daggett	259,744.00	Recreation	account	5-0
Hutchins	Daggett	150,000.00	Graves Library	account	5-0
Hutchins	Daggett	13,950.00	Cape Porpoise Library	account	5-0
Hutchins	Daggett	3,900.00	Parsons Way	account	5-0
Hutchins	Daggett	40,000.00	GRB Advisory	account	5-0
Hutchins	Daggett	151,894.00	Contingency	account	5-0
Hutchins	Daggett	10,790.00	Miscellaneous	account	5-0
Hutchins	Daggett	20,000.00	CO - Admin.	account	5-0
Hutchins	Daggett	37,000.00	CO - Police	account	5-0
Hutchins	Daggett	186,100.00	CO -Fire Reserve	account	5-0
Hutchins	Daggett	175,000.00	CO - Highway	account	5-0
Hutchins	Daggett	717,000.00	CO - Road Improvement	account	5-0
Hutchins	Daggett	93,000.00	CO - Sidewalk construction	account	5-0
Hutchins	Daggett	200,000.00	CO - Recreation	account	5-0
Hutchins	Daggett	65,000.00	CO-Special Projects	account	5-0
Hutchins	Daggett	130,000.00	CO - Piers	account	5-0

Hutchins	Daggett	210,957.00	Debt Service	account	5-0
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3. Approve the March 9, and March 15, 2018, selectmen meeting minutes.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the March 9, 2018, selectmen meeting minutes. **Vote:** 5-0.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the March 15, 2018, selectmen meeting minutes. **Vote:** 4-0-1/Selectman Matthews-Bull abstained because she was not at this meeting.

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

There were no comments.

5. Consider a renewal special amusement permit for The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the renewal special amusement permit for The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road. **Vote:** 5-0.

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.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the 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. **Vote:** 5-0.

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.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the 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. **Vote:** 5-0.

8. Review proposed ordinance revisions and vote to place on Town Meeting Warrant.

Town Manager Laurie Smith said the Board has been reviewing these amendments over the past few months and summarized each one.

- 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

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the proposed ordinance revisions mentioned above and place them on Town Meeting Warrant. **Vote:** 5-0.

9. Appoint Town Officers.

Werner Gilliam introduced new Code Enforcement Officer Matthew Philbrook and he gave his employment background.

Motion by Selectman Barwise, seconded by Selectman Daggett, to appoint the following Town Officers:

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
Treasurer
Tree Warden

Patrick A. Briggs
Jennifer L. Lord
Patrick A. Briggs

Vote: 5-0 for all but Town Forester and Tree Warden.

For Town Forester and Tree Warden the **Vote** was: 4-0-1/Chair Briggs abstained from voting for Town Forester and Tree Warden.

10. Consider 2017 Supplemental Tax Warrant for CDMK, LLC as penalty for removal of 31 acres from the Tree Growth program.

Assessor's Agent Becky Nolette explained that the penalty fee was calculated in accordance with state statute based on the number of years which was 34.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the 2017 Supplemental Tax Warrant for CDMK, LLC in the amount of \$65,780 as penalty for removal of 31 acres from the Tree Growth program. **Vote:** 5-0.

11. Authorize Town Manager to sign the Memorandum of Understanding for Shelter Services between Kennebunkport, Kennebunk, and Arundel.

Town Manager Laurie Smith explained the need for a regional shelter. All three towns and the RSU support this agreement. The cost for each community would be \$1,115.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to sign the Memorandum of Understanding for Shelter Services between Kennebunkport, Kennebunk, and Arundel. **Vote:** 5-0.

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.

Ms. Smith reported that seven contractors submitted bids for the construction project: DiMatteo Construction Management; Risbara Brothers Construction; Benchmark Construction; Doten's Construction; Hardy Pond Construction; Great Falls Construction; and P.C. Construction. DiMatteo and Risbara Brothers were the low bidders. After reviewing references, the parks and recreation department recommends awarding the bid to Risbara Brothers Construction at a cost of \$751,000.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to authorize the Town Manager to enter into a contract with Risbara Brothers Construction at a cost of \$751,000 for the construction of the parks and recreation building conditioned upon approval of Special Town Meeting funding. **Vote:** 5-0.

13. Authorize a Housing Committee.

The Board authorized Ms. Smith to develop strategies for items reported in the Housing Assessment Study. To accomplish this task, she requested funds in the fiscal year 2019 budget for a consultant to review zoning, land use regulations, and to study public land that may be used for housing, etc. She asked the Board to appoint two committees; one for housing and the other for short-term rental. She said she received four volunteers for the Housing Committee: David Kling, Pat Clancy; Jim Fitzgerald, and William Dugan. She recommends appointing all of them along with Pat Briggs, and Werner Gilliam for a term of two years.

Motion by Selectman Daggett, seconded by Selectman Barwise, to appoint to the Housing Committee for a two-year term: Pat Briggs, Werner Gilliam, David Kling, Pat Clancy, Jim Fitzgerald, and William Dugan. **Vote:** 5-0.

Dan Saunders, GPC chair commented both of these committees are valuable.

14. Authorize a short-term Rental Committee.

Ms. Smith explained that the Housing Assessment Study found short-term rentals appeared to increase market values in town. She asked the Board to appoint an ad hoc short-term Rental Committee to meet from April to November 2018. Their charge would be to solicit public input on the issues these rentals create (noise, parking, strangers next door, etc.) and to discover how other communities deal with them; and to provide recommendations to the Board at the end of November 2018.

Ms. Smith reported that she already has a few volunteers from Goose Rocks Beach. She suggests that the committee consist of: one or two residents, a homeowner who is approved as a roomer, a representative for Goose Rocks Beach rentals, and someone else involved in rentals. She sees it as a 9-month committee.

Motion by Selectman Daggett, seconded by Selectman Barwise to following the Town Manager's recommendations and appoint a short-term Rental Committee for a period of nine months. **Vote:** 5-0.

15. Sarah Lachance to discuss proposed resolution regarding offshore drilling.

Sarah Lachance, former chair of the Conservation Commission, talked about the President opening the entire ocean to offshore drilling and the impact the drilling, seismic testing, and the exploration would have on marine animals. She asked the Board to sign a resolution similar to the one signed by Portland and South Portland.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the Resolution Opposing Oil and Gas Offshore Drilling Off the Coast of Maine. **Vote:** 5-0.

16. Accept donations for Kennebunkport emergency food program.

- a. Donation of \$177 from RSU 21/Consolidated School Sock Hop Fundraiser.**

Motion by Selectman Hutchins, seconded by Selectman Barwise, to accept the donation of \$177 from RSU 21/Consolidated School Sock Hop Fundraiser to the Kennebunkport emergency food program. **Vote:** 5-0.

- b. Donation of \$500 from William J. J. Gordon Family Foundation.**

Motion by Selectman Barwise, seconded by Selectman Daggett, to accept the donation of \$500 from William J. J. Gordon Family Foundation to the Kennebunkport emergency food program. **Vote:** 5-0.

- c. Donation of \$50 from the Madonna Chapter 144.**

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept the Madonna Chapter 144 donation of \$50 to the Kennebunkport emergency food program. **Vote:** 5-0.

17. Accept donations to the Kennebunkport emergency fuel program.

- a. Donation of \$96.13 from the RSU 21/Consolidated School Sock Hop Fundraiser.**

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept the donation of \$96.13 to the Kennebunkport emergency fuel program from the RSU 21/Consolidated School Sock Hop Fundraiser. **Vote:** 5-0.

- b. Donation of \$5,000 from Timothy Harrington.**

Motion by Selectman Hutchins, seconded by Selectman Barwise, to accept the donation of \$5,000 from Timothy Harrington to the Kennebunkport emergency fuel program. **Vote:** 5-0.

- c. Donation of \$500 from the William J. J. Gordon Family Foundation.**

Motion by Selectman Barwise, seconded by Selectman Matthews-Bull, to accept the donation of \$500 from the William J. J. Gordon Family Foundation to the Kennebunkport emergency fuel program. **Vote:** 5-0.

d. Donation of \$1,000 from the Atlantic Firemen's Association.

Motion by Selectman Barwise, seconded by Selectman Daggett, to accept the donation of \$1,000 from the Atlantic Firemen's Association to the Kennebunkport emergency fuel program. **Vote:** 5-0.

e. Donation of \$1,130 from the Seaside Hotel Association LTD Partnership.

Motion by Selectman Barwise, seconded by Selectman Daggett, to accept the donation of \$1,130 from the Seaside Hotel Association LTD Partnership to the Kennebunkport emergency fuel program. **Vote:** 5-0.

f. Donation of \$250 from the United Way.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept the donation of \$250 from the United Way to the Kennebunkport emergency fuel program. **Vote:** 5-0.

18. Accept donations to the Kennebunkport Public Health Nurses general needs account.

a. Donation of \$2,115.19 from the Village Fire Company.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept the donation of \$2,115.19 from the Village Fire Company to the Kennebunkport Public Health Nurses general needs account. **Vote:** 5-0.

b. Donation of \$250 from the First Congregational Church.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to accept the donation of \$250 from the First Congregational Church to the Kennebunkport Public Health Nurses general needs account. **Vote:** 5-0.

19. Accept donations to the Kennebunkport Public Health Nurses general account.

a. Donation of \$100 from Jenifer Stewart.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept the donation of \$100 from Jenifer Stewart to the Kennebunkport Public Health Nurses general account. **Vote:** 5-0.

b. Donation of \$50 from Margaret Murray.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to accept the donation of \$50 from Margaret Murray to the Kennebunkport Public Health Nurses general account. **Vote:** 5-0.

Selectman Barwise announced the Board's sincere appreciation to all for their donations which are greatly appreciated.

20. Other business.**a. Select the cover photo for the 2017 Town Report.**

The Board looked over the cover photos.

21. Approve the March 22, 2018, Treasurer's Warrant.

Motion by Selectman Barwise, seconded by Selectman Hutchins, to approve the March 22, 2018, Treasurer's Warrant. **Vote:** 5-0.

22. Executive session pursuant to MRSA 1, §405-6D to discuss union negotiations.**23. Executive session pursuant to MRSA 1, §405-6A to discuss personnel issues.**

Motion by Selectman Barwise, seconded by Selectman Daggett, to go into executive session pursuant to MRSA 1, §405-6D to discuss union negotiations and per item 23, MRSA 1, §405-6A to discuss personnel issues. **Vote:** 5-0.

The Board went into executive session at 6:50 PM and came out at 7:45 PM

Motion by Selectman Barwise, seconded by Selectman Daggett, to authorize the Town Manager to hire David Barrett to conduct union negotiations. **Vote:** 5-0.

24. Adjournment.

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

The meeting adjourned at 7:46 PM.

Submitted by Arlene McMurray
Administrative Assistant



Agenda Item Divider



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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

4-12-18

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: <u>SEASIDE HOTEL ASSOC. LTD. PARTNERSHIP</u>		Business Name (D/B/A) <u>NONANTUM RESORT</u>	
APPLICANT(S) -(Sole Proprietor) _____		Physical Location: <u>95 OCEAN AVENUE</u>	
DOB: _____		City/Town <u>KENNEBUNKPORT</u> State <u>ME</u> Zip Code <u>04040</u>	
Address <u>220 MAINE AVE ROAD</u>		Mailing Address <u>PO BOX 26240</u>	
City/Town <u>SO. PORTLAND</u> State <u>ME</u> Zip Code <u>04106</u>		City/Town <u>KENNEBUNKPORT</u> State <u>ME</u> Zip Code <u>04040</u>	
Telephone Number <u>207-761-2131</u> Fax Number <u>207-761-9208</u>		Business Telephone Number <u>207 967-4050</u> Fax Number <u>207 967 8451</u>	
Federal I.D. # <u>01-0493637</u>		Seller Certificate #: <u>0237544</u>	
Email Address: <u>STAY@NONANTUMRESORT.COM</u>		Website: <u>WWW.NONANTUMRESORT.COM</u>	

If business is NEW or under new ownership, indicate starting date: N/A

Requested inspection date: _____ Business hours: _____

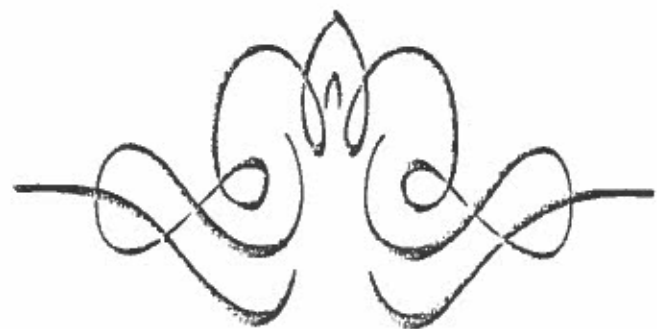
- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: 109
- State amount of gross income from period of last license: ROOMS \$ 3,945,211 FOOD \$ 1,773,235 LIQUOR \$ 698,607
- Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- 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.

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

Physical Location City / Town



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant TINA HEWETT-GORDON
Residence Address 11 TIDE WATER CT. KENNEBUNK, ME 04043
Home Telephone Number 207-580-8920
Name of Business SEASIDE HOTEL ASSOC DBA NONANTUM RESORT
Business Address 95 OCEAN AVENUE
Type of Business HOTEL / RESTAURANT
Business Telephone Number 207 967 4050
Nature of Special Amusement CORPORATE & SOCIAL EVENTS

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

Yes _____ No X

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

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.

Tina Hewett-Gordon
applicant



Agenda Item Divider



67

Nunan's Lobster
4/12/18

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



Police Chief



Fire Inspector



Code Enforcement Officer



Tracy O'Roark

Town Clerk

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 4/30/2018

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☐ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" 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 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: <u>Nunan's Lobster Hut, Inc</u>		Business Name (D/B/A)	
APPLICANT(S) - (Sole Proprietor) <u>Richard Nunan</u>		Physical Location: <u>9 Mills Rd</u>	
DOB: <u>4/8/60</u>		City/Town State Zip Code <u>Kennebunkport ME 04046</u>	
Address <u>11450 Mills Rd</u>		Mailing Address <u>9 Mills Rd</u>	
City/Town State Zip Code <u>Kennebunkport ME 04046</u>		City/Town State Zip Code <u>Kennebunkport ME 04046</u>	
Telephone Number Fax Number <u>967-4206-967-0958</u>		Business Telephone Number Fax Number <u>967-4362</u>	
Federal I.D. # <u>56-2347805</u>		Seller Certificate #: or Sales Tax #: <u>1071867</u>	
Email Address: Please Print		Website:	

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

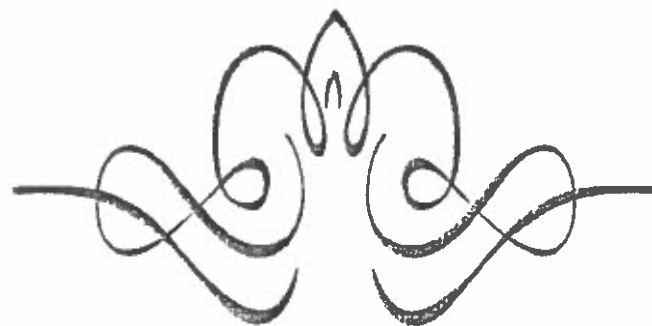
Requested inspection date: _____ Business hours: _____

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license: ROOMS \$ 0/0 FOOD \$ 588604.54 LIQUOR \$ 89299.21
- 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.
- 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.

License # _____ Name of Business _____ (Use an additional sheet(s) if necessary.)
 Physical Location _____ City / Town _____



Agenda Item Divider



8

Mabels Lobster
Claw

4/12/18

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

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Leary

Town Clerk

8

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 _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" 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 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: <i>Mabels Inc</i>		Business Name (D/B/A) <i>Mabels Lobster Claw</i>	
APPLICANT(S) -(Sole Proprietor) <i>ROBERT FISCHER</i>		DOB: <i>6-12-64</i>	
STEPHANIE FISCHER		DOB: <i>10-20-67</i>	
Address <i>93 Coles Hill Rd. Wells ME 04090</i>		Physical Location: <i>124 Ocean Avenue</i>	
City/Town <i>967-2562</i>		State <i>ME</i>	
Zip Code <i>04090</i>		City/Town <i>Kennebunkport</i>	
Telephone Number		Fax Number	
Federal I.D. # <i>04-3356696</i>		Mailing Address <i>P.O. Box 1956</i>	
Email Address: Please Print <i>rfischer@maine.rr.com</i>		City/Town <i>Kennebunkport</i>	
		State <i>ME</i>	
		Zip Code <i>04046</i>	
		Business Telephone Number <i>967-2562</i>	
		Fax Number <i>—</i>	
		Seller Certificate #: or Sales Tax #: <i>8904185</i>	
		Website: <i>mabelslobster.com</i>	

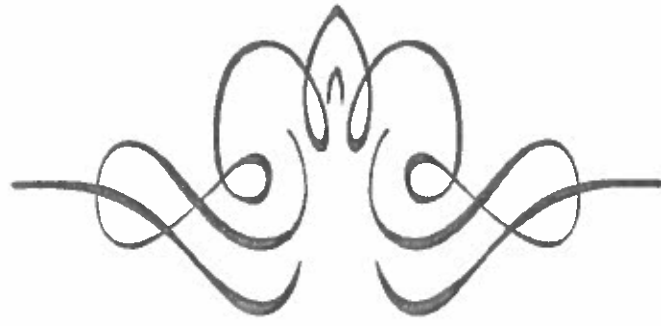
If business is NEW or under new ownership, indicate starting date: N/A

Requested inspection date: _____ Business hours: _____

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A
2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 1,729,000 LIQUOR \$ 287,000
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.

(Use an additional sheet(s) if necessary.)

License #	Name of Business
Physical Location	City / Town



Agenda Item Divider



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

✓ Police Chief
✓ Fire Inspector
✓ Code Enforcement Officer

Tracy Orsak Town Clerk

Alisson's
4/12 mtg

⑨

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 4-15-18

INDICATE TYPE OF PRIVILEGE: ☐ MALT ☐ VINOUS ☐ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|---|--|--|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input checked="" type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input 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: <u>Alisson's/Docksquare LTD</u>		Business Name (D/B/A) <u>Alisson's Restaurant</u>	
APPLICANT(S) - (Sole Proprietor) & Corp <u>Pamela Pidgeot</u> DOB: <u>6-28-1947</u>		Physical Location: <u>11 Dock Square</u>	
<u>Michael Condon</u> DOB: <u>8-14-45</u>	<u>Marie Condon</u> DOB: <u>6-23-47</u>	City/Town <u>Kennebunkport ME</u>	State <u>ME</u> Zip Code <u>04046</u>
Address <u>11 Dock Square</u>		Mailing Address <u>P.O. Box 344</u>	
City/Town <u>Kennebunkport</u>	State <u>ME</u> Zip Code <u>04046</u>	City/Town	State <u>ME</u> Zip Code <u>04046</u>
Telephone Number <u>207-967-4841</u>	Fax Number <u>207-967-2532</u>	Business Telephone Number <u>207-967-4841</u>	Fax Number
Federal I.D. # <u>01-0377790</u>		Seller Certificate #: or Sales Tax #: <u>4566</u>	
Email Address: Please Print <u>info@alissons.com</u>		Website: <u>alissons.com</u>	

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

Requested inspection date: _____ Business hours: _____

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 2819,758 LIQUOR \$ 756,465
- 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.
- Do you own or have any interest in any another Maine Liquor License? ~~Yes~~ Yes ☒ No ☐
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

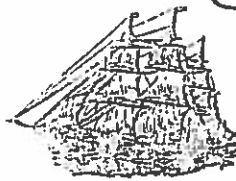
 License # Name of Business (Use an additional sheet(s) if necessary.)

Physical Location City / Town



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Pamela Padget, Michael Condon, Marce Condon
Residence Address 11 Dock Square
Home Telephone Number 207-967-4841
Name of Business Olsson's Restaurant
Business Address 11 Dock Square K'Port
Type of Business Restaurant
Business Telephone Number 207-967-4841
Nature of Special Amusement Karaoke, Live music, D.J.

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

Yes _____ No ✓

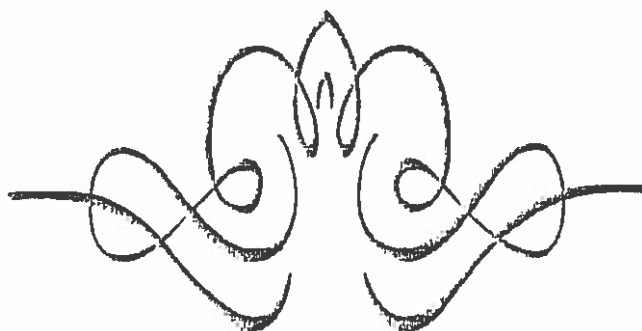
If yes, describe circumstances specifically. (Attach additional page if necessary)

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.

Pamela Padget
applicant



Agenda Item Divider



11

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

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Thermy Okoak, Town Clerk

BandalooP
4/12/18

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 3.25.18

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- ☒ RESTAURANT (Class I,II,III,IV) ☐ RESTAURANT/LOUNGE (Class XI) ☐ CLASS A LOUNGE (Class X)
☐ HOTEL (Class I,II,III,IV) ☐ HOTEL, FOOD OPTIONAL (Class I-A) ☐ BED & BREAKFAST (Class V)
☐ CLUB w/o Catering (Class V) ☐ CLUB with CATERING (Class I) ☐ GOLF COURSE (Class I,II,III,IV)
☐ TAVERN (Class IV) ☐ QUALIFIED CATERING ☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>SBJC, LLC</u>		Business Name (D/B/A) <u>BANDALOOP</u>	
APPLICANT(S) - (Sole Proprietor) <u>WARREN SCOTT LEE</u>		DOB: <u>8.7.70</u>	
Physical Location: <u>2 OCEAN AVENUE</u>			
City/Town <u>KENNEBUNKPORT</u>		State <u>MAINE</u>	Zip Code <u>04046</u>
Address <u>5 OAK GROVE LANE</u>		Mailing Address <u>5 OAK GROVE LANE</u>	
City/Town <u>KENNEBUNKPORT</u>		State <u>MAINE</u>	Zip Code <u>04046</u>
Telephone Number <u>207-205-4994</u>		Fax Number <u>N/A</u>	
Federal I.D. # <u>593781150</u>		Seller Certificate #: or Sales Tax #: <u>1074962 or 593781150</u>	
Email Address: Please Print <u>info@bandaloop.biz</u>		Website: <u>www.bandaloop.biz</u>	

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

Requested inspection date: _____ Business hours: 5-11 daily in season

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
 2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 420,000 LIQUOR \$ 162,000

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.

(Use an additional sheet(s) if necessary.)

License # _____ Name of Business _____

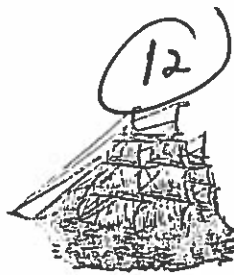
Physical Location _____

City / Town _____



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant W. Scott Lee
SBJC LLC dba Bandaloup

Residence Address 5 Oak Grove Lane

Home Telephone Number 207 205 4994

Name of Business Bandaloup

Business Address 2 Ocean Avenue

Type of Business Restaurant

Business Telephone Number 207 967 4994

Nature of Special Amusement dancing

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.

W. Scott Lee
applicant



Agenda Item Divider



(13)

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

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy Crook, Town Clerk

Ocean Woods Resort
4/12/18

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



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

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

DEPARTMENT USE ONLY

LICENSE NUMBER:

CLASS:

DEPOSIT DATE

AMT. DEPOSITED:

BY:

CK/MO/CASH:

PRESENT LICENSE EXPIRES 4-10-18

INDICATE TYPE OF PRIVILEGE: ~~A~~ MALT ~~A~~ SPIRITUOUS ~~A~~ VINOUS

INDICATE TYPE OF LICENSE:

☐ RESTAURANT (Class I,II,III,IV)

☐ HOTEL-OPTIONAL FOOD (Class I-A)

☐ CLASS A LOUNGE (Class X)

☐ CLUB (Class V)

☐ TAVERN (Class IV)

☒ RESTAURANT/LOUNGE (Class XI)

☐ HOTEL (Class I,II,III,IV)

☐ CLUB-ON PREMISE CATERING (Class I)

☐ GOLF CLUB (Class I,II,III,IV)

☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) —(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>OWR, LLC</u>		2. Business Name (D/B/A) <u>OCEAN WOODS RESORT / PJ's Pub & Dining</u>	
DOB: _____ <u>Kathleen M Spang</u>		DOB: <u>7-7-54</u>	
DOB: _____		DOB: _____	
Address <u>71 Dyke Rd</u>		Location (Street Address) <u>71 Dyke Rd</u>	
City/Town <u>Kennebunkport</u> State <u>ME</u> Zip Code <u>04046</u>		City/Town <u>Kennebunkport</u> State <u>ME</u> Zip Code <u>04046</u>	
Mailing Address <u>Same</u>		Mailing Address <u>Same</u>	
Telephone Number <u>207-468-6667</u> Fax Number _____		Business Telephone Number <u>207-967-1928</u> Fax Number <u>207-967-0204</u>	
Federal I.D. # <u>20-8431935</u>		Seller Certificate # <u>1161876</u>	

3. If premises is a hotel, indicate number of rooms available for transient guests: 32

4. State amount of gross income from period of last license: ROOMS \$ 495,000 FOOD \$ 89,740 LIQUOR \$ 22,540

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

If YES, complete Supplementary Questionnaire

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

7. If manager is to be employed, give name: _____

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

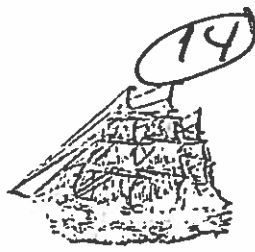
Requested inspection date: _____ Business hours: 9-5

9. Business records are located at: GERBER ASSOCIATES, Scarborough



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -
MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Kathleen Spang
Residence Address 71 Dyke Road, Kennebunkport
Home Telephone Number 207-468-6667
Name of Business Ocean Woods / PJ's Pub & Dining
Business Address 71 Dyke Road
Type of Business Lodging, Dining, Functions
Business Telephone Number 207-967-1928
Nature of Special Amusement weddings, family reunions

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.

Kathleen M Spang
applicant



Agenda Item Divider



15

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Games of Chance Registration

MGCU - 5400

****The application and fees must be received at least eight days before the Game of Chance may begin****

Games of Chance (Includes Raffles): \$15/Week or \$60/Calendar Month or \$700/Calendar Year

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:
Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax

1. For what game(s) are you registering (please indicate number adjacent name):

Sealed Ticket ☐ Dice ☒ Wheel ☒ Pot of Gold (Includes Daily/Weekly Pool) ☐ Raffle ☒

Other ☒ (If You Checked Other Indicate Name of Game and Attach the Rules for that Game)

Black Jack, Poker

2. Organization Name: Education Foundation of the
Kennebunk and Arundel

Organization Number: TBD Federal Tax ID # (EIN): 20-5050593

Business Address: PO Box 1531

Kennebunkport ME 04046

Mailing Address: same Phone: _____

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
James Read, President	3 Oak Run	207-716-7766	N/A	
	Kennebunkport, ME	04046		

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Susan Richard, Treasurer	119 Acton Lane	207-462-2554	N/A	
	Wells, ME	04090		

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Kristin Brigham, Secretary	159 Thompson Rd	207-465-4663	N/A	
	Kennebunk, ME	04043		

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Rhonda Hebert, Event Chair	4 Russell Farm Rd	207-729-3952	N/A	
	Kennebunk, ME	04043		

4. Location where Game of Chance is to be conducted:

BUILDING	ADDRESS	CITY/ZIP
The Nonantum Resort	95 Ocean Ave	Kennebunkport ME 04046

5. Person responsible for operation of Game of Chance:

NAME	DAYTIME PHONE & EVENING PHONE
Seacoast Event LLC	978-462-6877
Scott Marshall	

Name & Address where license will be sent: Rhonda Hebert
c/o LEAA PO Box 1531 Kennebunkport ME 04046

E-Mail Address: srme321@yahoo.com

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

7. What time do the doors open? 7:00pm What time does the game start? 7:00pm

8. Dates – Please specify weeks (Monday through Sunday) or full months.

Friday, May 11, 2018 ONLY

9. Does the organization own all the equipment used in operating this amusement? Yes ☐ No ☒

If "NO", please explain the circumstances under which the equipment was acquired:

Seaboard Events LLC will be providing all equipment and operators

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine? Yes ☐ No ☒

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

11. If the applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

12. Raffles Only: Specify the charitable purpose that the proceeds of the Raffle will benefit.

Education Foundation of the Kennebunk and Arundel

13. The applicant agrees to obey Federal, State of Maine laws, rules and regulations governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury. Age 18 or older: Yes ☒ No ☐

Signed: Rhonda Herbert

Print Name: Rhonda Herbert Title: Events Chair

Date: 5/9/18

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Games of Chance License Application

MGCU - 5300

****The application and fees must be received at least eight days before the Game of Chance may begin****

Cards: \$60/Calendar Month or \$700/Calendar Year

Video Poker: \$15/Week or \$60/Month

Cribbage: \$30 per Calendar Year or Portion Thereof

Super Cribbage Tournament Game: \$75.00/Per Tournament

Tournament Game (up to 100 players): \$75.00/Per Tournament; \$200.00/Month (Two Tournaments per Month); \$1,500/Year (Two Tournaments per Month)

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:
Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax

1. For what game(s) are you licensing (please indicate number adjacent name):

Cards ☒ Video Poker ☐ Cribbage ☐ Super Cribbage Tournament ☐ Tournament ☐

Other ☐ (If You Checked Other Indicate Name of Game and Attach the Rules for that Game)

2. Organization Name: Education Foundation of the Kennebunks and Arundel

Organization Number: TBD Federal Tax ID # (EIN):

Business Address: PO Box 1531 Kennebunkport ME 04046

Mailing Address: Same Phone: 207-710-7766

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>President</u> <u>James Reard</u>	<u>3 Oak Run</u>	<u>Kennebunkport ME</u>	<u>207-710-9766</u>	<u>TBD</u>
<u>Treasurer</u> <u>Susan Richard</u>	<u>119 Aer Lane</u>	<u>Wells, ME</u>	<u>04090</u>	<u>207-468-4557 7/2018</u>
<u>Secretary</u> <u>Kristin Brigham</u>	<u>159 Thompson Rd</u>	<u>Kennebunk ME</u>	<u>207-475-3663</u>	<u>TBD</u>
<u>Event Chair</u> <u>Rhonda Hebert</u>	<u>4 Russell Farm Rd</u>	<u>Kennebunk ME</u>	<u>207-229-5952</u>	<u>TBD</u>

4. Location where Game of Chance is to be conducted:

The Nonantum Resort 95 Ocean Ave Kennebunkport ME
BUILDING ADDRESS CITY/ZIP 04046

5. Person responsible for operation of Game of Chance:

Seacoast Events - Scott Marshall 978-462-6877
NAME DAYTIME PHONE & EVENING PHONE

Name & Address where license will be sent: Rhonda Hebert
4 Russell Farm Rd
Kennebunk ME 04043

E-Mail Address: srma321@yahoo.com

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

7. What time do the doors open? 7:00pm What time does the game start? 7:00pm

8. Dates – Please specify weeks (Monday through Sunday) or full months.

Friday, May 11, 2018 7:00 - 10:30pm

9. Does the organization own all the equipment used in operating this amusement? Yes ☐ No ☒

If "NO", please explain the circumstances under which the equipment was acquired:

Seacoast Events (rented for event)

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

11. If the applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

12. Tournament Game Only: Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

N/A

13. The following consent must be completed by the municipal officers of the city or town where the Game of Chance will take place unless a separate "Blanket Letter of Approval" is filed with the Gambling Control Unit.

- ☐ Check here if you have previously filed a "Blanket Letter of Approval" with us, which is still valid
- ☐ Check here if you have attached a "Blanket Letter of Approval".

Municipal Consent to License

The undersigned being municipal officers of the City/Town of _____ hereby certify that we consent to the application for license by _____ to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules and Regulations promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the operation of Games of Chance.

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

This approval is valid until: _____
(Date)

14. The applicant agrees to obey Federal, State of Maine laws, rules and regulations governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury. Age 18 or older: Yes ☐ No ☐

Signed: _____

Print Name: _____ Title: _____

Date: _____



Agenda Item Divider



16

TOWN OF KENNEBUNKPORT

TOWN WARRANT ANNUAL TOWN MEETING June 12 and 16, 2018

State of Maine

County of York, SS

To: Tracey O'Roak, Constable of the Town of Kennebunkport, in the County of York, State of Maine.

GREETINGS:

You are hereby required in the name of the State of Maine to notify and warn the voters of the Town of Kennebunkport in said County of the Town Meeting described in this warrant.

To the voters of Kennebunkport: You are hereby notified that the Annual Town Meeting of this municipality will be held at the Village Fire Station, 32 North Street in said Town on Tuesday, the Twelfth (12th) day of June A.D. 2018, at 8:00 o'clock in the forenoon for the purpose of acting on Articles numbered one (1) and one a (1a) as set out below. The polls for voting on Article 1 shall be opened immediately after the election of the Moderator at 8:00 a.m. on June 12, 2018, and shall close at 8:00 p.m. While the polls are open, the Registrar of Voters will hold office hours to accept the registration of any person eligible to vote, to accept new enrollments, and to make any necessary corrections or changes to any names or addresses on the voting list. The continuation of said meeting will be held in the auditorium of the Consolidated School building in said Town on Saturday, the sixteenth (16th) day of June A.D. 2018, at 9:00 o'clock in the forenoon for the purpose of acting on Articles numbered 2 through 44 as set out below.

ARTICLE 1a. To choose a Moderator to preside at said meeting.

ARTICLE 1. To elect under the provisions of Title 30-A, M.R.S.A. Section 2528, the following Town Officers: two Selectmen, Assessors, and Overseers of the Poor, each for a term of three years; one Director of R.S.U. #21, for a term of three years; one Trustee of Kennebunk, Kennebunkport and Wells Water District for a term of three years; and one Beach Advisory Committee At-Large Member for a term of three years and to vote on the following referendum Questions 1 through 7:

For each Question 1 through 7, a certified copy of the proposed ordinance is on file in the Town Clerk's Office and is incorporated by reference into each Question.

QUESTION 1
AMENDMENT TO KENNEBUNKPORT ADMINISTRATIVE CODE

Shall an ordinance entitled "June, 2018 Amendment to the Administrative Code" be enacted?

[Note of explanation: This amendment will eliminate the Wastewater Department and make it a division of the Public Works Department and will place the Cape Porpoise Harbormaster under the supervision of the Police Chief, or his or her designees.]

QUESTION 2
AMENDMENT TO THE CAPE PORPOISE PIER ORDINANCE

Shall an ordinance entitled "June, 2018 Amendment to the Cape Porpoise Pier Ordinance" be enacted?

[Note of explanation: This amendment places the supervision of the Cape Porpoise Pier Manager under the Police Chief or his or her designees.]

QUESTION 3
**AMENDMENT TO THE LAND USE ORDINANCE REGARDING
GROWTH AREA MAP**

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Land Use Ordinance regarding Growth Area Map" be enacted?

[Note of explanation: This amendment allows the Rate of Growth Area Map to be reviewed and updated periodically by the Growth Planning Committee in order to reflect current infrastructure development.]

QUESTION 4
**AMENDMENT TO THE LAND USE ORDINANCE TO CLARIFY SETBACKS
RELATED TO LOT LINES AND RIGHTS OF WAY**

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Land Use Ordinance to Clarify Setbacks Related to Lot Lines and Rights of Way" be enacted?

[Note of explanation: This amendment clarifies lot setbacks are related to vehicular access rights of way, public and private and should not be used for pedestrian rights of way.]

QUESTION 5
AMENDMENT TO THE LAND USE ORDINANCE REGARDING
REMOVAL OF REDUCTION OF LOT COVERAGE CREDIT FOR
SEMI-PERVOUS MATERIALS

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Land Use Ordinance regarding Removal of Reduction of Lot Coverage Credit for Semi-Pervious Materials" be enacted?

[Note of explanation: This amendment removes lot coverage credit for semi-pervious materials.]

QUESTION 6
AMENDMENT TO THE
KENNEBUNKPORT FLOODPLAIN MANAGEMENT ORDINANCE

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Floodplain Management Ordinance" be enacted?

[Note of explanation: This amendment removes the floodplain permit fee from the ordinance and places it in a fee schedule set annually by the Board of Selectmen.]

QUESTION 7
AMENDMENT TO THE STREET ORDINANCE

Shall an ordinance entitled "June, 2018 Amendment to the Street Ordinance" be enacted?

[Note of explanation: This amendment adds a Naming System Section, a Street Numbering and a Compliance section to the Ordinance.]

Article 2: To see if the Town will vote to authorize the Town Treasurer, with the advice and approval of the Municipal Officers on behalf of the Town to sell and dispose of Real Estate acquired by the Town for nonpayment of taxes thereon, and to execute quitclaim deeds on such terms as they deem advisable, and to authorize the Treasurer to discharge unmatured liens on payment of taxes, interest and costs.

Selectmen recommend adoption of this article– Voted ____.

Article 3: To see if the Town will vote to authorize the Town Treasurer, with the advice and approval of the Municipal Officers on behalf of the Town, to waive the foreclosure of any tax lien mortgage by recording a waiver of foreclosure in the York County Registry of Deeds for any real estate title to which they deem not in the best financial interest of the Town to hold, said authorization to waive not to prevent the Town Treasurer, with the advice and approval of the Municipal Officers, from later foreclosing on said tax lien pursuant to law, as they deem advisable.

Selectmen recommend adoption of this article— Voted ____.

Article 4: To see if the Town will vote to make all real and personal property taxes due and payable upon presentment of bills and to charge eight percent (8.00%) per annum on the first half if unpaid after September 11, 2018 (or 45 days after the date of commitment if commitment is after July 28, 2018) and on the second half if unpaid after March 12, 2019.

Selectmen recommend adoption of this article— Voted ____.

Article 5: To see if the Town will vote to set the interest rate to be paid by the town on abated taxes at five percent (5.00%) for the fiscal year 2019.

Selectmen recommend adoption of this article— Voted ____.

Article 6: To see if the Town will vote to pay for tax abatements and applicable interest granted during the fiscal year of 2018/2019 from Overlay. (*Explanation: The Selectmen, as Assessors, are authorized to raise Overlay under Title 36 MRSA section 710 but require voter authorization to spend Overlay. Overlay cannot be more than 5% of the Tax Commitment.*)

Selectmen recommend adoption of this article— Voted ____.

Budget Board recommends adoption of this article – Vote 8-0

Article 7: To see if the Town will vote to authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. § 506.

Selectmen recommend adoption of this article— Voted ____.

Article 8: To see if the Town will vote to authorize the Selectmen to accept easement deeds on behalf of the Town granting the Town the right to plant and maintain certain trees on private property located within the Town.

Selectmen recommend adoption of this article— Voted ____.

Article 9: To see if the Town will vote to authorize the Selectmen to accept unconditional and conditional gifts of money or property on behalf of the Town, other than gifts of sewer extensions, subject to ratification by the Town at an annual or special town meeting held within one year of the Selectmen's acceptance, except that such ratification shall not be required for a donation of money to the Town to supplement a specific appropriation already made, to reduce the tax assessment, or to reduce the permanent debt.

Selectmen recommend adoption of this article– Voted ____.

Article 10: To see if the Town will vote to ratify the acceptance of a gift from the Picavet Trust to support the Public Health and Police Departments and give the Selectmen authority to expend funds in accordance with the Trust provisions. The value as of March 23, 2018 is \$454,090.91.

Selectmen recommend adoption of this article – Voted ____.

Article 11: To see what sum the Town will vote to raise and appropriate for the Administration and Community Development account.

Amount requested: \$953,272

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 12: To see what sum the Town will vote to raise and appropriate for the Administration and Planning capital expense and reserve account.

Amount requested: \$20,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 13: To see what sum the Town will vote to raise and appropriate for the Administrative Boards account.

Amount requested: \$13,185

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 14: To see what sum the Town will vote to raise and appropriate for the Administrative Professional Services account.

Amount requested: \$336,966

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 15: To see what sum the Town will vote to raise and appropriate for the Planning and Development account.

Amount requested: \$406,758

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 16: To see what sum the Town will vote to raise and appropriate for the Police and Communications Department account.

Amount requested: \$2,069,129

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 17: To see what sum the Town will vote to raise and appropriate for the Police and Communications Department capital expense account.

Amount requested: \$37,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 18: To see what sum the Town will vote to raise and appropriate for the Fire Services account.

Amount requested: \$389,472

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 19: To see what sum the Town will vote to raise and appropriate for the Fire Services capital expense and reserve account.

Amount requested: \$186,100

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 20: To see what sum the Town will vote to raise and appropriate for the Kennebunkport Emergency Medical Services account.

Amount requested: \$150,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 21: To see what sum the Town will vote to raise and appropriate for the Public Safety Services account.

Amount requested: \$37,513

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 22: To see what sum the Town will vote to raise and appropriate for the Piers, Rivers and Harbors reserve account.

Amount requested: \$130,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 23: To see what sum the Town will vote to raise and appropriate for the Solid Waste account.

Amount requested: \$457,895

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 24: To see what sum the Town will vote to raise and appropriate for the Health and Welfare Department account.

Amount requested: \$183,710

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 25: To see what sum the Town will vote to raise and appropriate for the Social Service Agency account.

Amount requested: \$22,400

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 26: To see what sum the Town will vote to raise and appropriate for the Shellfish Conservation account.

Amount requested: \$3,945

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 27: To see what sum the Town will vote to raise and appropriate for the Public Restrooms account.

Amount requested: \$32,500

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 28: To see what sum the Town will vote to raise and appropriate for the Public Works and Mechanic Department account.

Amount requested: \$945,768

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 29: To see what sum the Town will vote to raise and appropriate for the Public Works Department capital expense and reserve account.

Amount requested: \$175,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 30: To see what sum the Town will vote to raise and appropriate for the Road Improvement, Sidewalk and Special Projects capital expense and reserve account.

Amount requested: \$875,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 31: To see what sum the Town will vote to raise and appropriate for the Utilities account.

Amount requested: \$182,510

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 32: To see what sum the Town will vote to raise and appropriate for the Public Works Committees account.

Amount requested: \$60,865

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 33: To see what sum the Town will vote to raise and appropriate for the Recreation Department account.

Amount requested: \$259,744

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 34: To see what sum the Town will vote to raise and appropriate for the Louis T. Graves Memorial Public Library and Cape Porpoise Library accounts.

Amount requested: \$163,950

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 35: To see what sum the Town will vote to raise and appropriate for the Parson's Way account.

Amount requested: \$3,900

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 36: To see what sum the Town will vote to raise and appropriate for the Contingency expense and reserve account for unanticipated expenses of the Town's operation.

Amount requested: \$151,894

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 37: To see what sum the Town will vote to raise and appropriate for the Miscellaneous Agencies account.

Amount requested: \$10,790

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 38: To see what sum the Town will vote to raise and appropriate for the payment of Bonds, Notes and Interest.

Amount requested: \$210,957

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 39: To see what sum the Town will vote to raise and appropriate for the Goose Rocks Beach Advisory Reserve account and to authorize the Selectmen to disburse such funds as they deem necessary on behalf of the Town.

Amount requested: \$40,000

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 5-0.

Article 40: Do you favor authorizing the Board of Selectmen to issue general obligation bonds or notes in the name of the Town of Kennebunkport in a principal amount not to exceed \$1,000,000 for a term not to exceed 10 years, which bonds or notes may be made callable, and to use the proceeds of said bonds or notes to pay for costs of reconstruction of the road, sidewalk and seawall on Ocean Avenue between Nonantum and Chick's Creek and related improvements?

TOWN OF KENNEBUNKPORT FINANCIAL STATEMENT

1. Total Town Indebtedness

Bonds Outstanding and Unpaid	\$ 3,394,343.00
Bonds Authorized but Unissued	\$ 0.00
Bonds to be Issued if this Article is Approved	\$ 1,000,000.00
Total:	\$ 4,394,343.00

2. Estimated Costs of Proposed Bonds

At an estimated interest rate of three percent (3%), for a 10-year term, the estimated costs of this bond issue will be:

Principal	\$1,000,000.00
Interest	\$ 157,947.50
Total Principal & Interest to be Paid at Maturity	\$ 1,157,947.50

3. Validity

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above Estimated Costs of Proposed Bonds. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Jennifer L. Lord, Treasurer
Town of Kennebunkport

Selectmen recommend the amount requested - Voted ____.

Budget Board recommends the amount requested - Voted 8-0.

Article 41: To see if the Town will vote to appropriate the sum of \$2,655,553 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and to also use \$225,000 from undesignated fund balance to reduce the property tax commitment.

Selectmen recommend the amount requested - Voted ____.
Budget Board recommends the amount requested - Voted 8-0.

Article 42: Shall the Town vote to authorize the Selectmen to apply for, accept and expend from the following categories of funds as provided by the State of Maine: Municipal Revenue Sharing, Educational Certification Block Grant, Educational Tax Relief Grant, Public Library State Aid, Urban Rural Road Initiative Program, Civil Emergency Funds, Snowmobile Registration Funds, Tree Growth Reimbursement, General Assistance Reimbursement, Veterans Exemption Reimbursement, Department of Economic & Community Development Grant Program, Maine Emergency Management Agency, Homestead Exemption Reimbursement, and all other state and federal grants and funds including, when necessary, the authority to sign grant contracts, documents or other paperwork?

Selectmen recommend the amount requested - Voted ____.
Budget Board recommends the amount requested - Voted 8-0.

Article 43: To see if the Town will vote to authorize the Selectmen to carry forward unencumbered surplus fund balances on June 30, 2018, for the purposes originally appropriated and to the extent they deem advisable, such determination to be made at a properly noticed meeting of the Board of Selectmen.

Selectmen recommend the amount requested - Voted ____.
Budget Board recommends the amount requested - Voted 8-0.

Article 44: To see if the Town will vote to authorize the transfer of a 1974 GMC K3500 4WD Utility Truck, VIN # TKY234B518141, commonly known as "Kennebunkport Brush 5", from the Town of Kennebunkport Fire Department to the Atlantic Volunteer Engine Company with the condition that if the Atlantic Volunteer Engine Company sells said "Brush 5", all proceeds of the sale will be used toward the purchase of firefighting or rescue equipment, approved by the Fire chief and to be owned by the Town.

Selectmen recommend adoption of this article - Voted ____.

HEREOF FAIL NOT TO MAKE DUE SERVICE of this Warrant and a return of your doing thereon, at a time and place of said meeting.

GIVEN UNDER OUR HANDS this 12th day of April, 2018, Kennebunkport, Maine.

Edward W. Hutchins, II

Stuart E. Barwise

Allen A. Daggett

Sheila W. Matthews-Bull

Patrick A. Briggs

A majority of the Selectmen of the Town of Kennebunkport, Maine

A true copy of the warrant attest:

Tracey O'Roak, Town Clerk

ORDER

VOTED: That it be and is hereby Ordered that the Questions set forth below be placed on the ballot of the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018, and that an attested copy of this Order be placed on file with the Town Clerk of the Town of Kennebunkport.

QUESTION 1 AMENDMENT TO KENNEBUNKPORT ADMINISTRATIVE CODE

Shall an ordinance entitled "June, 2018 Amendment to the Administrative Code" be enacted?

[Note of explanation: This amendment will eliminate the Wastewater Department and make it a division of the Public Works Department and will place the Cape Porpoise Harbormaster under the supervision of the Police Chief, or his or her designees.]

QUESTION 2 AMENDMENT TO THE CAPE PORPOISE PIER ORDINANCE

Shall an ordinance entitled "June, 2018 Amendment to the Cape Porpoise Pier Ordinance" be enacted?

[Note of explanation: This amendment places the supervision of the Cape Porpoise Pier Manager under the Police Chief or his or her designees.]

QUESTION 3 AMENDMENT TO THE LAND USE ORDINANCE REGARDING GROWTH AREA MAP

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Land Use Ordinance regarding Growth Area Map" be enacted?

[Note of explanation: This amendment allows the Rate of Growth Area Map to be reviewed and updated periodically by the Growth Planning Committee in order to reflect current infrastructure development.]

QUESTION 4
AMENDMENT TO THE LAND USE ORDINANCE TO CLARIFY SETBACKS
RELATED TO LOT LINES AND RIGHTS OF WAY

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Land Use Ordinance to Clarify Setbacks Related to Lot Lines and Rights of Way" be enacted?

[Note of explanation: This amendment clarifies lot setbacks are related to vehicular access rights of way, public and private and should not be used for pedestrian rights of way.]

QUESTION 5
AMENDMENT TO THE LAND USE ORDINANCE REGARDING
REMOVAL OF REDUCTION OF LOT COVERAGE CREDIT FOR
SEMI-PERVOUS MATERIALS

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Land Use Ordinance regarding Removal of Reduction of Lot Coverage Credit for Semi-Pervious Materials" be enacted?

[Note of explanation: This amendment removes lot coverage credit for semi-pervious materials.]

QUESTION 6
AMENDMENT TO THE
KENNEBUNKPORT FLOODPLAIN MANAGEMENT ORDINANCE

Shall an ordinance entitled "June, 2018 Amendment to the Kennebunkport Floodplain Management Ordinance" be enacted?

[Note of explanation: This amendment removes the floodplain permit fee from the ordinance and places it in a fee schedule set annually by the Board of Selectmen.]

QUESTION 7
AMENDMENT TO THE STREET ORDINANCE

Shall an ordinance entitled "June, 2018 Amendment to the Street Ordinance" be enacted?

[Note of explanation: This amendment adds a Naming System Section, a Street Numbering and a Compliance section to the Ordinance.]

GIVEN UNDER OUR HANDS this 12th day of April, 2018, Kennebunkport, Maine.

Stuart E. Barwise

Sheila W. Matthews-Bull

Patrick A. Briggs

Allen A. Daggett

Edward W. Hutchins, II

A majority of the Selectmen of the Town of Kennebunkport, Maine

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O’Roak, Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

“June, 2018 Amendment to the Kennebunkport Administrative Code”

attached hereto is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila W. Matthews-Bull

Patrick A. Briggs

Allen A. Daggett

Edward W. Hutchins, II

A majority of the Selectmen of the Town of Kennebunkport, Maine

Exhibit A

Proposed Amendments to the Administrative Code

Amend Article II as follows:

ARTICLE II MUNICIPAL ADMINISTRATION

2.1 TOWN MANAGER

The Selectmen shall appoint a Town Manager who shall be responsible to them. In addition to such powers and duties as prescribed by statute for the Town Manager and such other responsibilities as specifically designed by the Board of Selectmen, the Town Manager shall:

- a. Act as the Chief Administrative and Executive Officer of the Town of Kennebunkport;
- b. Be responsible to the Board of Selectmen for the Administration of all departments and offices over which the Board has control;
- c. Execute all laws and ordinances of Kennebunkport;
- d. Serve in any office as the head of any department under the control of the Board of Selectmen when so directed by the Selectmen;
- e. Appoint, subject to confirmation by the Board of Selectmen, supervise and control heads of departments under control of the Selectmen when the department is not headed by the Town Manager under Paragraph d;
- f. Appoint, supervise and control all Town Officials which the Municipal Officers are required by statute to appoint, unless otherwise provided by ordinance or this code and except members of boards, commissions and committees; and appoint, supervise and control all other officials, including the Town Treasurer, the Road Commissioner and the Tax Collector, subordinates and assistants. The Town Manager may delegate this authority to a head of a department and report all appointments to the Board of Selectmen for confirmation;

2.3 MUNICIPAL DEPARTMENTS

The municipal administration shall be divided into the following departments:

- 2.3.1 Administrative Department
 - Fire Department
 - Health Department
 - Parks & Recreation Department
 - Planning & Development Department
 - Police Department
 - Public Works Department
 - Town Clerk Department
 - ~~Wastewater Department~~

Amend Article III as follows:

ARTICLE III APPOINTED OFFICERS

3.6 HARBOR MASTERS

3.6.1 Cape Porpoise Harbormaster

The Board of Selectmen shall annually appoint a Harbormaster for Cape Porpoise Harbor. The Harbormaster shall report directly to, and be supervised by, the ~~Town Manager~~ Police Chief, or his or her designee. The duties of the Cape Porpoise Harbormaster shall be the effective management of Cape Porpoise Harbor, Goose Rocks Beach and Turbat's Creek and for the enforcement of any municipal ordinance relating to harbors and any other duties specified by the Board of Selectmen or by Federal or State Statute. The Cape Porpoise Harbormaster may also serve as the Pier Manager upon appointment by the Town Manager.

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O’Roak, Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

“June, 2018 Amendment to the Cape Porpoise Pier Ordinance”

attached hereto is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila W. Matthews-Bull

Patrick A. Briggs

Allen A. Daggett

Edward W. Hutchins, II

A majority of the Selectmen of the Town of Kennebunkport, Maine

Exhibit A

Proposed Amendments to the Cape Porpoise Pier Ordinance

Amend Section 8 as follows:

8. **Authority to Retain Pier Manager:** The municipal officers are authorized to contract with or employ a Pier Manager and such other personnel as may be necessary to the operation of the Cape Porpoise Pier on such terms and conditions as are in the best interest of the Town. The municipal officers may delegate to the Pier Manager responsibility for the management and operation of the Cape Porpoise Pier under the general direction and supervision of the ~~municipal-officers~~ Police Chief, or his or her designees, provided that the municipal officers shall not delegate the authority to establish fees under Section 4, to adopt regulations under Section 5 or to enter into contracts under Section 6 of this ordinance.

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O'Roak, the Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

"Proposed Revision to Land Use Ordinance
regarding Growth Area Map"

attached hereto as Exhibit A is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila A. Matthews-Bull

Edward W. Hutchins

Allen A. Daggett

Patrick A. Briggs

A majority of the Board of Selectmen of the Town of Kennebunkport

Exhibit A

Proposed Revision to Land Use Ordinance regarding Growth Area Map

11.12 Growth Management Permit Required

H.

2. Growth management permits issued by the Code Enforcement Officer may be replaced by building permits according to their rankings. Growth management permits issued by the Code Enforcement Officer shall be separated into three groups: Growth Areas, Transitional Areas and Rural Areas. These Areas are identified within the Comprehensive Plan and further identified on a Map entitled: Kennebunkport Rate of Growth Areas Comprehensive Plan. ~~June 2010. The Rate of Growth Area Map may be reviewed and updated periodically by the Growth Planning Committee in order to reflect current infrastructure development. As a result, parcels may be reclassified to reflect their actual access to municipal infrastructure such as sewer and water.~~ The allocation of growth management permits shall be as follows: fifty percent (50%) available for Growth Areas, thirty percent (30%) available for Transitional Areas and the remaining twenty percent (20%) for Rural Areas. Decimals resulting from this formula shall be rounded up to the nearest whole number for decimals greater than 0.5 and down to the nearest whole number for decimals less than or equal to 0.5. If the rounding results in an unallocated growth management permit, that permit shall be allocated to the Growth Areas.

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O'Roak, the Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

"Proposed Revision to Land Use Ordinance
regarding removal of reduction of lot coverage credit
for semi-pervious materials"

attached hereto as Exhibit A is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila A. Matthews-Bull

Edward W. Hutchins

Allen A. Daggett

Patrick A. Briggs

A majority of the Board of Selectmen of the Town of Kennebunkport

Exhibit A

*Proposed Revision to Land Use Ordinance
regarding removal of reduction of lot coverage credit
for semi-pervious materials*

Revisions to Article 6: Town Wide Regulations

6.9 Off-Street Parking and Loading – Non-Residential

16. Parking spaces must be composed of sufficient impervious or semi-pervious material (e.g. asphalt, concrete, composites, gravel) to support a vehicle in all conditions. Semi-pervious materials such as “grass pavers” or similar materials can be used. ~~and can qualify for a reduction in lot coverage up to 50% of the material's total square footage.~~

6.10 Residential Parking Standards

4. Parking spaces must be composed of sufficient impervious or semi-pervious material (e.g. asphalt, concrete, composites, gravel) to support a vehicle in all conditions. Semi-pervious materials such as “grass pavers” or similar materials can be used. ~~and can qualify for a reduction in lot coverage up to 50% of the material's total square footage.~~

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O’Roak, the Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

"Proposed Revision to Land Use Ordinance
to clarify setbacks related to lot lines and rights of way"

attached hereto as Exhibit A is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila A. Matthews-Bull

Edward W. Hutchins

Allen A. Daggett

Patrick A. Briggs

A majority of the Board of Selectmen of the Town of Kennebunkport

Exhibit A

Proposed Revision to Land Use Ordinance to clarify setbacks related to lot lines and rights of way

Revisions to Section 2.2 DEFINITIONS

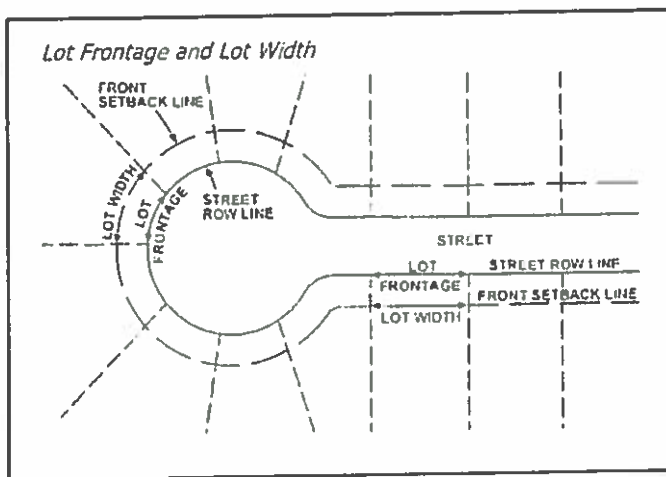
Frontage, Street: The horizontal distance measured in a straight line between the intersections of the side lot lines with the right-of-way of a street or road public or private.

Lot, Corner: A lot with at least two (2) contiguous sides abutting upon a street, road or right-of-way.

Lot Lines: The property lines bounding a lot as defined below:

- a. Front Lot Line: On an interior lot the line separating the lot from the street or private road, the right of way containing a street or private road providing vehicular access to the lot or capable of providing vehicular access to the lot. On a corner or through lot, the line separating the lot from each street or right-of-way, right of way containing the street or private road providing vehicular access to the lot.

Lot Width: The width of any lot as measured wholly within the lot at the required front setback to the road or street right of way along a line parallel to the straight line connecting the intersections of the front lot line with the side lot lines.



Setback: The horizontal distance from a lot line or right of way containing the street or private road providing vehicular access to the lot or capable of providing vehicular access to the lot to the nearest part of a structure.

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O'Roak, the Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

"Proposed Revision to Kennebunkport Floodplain Management Ordinance"

attached hereto as Exhibit A is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila A. Matthews-Bull

Edward W. Hutchins

Allen A. Daggett

Patrick A. Briggs

A majority of the Board of Selectmen of the Town of Kennebunkport

Exhibit A

Proposed Revision to Kennebunkport Floodplain Management Ordinance

ARTICLE IV - APPLICATION FEE AND EXPERT'S FEE

~~A non-refundable application fee of \$50.00 shall be paid to the Code Enforcement Officer and a copy of a receipt for the same shall accompany the application.~~

The Municipal Officers shall annually set the amount of application fees required by this Ordinance after providing opportunity for public comment and after considering actual costs of implementing this Ordinance.

An additional fee may be charged if the Code Enforcement Officer and/or Board of Appeals needs the assistance of a professional engineer or other expert. The expert's fee shall be paid in full by the applicant within 10 days after the town submits a bill to the applicant. Failure to pay the bill shall constitute a violation of the ordinance and be grounds for the issuance of a stop work order. An expert shall not be hired by the municipality at the expense of an applicant until the applicant has either consented to such hiring in writing or been given an opportunity to be heard on the subject. An applicant who is dissatisfied with a decision of the Code Enforcement Officer may appeal that decision to the Board of Appeals.

CERTIFICATION OF PROPOSED ORDINANCE

TO: Tracey O’Roak, the Town Clerk of the Town of Kennebunkport. In the name of the State of Maine, we hereby certify that the Ordinance entitled:

"Proposed Revision to Kennebunkport Street Ordinance"

attached hereto as Exhibit A is a true copy of the Ordinance proposed for enactment at the Annual Town Meeting of the Town of Kennebunkport to be held on June 12, 2018.

Dated this 12th day of April, 2018, at Kennebunkport, Maine.

Stuart E. Barwise

Sheila A. Matthews-Bull

Edward W. Hutchins

Allen A. Daggett

Patrick A. Briggs

A majority of the Board of Selectmen of the Town of Kennebunkport

Exhibit A

Proposed Revision to Kennebunkport Street Ordinance

ARTICLE I - AUTHORITY

This Ordinance is adopted pursuant to, and consistent with, the Municipal Home Rule Powers as provided for in Article VIII, Part 2, Section 1 of the Constitution of the State of Maine and Title 30-A, M.R.S.A. Section 3001. Date of Adoption: January 9, 1997. **Amended:**

ARTICLE II – NAMING SYSTEM

All roads that serve ~~two~~three or more structures shall be named regardless of whether the ownership is public or private. A "road" refers to any highway, road, street, avenue, lane, private way, or similar paved, gravel, or dirt thoroughfare. A road name assigned by the municipality shall not constitute or imply acceptance of the road as a public way.

The following criteria shall govern the naming system:

1. No two roads shall be given the same name (ex. Pine Road and Pine Lane)

~~1.~~

2. No two roads shall have similar-sounding names (ex. Beech Lane and Peach Lane).

~~2.~~

3. Each road shall have the same name throughout its entire length.

4. Roads named prior to the adoption of the Street Ordinance shall, unless requested, remain the same.

3.5. Should two roads/streets that are currently dead ends ever be connected to improve public safety conditions may keep their individual names up to the point of connection, unless the combined residences of the two roads wish to rename the newly configured road as outlined in Article VII of this ordinance.

PRIVATELY OWNED STREETS

All privately owned streets serving ~~two~~three (23) or more properties shall be named, either by the developer or abutting property owners. A developer, sub-dividing property owner or abutting property owners shall submit proposed street names with the development or sub-dividing plan.

~~A~~ARTICLE II – PUBLIC STREETS

All public streets shall be named; duplication and confusing similarities shall be avoided. Use of a different type of way, i.e., Avenue, Lane, Court, etc., with the same name will be considered a duplication. Also, like sounding names with a different spelling will be considered a confusing similarity.

ARTICLE III – PRIVATELY OWNED STREETS

All privately owned streets serving two (2) or more properties shall be named, either by the developer or abutting property owners. A developer, sub-dividing property owner or abutting property owners shall submit proposed street names with the development or sub-dividing plan. Propriety owners on existing un-named streets shall submit name requests to the appropriate official(s) as designated in Article V of this Ordinance within thirty (30) days after enactment of this Ordinance. The proposed names shall be reviewed by said official(s). If the proposed names are unacceptable, the submitter(s) will be requested to choose different names. All private streets remaining un-named after sixty (60) days of enactment of this Ordinance, shall be named by the appropriate official(s) as designated in Article V of this Ordinance.

ARTICLE IV III- STREET NUMBERING

The following criteria shall govern the numbering system:

1. Numbers shall be assigned every 50 (fifty) feet along both sides of the road, with even numbers appearing on the left side of the road and odd numbers appearing on the right side of the road, as the numbers ascend. A 25-foot or less interval may be applied in more densely structured areas. Existing street numbers assigned on the 100' interval will remain, so long as there are no addresses containing the use of alpha or rear designate and reasonable conditions allow for new street numbers to be assigned.
2. Streets will be defined as "running from" one street "to" another street, dead end or Town line. The "from" end will be known as the "origin" of the street, the "to" end will be the "terminus". The numbering shall start at the origin of a street, with odd numbers on the right and even numbers on the left, in ascending order to the terminus of the street. Four (4) streets, River Road, Woodlawn Avenue, Arbor Ledge Drive and Poets Lane, have odd numbers on the left and even on the right are grandfathered.
3. The number assigned to each structure shall be that of the numbered interval falling closest to the driveway of said structure if the front door cannot be seen from the main road. For structures situated on a corner of 2 streets, the structure will be numbered based on the driveway location.
1. ~~Numbers shall be assigned every 50 (fifty) feet along both sides of the road, with even numbers appearing on the left side of the road and odd numbers appearing on the right side of the road, as the numbers ascend. A 25-foot or less interval may be applied in more densely structured areas.~~
2. ~~Streets will be defined as "running from" one street "to" another street, dead end or Town line. The "from" end will be known as the "origin" of the street, the "to" end will be the "terminus". The numbering shall start at the origin of a street, with odd numbers on the right and even numbers on the left, in ascending order to the terminus of the street. Three (3) streets, River~~

Road, Woodlawn Avenue and Poets Lane, have odd numbers on the left and even on the right and are grandfathered.

3. The number assigned to each structure shall be that of the numbered interval falling closest to the front door or the driveway of said structure if the front door cannot be seen from the main road.

4. Every structure with more than one principle occupancy shall have a separate number for each occupancy, i.e. duplexes will have two separate numbers; apartments will have one road number with an apartment number, such as 235 Maple Road, Apt 2.

5. (Existing) Condominium complexes will be numbered from the access point, and assigned unit #'s., such as 272 Mills Road, Unit 1F, regardless of the size of the complex

6. Any new subdivision, approved by the planning board, will have all interior roads named as part of the application/plan process. In the case of the subdivision with condominium units, they will be numbered/addressed on the road as either a single structure or duplex.

7. An "in-home" business will have the same street number as the residence.

4.

1. All residences and businesses shall have a number assigned by the official(s) designated in Article V of this Ordinance. Numbers shall be assigned in anticipation of future growth and increase in density in order to avoid numbers with alphabetical or other suffixes such as, 31A or 31B, or 31 Front and 31 Rear. The rule of thumb will be one number (each side) for each one hundred (100) feet of street. Two (2) adjacent residences/businesses fronting on the same street, may share a common driveway. However, the driveway will be assigned a sequential (odd or even) street number.

5.

2. An "in-home" business will have the same street number as the residence.

6.

3. Streets will be defined as "running from" one street "to" another street, dead end or Town line. The "from" end will be known as the "origin" of the street, the "to" end will be the "terminus". The numbering shall start at the origin of a street, with odd numbers on the right and even numbers on the left, in ascending order to the terminus of the street. Two (2) ~~Three (3)~~ streets, River Road ~~and~~ Woodlawn Avenue ~~and Poets Lane~~, have odd numbers on the left and even on the right and are grandfathered.

7.

4. ~~Multiple~~ Two (2) family residences shall have a number for each unit. Apartment houses shall have a number for each front entryway with apartment numbers for each apartment accessed from that entryway.

8.

5. Each business unit shall have a unique number even if housed within the same building.

9.

6. All residences, businesses and other properties assigned a street number shall exhibit that number on or near the main front entrance of the building. If that entrance does not face the street to which the number is assigned, it shall be exhibited on the corner of the building nearest the main entrance and facing the street to which it applies. The number shall be a

~~minimum of four (4) inches in height if placed within fifty (50) feet from the street and six (6) inches high if over fifty (50) feet from the street. If the building is over one hundred (100) feet from the street, or not readily visible from the street, the number shall be displayed on a post, monument or other structure next to the driveway where it enters the street. For residences/businesses receiving mail by means of a rural delivery box, the number on the box or support post will suffice provided it: 1) is located on the street to which the number is assigned; 2) is adjacent to, or directly opposite from, the driveway or front walkway to that residence/business; 3) has numbers a minimum of two (2) inches high; 4) is placed on (A) both sides of the box; or, (B) on the front of the box; or, (C) on the post, above the box and facing the street. All numbers shall be of a contrasting color to their background so as to be easily recognizable. All buildings shall have their assigned number(s) affixed as delineated above no later than six (6) months after adoption of this Ordinance.~~

10. _____

ARTICLE IV – COMPLIANCE

All owners of structures shall display and maintain in a conspicuous place on said structure, assigned numbers in the following manner:

1. Number on the Structure or Residence. Where the residence or structure is within 50 (fifty) feet of the edge of the road right-of-way, the assigned number shall be displayed on the front of the residence or structure near the front door or entry.
2. Number at the Road Line. Where the residence or structure is over 50 (fifty) feet from the edge of the road right-of-way, the assigned number shall be displayed on a post, fence, wall, the mail box, or on some structure at the property line adjacent to the walk or access drive to the residence or structure.
3. Size, Color, and Location of Number. Numbers shall be of a color that contrasts with their background color and shall be a minimum of four (4) inches in height. Numbers shall be located to be visible from the road at all times of the year.
4. Proper number. Every person whose duty is to display an assigned number shall remove any different number which might be mistaken for, or confused with, the number assigned in conformance with this ordinance.
5. Owners of properties failing to exhibit their assigned number(s) in accordance with section 6 of this Article shall be notified by certified mail, using the current address to which the real estate tax assessment is mailed. Such notice shall include a copy of this Ordinance, without Appendices, and advise that the owner is in default of this Ordinance and that a fine of twenty-five (\$25.00) dollars will be assessed to the property if compliance is not accomplished within forty-five (45) days of the date of the mailing of the certified letter. Additionally, a fine of one (1) dollar will be assessed for each day after the forty-fifth (45th) day that the owner remains in non-compliance. It shall be the owner's responsibility to have compliance verified by the appropriate official(s) after notification of default.

6. All monies, if any, collected in accordance with Section 7.5 above will be used to administer this Ordinance. At the Annual Town Meeting, the balance, if any, at the end of the fiscal year shall either be re-appropriated to this account or designated as un-appropriated surplus.

~~All owners of structures shall display and maintain in a conspicuous place on said structure, assigned numbers in the following manner:~~

- ~~1. Number on the Structure or Residence. Where the residence or structure is within 50 (fifty) feet of the edge of the road right of way, the assigned number shall be displayed on the front of the residence or structure in the vicinity of the front door or entry.~~
- ~~2. Number at the Road Line. Where the residence or structure is over 50 (fifty) feet from the edge of the road right of way, the assigned number shall be displayed on a post, fence, wall, the mail box, or on some structure at the property line adjacent to the walk or access drive to the residence or structure.~~
- ~~Size, Color, and Location of Number. Numbers shall be of a color that contrasts with their background color and shall be a minimum of four (4) inches in height. Numbers shall be located to be visible from the road at all times of the year.~~
- ~~3. Proper number. Every person whose duty is to display an assigned number shall remove any different number which might be mistaken for, or confused with, the number assigned in conformance with this ordinance.~~
- ~~4. Owners of properties failing to exhibit their assigned number(s) in accordance with section 6 of this Article shall be notified by certified mail, using the current address to which the real estate tax assessment is mailed. Such notice shall include a copy of this Ordinance, without Appendices, and advise that the owner is in default of this Ordinance and that a fine of twenty-five (\$25.00) dollars will be assessed to the property if compliance is not accomplished within forty-five (45) days of the date of the mailing of the certified letter. Additionally, a fine of one (1) dollar will be assessed for each day after the forty-fifth (45th) day that the owner remains in non-compliance. It shall be the owner's responsibility to have compliance verified by the appropriate official(s) after notification of default.~~
- ~~5. All monies, if any, collected in accordance with Section 7 above will be used to administer this Ordinance. At the Annual Town Meeting, the balance, if any, at the end of the fiscal year shall either be re-appropriated to this account or designated as un-appropriated surplus.~~

ARTICLE V – RESPONSIBILITY

- ~~1. The Board of Selectmen, hereinafter referred to as "The Board", shall be responsible for approving the naming and numbering of streets. The Board may assign or delegate the approval process to another Town Official or committee such as the Fire Administrator, Chief of Police or an appointed committee of no more than three (3) members. the Addressing Office, who will utilize the Public Safety Committee to review new requests for naming streets prior to notification of requesting individuals.~~

~~1.~~

- ~~2.~~ If the Board delegates the responsibility to another official or committee, the Town Manager will rule on the first appeal and, if not resolved, the Board shall hear a final appeal. All appeals shall be filed within thirty (30) days of the denial and ruled upon within thirty (30) days of filing the appeal.

~~2.~~

ARTICLE VI - ADDITIONAL REQUIREMENTS

1. All named streets shall have a signpost erected at each end thereof, except that a dead end street will not require one on the dead end. A cul-de-sac or other turn around will be considered a dead end. All signs shall be of a uniform size, lettering and color as designated by the Town Manager.

~~1.~~

2. Costs for erecting signs for all streets within a private development will be borne by the developer.

~~2.~~

3. Appendix I of this Ordinance shall be a complete list of all streets in the Town of Kennebunkport as of the date of enactment of this Ordinance. Said list will contain a brief description, locating the street by reference to the origin and terminus of the street, list all intersecting streets and the point of intersection. Appendix I will also be maintained current with a record of changes/additions thereto and the date of the change/addition. ~~Appendix I will also be maintained on the Fire Computer located in the Police/Fire/EMS dispatching center.~~

~~3.~~

4. A street will not be designated as an extension of another street. Any extension of an existing street on the highest numbered end will have the name of the street being extended and assigned sequential numbers, otherwise it will be given a new name.

~~4.~~

5. ~~There shall be no numerical names such as First Street, or alphabetical names such as "A" street. A street name shall not be preceded or appended by a compass direction.~~

~~5.~~

6. Any circumstance, situation or question determined to not be covered in this Ordinance, shall be resolved by the Board and that resolution made part of this Ordinance.

~~6.~~

ARTICLE VII - NAME CHANGES

1. Except for the purpose of removing existing duplications and similarities, it is the intent of this Ordinance that a street not have its name changed. However, if a two-thirds majority of the residents and property owners on that street provide a compelling reason and petition the Board for a name change, the Board shall deliberate the request and render their decision no later than two (2) months after the first meeting held after receipt of the request. The Board's decision may be to grant or deny the request, or, if the change has Town-wide significance, to present the request to the voters of the Town of Kennebunkport at a Town Meeting, either annual or special.

~~1.~~

2. Existing duplications and similarities will be reviewed by the Board, if the Board decided that a name should be changed, the procedure for naming streets outlined in Article III shall be used as a guide.

~~2.~~

3. If a name change is approved, the local postmaster or office will be advised and requested to provide a change-over period which will recognize both the old and the new address.

GLOSSARY

ABBREVIATIONS

Ave.	Avenue	P.	Private
Blvd.	Boulevard	Rd.	Road
Btw.	Between	St.	Street
Ext.	Extension	T.	Town

DEFINITIONS

CUL-DE-SAC: A loop on the dead end of a street to provide a convenient turn around without encroaching upon private driveways.

DRIVEWAY: A vehicular access from a street to a residence or business.

SQUARE: A center of activity, usually business and usually the intersection of several streets. It also can be a memorial or historical plot. Residences and businesses located in a Square may be numbered as on the Square or on a street forming the Square.

STREET: Any way that provides vehicular access to two (2) or more residences, businesses or properties (existing or planned) or has the potential for same, whether public or private. It may be called an Alley, Avenue, Boulevard, Circle, Court, Drive, Lane, Parkway, Place, Road, Way, or other such descriptive title.

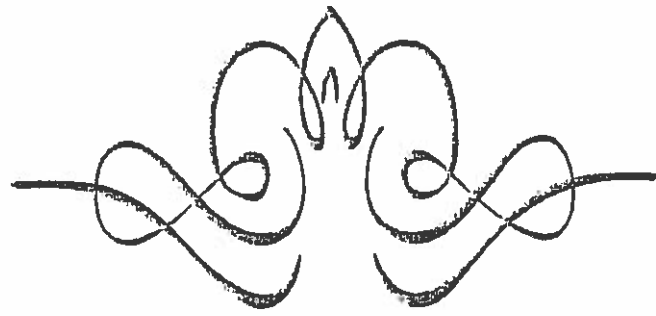
TURN-AROUND: A bulbous end of a dead end street to facilitate a reversal of direction with a minimum of backing and filling usually made to accommodate automobiles not larger trucks.

APPENDICES

APPENDIX I: A list of all Kennebunkport streets, public and private (click to view).

APPENDIX II: Maps of Kennebunkport streets and index thereof.

APPENDIX III: Record of changes.



Agenda Item Divider



18

**WARRANT AND NOTICE OF ELECTION
CALLING REGIONAL SCHOOL UNIT NO. 21
BUDGET VALIDATION REFERENDUM
(20-A M.R.S. § 1486)**

TO: Jennifer Foy, a resident Regional School Unit No. 21 (the "Regional School Unit")
composed of Towns of Arundel, Kennebunk, and Kennebunkport, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within the Regional School Unit, namely, Towns of Arundel, Kennebunk, and Kennebunkport, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers. The municipal officers shall meet forthwith and countersign this warrant and notice of election. The municipal officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF KENNEBUNKPORT
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM
WARRANT AND NOTICE OF ELECTION**

York County, ss.

State of Maine

TO: Tracey O'Roak, Clerk of Kennebunkport: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF KENNEBUNKPORT: You are hereby notified that a Regional School Unit budget validation referendum election will be held at Village Fire Station, 32 North Street in the Town of Kennebunkport on Tuesday, June 12, 2018 for the purpose of determining the following question:

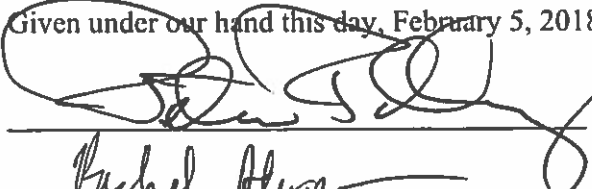
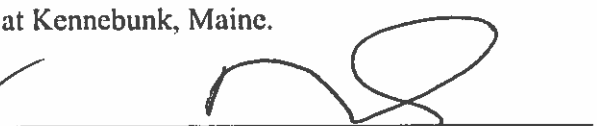


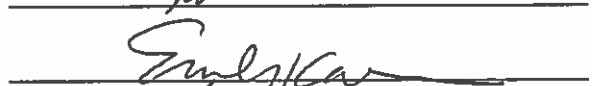
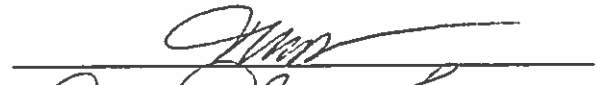
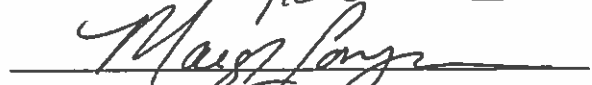
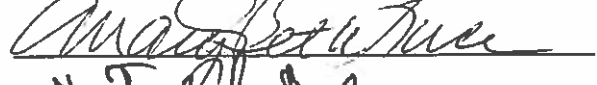

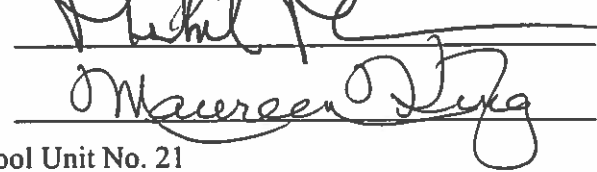
Question 1: Do you favor approving the Regional School Unit No. 21 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

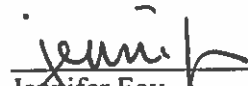
A person who is not registered as a voter may not vote in any election.

Given under our hand this day, February 5, 2018 at Kennebunk, Maine.

 _____ Rachel Flynn	 _____ [illegible]
 _____ [illegible]	 _____ [illegible]
 _____ Emily [illegible]	 _____ [illegible]
 _____ Mary [illegible]	 _____ [illegible]
 _____ [illegible]	 _____ [illegible]

A majority of the School Board of Regional School Unit No. 21

A true copy of the Warrant and Notice of Election, attest:



Jennifer Foy
Resident of
Regional School Unit No. 21

Countersigned this _____ day of _____, 2018 at Kennebunkport, Maine.

A majority of the municipal officers of Kennebunkport, Maine

A true copy of the Warrant and Notice of Election, attest:

Tracey O'Roak, Municipal Clerk
Kennebunkport, Maine



Agenda Item Divider



April 12, 2018

Motion: I move that the resolution entitled, "Resolution of Intent to Reimburse Expenditures for the Construction of the Parks and Recreation Building with Proceeds of Tax-Exempt Bonds," be adopted in form presented to this meeting and that an attested copy of said Vote be filed with the minutes of this meeting.

**RESOLUTION OF INTENT TO REIMBURSE EXPENDITURES FOR THE
CONSTRUCTION OF THE PARKS AND RECREATION BUILDING WITH
PROCEEDS OF TAX-EXEMPT BONDS**

Whereas, pursuant to section 5772 of Title 30-A of the Maine Revised Statutes and approval by the voters of the Town of Article 40 at the Annual Town Meeting duly called and held on June 17, 2017, the Board of Selectmen are authorized to issue general obligation bonds in an amount not to exceed \$450,000.00 and notes in anticipation thereof (collectively, the "Bonds"), to fund the Construction of the Parks and Recreation Building (the "Project");

Now, therefore, the Board of Selectmen hereby resolves and declares its official intent pursuant to Section 1.150-2(e) of the Treasury Regulations that the Town of Kennebunkport (the "Town") reasonably expects to use the proceeds of the Bonds to reimburse certain original expenditures from the Town's general or other fund, paid not earlier than 60 days prior to adoption of this Resolution or to be paid, which original expenditures have been or will be incurred in connection with costs of the Project; and that the Town reasonably expects that the maximum principal amount that the Town will issue to finance the Project is \$450,000.00; and further that an attested copy of this resolution and declaration of official intent be kept in the permanent records of the Town and be reasonably available for public inspection.

Dated: April 12, 2018:

A majority of the Board of Selectmen

A true copy, attest:

Tracey O'Roak
Town Clerk

(Town Clerk to file an attested copy of this Resolution with the meeting minutes)



Agenda Item Divider



20

Laurie Smith

From: Amy K. Tchao <ATchao@dwmlaw.com>
Sent: Friday, February 16, 2018 2:24 PM
To: Laurie Smith
Subject: FW: Renumbering of Kings Highway
Attachments: AddressGuidebook3.1.pdf

Laurie -

I'm writing to you in response to your request for a legal review of a November 9, 2017 letter sent by Mr. Donovan to the Board of Selectmen concerning the E-911 renumbering of Kings Highway. In short, Mr. Donovan seems to contend that the Town is not required to comply with the State's recommended E-911 addressing standards and is not required to renumber *all* of the properties on Kings Highway. Rather, he suggests that the Town renumber only the 15 or so addresses that have been identified as potentially confusing.

The renumbering of properties on Kings Highway falls squarely within the scope of the Town's Street Ordinance, which was adopted pursuant to its home rule authority for the purpose of enabling quick, easy identification and location of properties by emergency responders. Although any renumbering efforts must comply with that Ordinance, the Town is well within its authority to adopt a renumbering scheme for Kings Highway that is also consistent with the State's E-911 recommended addressing standards—so long as those standards do not conflict with its Street Ordinance.

For reference, I've attached a document prepared by the Maine Office of GIS to assist municipalities in implementing the E-911 system. Pages 14-15 set forth recommended E-911 addressing standards for streets with existing physical addresses such as Kings Highway. Based on my quick review, none of those recommended standards are at odds with the Town's Street Ordinance.

With regard to Mr. Donovan's suggestion that the Town focus its renumbering efforts on only the 15 or so properties that have been flagged as confusing, it appears that such an approach would make it challenging, if not impossible, for the Town to comply with its Street Ordinance. For example, Article IV(1) of the Street Ordinance provides that "[n]umbers shall be assigned in anticipation of future growth and increases in density" and identifies a rule-of-thumb numbering interval of 100 feet for assigning property numbers in order to provide sufficient room to assign unused numbers to accommodate future growth. Because the Kings Highway properties are currently numbered sequentially without any intervals, it seems unlikely that the Town could renumber only the 15 properties on Kings Highway and also comply with this Ordinance provision.

It also bears mention that Mr. Donovan states in his letter that the Fire Department and emergency personnel have advised that renumbering Kings Highway would help alleviate confusion as firefighters and EMTs respond to emergency calls. While renumbering Kings Highway will impose some burdens on property owners, the Town's action to reduce the likelihood of error in dispatching emergency responders is both a lawful and responsible act of local government.

Finally, attached to Mr. Donovan's letter were several exhibits containing information about the location and status of Kings Highway, which documents he believes prove that Kings Highway is a private way or street, and therefore, in his view, cannot be made subject to the Town's street renumbering efforts. However, there are numerous historical documents, including town road inventory records, which indicate that significant portions of Kings Highway were accepted as a town way and Kings Highway has been maintained along its entire length as a town way for many decades. Even if this were not the case, the Town's street ordinance makes clear that privately owned streets are subject to the same street numbering requirements as public streets. Again, I believe the Town is well within its authority to adopt a street renumbering plan for Kings Highway that is consistent with state E-911 standards and other requirements in its Street Ordinance, pursuant to its police power and under its home rule authority.

Please let me know if you have any questions or would like to discuss this further.

Best regards,

Amy

Amy K. Tchao
Attorney

207.772.1941 ext. 552
ATchao@dwmlaw.com

84 Marginal Way, Suite 600, Portland, ME 04101-2480
800.727.1941 | 207.772.3627 Fax | dwmlaw.com

DrummondWoodsum
ATTORNEYS AT LAW

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Brendan R. Donovan
238 Kings Highway
Kennebunkport, ME. 04046

November 9, 2017

Re: The Board of Selectmen
Meeting: Concerning The
Re-numbering of Kings
Highway.

The Board of Selectmen
Town of Kennebunkport

Gentlemen:

My name is Brendan Donovan and my wife and I have enjoyed a home at the above captioned address since approximately 2007 and before that at 6 Bel Air Avenue beginning in 1981. My family has been coming to the beach since 1939 (before my time).

The purpose of this letter and supporting documents is to discuss the proposal currently under consideration by the Board for the possible re-numbering of each home along Kings Highway and possible name change of the Street. The Town is responding to "GUIDELINES" from the State and not a "MANDATE", concerning the e911 issue.

In general, the renumbering of any street in any community would / will have dramatic consequences and disruption for any of the citizens in the community directly involved, and therefore should only be considered and implemented on a highly selective basis after the citizens are at least consulted and not read about it in a weekly newspaper, which they may or may not receive.

The Town should also consider all new "technologies" as they currently exists and evolve almost on a daily basis. By this I mean, but not limited to, GPS, Global Positioning Systems and GIS, Geographic Information Systems. Each of these technologies implement satellite technology for public, accurate, positioning and public location, mapping, systems for public safety and more. I do not claim to be an expert on any of this, just that the systems exist.

I personally have consulted with the following individuals in recent days and, hopefully, will share with you their comments as accurately as possible:

- 1) Ms. Laurie Smith, Town Manager, Kennebunkport. We briefly discussed that there are app. 240 homes / lots along Kings Highway (per tax map) and app. 15 addresses were / are potentially causing the e911 confusion. I am glad that Laurie is here tonight to concur or disagree with my comments of our conversation and the discussion tonight.

Thus, 15 out of 240 homes (or 6.3%) is causing the conversations and should be discussed with this ratio in mind.

- 2) Mr. Craig Sanford, Chief of Police, Kennebunkport. We discussed the problem, if any, that his officers were having patrolling the Kings Highway area. He indicated that his patrolling officers were not having a e911 patrolling problem, and if any it was the area behind and west of Kings Highway. Again, I hope this characterizes our conversation accurately.
- 3) Mr. Matthew Drown, Postmaster USPS, Kennebunkport. He indicated that his postal carriers were having no delivery problems in the area in question and in fact he receives very few negative calls from the postal patrons in general from this defined territory.
I cannot believe that FEDEX or UPS have an ongoing delivery problem with residents since I receive numerous packages from each on a weekly basis. Summer rentals, who change on a weekly or biweekly basis, would have delivery issues where-ever they rented.
- 4) Ms. Debra L. Anderson, Registrar of Deeds, County of York, Alfred, Me. See exhibits below
- 5) Ms. Deborah Briggs, P.L.S. Principal, Lower Village Survey, Kennebunk, Me. She explained to me the legalities of a public road, private way, public easements (for utilities, travel, biking, walking, maintenance, safety etc.) See exhibit entitled "M S B A Practice Series 101". She also, briefly, explained to me the concepts of GPS and GIS technologies and how satellites are playing an increasing role in their business. See exhibits below.
- 6) I spoke with Messrs. Alan Moir and Richard Stedman relative to Fire Department issues relative re-numbering of Kings Highway. Alan felt it would help alleviate any confusion as the firemen were responding to a call. Richard felt it would also alleviate any confusion relative to ambulance (KEMS) responding to a call. Again, I hope this characterizes our conversations accurately.
- 7) I was unable to meet with Mr. Michael Claus, Director of Roads, Kennebunkport. He was unable to get together because of the extensive disruptions caused by the recent storm.

I am enclosing documents as exhibits to this letter:

- A) A copy of the 10/13/17 cover article contained in The Kennebunk Post, which is self-explanatory and widely read.
- B) A copy of the taxpayers along Kings Highway. This document indicates that there are 240 taxable units along Kings Hghy and app. 14 lots with "rear lot designations or As and Bs .
- C) Goose Rocks Beach Kings Hghy map (drawn from Public Rights of Way Map). This map indicates that Kings Hghy stretches from the bridge on the East End (at Sand Point Rd.) to the Batson River on the West End and app. 1.5 miles long.

- D) M S B A Practice Series 101 – Number 1-2003 entitled Road and Easements. This complete document is considered "the Bible" by surveyors as noted by Deborah Briggs of Lower Village Survey Company.
- E) A copy of a survey of 238 Kings Highway indicating Kings Highway as a Private Way with public easements.
- F) "Plan of Land of A. Isabelle Fearing & Orlando Dow Beachwood- Kennebunkport, Maine Dated Sept.20, 1926". This document indicates that the streets shown on the Plan are private streets with public easement. This document was recorded.

In general, these documents strongly indicate that the Town of Kennebunkport cannot arbitrarily consider changing the addresses, name or any other substantive changes / amendments without counseling those directly and / or indirectly affected. The safety issue as outlined in the article in the Kennebunk Post and discussed at the Sept. 28th meeting of this Board concerns app. 15 lots out of app. 240 lots 9 (or 6.3%) are limited and should be discussed as such.

Thank you for your time and your timely consideration of the above.

Sincerely,

Memo To: The Board of Selectmen
Thursday 22, 2018

From: Brendan R. Donovan

Re: Renumbering of Kings Highway

Ladies and Gentlemen:

I am writing to you as a follow-up on my conversations with the Board relative to the renumbering issue and my comments based on Att. Amy K. Tchao's memorandum dated 2/16/2018. Unfortunately, based on a family issue, I cannot appear personally before you this evening, and I will hopefully do my best in this memorandum to present my response to Ms. Tchao's conclusions.

- 1) I said that the issuance by the State are 'Guidelines' for the E-911 issue not 'Mandated' by the State. I never suggested that the Town renumber 15 or so problem homes.
- 2) What I did say was that Kings Highway is probably as straight a road as exists in Kennebunkport. Town Manager Laurie Smith thought that there were 20 problem homes relative to postal addresses. I thought the number of homes was closer to 10. She and I discussed the issue and agreed to split the difference at say 15 by mutual agreement. There are, by Town records, 240 homes along the straight line known as Kings Highway. I asked: Should 15 problem home addresses affect the entire Street. That is 6.3% of the total. Should the tail wag the dog or should the dog wag the tail???
- 3) I have spoken to the Chief of Police, Fire Department, Postmaster, UPS and FEDEX and no one or entity has a problem making deliveries or historically making emergency calls to the Kings Highway properties. I never said that renumbering would alleviate emergency firefighters or EMT emergency calls, since my contention is no confusion currently exists.
- 4) The entire network of roads in the Goose Rocks Beach area are private ways and not accepted by the Town as built to Town standards, construction or otherwise. According to the MSBA Practice Series guidelines, the Town enjoys certain easements and responsibilities, but not ownership. These include easements to traverse and maintain the roads and for utilities and safety.
- 5) In summery, I believe that the Town can alleviate its perceived E-911 issues, issued by the State as 'Guidelines' , by utilizing current technological advances like GPS (Global Positioning Systems) and GIS (Geographic Information Systems). As I said "Each of these technologies implement satellite technology for public, accurate positioning and public location, mapping, systems for public safety and more". This technology EXISTS today, the Town should just use it. One does by using the internet and transferring information and pictures today in our homes and classrooms. Don't let our school children continue to out maneuver in their classrooms (taught by the Town) as we are asleep 'at the wheel'.

Thank You For Your Time, I am sorry I can't be here this evening, Brendan Donovan



Agenda Item Divider



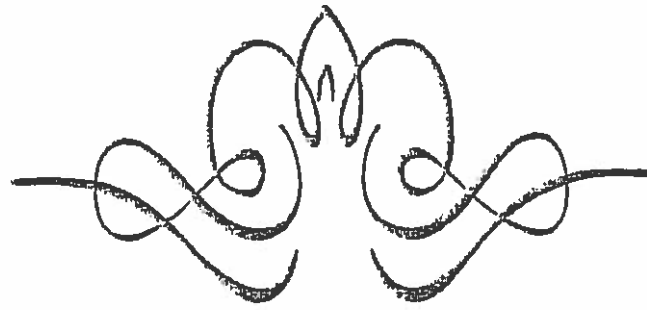
MEMORANDUM

To: Laurie Smith, Town Manager
Fr: Craig Sanford, Chief of Police
Re: Animal Control Duties
Dt: April 5, 2018

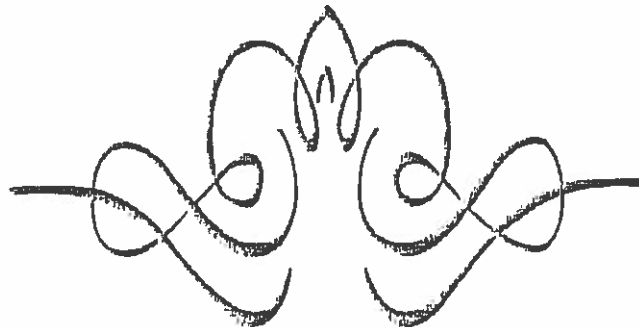
In June of 2018 our long time Animal Control Officer, David Conway, will be retiring. I have looked at our calls for service relating to domestic animals and found them to be relatively small compared to other municipalities. Our budget numbers along with the small call volume would not support a full-time position. In thinking of a solution, collaborating with another agency/municipality to share in the responsibility seemed appropriate.

We have since come to a verbal agreement with the Town of Kennebunk to use their full-time ACO for a six-month period with selectmen's approval. We are currently working out a process between the two law enforcement agencies as to specific details while ensuring service expectations are met. Again, this is a trial period that leaves us the ability to choose a different path if needed.

Should there be any other questions, please feel free to contact me.



Agenda Item Divider



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3.21.2018

Dear Beach Advisory Committee,

On January 27, 2018, I sent you a letter pertaining to a Shorebird/Piping Plover Volunteer Coordinator (VC) for Goose Rocks Beach.

I am now suggesting some changes to that letter. Amended letter below.

Dear Beach Advisory Committee,

I would like to present the idea of having a Shorebird/Piping Plover Volunteer Coordinator (VC) for Goose Rocks Beach. I am suggesting this position for several reasons. 1. My believe in possible increase in beach usage, especially short term visitors and these visitors will not be aware that we have endangered/threatened species nesting/visiting on our beach . 2. Goose Rocks Beach is classified as an essential habitat. Last year Maine had 64 pairs of Piping Plovers. Goose Rocks had 7 nests (with the majority on the west end) producing 6 fledging. Piping Plovers have historically nested on the West end of our beach. That is no longer the case. They are nesting from the West end to Proctor Road and beyond. We need more eyes. 3. Hopefully the VC would provide more consistency year after year. 4. Since we allow dogs on our beach, I think we need to take on the higher level of responsibility to protect the engaged and threaten birds that nest and visit our beach.

There are several neighboring towns that now have a VC. I have been told this position is set up a little differently in each town depending on the needs of the town and available of people. The four towns with a VC are Scarborough, Wells, Ogunquit, Old Orchard Beach. Lindsay Tudor of DIF&W thinks we are most similar to Wells. (Wells has one VC and between 20-30 monitor volunteers by the way.)

Why an VC versus an Intern? VC would hopefully a be local person, who would come for consecutive years, has local knowledge, not have to spend their time traveling, would spend all their time at Goose Rocks. I am hoping to find the right individual at York Audubon Society.

I would estimate about 200 hours between March and September at 14.00-15.00/hour for a maximum of \$3000.00. That is the same amount that I requested 2 years ago for an Intern.

Some guide lines for the VC.

- Maine Audubon would do all the training, hiring and supervision of the VC
- Town of Kennebunkport would “donate” \$3000 to Maine Audubon to cover the VC’s salary.
- Neither the VC or volunteer monitors will be involved in enforcement of regulations.
- VC would train and oversee all monitor volunteers
- Volunteer monitors shall be required to commit to training and a weekly commitment of time. They shall attend periodic meetings for program review and reinforcement of training. Monitors shall fill out a standardized, daily report including the number of hours spent on the beach and deliver it to established collection point for pick up by the Coordinator. Monitors shall report on the location of piping plover nests and on adherence to the provisions of the beach management plan. Monitor parking is a situation to be solved. (They can park at our house.)
- VC shall write a report and submit it to the town at the end of his/her service.
- VC would work in cooperation with the Town, Safety officers, and all other local personnel

This would make a difference, I believe, in that more people would be involved, more education is possible. Last year the intern noted that she spoke with over 450 people on the beach.

Regards,

Carol Sherman

attachment:

Want ad for Volunteer Coordinator

WANTED:

SHOREBIRD COORDINATOR FOR GOOSE ROCKS BEACH

Job description:

The shorebird coordinator will recruit and manage local volunteers who monitor birds on the beach and educate visitors. The coordinator will work with the Town, Maine Audubon, Maine Dept Inland Fisheries and Wildlife and federal agencies to help ensure the success of beach-nesting birds on Goose Rocks Beach. An ideal candidate would be a local person, who can help motivate and create a larger community of shorebird lovers. Dates of employment will be approximately April to September.



Qualifications:

- Be familiar with the area and knowledgeable about shorebirds (basic knowledge OK if willing to learn)
 - Be able to walk the 2 miles of Goose Rocks Beach
 - Enjoy talking with people and be able to educate the public about Piping Plovers and other resident birds
 - Be able to work some weekend and occasional odd (morning, evening hours)
 - Have attention to detail and able to record and share data
 - Be able to recruit and supervise



volunteers

- Living within 20 minutes of Goose Rocks Beach preferred

To Apply: send resume with cover letter to Annica McGuirk at amcguirk@maineaudubon.org





Agenda Item Divider



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Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Monday, April 09, 2018 10:27 AM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Monday, April 9, 2018 - 10:27am Submitted by anonymous user: 72.224.224.56 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Gregory Burke

Email: greg@ims21.net

Residential Address: 82 Ocean Ave

Residential Phone: 2074685959

Business Address:

Business Phone: 2079676446

Mailing Address (if different): Po Box 3029

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed: Was on Kennebunk Lower Village Committee and Vice Chair for past 2 years (resigned when we moved back across the river in Dec). Was chair for a potential Kennebunk Community Center Committee several years ago.

Do you have any skills, experience, or training you would like to mention? We purchased 82 Ocean Ave in late 2009 and rented it by the week for 7 years before moving in full time in Dec 2017.

What is your reason for wanting to serve on this board or committee? As a current resident and former renter (we rented our house) I bring a unique perspective to the situation. One of the biggest concerns I have is businesses purchasing multiple properties and renting them and that have already started in town! Also, wedding parties renting houses for events.

Something we never allowed but were asked MANY times!

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)? Only applying for Short Term Housing committee at this time.

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4463>

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 checked="" type="checkbox"/> Rental Committee (Short-Term) |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Road Book Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Sewer Advisory Committee |
| <input type="checkbox"/> Government Wharf Committee | <input type="checkbox"/> Shade Tree Committee |
| <input type="checkbox"/> Growth Planning Committee | <input type="checkbox"/> Shellfish Advisory Committee |
| <input type="checkbox"/> Kennebunk River Committee | <input type="checkbox"/> Sidewalk Committee |
| <input type="checkbox"/> Lighting Committee | <input type="checkbox"/> Solid Waste Committee |
| | <input type="checkbox"/> Zoning Board of Appeals |



Signature of Applicant

4/3/18

Date

Preliminary Information

Name (Print): W. DAVID NESHER

Residence Address: 39 MILLS RD, KPT Phone: (406) 546-0996

Business Address: 17 ALFRED ST, BIDDEFORD Phone: _____

Mailing Address: N/A

(if different) _____

E-mail Address: william.nesher@gmail.com

Membership in community organizations:

Organization	Dates	Activities
<u>NONE YET</u>	_____	_____
_____	_____	_____
_____	_____	_____

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

I LISTEN BEFORE I SPEAK.

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

SEE BELOW.

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.

I WANT TO SERVE ON THE SHORT TERM RENTAL COMMITTEE BECAUSE I FIRMLY BELIEVE THAT THIS ISSUE WILL SHAPE THE FUTURE OF KENNEBUNKPORT (THAT IS NOT HYPERBOLE). AS A MIDDLE INCOME SMALL BUSINESS OWNER RENTING A HOME HERE IN TOWN, I CAN BRING THE COMMITTEE, AND THE CITIZENS OF KENNEBUNKPORT, A UNIQUE, YOUTHFUL PERSPECTIVE SHAPED BY YEARS OF WITNESSING CHANGES NOT ONLY HERE IN TOWN, BUT ALSO IN OTHER SMALL TOWNS AND LARGE CITIES THAT HAVE TACKLED THE SAME QUESTIONS THAT THIS COMMITTEE IS SEEKING TO ANSWER. THANK YOU FOR YOUR CONSIDERATION.

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Wednesday, April 04, 2018 12:31 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Wednesday, April 4, 2018 - 12:30pm Submitted by anonymous user: 71.173.70.176 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Linda C. Flint

Email: FAEflint@aol.com

Residential Address: 14 Fishers Lane

Residential Phone: 207-967-0698

Business Address: 169 MainSt, Kennebunkport

Business Phone: 207-967-5445

Mailing Address (if different): P.O. Box 2776, Kennebunkport, ME
04046

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed: Member of Kennebunkport Conservation Trust, Kennebunkport Historical Society and Island Institute.

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

Prior to moving to Kennebunkport year round, I was an officer and/ or board member of a number of non-profit organizations over 35 years in MA.

What is your reason for wanting to serve on this board or committee? As a local Realtor and owner of Kennebunkport Rentals LLC, I have an interest in these issues as well as 30 years of owning and managing both commercial and residential properties in MA, I feel I could contribute to this committee.

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)? The short term rental housing committee.

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4433>

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Thursday, March 29, 2018 4:59 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Thursday, March 29, 2018 - 4:58pm Submitted by anonymous user: 198.182.163.102 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Dimitri Michaud

Email: dee.michaud@gmail.com

Residential Address: 16 Towne St., Kennebunkport ME 04046

Residential Phone: 781-521-9264

Business Address:

Business Phone:

Mailing Address (if different): 158 Oak Ridge Rd., Biddeford ME
04005

Are you registered to vote in Kennebunkport?

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

Portland Museum of Art - Finance Committee (2017 - Present): As a member of the Finance Committee I support the financial oversight function of the museum, providing guidance and feedback to the committee, committee chair and members of the board of trustees as it relates to budgeting, cash management and investment planning and long-term fiscal stability.

Portland Museum of Art - Contemporaries Steering Committee (2016 - Present):

As a Steering Committee member I'm involved with, and support planning for, the museum's young adult leadership group (The Contemporaries) in membership development activities, including the two annual fundraising galas, and other engagement and donor development efforts.

Prior volunteer appointment with the Silver Spring Urban District Advisory Committee while living in Maryland (2014): Work of the Urban District Committee was focused on activities and evaluations of proposals impacting the Downtown Silver Spring business district, including construction proposals and efforts to understand factors influencing the economics of the business district.

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

I currently serve as the Deputy Commissioner of Finance for the Department of Administrative and Financial Services, and previously was the Director of Finance for the Medicaid program. Prior to joining state government, I worked in the private sector with a focus on financial services. My private sector experience included:

Management and Business Consulting,
Private Equity,
Mergers & Acquisitions,

What is your reason for wanting to serve on this board or committee? Support for, and engagement with, your community is important. As my family finishes construction of our new home in Kennebunkport, I'd like to be an active member of the community and support the town where possible.

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

I'm applying to volunteer with the Short-term Rental Housing Committee, but would be more than happy to participate where I may be of value.

1. Short-term Rental Housing Committee
2. Budget

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4343>

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Tuesday, April 03, 2018 8:49 AM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Tuesday, April 3, 2018 - 8:49am Submitted by anonymous user: 66.63.80.6 Submitted values are:

Choose from the following:

- Government Wharf Committee
- Rental Housing Committee (Short-Term)
- Shellfish Conservation Committee

==Please provide the following information:==

Full Name: Andrew Welch

Email: aewelch81@gmail.com

Residential Address: 58 Clement Huff Rd. Kennebunkport, ME 04046

Residential Phone: 207-632-3500

Business Address:

Business Phone: 207-774-5961 EXT. 3061

Mailing Address (if different): 3 Short Dr. Unit #2 Kennebunk, ME
04043

Are you registered to vote in Kennebunkport? No Please list Membership in community organizations, dates involved, and activities performed:

Kennebunkport Fire Dept. 2008 to present o Lieutenant District 3 2010-2016 o Captain District 2 2016 to present

* I want to note that my residence for which I pay taxes (58 Clement Huff) is currently in the building stages, hence the K-Bunk mailing address.

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

Chief Operator at Portland Water District (committees listed) o Chief officer of Facilities and Fleet annual budget responsible for management of an annual budget of 2.8 million. 2015-present o Safety Committee. 2013-present o Security Committee (facilities adviser) 2015-present United States Army o Family readiness adviser (enlisted representative) 2009-2015

What is your reason for wanting to serve on this board or committee? I have been volunteering, and participating in community events for 10 years. It is something I feel very strongly about I feel it's important for everyone to experience volunteerism. I have served Kennebunkport even when I was not a resident, and I plan to get even more involved once my family is permanently settled this summer.

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

1. rental housing committee
2. government wharf committee
3. shellfish conservation committee

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4413>

Arlene McMurray

From: vtsgmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsgmailer@vt-s.net>
Sent: Monday, April 02, 2018 12:34 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Monday, April 2, 2018 - 12:33pm Submitted by anonymous user: 169.244.116.68 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Ann R Hand

Email: ann.r.hand@gmail.com

Residential Address: 19 New Adams Road

Residential Phone: 2075900372

Business Address:

Business Phone:

Mailing Address (if different):

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed: I am a long-time member of Church on the Cape in Cape Porpoise where I sing in the choir. I am a member of several committees at church, including the Education Committee, Women's Fellowship Committee and Church Council. I have lived on a private road in Kennebunkport for over 20 years, and have been Secretary/Treasurer of our Road Association on and off for many years. (Residents rotate these responsibilities.) 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? Because I live on a private gravel road where most of the residents are seasonal, the short term rental issue has the potential to affect me and my neighborhood. Only one property owner currently rents their house during the summer, but the potential is there for current and future homeowners to do so in the coming years. I have concerns about short term rentals and their effect on residential neighborhoods. With private roads, there is no town oversight of the road and police cannot enforce speeding. Additionally, the wear and tear on the road from increased traffic from seasonal renters is a concern. Homeowners currently pay for this maintenance through annual road association fees. My ability to enjoy the peace and quiet of my neighborhood could be greatly affected by short term renters who have no investment in the neighborhood and who disregard the rights of year round residents. There are many complex issues around short term rentals, and I am glad the town is forming a committee charged with looking into them.

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

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4403>

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Friday, March 30, 2018 4:48 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Friday, March 30, 2018 - 4:47pm Submitted by anonymous user: 107.77.223.233 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Dinorah Mendez-Ellis

Email: Dinorahellis@me.com

Residential Address: 43 School St. P.O. Box 3118

Residential Phone: 7819532037

Business Address:

Business Phone: 7819532037

Mailing Address (if different): 43 School St. P.O. Box 3118

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed: Active member/volunteer with (COS) Community Outreach Services for the past 5 years coordinating events in the community benefiting the Backpack Program. Also a member of the Secret Santa non-profit organization.

Do you have any skills, experience, or training you would like to mention? My career takes me all over the world and I have exposure to cultures and communities giving me access to current solutions as well as some out of the box ideas. What is your reason for wanting to serve on this board or committee? I'm a year round resident with an interest in the future of our community as a tourist destination while maintaining our local roots.

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

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4373>

Arlene McMurray

From: vtsgmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsgmailer@vt-s.net>
Sent: Sunday, April 01, 2018 5:18 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Sunday, April 1, 2018 - 5:17pm Submitted by anonymous user: 74.75.219.0 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Sharon A Eon

Email: seon@roadrunner.com

Residential Address: 13 Wildwood Avenue, Kennebunkport, ME 04046

Residential Phone: 207.294.2731

Business Address:

Business Phone:

Mailing Address (if different):

Are you registered to vote in Kennebunkport?

Please list Membership in community organizations, dates involved, and activities performed: Member of Kennebunk-Kennebunkport-Arundel Chamber of Commerce as well as Ogunquit, Wells, and Biddeford-Saco Chambers.

(2005-present)

Do you have any skills, experience, or training you would like to mention? I am a retired Organizational Development (OD) professional with a MA in Human and Organizational Development. Areas of focus in OD that would lend themselves to successful committee work include training in leadership, team building, and conflict management.

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

I believe there are three areas that make me uniquely positioned to serve on this committee:

- 1- as a year-round resident of Goose Rocks Beach (3rd generation)
- 2- as an owner of a rental home in Kennebunkport
- 3- as a business owner reliant upon vacationers to Kennebunkport

Also, since retiring, I have wanted an opportunity to serve our community.

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)? Ad Hoc Short-Term Rental Housing Committee volunteer

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4383>

TOWN OF KENNEBUNKPORT
Application for Boards, Committees & Commissions

To the Town Manager: Short term rental committee

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 |

Heather Motes
Signature of Applicant

3/9/18
Date

Preliminary Information

Name (Print): Heather Motes

Residence Address: 404 Old Post Rd, Arundel Phone: (207) 423-3421

Business Address: 5 Dyke Rd, #9, K. port Phone: (207) 967-3421

Mailing Address: P.O. Box 87, Kennebunkport, ME 04046

(if different)

E-mail Address: H.Motes@SandDollarRealEstate.com

Membership in community organizations:

Organization	Dates	Activities
N/A		

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

20 years experience in the Vacation Rental
Business @ Goose Rocks Beach. Owner of
Sand Dollar Real Estate LLC.

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

Native of Maine/Kport area, 2nd generation in this
specific business. Full understanding of Rentals & its impact
on the State's/Town's Tourism Industry.

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.

Arlene McMurray

From: vtmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtmailer@vt-s.net>
Sent: Monday, March 26, 2018 6:36 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Monday, March 26, 2018 - 6:35pm Submitted by anonymous user: 76.178.224.68 Submitted values are:

Choose from the following: Rental Committee (Short-Term)

==Please provide the following information:==

Full Name: Vernon L Moore
Email: vlmoore@roadrunner.com
Residential Address: 9 West Street
Residential Phone: 207-967-0648
Business Address: Retired
Business Phone: 207-632-2861
Mailing Address (if different):

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed:

In the past 25+ years, I have served as a board member or board officer for the following organizations. I apologize for not remembering the exact dates of all of my community organization efforts, but I am preparing this application without access to my last resume from several years ago.

Animal Welfare Society - at two different times - 1990s and 2000s - Board Member, Strategic Planning Committee, Development Committee Counseling Services Inc. - from mid 1990s to 2011 - Board Chair for many years, Governance Committee Chair, Development Committee Chair, Merger Committee Chair Maine Behavioral Health - 2011 to 2014 - Board Member, Program Planning Committee Maine Health Corporator 2011 to present

Do you have any skills, experience, or training you would like to mention? My career has focused on teaching, training and practice in the areas of organization and community development. I have a strong background in program policy development and evaluation. I have good reasoning and communication skills (listening, speaking and writing). What is your reason for wanting to serve on this board or committee? I have been a year-round resident of Kennebunkport for almost 26 years and have a commitment to keeping the Town a vibrant place to live. I am interested in contributing to the Town's policy making decisions about short-term rentals.

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

The results of this submission may be viewed at:
<https://www.kennebunkportme.gov/node/2661/submission/4303>

Arlene McMurray

From: vtsgmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsgmailer@vt-s.net>
Sent: Friday, March 30, 2018 1:47 AM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Friday, March 30, 2018 - 1:47am Submitted by anonymous user: 45.46.13.81 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Marlene raum

Email: marlene.raum@me.com

Residential Address: 24 maine st

Residential Phone: 2510950

Business Address:

Business Phone:

Mailing Address (if different):

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed:

Do you have any skills, experience, or training you would like to mention? I have been renting my guest room through Airbnb for four years and am a "super host" which is an earned designation.

What is your reason for wanting to serve on this board or committee? I'm interested in helping allay any fears people have about short term rentals.

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)? Ad how short term rental committe

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4353>

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 checked="" type="checkbox"/> Rental Committee (Short-Term) |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Road Book Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Sewer Advisory Committee |
| <input type="checkbox"/> Government Wharf Committee | <input type="checkbox"/> Shade Tree Committee |
| <input type="checkbox"/> Growth Planning Committee | <input type="checkbox"/> Shellfish Advisory Committee |
| <input type="checkbox"/> Kennebunk River Committee | <input type="checkbox"/> Sidewalk Committee |
| <input type="checkbox"/> Lighting Committee | <input type="checkbox"/> Solid Waste Committee |
| | <input type="checkbox"/> Zoning Board of Appeals |

William A. Junker
Signature of Applicant

3-29-2018
Date

Preliminary Information

Name (Print): William A. Junker

Residence Address: 114 Kings Highway Phone: 207-286-4102

Business Address: Same Phone: 967-336

Mailing Address: _____

(if different) _____

E-mail Address: _____

Membership in community organizations:

Organization	Dates	Activities
<u>Kennebunk Portside Rotary</u>	<u>2012-present</u>	<u>Beach clean-up, Poth + Trail building, etc.</u>
<u>K'Port Conservation Trust</u>	<u>?? - current</u>	<u>lots of things</u>
_____	_____	_____
_____	_____	_____

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

36 yrs. as a Maine Real Estate broker - involved in
summer rentals at G.R.B. since 1981.

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

As a lifelong summer resident and year round resident for
the past 40 years, I believe I can provide valuable insight to
the current discussion on short term rentals.

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.

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Thursday, March 29, 2018 11:04 AM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Thursday, March 29, 2018 - 11:04am Submitted by anonymous user: 204.10.47.254 Submitted values are:

Choose from the following: Rental Housing Committee (Short-Term)

==Please provide the following information:==

Full Name: Carl V. Gatto

Email: cvg@roadrunner.com

Residential Address: 228 Ocean Avenue

Residential Phone: 2079674540

Business Address: Unum, Portland

Business Phone:

Mailing Address (if different): P.O. Box 423

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed:

Volunteer for Friends Of Wood Island Lighthouse (Biddeford Pool) since 2016.

Recently invited to join their Executive Committee.

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

We've owned our home on Ocean Avenue since 1995 and have been engaged in vacation rentals since 1996. As a result, I'm knowledgeable about this topic. My profession is a software engineer with Unum, in Portland, since 2000.

What is your reason for wanting to serve on this board or committee? It may appear that I would be biased in favor of short term rentals, but I wouldn't come in with an "agenda". My experience in the subject would be helpful, but it wouldn't taint my objectivity in discussions.

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

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4333>

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Wednesday, March 28, 2018 10:13 AM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Wednesday, March 28, 2018 - 10:13am Submitted by anonymous user: 74.75.133.24 Submitted values are:

Choose from the following:

==Please provide the following information:==

Full Name: Jane Evelyn

Email: jevelyn@dooverhills.com

Residential Address: 1 Brookside Drive, Kennebunkport

Residential Phone: 508-561-9125

Business Address: PO Box 7183, Cape Porpoise

Business Phone: 207-204-0290

Mailing Address (if different):

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed: None Do you have any skills, experience, or training you would like to mention?

I am a financial advisor.

We have rented at Goose Rocks Beach for over thirty years prior to becoming full time residents in 2016.

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

My husband and I moved here recently and I would like to become more involved in the community.

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)? Short-Term Rental Housing Committee

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4313>

Arlene McMurray

From: vtsdmailer@vt-s.net on behalf of Town of Kennebunkport, ME <vtsdmailer@vt-s.net>
Sent: Monday, March 26, 2018 3:41 PM
To: Arlene McMurray
Subject: Form submission from: Online Application for Boards/Committees

Submitted on Monday, March 26, 2018 - 3:41pm Submitted by anonymous user: 74.75.135.116 Submitted values are:

Choose from the following: Rental Committee (Short-Term)

==Please provide the following information:==

Full Name: Henry P Mobley
Email: hmobley3@gmail.com
Residential Address: 25 Shore Farm Ln
Residential Phone: 207.967.2123
Business Address:
Business Phone: 207.251.0086
Mailing Address (if different):

Are you registered to vote in Kennebunkport? Yes Please list Membership in community organizations, dates involved, and activities performed:
in Maine: Treasurer and Property Manager-South Congregational Ch 2006-2012; Vice President and Road Commissioner-Lands End Road Association

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

MBA Harvard Business School

Partner, Bank Strategy Group, a consulting firm specializing in strategic plan development for financial institutions.

What is your reason for wanting to serve on this board or committee? I am interested in being more actively involved directly in the community, and this community seems to be directed toward a subject that is of increasing important to the structure of the town.

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

The results of this submission may be viewed at:

<https://www.kennebunkportme.gov/node/2661/submission/4293>

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 checked="" type="checkbox"/> Rental Committee (Short-Term) |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Road Book Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Sewer Advisory Committee |
| <input type="checkbox"/> Government Wharf Committee | <input type="checkbox"/> Shade Tree Committee |
| <input type="checkbox"/> Growth Planning Committee | <input type="checkbox"/> Shellfish Advisory Committee |
| <input type="checkbox"/> Kennebunk River Committee | <input type="checkbox"/> Sidewalk Committee |
| <input type="checkbox"/> Lighting Committee | <input type="checkbox"/> Solid Waste Committee |
| | <input type="checkbox"/> Zoning Board of Appeals |

Ginnette P. Overade
Signature of Applicant

3/26/18
Date

Preliminary Information

Name (Print): Ginnette P. Overade

Residence Address: 14 Bailey CT Phone: 207-423-4258

Business Address: _____ Phone: _____

Mailing Address: PO Box 962 Kennebunkport

(if different) _____

E-mail Address: mlguezada@gmail.com

Membership in community organizations:

Organization	Dates	Activities
<u>N/A</u>		

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

I am fair and want what's best for
our town and respect the rights of every citizen.
I am a renter (owner of ^{short term} rental property)
which occupied

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

I have an owner occupied short term
rental guest suite in my home. I have
been renting for 10 years

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.

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 checked="" type="checkbox"/> Short-Term Rental Committee |
| <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 |


Signature of Applicant

3.7.18
Date

Preliminary Information

Name (Print): Susan Hill

Residence Address: 5 Marshall Point Rd Phone: 209.2671

Business Address: 278 Mills Road Phone: 907.4246

Mailing Address: 5 Marshall Point Rd

(if different) Kennebunkport, ME 04046

E-mail Address: susan@goose-rocksbeach.net or shill0883@gmail.com

Membership in community organizations:

Organization	Dates	Activities
<u>Atlantic Hall</u>	<u>10/16 - Present</u>	<u>Active Board Member</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

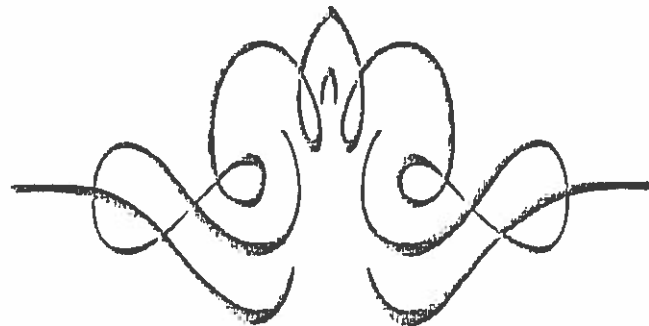
Do you have any skills, experience, or training you would like to mention?

I have grown up as the 3rd generation working at my families business, GEB Maritime Realty, L
located at Goose Rocks Beach. I have 10+ years of experience in the seasonal, weekly
rental business, which I can contribute to this board. Our business has always been at
Goose Rocks, with the focus on weekly (Sun-Sat) rentals, to the same families for 35+ years.
I understand the impact that this volume of people brings to the community, local businesses &
What is your reason for wanting to serve on this board or committee? State Tax revenue.
I would like to ensure that the rental market is an equal field
for all those that are looking to continue their long term businesses in town.
We have rented to the same families for many years and it brings us joy to be able to allow
them their one week a year vacation at Goose Rocks. Our town has for many years been
been a tourist destination and to be able to preserve this would be invaluable.
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 ~

MAINE'S FINEST RESORT

To: Laurie Smith

From: Michael Claus, Public Works Director *Mike W Claus*

Date: March 29, 2018

Re: Ocean Avenue Seawall near Haverhill Ave. – Damage and Repair

In reviewing damage to town infrastructure from the March 2018 coastal flooding event, I noted damage to the seawall on Ocean Avenue near Haverhill Ave. A section of the stone wall is missing and the concrete cap on top of the wall is broken. There is a culvert outlet at the west end of the wall. Rip and road base material was washed out at the culvert outlet. The seawall has no lateral support on that end and the sidewalk is undermined over the culvert. There is also a section of the seawall where the footing has been undermined.

I would consider this damage to be a hazard and would like to repair this as soon as practical. I have received a quote from George Burr to repair the wall. George Burr has repaired similar walls to this at the ocean frontage of Cape Porpoise Pier and completed other masonry projects for Public Works around town. I have attached his quote along with photos of the wall damage.

I would like to ask for selectmen authorization to proceed with seawall and culvert outlet repairs per George Burr's proposal.

ESTIMATE

George Burr and Son Inc.

69 Old Falls Rd
Kennebunk ME 04043
207-468-1646

georgeburranson@gmail.com

Town Of Kennebunkport
Attn: Mike Claus
6 Elm St
Kennebunkport, ME 04046

Ocean Ave Wall Repair

Price to include

Removing damaged section of wall cap

Removing loose stones

Relay wall adding new stones as needed

Fill holes in remaining wall sections

Fill damaged joints in wall

Form new cap and pour to match existing wall

Price \$ 4,950.00

Large hole at end of wall

Price to include moving 3 large boulders in hole

Form area flush with stone wall

Fill area behind wall, under sidewalk and behind forms with concrete

Strip forms

Replace boulders

Price \$ 2,800.00

Wall footing

Dig out area along base on wall where footing is missing

Form area

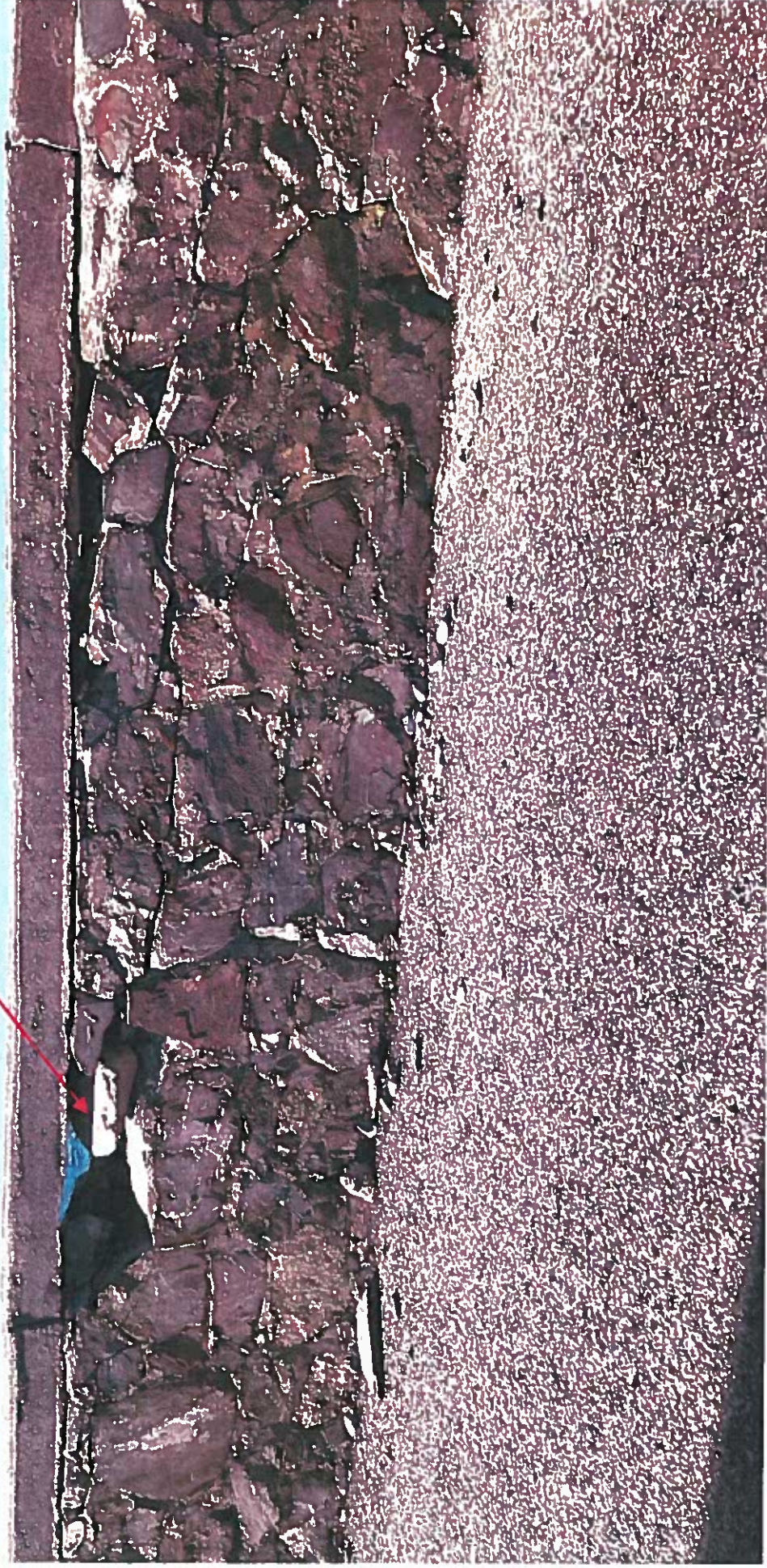
Pour concrete

Strip forms

Price \$ 1,800.00

Repair Cost \$4,950

Wall damage from wave action during storm tide —





Washout under sidewalk
at culvert outlet next to wall

Repair Cost \$2,800



Repair Cost \$1,800

Washout under sea
wall at footing





Agenda Item Divider



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**Town of Kennebunkport, Maine
Policy Regarding Check Disbursement Prior
To Expenditure Warrant Approval**

Purpose. This policy allows designated municipal officers (selectmen), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's disbursement warrants, for wages and benefits, state fees, and school district costs only.

This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits. Delegation of authority. Pursuant to 30-A MRSA § 5603(2)(A)(1), the following authority is granted with respect to treasurer's disbursement warrants for municipal employee wages and benefits only:

Current municipal officers. The municipal officers in office at the time of execution of this policy are:

Allen Daggett, Sheila Mathews-Bull, Stuart Barwise, Edward Hutchins, and Patrick Briggs.

Any one of the municipal officers named above, acting alone, may review, approve, and sign such warrants.

Deadline for bill submission

To be considered for payment on the next expenditure warrant, bills for payment must be received by the Treasurer of Kennebunkport at least two working days prior to the scheduled meeting of the Board of Selectmen at which an expenditure warrant signing is scheduled. The treasurer, may, at his/her discretion, present vouchers for payment after the deadline when time permits, or doing so is in the best interest of the town.

Effective date. This policy becomes effective on the date indicated below.

Lapse. This policy lapses one year after its effective date, if not sooner amended or cancelled.

Renewal. This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date, unless a sooner date of expiration is specified.

If the municipal treasurer is an appointed official, the treasurer shall remind the municipal officers to consider renewing this policy annually before it lapses.

Dated: April 12, 2018

Municipal Officers:

Sheila Mathews-Bull

Stuart E. Barwise

Allen A. Daggett

Patrick A. Briggs

Edward W. Hutchins



Agenda Item Divider

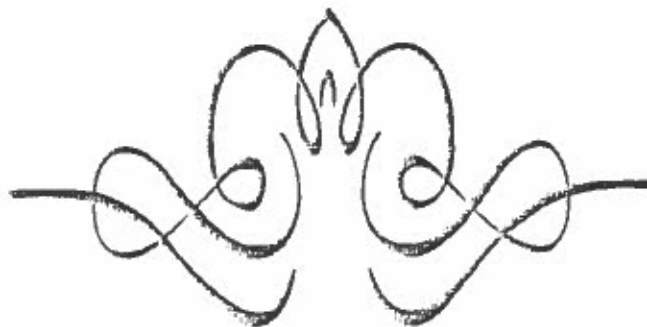


[illegible]

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Agenda Item Divider



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PROPOSED SEWER DEPARTMENT BUDGET FY 19

Account Number	Account	FY18 Budget	FY19	Inc/Dec	Percent Change
10-01	Salaries & Wages	\$474,419	\$491,807	17,388.00	3.67%
10-10	Overtime	\$10,000	\$10,000	0.00	0.00%
12-01	FICA & Medicare	\$38,692	\$40,780	2,088.00	5.40%
12-02	MSRS	\$27,531	\$29,818	2,287.00	8.31%
12-03	ICMA	\$21,362	\$20,261	(1,101.00)	-5.15%
12-04	RHSP	\$2,445	\$1,243	(1,202.00)	-49.16%
12-05	Health Plan BC-ME	\$150,952	\$147,275	(3,677.00)	-2.44%
12-06	Dues & Fees	\$500	\$500	0.00	0.00%
12-07	Travel (Mileage)	\$300	\$300	0.00	0.00%
12-08	Training & Education	\$3,000	\$3,000	0.00	0.00%
12-11	Vaccine	\$100	\$100	0.00	0.00%
12-12	Uniforms	\$3,500	\$3,500	0.00	0.00%
12-16	HRA & Fees	\$0	\$14,070	14,070.00	100.00%
15-01	Electricity	\$90,000	\$90,000	0.00	0.00%
15-02	Telephone	\$3,500	\$3,310	(190.00)	-5.43%
15-03	Fuel Heating	\$5,282	\$7,000	1,718.00	32.53%
15-05	Water	\$1,100	\$1,200	100.00	9.09%
15-06	Internet	\$2,000	\$2,800	800.00	40.00%
20-01	Printing	\$800	\$800	0.00	0.00%
20-04	Advertising	\$500	\$500	0.00	0.00%
20-06	Expert / Professional Services	\$5,000	\$5,000	0.00	0.00%
20-07	Audit	\$1,500	\$1,500	0.00	0.00%
20-08	Data Processing	\$4,725	\$4,725	0.00	0.00%
20-20	Maintenance - Wet Wells	\$4,000	\$4,000	0.00	0.00%
20-21	Maintenance-Contracts	\$7,150	\$7,150	0.00	0.00%
20-25	Radio & Alarms	\$2,950	\$2,950	0.00	0.00%
20-26	Licenses	\$4,000	\$4,000	0.00	0.00%
25-02	Workmen's Compensation	\$19,238	\$23,680	4,442.00	23.09%
25-03	Unemployment Insurance	\$2,413	\$2,413	0.00	0.00%
25-05	General Liability Insurance	\$7,014	\$7,014	0.00	0.00%
25-07	Fleet Insurance	\$3,911	\$3,911	0.00	0.00%
25-10	Public Officials	\$883	\$883	0.00	0.00%
30-01	Office Supplies	\$1,800	\$1,800	0.00	0.00%
30-03	Vehicle Supplies	\$2,000	\$2,000	0.00	0.00%
30-04	Postage	\$2,200	\$2,200	0.00	0.00%
30-05	Photocopier	\$2,000	\$2,000	0.00	0.00%
30-18	Hand Tools	\$1,500	\$1,500	0.00	0.00%
30-24	Gasoline	\$4,125	\$4,125	0.00	0.00%
30-25	Diesel	\$7,500	\$7,500	0.00	0.00%
30-27	Composting	\$3,750	\$3,750	0.00	0.00%
30-28	Collection System	\$18,000	\$18,000	0.00	0.00%
30-29	Chemicals Process	\$14,600	\$10,600	(4,000.00)	-27.40%
30-30	Lab Supplies	\$12,000	\$12,000	0.00	0.00%
30-31	Safety Equipment	\$3,500	\$3,000	(500.00)	-14.29%
30-32	Maint. Supplies	\$1,800	\$1,800	0.00	0.00%
30-33	Bio-Ash	\$10,000	\$10,000	0.00	0.00%
30-34	Odor Control	\$12,000	\$16,000	4,000.00	33.33%
30-39	Billing & Liens	\$2,600	\$2,600	0.00	0.00%
35-01	Building Maintenance	\$22,000	\$22,000	0.00	0.00%
35-03	Vehicle Maintenance	\$2,500	\$2,500	0.00	0.00%

45-03	Sewer Bond 2003 Principal	\$20,929	\$21,296	367.00	1.75%
45-07	Sewer Bond 2003 Interest	\$2,929	\$2,488	(441.00)	-15.06%
45-12	Sewer Bond 2018 Principal	\$0	\$36,333	36,333.00	100.00%
45-22	Sewer Bond 2018 Interest	\$0	\$10,240	10,240.00	100.00%
50-34	Transfer to general fund	\$25,000	\$30,000	5,000.00	20.00%
50-92	Payroll Contingency	\$0	\$18,830	18,830.00	100.00%
60-04	Capital Equipment	\$68,000	\$60,000	(8,000.00)	-11.76%
60-05	Capital Reserve	\$65,000	\$0	(65,000.00)	-100.00%
Total		\$1,204,500	\$1,238,052	33,552.00	2.79%

Total 1,238,052.00

Miscellaneous Revenue		4,000.00
Investment Income		11,760.00
Septic Fees		0.00
Sewer Fund Balance		80,000.00
Capital Replacement		0.00
Sewer Res. Accounts		0.00
Sewer Extensions		0.00
Sewer Users Fees		1,142,292.00
Total		1,238,052.00

User Fee FY 19	456.00
User fee FY 18	444.00
% Change	2.70%

TM Budget Requests

Expense

	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise funds / Sewer							
Personnel							
10-01 Salaries & wages	458,068.24	474,419.00	327,594.21	491,807.00	491,807.00	17,388.00	3.67%
Salaries and wages for 1/2 of the Director, 1/2 of the Deputy Director, Chief Plant Operator, Wastewater Maintenance Mechanic, Wastewater Lead Operator, Wastewater Plant Operators (3), and 60% (24 hours) of the Secretary's salary. Increase due to transition of new Chief Operator.							
10-10 Overtime	8,581.01	10,000.00	8,365.98	10,000.00	10,000.00	0.00	.00%
Overtime wages for the Sewer Equipment Operators estimated at 400 hours for the year. This includes on call pay, callbacks and the coverage for weekends and holidays.							
Benefits							
12-01 FICA	36,110.53	38,692.00	26,569.13	40,780.00	40,780.00	2,088.00	5.40%
Employer's contribution for FICA (7.65%). Increase due to transitions.							
12-02 MSRS	29,882.80	27,531.00	19,228.62	29,818.00	29,818.00	2,287.00	8.31%
Employer's contribution for Maine State Retirement. Increase due to transitions.							
12-03 ICMA	19,756.59	21,362.00	14,330.67	20,261.00	20,261.00	-1,101.00	-5.15%
ICMA 457 deferred compensation plan for all eligible employees. Decrease due to transitions.							
12-04 RHSP	2,373.47	2,445.00	0.00	1,243.00	1,243.00	-1,202.00	-49.16%
Retirement Health Savings Plan (RHSP) for all eligible employees.							

TM Budget Requests

Expense

Dept/Div:	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
47-01 Enterprise funds / Sewer CONT'D							
12-05 Health	133,540.88	150,952.00	105,275.46	147,275.00	147,275.00	-3,677.00	-2.44%
Health Insurance coverage - PPO 500. Premium rates are set each calendar year. This budget includes an estimated 8% increase beginning in calendar year 2019. Employee contributes 15% of the cost. Increase due to transitions.							
12-06 Dues & Fees	263.00	500.00	290.00	500.00	500.00	0.00	.00%
Dues for the Maine Wastewater Control Association, the Water Environment Federation and any subscriptions to professional and trade journals are paid from this account.							
12-07 Travel & Meetings	322.00	300.00	143.25	300.00	300.00	0.00	.00%
To reimburse an employee's use of his/her personal vehicle on department business at \$.50/mile.							
12-08 Training & Education	1,513.21	3,000.00	2,072.96	3,000.00	3,000.00	0.00	.00%
To pay for training that is required by the Maine DEP & the U.S. EPA. The Maine Wastewater Control Association, NEWPCA, and JETCC sponsor most of the training.							
12-11 Vaccine	0.00	100.00	0.00	100.00	100.00	0.00	.00%
To pay for vaccinations required for the staff.							
12-12 Uniforms	2,115.25	3,500.00	1,063.93	3,500.00	3,500.00	0.00	.00%
To purchase and replace employee uniforms.							

TM Budget Requests

Expense

Dept/Div:	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
47-01 Enterprise funds / Sewer CONT'D							
12-16 HRA & fees	0.00	0.00	0.00	14,070.00	14,070.00	14,070.00	100.00%
This benefit has been reclassified, it changes from year to year. The budgeted amount is an estimate based on prior years and expected time accrued.							
Utilities							
15-01 Electricity	86,866.91	90,000.00	61,858.15	90,000.00	90,000.00	0.00	.00%
The estimated costs for electricity to operate the treatment plant, pump stations, and the old Highway Garage on Beachwood Avenue.							
15-02 Telephone	3,730.34	3,500.00	3,004.44	3,310.00	3,310.00	-190.00	-5.43%
Treatment plant phones, toll calls (business phone lines, toll calls, pagers, cell phones). Decrease due to removal of fax machine line.							
15-03 Heating Fuel	5,450.20	5,282.00	3,678.73	7,000.00	7,000.00	1,718.00	32.53%
Heating oil for the treatment plant, we budget for 3,500 gallons of oil at \$2.00/gallon.							
15-05 Water	961.04	1,100.00	814.37	1,200.00	1,200.00	100.00	9.09%
KK&WWD for drinking water used at the treatment plant and at Kings Highway pump station at Goose Rocks Beach. Increase in water fees 6.6%.							
15-06 Internet	2,800.18	2,000.00	2,244.60	2,800.00	2,800.00	800.00	40.00%
Internet for the Treatment Plant. Increase to reflect actual anticipated.							
Services							

TM Budget Requests

Expense

	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise funds / Sewer CONT'D							
20-01 Printing To purchase paper and printing supplies and to print any ordinance amendments, public notices, public informational materials.	584.82	800.00	0.00	800.00	800.00	0.00	.00%
20-04 Advertising Publication costs for recruiting and bid advertisements, and any public notices.	0.00	500.00	56.70	500.00	500.00	0.00	.00%
20-06 Expert/professional Legal and other professional services needed to assist the staff. Includes \$1,000 for IT services.	4,065.35	5,000.00	2,994.10	5,000.00	5,000.00	0.00	.00%
20-07 Audit To pay for Sewer Department's portion of the Town's audit.	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00	.00%
20-08 Data processing Computer equipment, programs, professional support services and internet access (Bigfoot, GPS Pathfinder, Terra Sync, Norton, ESRI, Auto Cad DLT, etc.).	2,026.92	4,725.00	708.00	4,725.00	4,725.00	0.00	.00%
20-20 Maintenance Septic Tanks To hire a contractor with a vacuum truck to help clean the pump station wet wells.	4,000.00	4,000.00	1,897.50	4,000.00	4,000.00	0.00	.00%
20-21 Maintenance Contracts To hire manufacturer's service representatives to work on equipment and to pay for any service contracts.	6,091.04	7,150.00	4,593.00	7,150.00	7,150.00	0.00	.00%

TM Budget Requests

Expense

	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs"	
						Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise funds / Sewer CONT'D							
20-25 Alarms	2,950.00	2,950.00	533.01	2,950.00	2,950.00	0.00	.00%
Alarm system & radio repairs. Specter (WIN-911) alarm system support.							
20-26 Licenses	2,338.70	4,000.00	2,221.95	4,000.00	4,000.00	0.00	.00%
To pay for all the licenses that are now required for the operation of the Sewer Dept. (Compost License, Compost Inspection Fee, Compost Annual Reporting Fee, Annual WW Discharge Fee, Plant Operators (5), Boiler & Air Tank Inspection, Water Quality IMP. Fund, Tier 2 Chemical Reporting).							
Insurance							
25-02 Workers Comp	16,897.52	19,238.00	14,854.09	23,680.00	23,680.00	4,442.00	23.09%
Sewer Department's share of the premium.							
25-03 Unemployment	2,593.31	2,413.00	865.18	2,413.00	2,413.00	0.00	.00%
Sewer Department's share of the premium.							
25-05 Liability	7,102.65	7,014.00	7,363.95	7,014.00	7,014.00	0.00	.00%
Sewer Department's share of the premium.							
25-07 Fleet	4,005.92	3,911.00	3,738.90	3,911.00	3,911.00	0.00	.00%
Sewer Department's share of the fleet insurance policy.							
25-10 Public Officials	636.85	883.00	0.00	883.00	883.00	0.00	.00%
The department's share of the public officers' liability insurance (15% of the total).							

TM Budget Requests

Expense

	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise funds / Sewer CONT'D							
Supplies/Equipment							
30-01 Office supplies	890.98	1,800.00	1,021.07	1,800.00	1,800.00	0.00	.00%
Office supplies for administrative work.							
30-03 Equipment	2,109.66	2,000.00	1,888.73	2,000.00	2,000.00	0.00	.00%
Supplies for three trucks, loader and the sewer jetter.							
30-04 Postage	1,740.90	2,200.00	866.20	2,200.00	2,200.00	0.00	.00%
Postage cost for billing, correspondence, and shipping. The cost for postage for the sewer bills is now part of the printing costs.							
30-05 Photocopier	1,328.95	2,000.00	1,343.44	2,000.00	2,000.00	0.00	.00%
Lease on the department's photocopier and printer. This account also pays for the paper and the maintenance of the copier.							
30-18 Hand tools	1,184.50	1,500.00	594.22	1,500.00	1,500.00	0.00	.00%
To purchase the hand tools need for the repair and operation of the treatment plant and collection system.							
30-24 Gas	2,005.60	4,125.00	1,605.99	4,125.00	4,125.00	0.00	.00%
Used to purchase gasoline @ 1.650 gallons for the department vehicles and equipment at \$2.50/gallon.							

TM Budget Requests

Expense

	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs"		Man Req vs Curr Bud Change %
						Curr Bud	Change \$	
Dept/Div: 47-01 Enterprise funds / Sewer CONT'D								
30-31 Safety Equipment	2,693.52	3,500.00	896.82	3,000.00	3,000.00	-500.00		-14.29%
For the purchase of safety equipment and the repair and maintenance of equipment that we all ready have. The sensor heads for the gas detector for the new screen room will be charged to this account. We have to exchange the sensor heads every year and to purchase the calibration gas to calibrate the detector and to make sure the heads are working properly. Decrease to reflect projected actual.								
30-32 Maintenance Supplies	1,426.55	1,800.00	1,256.83	1,800.00	1,800.00	0.00		.00%
Cleaning supplies for the treatment plant and pump stations.								
30-33 Bio-Ash	12,000.00	10,000.00	8,939.60	10,000.00	10,000.00	0.00		.00%
To purchase the Bio ash and supplies used in the composting operation. Approximately 1,900 yards of Bio Ash are used per year.								
30-34 Odor Control	11,594.88	12,000.00	11,647.12	16,000.00	16,000.00	4,000.00		33.33%
To purchase supplies and equipment needed to control odors from the treatment plant and the collection system. We needed to increase the budget to cover the extra costs. Calcium Nitrate is used for odor control in the collection system. Increase due to reclassification of odor control supplies.								

TM Budget Requests

Expense

	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise funds / Sewer CONT'D							
30-39 Billings & liens	2,864.41	2,600.00	1,016.00	2,600.00	2,600.00	0.00	.00%
Used to cover all costs for printing/mailling of sewer bills, the costs associated with filing of any sewer liens, and the Utility Billing module in Trio.							
Repairs & Maintenance							
35-01 Buildings	20,795.70	22,000.00	22,321.69	22,000.00	22,000.00	0.00	.00%
Parts and supplies for buildings and equipment at the treatment plant (nuts & bolts belts, pipes, and bearing's and lubrication supplies).							
35-03 Vehicles & Equipment	940.13	2,500.00	1,626.64	2,500.00	2,500.00	0.00	.00%
To pay for the maintenance on the Department's vehicles, three trucks, portable generator sets, loader and the portable pumps.							
Debt Service							
45-03 Sewer Bond 2003	20,577.07	20,929.00	20,928.26	21,296.00	21,296.00	367.00	1.75%
Maine Municipal Bond Bank: \$1,000,000/20 years at 2.25%. This budget reflects 60% of the debt service expense born by property tax, with the remaining 40% balance to be paid by sewer users (Maturity in FY 2024).							

TM Budget Requests

Expense

Dept/Div:	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
47-01 Enterprise funds / Sewer CONT'D							
45-07 Interest Sewer Bond 2003	3,288.63	2,929.00	4,942.24	2,488.00	2,488.00	-441.00	-15.06%
Maine Municipal Bond Bank: \$1,000,000/20 years at 2.25%. This budget reflects 60% of the debt service expense born by property tax, with the remaining 40% balance to be paid by sewer users (Maturity in FY 2024).							
45-12 Sewer 2018	0.00	0.00	0.00	36,333.00	36,333.00	36,333.00	100.00%
Maine Municipal Bond Bank: \$2,000,000/20 yrs @ a rate not exceed 1.0%. This reflects 40% of the total debt service expense, with the remaining 60% to be paid out of the general fund. (Maturity in FY 38). Increase to reflect first year payment.							
45-22 Interest Sewer 2018	0.00	0.00	0.00	10,240.00	10,240.00	10,240.00	100.00%
Maine Municipal Bond Bank: \$2,000,000/20 yrs @ a rate not exceed 1.0%. This reflects 40% of the total debt service expense, with the remaining 60% to be paid out of the general fund. (Maturity in FY 38). Increase to reflect first year payment.							
Miscellaneous							
50-34 Use of fund balance	0.00	25,000.00	25,000.00	30,000.00	30,000.00	5,000.00	20.00%
Transfer to the general fund to offset the administrative costs at the town office.							
50-92 Payroll Contingency Purchases	0.00	0.00	0.00	18,830.00	18,830.00	18,830.00	100.00%

TM Budget Requests

Expense

Dept/Div:	2017 Actual	2018 Budget	2018 YTD	2019 Initial	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
60-01 Enterprise funds / Sewer CONT'D							
60-04 Capital Equipment	76,209.21	68,000.00	56,543.43	60,000.00	60,000.00	-8,000.00	-11.76%
Grinder pump replacement \$25,000; replace generator at pump station #12 \$20,000; replace 6 Smith & Loveless wet well hatches \$10,000; and gas detector and docking station \$5,000.							
60-05 Capital Res.	0.00	65,000.00	0.00	0.00	0.00	-65,000.00	-100.00%
Funds to plan for depreciation of capital equipment. Decrease due to transition year.							
Sewer	1,056,069.80	1,204,500.00	813,451.66	1,238,052.00	1,238,052.00	33,552.00	2.79%

TM Budget Requests

Revenue

	2017 Budget	2017 Actual	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 14-70 Enterprise / Sewer							
01 Sewer investment income	0.00	0.00	0.00	0.00	11,760.00	11,760.00	100.00%
Increased to reflect projected actual.							
04 Sewer miscellaneous	4,000.00	2,486.00	4,000.00	4,426.23	4,000.00	0.00	.00%
Miscellaneous revenues for sewer.							
05 current sewer fees	1,080,182.00	1,079,746.80	1,112,500.00	1,763.00	1,142,292.00	29,792.00	2.68%
Sewer user fees.							
06 delinquent sewer fees	0.00	4,700.24	0.00	3,882.23	0.00	0.00	.00%
07 sewer abatements	0.00	-4,629.15	0.00	-1,248.20	0.00	0.00	.00%
09 sewer interest	0.00	15,969.65	0.00	15,359.98	0.00	0.00	.00%
11 Application fees	0.00	2,070.00	0.00	12,800.00	0.00	0.00	.00%
12 sewer fund balance	20,000.00	0.00	20,000.00	0.00	80,000.00	60,000.00	300.00%
Amount to transfer to the general fund and the use for the transitional year.							
Increase due to transitional year.							
13 capital reserve	81,500.00	0.00	68,000.00	0.00	0.00	-68,000.00	-100.00%
14 Water Pollution Reserve	0.00	12,000.00	0.00	31,500.00	0.00	0.00	.00%
15 Sewer Ext./Connection Fees	0.00	25,645.00	0.00	0.00	0.00	0.00	.00%
16 Bond proceeds	0.00	0.00	0.00	530,699.85	0.00	0.00	.00%
Sewer	1,185,682.00	1,137,988.54	1,204,500.00	599,183.09	1,238,052.00	33,552.00	2.79%



Agenda Item Divider



TM Budget Requests

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Revenue

Dep/Div: 14-71 Enterprise / Pier	2017	2017	2018	2018	2019	Man Req vs"	
	Budget	Actual	Budget	YTD	Manager	Curr Bud Change \$	Curr Bud Change %
02 Mooring fees	7,290.00	7,290.00	6,570.00	45.00	7,000.00	430.00	6.54%
Mooring fees. Increased to reflect projected actual.							
04 Pier miscellaneous	0.00	151.83	0.00	257.05	0.00	0.00	.00%
05 Pier diesel	223,125.00	112,268.53	203,500.00	75,634.80	175,000.00	-28,500.00	-14.00%
Diesel fuel sold. Decreased due to projected actual to be sold.							
06 Pier gas	31,875.00	17,049.01	26,900.00	13,220.24	19,500.00	-7,400.00	-27.51%
Gas fuel sold. Increased due to projected actual to be sold.							
07 Pier dues	45,600.00	43,931.08	44,216.00	42,275.56	50,613.00	6,397.00	14.47%
Actual Pier dues to increase by COLA each year - December 2017 1.8%							
09 Pier lease	40,000.00	30,000.00	40,000.00	30,000.00	40,000.00	0.00	.00%
Restaurant lease.							
11 Capital reserve	23,000.00	0.00	13,000.00	0.00	0.00	-13,000.00	-100.00%
22 Use of Fund balance	1,073.00	0.00	1,453.00	0.00	3,529.00	2,076.00	142.88%
Pier	371,963.00	210,690.45	335,639.00	161,432.65	295,642.00	-39,997.00	-11.92%

TM Budget Requests

		Expense				Man Req vs"		Man Req vs	
		2017	2018	2018	2019	2019	Curr Bud	Curr Bud	
		Actual	Budget	YTD	Initial	Manager	Change \$	Change %	
Dept/Div: 47-02 Enterprise funds / Cape Porpoise Pier CONTD									
Purchases									
60-04 Capital Equipment		24,756.54	13,000.00	0.00	5,000.00	5,000.00	-8,000.00	-61.54%	
Replace of a hoist \$5,000. Decreased to reflect planned projects.									
Depreciation									
Cape Porpoise Pier		235,345.33	335,639.00	159,004.54	324,267.00	295,642.00	-39,997.00	-11.92%	

Cape Porpoise Dues				25%
	FY 17	FY 18		
Rec	415.34	424.48		
Big boats	648.96	663.24	19	530.60 106.12
extra boat per foot	5.00	5.00	36	829.05 165.81
punt	415.34	424.48	5	178 feet
dealers	742.43	758.76	9	530.60 106.12
extra drums	15.00	15.00	3	948.45 189.69
			145 sets of 3	
Totals				
Rec	8,065.12		19	10,081.34
Big boats	23,876.64		36	29,845.67
punt	3,820.32		9	4,775.37
dealers	2,276.28		3	2,845.36
extra boat - fee set per ordinance	950.00		178	890.00
extra drums	2,175.00		145	2,175.00
	41,163.36			50,612.75
2019 no changes			2019 25% dues increase	
revenues	286,511.00		revenues	292,112.75
expenses	295,642.00		expenses	295,642.00
short	(9,131.00)			(3,529.25)
use of fund balance				(3,529.25)

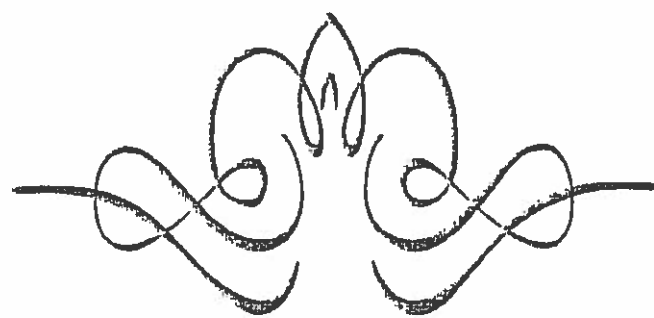


Agenda Item Divider

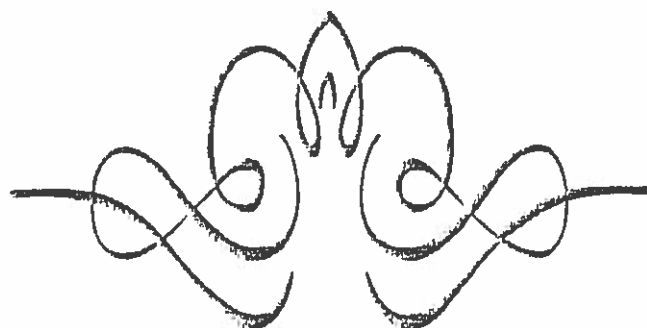


Dock Square Parking Lot FY 19 Budget

Revenue		FY 18	FY 19	\$ Diff.
	Parking Fees	\$ 400,000	\$ 400,000	\$ -
	Total:	\$ 400,000	\$ 400,000	\$ -
Operating Expense				
	Wages	\$ 17,010	\$ 18,000	\$ 990
	FICA	\$ 1,301	\$ 1,377	\$ 76
	Electricity	\$ 1,500	\$ 1,200	\$ (300)
	Phone	\$ 1,800	\$ 1,800	\$ -
	Internet	\$ 1,000	\$ 1,000	\$ -
	Unemployment ¹	\$ -	\$ -	\$ -
	Supplies ²	\$ 9,000	\$ 10,000	\$ 1,000
	Credit Card Fees	\$ 8,500	\$ 10,000	\$ 1,500
	Repairs & Maint	\$ 3,500	\$ 3,500	\$ -
	Total:	\$ 43,611	\$ 46,877	\$ 3,266
Transfers to GF Budget				
	General Fund Expense	\$ 232,500	\$ 230,000	\$ (2,500)
	Capital Expense	\$ -	\$ 80,000	\$ 80,000
	Total:	\$ 232,500	\$ 310,000	\$ 77,500
Total Expenditures:		\$ 276,111	\$ 356,877	\$ 80,766
Operating Net after Transfers:		\$ 123,889	\$ 43,123	\$ (80,766)



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**Special Revenue - Recreation
FY 19 Budget**

Revenues

Fees	204,451.00
Concessions	1,000.00
Total Revenue	205,451.00

Expenses

Summer Salaries	47,444.00
After school wages	10,588.00
Program wages	3,000.00
FICA	4,669.00
Gas	788.00
Diesel	413.00
Vehicles & equip	550.00
Program events	57,999.00
Total Expenses	125,451.00

Net budget 80,000.00

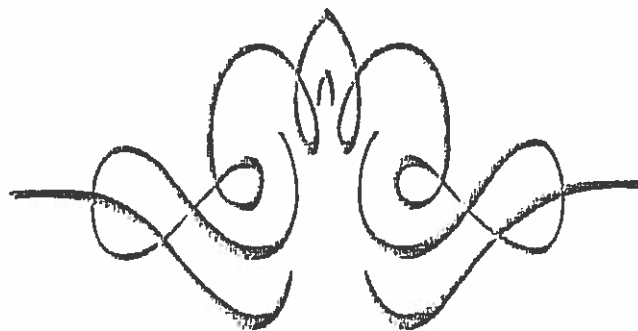
Transfer out to general fund* (80,000.00)

Balance 0.00

*Amount estimated to be 30% of operating budget - to cover overhead and a portion of salaries and benefits for the full time employees.



Agenda Item Divider





March 26, 2018

Dear Kennebunkport Selectmen,

We would like to invite you to be judges in our second annual Amazing Shake Contest from 8:30-11 am on Wednesday, May 2. This year we have expanded the Amazing Shake to include all third through fifth grade students.

The Amazing Shake is a competition that places an emphasis on teaching students manners, discipline, and respect. Prior to the competition, students have learned the nuances of professional human interaction as they are taught skills such as how to give a proper handshake, introduce themselves, use eye contact, ask and answer questions. The goal is to prepare our students so that they are able to present themselves exceptionally well for opportunities today as well as those that will come in the future.

Your role will be to interact with each student as they pass through your station. You will be given a scenario and loose script to follow and then asked to fill out a simple rubric on each child. At the end of the contest some of the children will be recognized for high performance on the skills we have worked on all year.

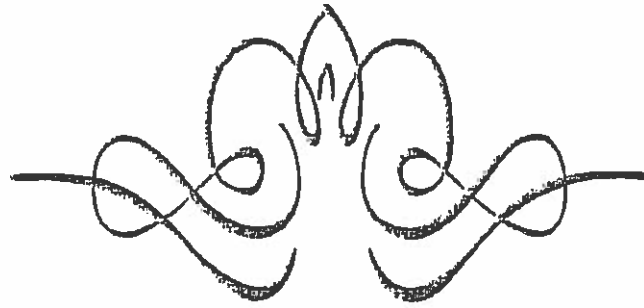
I have a feeling that this event will leave a lasting impression on you. It encourages the kind of responsible citizenship we'd all like to see imbued. Please let us know by April 10th if you are able to attend by email anye@rsu21.net. I may also be reached by phone (207) 967-2121.

With all best wishes and thank you for your consideration,

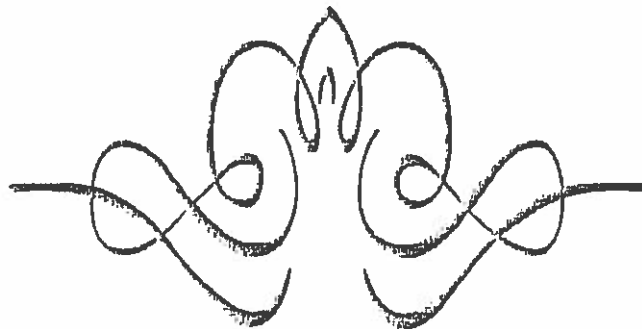
Andrew Nye

K.C.S. Amazing Shake Committee Representative





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Kennebunkport Public Health

March 23, 2018

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

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

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

EDWIN W BRIGGS
PO BOX 7054
CAPE PORPOISE, ME 04014-7054

52-7450/2112

1709

DATE Mar. 20, 2018

ONLINE ONLINE CONTINUOUS
SECURITY BLUE INK SECURITY



PAY TO
THE ORDER OF

Kennebunkport Public Health \$ 50 NO
Fifty NO
XX DOLLARS

Heat
Reactive
Ink

Kennebunk Savings

MEMO

THANKS!

Edwin W. Briggs

MP

~~1709~~

~~1709~~

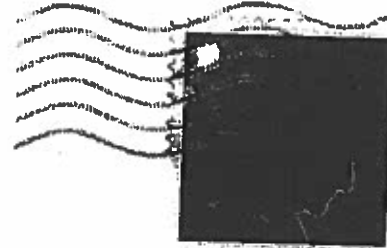
1709

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

Briggs
P.O. Box 7054
Cape Porpoise
ME 04014

SO. MAINE P8000 040

20 MAR 2018 PM 2 L



2 + FIRST-CLASS/USA

K'Port Public Health
101 A Main Street
Kennebunkport
ME

|||1111104014|||

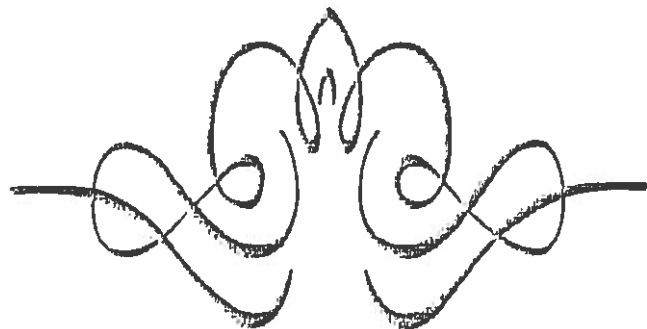
Thanks !

For all you do -

Ed Briggs



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THE ANIMAL WELFARE SOCIETY, INC.

HOLLAND ROAD • POST OFFICE BOX 43 • WEST KENNEBUNK, MAINE 04094-0043 • 207/985-3244

ANIMAL SHELTER AGREEMENT, KENNEBUNKPORT

This agreement (the "Agreement") is by and between the Animal Welfare Society, Inc., a non-profit corporation organized and existing under the laws of the State of Maine (herein-after "AWS"), Old Holland Road, West Kennebunk, Maine and the Town of Kennebunkport, Maine (hereafter "Municipality") (collectively, "Parties"). The terms of this Agreement shall take effect on July 1, 2018 and shall remain in effect through June 30, 2019.

WHEREAS, Municipality is required under the laws of the State of Maine to provide shelter at a State licensed animal control shelter (7 M.R.S. § 3949) for stray and lost domesticated companion animals (hereinafter "Animal" or "Animals"); and

WHEREAS, Municipality is required under the laws of the State of Maine to provide services relating to the humane disposition of said Animals in the event they are not claimed by their owners; and

WHEREAS, AWS operates an animal shelter as defined in 7 M.R.S. §3907, which is a suitable facility for the housing and/or disposition of said Animals (hereinafter, the "Shelter") but is not a suitable facility for the housing and/or disposition of any living, sentient creature that is not an Animal;

NOW THEREFORE, the Parties hereby agree as follows:

1. AWS will confine such Animals as may be delivered to it by an authorized agent of the Municipality for the legal impoundment period. At the end of this period, AWS will make such a disposition as it seems fit in accordance with 7 M.R.S. §§3912, 3913, *et seq.* AWS may refuse delivery of any living, sentient creature that, in the sole and exclusive judgment of AWS, is not an Animal.

2. Delivery of said Animals shall be accepted from the Municipality's Animal Control Officer/Police from 7:30 a.m. to 4:30 p.m., Sunday through Saturday ("Regular Business Hours"). Police and/or Animal Control Officer will be issued a key to an after hours holding room at the Shelter. Persons may deliver Animals found within the boundaries of the Municipality to the Shelter during Regular Business Hours. Animals delivered to AWS by Municipality's Animal Control Officer or Police after hours shall be placed by the person delivering the Animal in pens, kennels, or crates made available in the holding room by AWS for that purpose, to the extent such materials are available to AWS. It is the responsibility of the Police and/or Animal Control Officer delivering an Animal after

hours to provide bedding, food, and water for said Animal as supplied by AWS, to the extent such materials are available to AWS. Where delivery of one or more Animals by the Municipality's Animal Control Officer or Police renders the Shelter unable to humanely confine such Animals in the holding room, the delivering Animal Control Officer or Police shall communicate with designated AWS personnel prior to delivery to verify AWS's ability to confine such Animals. AWS alone retains sole discretion to refuse delivery of one or more Animals where such delivery renders AWS unable to provide appropriate housing and/or disposition of delivered Animals.

3. Police and Animal Control Officers shall take a stray or lost Animal to its owner, if known, or, if the owner is unknown, to the Shelter. Municipality agrees that all Animals apprehended and seized within the boundaries of the Municipality and delivered to the Shelter shall be under the exclusive control and custody of AWS. Moreover, Municipality agrees that AWS shall have the undisputed right, consistent with the laws of the State of Maine, to humanely dispose of every Animal given into its custody in accordance with State laws and the policies and procedures of AWS.

4. AWS will not accept delivery of any injured Animal that has not received proper veterinary care. Municipality agrees that it shall obtain appropriate veterinary care for injured Animals prior to delivery to AWS. In the event that Municipality delivers an injured Animal to the Shelter without first obtaining appropriate veterinary care, AWS, in its sole discretion, may elect either to refuse acceptance of such Animal or to accept delivery of such Animal and procure the veterinary care it deems necessary and appropriate. Municipality agrees to reimburse AWS for the costs of emergency and required veterinary care within ten (10) days from the receipt of an invoice. At no time will the Municipality deliver any injured Animal to the Shelter during hours other than Regular Business Hours unless Municipality has made prior arrangements with AWS.

5. The Municipality agrees to and shall indemnify and hold harmless AWS for any claims arising out of actions and/or inactions of the Municipality's Police Officers and Animal Control Officers in the capturing, detaining, processing, documenting and delivery of any Animal under this Agreement, and for any violation by the Municipality's Animal Control Officer or Police Officers of the provisions of this Agreement, and of applicable laws or regulations.

6. AWS shall assist Municipality's residents in allowing owned Animals to be claimed during Regular Business Hours. AWS will request proof of payment prior to releasing an Animal to its owner and may collect impoundment fees for the Municipality. AWS reserves the right to release an Animal without proof of payment of impoundment fees if a case warrants the release, in AWS' sole judgment. Impoundment fees collected by the AWS on the Municipality's behalf will be forwarded to the Municipality on a quarterly basis, along with a quarterly report of activity and an invoice for contract fee for service.

7. AWS may provide rabies quarantine on a space-available basis for a period of at least ten (10) days to stray dogs and cats found within the Municipality, which have bitten residents of the Municipality ("Rabies Quarantine"). Provision for rabies testing, and the

costs therein, are the sole responsibility of the Municipality and/or its residents. AWS is not obligated to quarantine privately-owned Animals.

8. AWS shall provide to Municipality a detailed, quarterly record of the number of stray or lost Animals seized within the territorial limits of Municipality and received by AWS.

9. Municipality shall be fully responsible for carrying out all enforcement activities required under the laws of the State of Maine and the ordinances of the Municipality, as may be amended. AWS shall not be required to apprehend or seize any Animal found roaming at large.

10. AWS shall make all reasonable efforts to promote Trap, Neuter, Return ("TNR") for feral cats, and return such feral cats that are spayed/neutered, vaccinated, ear tipped and/or micro-chipped to the originating location when possible, and promote caregiver volunteerism and guardianship. The Municipality shall work with AWS and the community to permit and encourage TNR as the preferred method of dealing with feral cats.

11. AWS shall have the sole and exclusive right to determine the responsibility of persons offering to become the owners of unclaimed Animals and the suitability of homes offered, and shall have the sole and exclusive right to accept or reject such applicants' claims to previously unclaimed Animals.

12. Municipality agrees that it shall notify AWS, in writing, of the identities of all of its duly authorized Animal Control Officers. Municipality agrees that it will provide each Animal Control Officer with a copy of the animal control laws of the State of Maine contained in the booklet published by the Maine Animal Welfare Board, the sections of the Municipality's codes or ordinances, which are pertinent to the performance of their duties, and the terms of this Agreement. Animal Control Officers must also be certified as required by 7 M.R.S. § 3947.

13. AWS, its officers, employees, agents and volunteers shall act in an independent capacity during the term of this Agreement and shall not act or hold themselves out as officers, employees, agents or volunteers of Municipality. Municipality, its employees, agents and representatives shall act in an independent capacity during the term of this Agreement and shall not act or hold themselves out as officers, employees, agents or volunteers of AWS. Nothing in this Agreement shall be deemed by either Party or by any third party as creating a joint venture or partnership between AWS and Municipality.

14. AWS agrees to comply with applicable federal and state laws and regulations in the performance of this Agreement.

15. This Agreement shall not be assigned by either Party, without the prior written approval of the other Party.

16. AWS offers to provide the following services to Municipality at no additional cost to Municipality:

- a. Disposal Services: AWS will accept for disposal stray or lost cats or dogs, dead on arrival, from Animal Control Officers, or duly authorized Police.
- b. Telephone Services: To avoid confusion, AWS will take all telephone inquiries regarding reclaiming an Animal and adopting an Animal. Under special circumstances involving suspected abuse or neglect, the Animal Control/Police Officer(s) may request that they be contacted prior to an Animal being reclaimed by its owner.
- c. Lost and Found Pet Services: AWS staff will take lost and found reports to facilitate the return of pets to their owners.
- d. Education Services: AWS staff and volunteers will be available for conducting education programs upon request to any interested community group or organization, including schools, grades Kindergarten through 12.

17. For services provided by AWS to Municipality under this Agreement or under applicable law, the Municipality agrees to pay AWS the total sum of \$4,828.86, which is based on \$1.39 per capita/per year, of the Municipality's population as of 2010 Census (3,474), payable in advance quarterly payments.

Fee Calculation: 3,474 population x \$1.39 per capita = \$4,828.86

18. This Agreement represents the entire agreement between the Parties and no oral or prior written matter shall have any force or effect. No amendment shall be effective without prior express written approval signed by both Parties. Neither Party shall be bound by any conditions not expressly stated in this Agreement.

19. This Agreement is binding upon, and shall inure to the benefit of the heirs, assigns and successors in interest of the Parties hereto.

20. If any provisions of this Agreement shall be adjudged to be invalid or unenforceable by final judgment of a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity of the Agreement and the remaining provisions of the Agreement shall be construed as if not containing such provision and, thereafter, the rights and obligation of the parties shall be construed and enforced under the remaining provisions of the Agreement.

21. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Maine.

22. The fees noted in Paragraph 17, above, shall cover all boarding for Animals delivered to AWS and held other than those pending court proceedings. In the case of

seizures due to cruelty and/or neglect, costs and fees for animal care are the Municipality's responsibility. AWS fee schedules are available upon request.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on their behalf, in duplicate counterparts, as of the date first above written.

TOWN OF KENNEBUNKPORT, MAINE

By: _____ Witness: _____

Printed Name: _____ Printed Name: _____

Its: _____

THE ANIMAL WELFARE SOCIETY, INC.

By:  Witness: 

Printed name: Abigail Smith Printed Name: Terry Hutchins

Its: Executive Director

KENNEBUNKPORT

Quarterly Payment Schedule:

1st Payment due date:	July 1, 2018	Amount:	\$1,207.22
2nd Payment due date:	October 1, 2018	Amount:	\$1,207.22
3rd Payment due date:	January 1, 2019	Amount:	\$1,207.22
4th Payment due date:	April 1, 2019	Amount:	\$1,207.22
Total			\$ 4,828.88

Date Contract Mailed to Municipality:_____

Date Contract Received back by AWS:_____