



TOWN OF KENNEBUNKPORT, MAINE

Board of Selectmen Agenda January 28, 2021 @ 6:00 PM VIRTUAL MEETING VIA ZOOM ([Instructions](#))

Ways to join this webinar

Join by **computer or mobile device** and click on <https://zoom.us/j/92818436782>

or go to **ZOOM** and enter the **webinar ID**: 928 1843 6782

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

1. Call to Order.
2. Approve the January 14, 2021 and January 21, 2021 selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.)
4. Consider the following renewal liquor license and special amusement permits submitted by:
 - Hidden Pond, LLC located at 356 Goose Rocks Road
 - The Kennebunkport Inn, LLC located at One Dock Square
 - Lodge on the Cove, LLC located at 29 South Maine Street
 - Ivy One, LLC d/b/a The Clubhouse at Cape Arundel Inn located at 8 Old Fort Avenue
 - Cape Arundel Inn, LLC located at 208 Ocean Avenue
 - Yachtsman Hospitality, LLC located at 57 Ocean Avenue
 - Tides Beach Club, LLC located at 930 Kings Highway
 - The Boathouse at Kennebunkport, LLC located at 21 Ocean Avenue
5. Consider a renewal liquor license submitted by Taylormade Hospitality d/b/a Hurricane Restaurant located at 29 Dock Square.
6. Consider a renewal liquor license submitted by W & A, Inc. d/b/a Cape Pier Chowder House located at 79 Pier Road.
7. Appointment of Town Clerk and Registrar of Voters.
8. Consider appointment to the Shellfish Conservation Committee.
9. Annual Investment Presentation by Daniel Lay of H.M. Payson.

10. Presentation of FY2020 audit by Hank Farrah of RKO.

11. Transfer to capital reserve fund in accordance with fund balance policy.

12. Presentation of Community Conservation Project by Rachel Carson National Wildlife Refuge.

13. Capital Budget Preliminary Review.

14. Adopt the Goose Rocks Beach Parking Sticker Rules/Regulations.

Current fees are:

Resident seasonal \$5.00
Nonresident daily \$25.00
Nonresident weekly \$100.00
Nonresident seasonal \$200.00

15. Accept the following donations to the Carol Cook Garden:

- \$5 from Andrea Languirand
- \$5 from Amanda & Werner Gilliam
- \$5 from Laurie Kelly

16. Accept the following donations from the Holiday Trail of Lights:

- \$50 to the Nurse's general account
- \$425 to the Emergency Fuel Fund
- \$515 to the Park & Rec Scholarship Fund

17. Other Business.

18. Approve the January 28, 2021, Treasurer's Warrant.

19. Adjournment.

AGENDA ITEM DIVIDER

Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
January 14, 2021
6:00 PM

MINUTES

Selectmen attending via Zoom: Patrick Briggs, Edward Hutchins and D. Michael Weston.

Selectman absent: Sheila Matthews-Bull, Allen Daggett

Others attending via Zoom: Laurie Smith, Tracey O'Roak, Mike Claus, Werner Gilliam, David Powell, Matthew Philbrick, Brian Fairfield, Jon Dykstra, Lissa Bitterman, Richard Driver, Kate Bauer Burke, Elliot Siderides, Ralph Austin, Karina Graeter, and others

1. Call to Order.

Selectman Weston called the meeting to order at 6:00 PM. He took **roll call** of Selectmen present: Patrick Briggs, Edward Hutchins, and D. Michael Weston.

2. Approve the December 22, 2020 and December 23, 2020, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve the December 22, 2020 and December 23, 2020, selectmen meeting minutes. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

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

There were no comments.

4. Commendation for Matthew Philbrick and Brian Fairfield.

Michael Claus, Public Works Director brought forward two Selectmen's Commendations.

On January 6, 2021 while treating road for icy conditions, Matthew Philbrick went to the rescue of a resident who had fallen waist deep into a drainage area off school Street. His action saved the resident from serious life-threatening injury.

On January 6, 2021 while driving on School Street, Brian Fairfield noticed a Public Works employee rescuing a resident from the water in a drainage area. Brian stopped

and assisted with the rescue, found the resident's dog and returned it home. Brian gave the resident's spouse assurance that KEMS Rescue was treating the resident and facilitated family communications after the rescue.

Selectmen Briggs, Hutchins and Weston stated how grateful they are to have residents in town willing and able to jump in to help in these types of situations.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to issue Selectmen Commendations to Matthew Philbrick and Brian Fairfield. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

5. Appointment of Chris Mayo as Interim Harbormaster of the Kennebunk River.

Ms. Smith advised that Jim Black resigned as the Kennebunk River Harbormaster in December. The Kennebunk River Harbormaster serves both Kennebunk and Kennebunkport. Ms. Smith asked that the Cape Porpoise Harbormaster, Chris Mayo, be appointed as Interim Harbormaster so that he has the necessary authority to act in the river until a new Harbormaster is hired.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to approve Chris Mayo as interim Kennebunk River Harbormaster. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

6. Set the number of shellfish licenses, license fees, and the length of the season.

Town Clerk, Tracey O'Roak advised that Everett Leach, Shellfish Warden, and the Shellfish Conservation Committee are recommending the same number of licenses and rules that were in affect for 2020 be authorized for 2021.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to authorize no daily licenses, 2 resident commercial licenses, 75 resident recreational licenses, 8 non-resident recreation licenses and 1 warden recreational license for 2021. The BOS further authorizes flats to be open from April 15th to October 15th with digging to occur on Friday, Saturday, and Sunday only. Recreational diggers may only take 1 peck per week and commercial diggers may take 2 pecks per day. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

7. Solid Waste Committee recycling presentation.

Mr. Claus reported on the return of recycling. The new recycling schedule is in place and an open house occurred on Saturday, January 9th. Over 300 residents attended the

drive-thru event, and all of the available bins were distributed along with educational materials.

Jon Dykstra, Solid Waste Committee Chair, and Lissa Bitterman from ecomaine gave a presentation regarding contamination and how it is directly related to the fees the Town will pay. Residents are encouraged to educate themselves.

8. Review proposed revisions to the Animal Control Ordinance as submitted by the Beach Advisory Committee.

Richard Driver, Chair of the Beach Advisory Committee, gave a history of the dog regulations on Goose Rocks Beach and why it needs to be amended at this time. The Piping Plovers have spread across the whole beach and are no longer staying on the west end. They are a Federally protected species; therefore, the Town must take action to protect them.

Kate Bauer Burke gave an overview of the proposed changes.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to forward the redrafted ordinance to the Town Attorney for review. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

9. Review of proposed improvements of Colony Avenue.

Elliot Siderides of Windward Development introduced his team and presented the proposed improvement project on Colony Avenue.

Ms. Smith advised that the project is currently in the Planning Board process.

After a presentation of the proposed improvements by Mr. Siderides, there was a discussion regarding whether the Town should accept the proposed new sidewalks and streetlights that are within the right-of-way. The consensus was that the Town should not accept the sidewalks and streetlights.

The Selectmen directed staff to work with the Colony's team to develop an agreement for acceptance of the right-of-way.

10. Authorize Memorandum of Understanding with Southern Maine Solar Collaborative.

Karina Graeter, Sustainability Coordinator, spoke regarding pursuit of the development of a solar farm project to meet the energy needs of the Town. Current legislation allows for a net energy billing contracts agreement. This allows a developer to sell solar farm power to customers for a long-term payback for development costs. By partnering

together with other southern Maine communities, we could attract the best deal for our energy needs. Kennebunkport would work with the Southern Maine Planning Development Commission to seek proposals from developers. There are currently six towns interested in participating – Kennebunkport, Kittery, Old Orchard Beach, Waterboro, Ogunquit, and Fryeburg. The goal is carry-out a joint procurement process and secure renewable lower cost energy for the town.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to authorize the Town Manager to enter into the Southern Maine Solar Collaborative memorandum of understanding. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

11. Amendment to Emergency Paid Sick Leave Policy adopted on 04/06/2020.

Ms. Smith gave an overview of the federal government's Families First Coronavirus Response Act that was adopted by the Board of Selectmen on April 6, 2020. The act authorized up to 80 hours of paid leave related to a Coronavirus illness or quarantine. It also provided additional family medical leave act coverage for caring for children who would be home because a school or daycare is closed.

This leave ended effective December 31, 2020; however, the federal government allows employers to continue this coverage through March 31, 2021. The goal of extending this policy is to safeguard employees and the general public by allowing employees to take the necessary time to recover or quarantine.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to authorize the adoption of the Amendment to Emergency Paid Sick Leave Policy. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

12. Accept donation of \$10,000 from Timothy Harrington to the Nurse's general account.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$10,000 donation from Timothy Harrington to the Nurse's general account **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

13. Accept donation of \$2,000 from an anonymous donor to the Nurse's general account.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$2,000 donation from an anonymous donor to the Nurse's general account **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

14. Accept donation of \$500 from an anonymous donor to the Nurse's general account.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$500 donation from an anonymous donor to the Nurse's general account **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

15. Accept donation of \$120 from Allison & Randy Stevens to the Nurse's general account.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$120 donation from Allison & Randy Stevens to the Nurse's general account **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

16. Accept donation of \$150 from Deb Lennon to the Nurse's general account.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$150 donation from Deb Lennon to the Nurse's general account **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

17. Accept donation of \$1,200 from Ben & Tara Rubin to the Recreation Scholarship account to cover kids in daycare/educational assistance program.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$1,200 donation from Ben & Tara Rubin to the Recreation Scholarship account. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

18. Accept donation of \$361.67 from Church on the Cape to the Emergency Fuel Fund.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the \$367.67 donation from Church on the Cape to the Emergency Fuel Fund. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed**

19. Accept the following donations to the Carol Cook Garden:

- \$5 from Melissa Mayfield
- \$5 Megan Blakemore
- \$20 from Eleanor Nunan

- \$20 from David & Lucy Hardy
- \$20 from Martha Healy-Fried
- \$20 from Gaby Grekin & Brian Fairfield
- \$25 from Judy Merrill
- \$25 from Deborah & Paul Gelardi
- \$25 from Jamie Ramsey
- \$25 from Mary Bridge & Mark Rusconi
- \$25 from Richard & Kristen Woodman
- \$25 from Ken & Charlotte Bell
- \$25 from Lisanne James
- \$50 from Cheryl Kane
- \$50 from Deb Smith
- \$50 from Annabelle Wainman
- \$50 from Alan & Heidi Boucher
- \$50 from Ed MacLeod
- \$50 from Debra Lennon
- \$50 from Charles & Susan McLaughlin
- \$50 from Cynthia Clement
- \$100 from Kennebunk Portside Rotary
- \$100 from Bob Convery
- \$100 from Carolyn Sherman
- \$100 from Tom & Ann Galligan

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the listed donations to the Carol Cook Garden. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed**

20. Other Business.

Selectmen Weston advised of an email he received regarding President-elect Biden's National Memorial for COVID-19 Victims which will be held on January 19th at 5:30 pm. The Lincoln Memorial Reflecting Pool in Washington, DC will host a lighting ceremony. Cities and towns around the country are encouraged to participate by illuminating buildings in a national moment of unity and remembrance. Fire Chief Everett will light the fire station in honor of this event.

21. Approve the January 14, 2021, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Briggs to approve the January 14, 2021 Treasurer's Warrant. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed**

22. Adjournment.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to adjourn. **Roll Call Vote:** Briggs, Hutchins, and Weston. **Voted:** 3-0. **Motion passed.**

The meeting adjourned at 8:09 PM.

Submitted by,
Tracey O'Roak
Administrative Assistant

Town of Kennebunkport
Board of Selectmen Workshop VIA Zoom
January 21, 2021
6:00 PM

MINUTES

Selectmen attending via Zoom: Allen Daggett, Patrick Briggs, Edward Hutchins Sheila Matthews-Bull and D. Michael Weston.

Others attending via Zoom: Laurie Smith, Werner Gilliam and others

1. Call to Order.

Chairman Daggett called the meeting to order at 6:00 PM. He took **roll call** of Selectmen present: Allen Daggett, Patrick Briggs, Edward Hutchins Sheila Matthews-Bull and D. Michael Weston.

2. Discuss short term rental ordinance revisions.

Ms. Smith gave an overview of the most recent revisions to the short-term rental ordinance. The definition of accessory apartments was clarified. It was also clarified if a taxpayer sells their property before the end of the calendar year, the license will stay with the property until renewal time. The new owner will then apply for a license if they chose.

There was discussion regarding inspection requirements and how long they will have before they must be inspected by the Code Enforcement Office. It was agreed that it should be at least two years, if not more. Until a property is inspected, it will be up to the property owner to self-report.

Ms. Smith explained the transitional provisions for licensing of pre-existing short-term rentals. As the ordinance is drafted, 2022 will be used to capture all current short-term rentals. The following year (2023) will be the time to add new licenses once it is known how many there were in 2022. The cap will be decided at that time.

Discussion ensued regarding the length of time a property can go without a rental and stay on the list.

The formula for the number of licenses allocated was discussed. Percentage vs. a flat number was debated.

Ms. Smith outlined the next steps. The recommended revisions from this meeting will be incorporated into the draft ordinance. The revised document will be discussed at the first meeting in February (February 11, 2021).

3. Other Business.

No other business.

4. Adjournment.

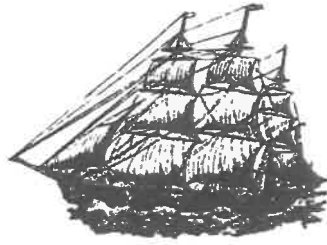
Motion by Selectman Hutchins, seconded by Selectman Weston, to adjourn. **Roll Call Vote:** Briggs, Hutchins, Matthews-Bull, Weston and Daggett. **Voted:** 5-0.

Motion passed.

The meeting adjourned at 7:25 PM.

Submitted by,
Tracey O'Roak
Administrative Assistant

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

-INCORPORATED 1653-

APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT

Name of Applicant: Hidden Pond, LLC
Residence Address: 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number: 207-967-1519
Name of Business: Hidden Pond
Business Address: 356 Goose Rocks Rd, Kennebunkport, ME 04046
Type of Business: Resort/ Restaurant
Business Telephone Number: 207-967-9050
Nature of Special Amusement: Live Music/ Dancing

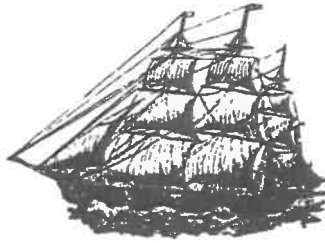
Has your liquor and or amusement license ever been denied or revoked?

Yes No [X]

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

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

Signature of Applicant: [Handwritten Signature]
Printed name: Justin Grimes



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT

Name of Applicant: The Kennebunkport Inn, LLC
Residence Address: 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number: 207-967-1519
Name of Business: The Kennebunkport Inn
Business Address: One Dock Square, Kennebunkport, ME 04046
Type of Business: Hotel/ Restaurant
Business Telephone Number: 207-967-2621
Nature of Special Amusement: Live Music/ Dancing

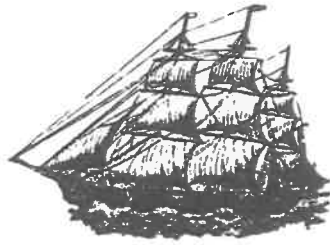
Has your liquor and or amusement license ever been denied or revoked?

Yes No [X]

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

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

Signature of Applicant: [Handwritten Signature]
Printed name: Justin Grimes



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT

Name of Applicant Lodge on the Cove, LLC
Residence Address 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number 207-967-1519
Name of Business Lodge on the Cove
Business Address 29 South Maine St, Kennebunkport, ME 04046
Type of Business Hotel/ Restaurant
Business Telephone Number 207-967-3993
Nature of Special Amusement Live Music/ Dancing

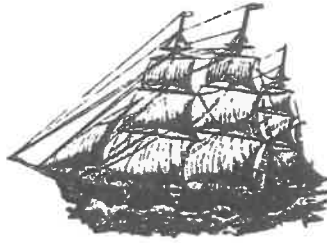
Has your liquor and or amusement license ever been denied or revoked?

Yes No X

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

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

Signature of Applicant
Printed name: Josh Grimes



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT

Name of Applicant Ivy One, LLC
Residence Address 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number 207-967-1519
Name of Business The Clubhouse at Cape Arundel Inn
Business Address 8 Old Fort Ave, Kennebunkport, ME 04046
Type of Business Inn/ Restaurant
Business Telephone Number 207-967-5353
Nature of Special Amusement Live Music/ Dancing

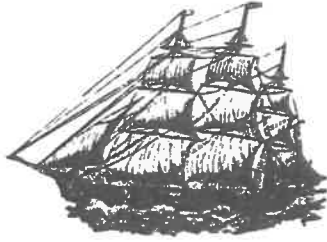
Has your liquor and or amusement license ever been denied or revoked?

Yes No X

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

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

Signature of Applicant [Handwritten Signature]
Printed name: Joshua Grimes



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT

Name of Applicant Cape Arundel Inn, LLC

Residence Address 2 Livewell Dr. Suite 203, Kennebunk, ME 04043

Home Telephone Number 207-967-1519

Name of Business Cape Arundel Inn

Business Address 208 Ocean Ave, Kennebunkport, ME 04046

Type of Business Hotel/ Restaurant

Business Telephone Number 207-967-2125

Nature of Special Amusement Live Music/ Dancing

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

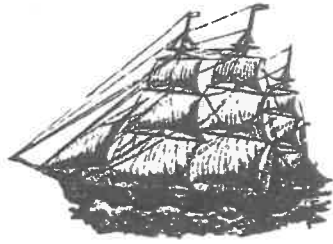
Yes _____ No X

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

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

Signature of Applicant

Printed name: Justin Brimes



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT

Name of Applicant Yachtsman Hospitality, LLC
Residence Address 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number 207-967-1519
Name of Business Yachtsman Hotel & Marina Club
Business Address 57 Ocean Ave, Kennebunkport, ME 04046
Type of Business Hotel/ Marina Bar/ Marina
Business Telephone Number 207-967-2511
Nature of Special Amusement Live Music/ Dancing

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

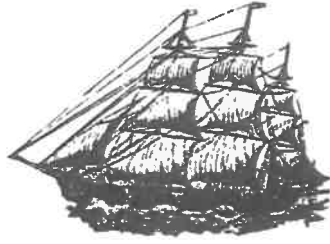
Yes _____ No X

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

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

Justin Grimes
Signature of Applicant

Printed name: Justin Grimes



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

**APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT**

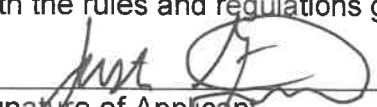
Name of Applicant Tides Beach Club, LLC
Residence Address 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number 207-967-1519
Name of Business Tides Beach Club
Business Address 930 Kings Hwy, Kennebunkport, ME 04046
Type of Business Hotel/ Restaurant
Business Telephone Number 207-967-3757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

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

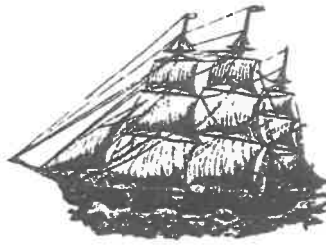
Yes _____ No

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

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


Signature of Applicant

Printed name: Justin G. Ames



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

**APPLICATION
SPECIAL AMUSEMENT PERMIT FOR
DANCING AND ENTERTAINMENT**

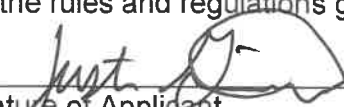
Name of Applicant The Boathouse at Kennebunkport, LLC
Residence Address 2 Livewell Dr. Suite 203, Kennebunk, ME 04043
Home Telephone Number 207-967-1519
Name of Business The Boathouse Hotel
Business Address 21 Ocean Ave. Kennebunkport, ME 04046
Type of Business Hotel/ Restaurant
Business Telephone Number 207-967-8223
Nature of Special Amusement Live Music/ Dancing

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

Yes _____ No

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

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


Signature of Applicant

Printed name: Justin Coimes

AGENDA ITEM DIVIDER

AGENDA ITEM DIVIDER

AGENDA ITEM DIVIDER

TOWN OF KENNEBUNKPORT
Application for Boards, Committees & Commissions

To the Town Manager:

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

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

Kevin Philbrick 1-12-21
 Signature of Applicant Date

Preliminary Information

Name (Print): Kevin Philbrick

Residence Address: 6 Browns Lane Phone: 207-468-0768

Business Address: _____ Phone: _____

Mailing Address: 6 Browns Lane

(if different) _____

E-mail Address: philbrick.kevin@yahoo.com

Membership in community organizations:

Organization	Dates	Activities
<u>Kennebunkport Fire</u>	<u>45 yrs</u>	<u>Fire Fighter</u>
_____	_____	_____
_____	_____	_____

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?

Enjoy Clamming and want to volunteer my
time to help anyway I can

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.

HMPPayson

Investment Review

JANUARY 2021

PREPARED FOR

Town of Kennebunkport

Daniel M. Lay, Esq.

PORTFOLIO MANAGER

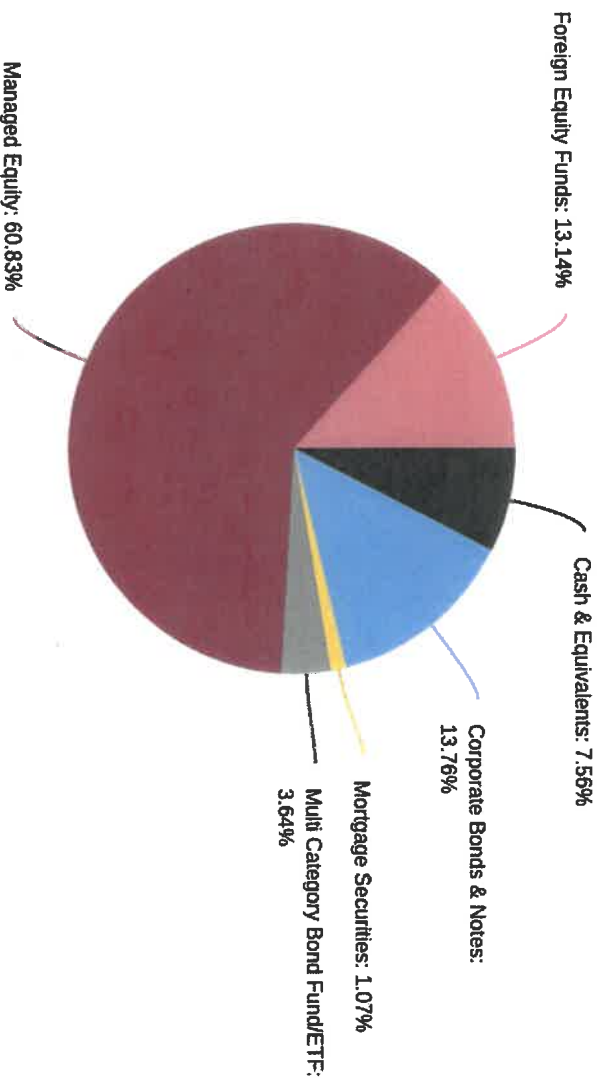
Noah J. Petrucci, CFA

RELATIONSHIP MANAGER

Jenny L. Robinson

RELATIONSHIP ADMINISTRATOR

Asset Allocation by Account TOWN OF KENNEBUNKPORT



- Style Class
- Cash & Equivalents
- Corporate Bonds & Notes
- Mortgage Securities
- Multi Category Bond Fund/ETF
- Managed Equity
- Foreign Equity Funds
- Total

As of December 31, 2020

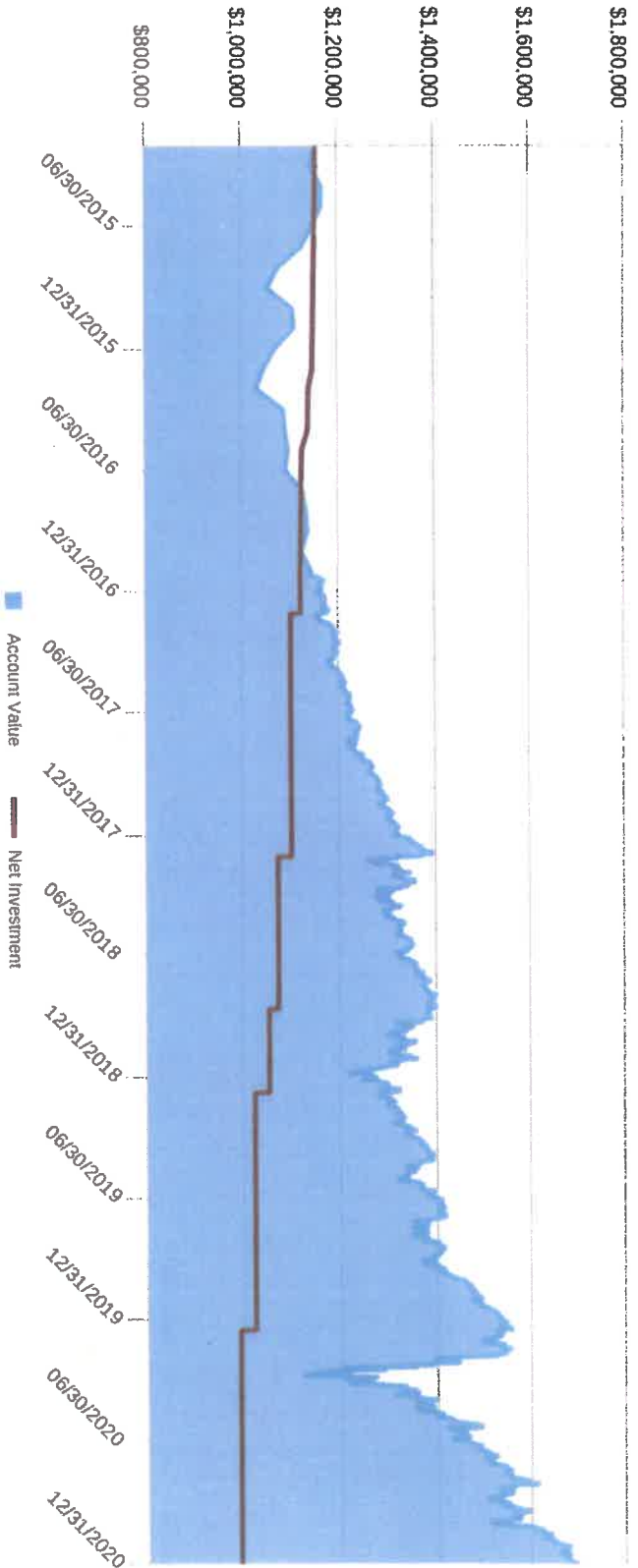
Individual Account Gross Performance

TOWN OF KENNEBUNKPORT

Asset Class	Fiscal YTD beginning 7/1 Gross Return	Previous 1 Year Gross Return	Previous 3 Years Gross Return	Previous 5 Years Gross Return	Inception to Date (02/28/2015) Gross Return
Cash & Equiv	0.12%	0.69%	1.60%	1.20%	1.03%
FTSE USBIG 1 Mo. Treasury Bill	0.05%	0.45%	1.49%	1.09%	0.94%
Fixed Income	1.60%	4.75%	4.34%	4.20%	* 3.17%
Bloomberg Barclays US Government / Credit 1 - 5Y	0.70%	4.71%	3.69%	2.77%	2.43%
Equity	23.15%	18.36%	16.14%	17.41%	12.94%
75% S&P 500, 25% ACWI ex-US	22.72%	16.48%	11.84%	13.67%	10.92%
Total	17.16%	14.01%	12.60%	13.10%	9.79%
70% (75% S&P 500:25% ACWI exUS),25% BB US Int Gvd/Crd,5% 3MTB	15.98%	13.77%	9.87%	10.70%	8.67%

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

Account Value vs. Net Investment TOWN OF KENNEBUNKPORT



Start Value
Net Contribution
Investment Gain/Loss
Ending Value

Fiscal YTD beginning 7/1
\$1,454,944
(\$41)
\$243,978
\$1,698,881

**Inception to Date
(02/28/2015)**
\$1,154,444
(\$164,272)
\$708,709
\$1,698,881

Town of Kennebunkport Distribution Review as of 12/31/2020

	Market Value 12/31/2020	2016	2017	2018*	2019	2020	Since Inception through 12/31/2020
Kittredge Trust	\$953,600.76	-\$12,021.77	-\$14,554.52	-\$27,929.65	-\$29,365.39	-\$31,863.29	-\$115,734.62
Macomber Trust	\$0.00	-\$100.18	-\$5,869.26	\$0.00	\$0.00	\$0.00	-\$5,969.44
Picavet Trust	\$690,912.33	-\$7,914.33	\$0.00	-\$19,811.05	\$0.00	\$0.00	-\$27,725.38
TOTAL		-\$20,036.28	-\$20,423.78	-\$47,740.70	-\$29,365.39	-\$31,863.29	-\$149,429.44

*Began using the 4% spending calculation in 2018



TOWN OF KENNEBUNKPORT

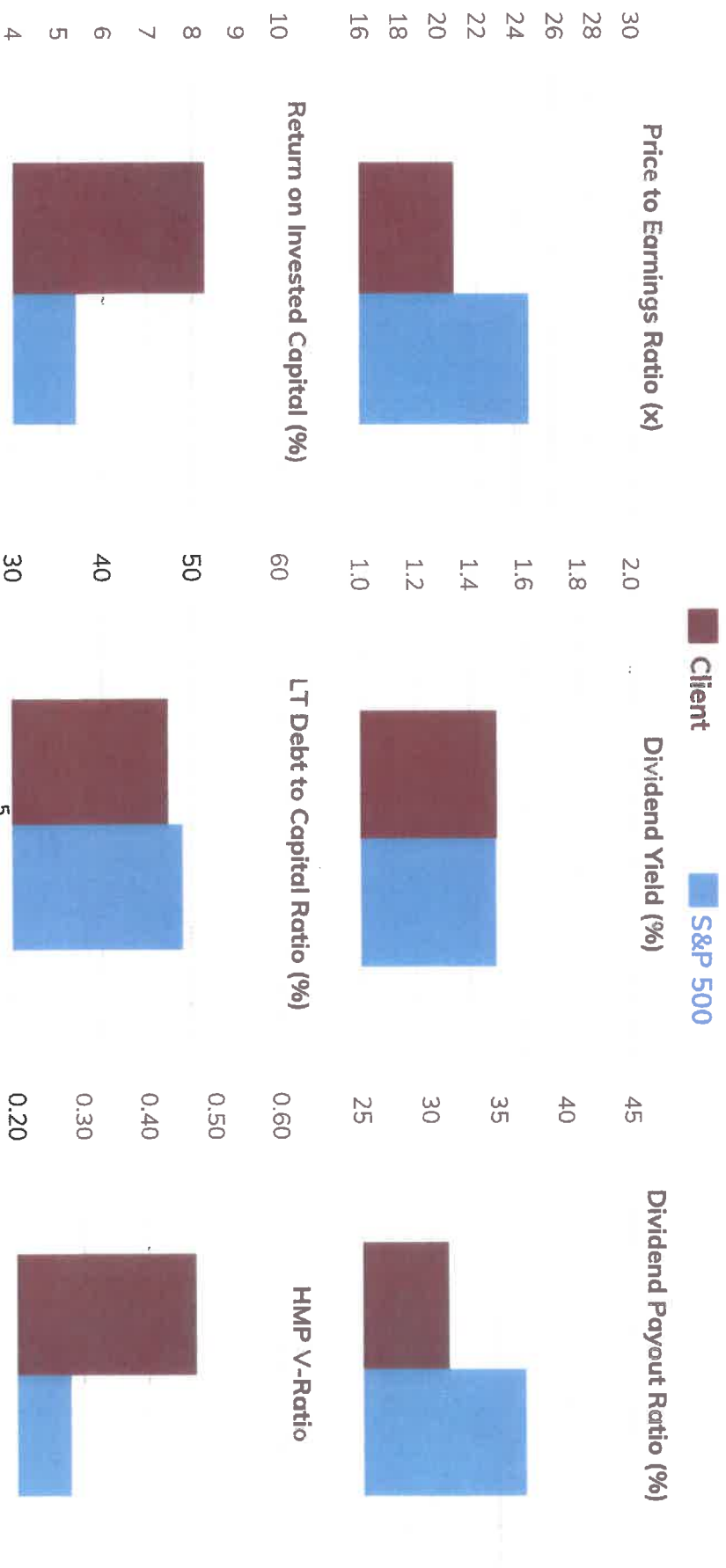
Holdings as of: December 31, 2020

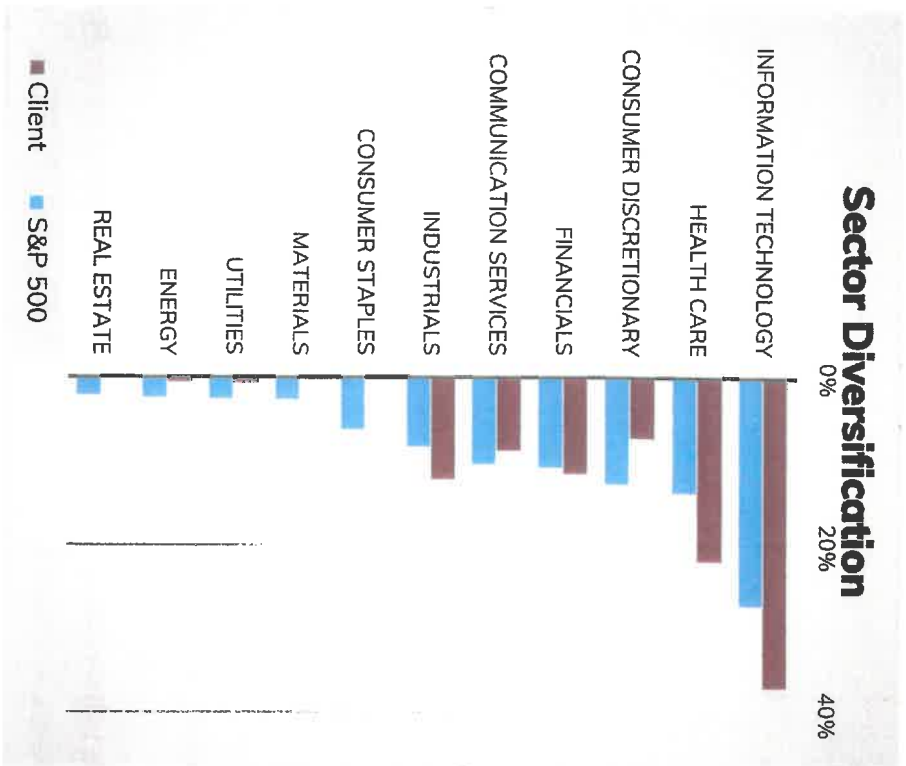
Characteristics Summary	Client	S&P 500
Price to Earnings (x)	20.9	24.7
Dividend Yield (%)	1.5	1.5
Payout Ratio (%)	31	37
Return on Invested Capital (%)	8.3	5.4
Long term Debt to Capital (%)	47	49
V-Ratio	0.47	0.28

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

$$\text{ROIC} = \frac{\text{Earnings} - \text{Dividends}}{\text{Total Capital}}$$

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





Sector	S&P 500 Index: Median Values		Portfolio Weighted	
	Return on Tangible Assets	*AFG Economic Margin™	ROTA	AFG EM™
Information Technology	15.2%	13.2%	19.6%	26.2%
Health Care	13.7%	13.9%	19.6%	19.2%
Consumer Discretionary	8.0%	7.3%	7.6%	8.8%
Financials	1.6%	3.6%	13.2%	16.2%
Communication Services	8.9%	9.5%	14.3%	11.2%
Industrials	12.4%	12.6%	9.5%	17.7%
Consumer Staples	13.7%	11.9%		
Materials	7.7%	3.9%		
Utilities	2.7%	0.5%	4.1%	1.8%
Energy	2.1%	0.7%	5.6%	2.9%
Real Estate	3.1%	9.7%		
Index/Portfolio	7.9%	8.6%	16.1%	19.6%

Value is greater than Index Median

* Economic Margin = Economic Profit as a % of a firm's productive capital base (Trademark of The Applied Finance Group™, Ltd.)

TOWN OF KENNEBUNKPORT

Holdings as of: December 31, 2020



Stock Characteristics - 10 Largest Holdings

Company	Sector	Weight	Yield	Payout	5 Yr Div Growth	5 Yr EPS Growth	P/E	ROIC	LT Debt to Capital
Apple Inc	Information Technology	6.7%	0.6%	19.6%	9.9%	7.3%	31.7	33.6%	62.1%
Alphabet Inc Class C Capital Stock	Communication Services	5.8%	0.0%	0.0%	NM	20.3%	30.9	17.5%	10.5%
Berkshire Hathaway Cl B	Financials	4.5%	0.0%	0.0%	NM	32.7%	23.2	4.5%	20.9%
HP Inc Com	Information Technology	4.2%	3.2%	27.9%	1.0%	-4.2%	8.8	64.4%	152.8%
Mastercard Incorporated	Information Technology	4.1%	0.5%	24.2%	23.2%	20.7%	49.1	30.2%	68.4%
Microsoft Corp	Information Technology	4.1%	1.0%	31.5%	10.5%	31.2%	31.2	18.8%	37.6%
Johnson & Johnson	Health Care	4.0%	2.6%	47.7%	6.3%	-0.2%	18.6	12.2%	33.6%
Visa Inc Cl A Common Stock	Information Technology	3.5%	0.6%	20.8%	20.1%	12.9%	35.5	18.8%	36.8%
Amazon.com Inc	Consumer Discretionary	3.2%	0.0%	0.0%	NM	NM	81.7	12.4%	49.6%
Amgen Inc	Health Care	3.1%	3.1%	42.6%	18.9%	14.0%	13.9	12.4%	75.7%
Top 10 Stocks		43.1%	1.1%	24.5%	7.9%	11.9%	23.3	14.4%	39.5%
Total Stock Portfolio			1.5%	31.3%	11.5%	10.9%	20.9	8.3%	47.4%
S&P 500 Index			1.5%	37.0%	7.3%	7.5%	24.7	5.4%	49.1%

Disclosures

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

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

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

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

AGENDA ITEM DIVIDER

Town of Kennebunkport

FINANCIAL OVERVIEW

Presented By: Hank Farrah

RUNYON KERSTEEN QUELLETTE

INSIDE

2. Summary of Audit Results
3. Fund Balances
4. General Fund - Revenues
5. General Fund - Expenditures
6. Unassigned Fund Balance as a Percentage of Expenditures
7. Revenue Distribution
8. Expenditure Distribution - 2020
9. Expenditure Distribution - 2019

About this presentation

This presentation is intended as a tool to assist the Board of Selectmen and management in understanding its financial operating results. The information contained in this publication should be read in conjunction with the comprehensive annual financial report and should not be used for any other purposes without the expressed consent of *RUNYON KERSTEEN*

QUELLETTE.

Please contact us at 207-773-2986 or 1-800-486-1784

20 Long Creek Drive, South Portland, ME 04106





Town of Kennebunkport

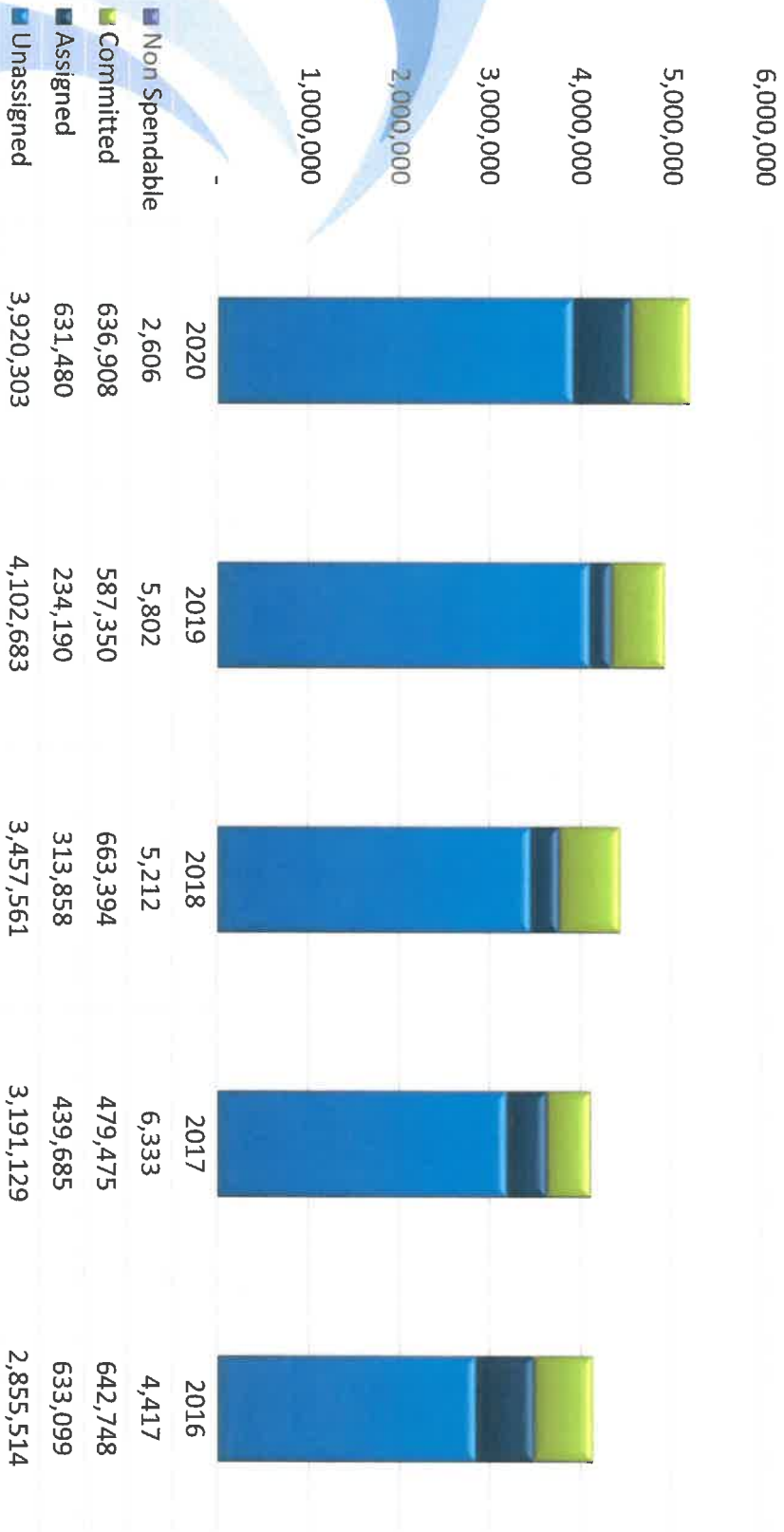
SUMMARY OF AUDIT RESULTS

- Financial Statement Opinion - Unmodified
- Report Required by *Government Auditing Standards (GAS)*
 - No Material Weaknesses
 - No Significant Deficiencies



Town of Kennebunkport

FUND BALANCES



Observations:

- Total Fund balance increased by \$260,000 to \$5,191,297 in the current year.
- See pages 47-48 of the financial statements for breakdown of fund balance.



Town of Kennebunkport

GENERAL FUND - REVENUES

	Budget	Actual	Variance
Property taxes	\$ 18,772,020	18,742,814	(29,206)
Excise taxes	994,600	1,098,012	103,412
Intergovernmental revenues	575,936	732,517	156,581
Licenses and permits	325,750	417,948	92,198
Charges for services	265,600	289,740	24,140
Interest earned	110,000	167,924	57,924
Other revenues	23,500	37,223	13,723
Total revenues	21,067,406	21,486,178	418,772
Transfers in	465,800	465,707	(93)
Utilization of prior year surplus	200,000	-	(200,000)
Utilization of carryforward balances	1,087,926	-	(1,087,926)
Total revenue and other financing sources	\$ 22,821,132	21,951,885	(869,247)

SUMMARY OF SIGNIFICANT VARIANCES

- More excise taxes was collected than budgeted. The Town seen an increase in residents.
- Intergovernmental was over budget due to State revenue sharing and MDOT funding.
- Licenses and permits came in over budget due to building permits issued.
- Interest earned due to better interest rates with more cash in the bank.



Town of Kennebunkport

GENERAL FUND - EXPENDITURES

	Budget	Actual	Variance
General government	\$ 2,089,161	1,856,579	232,582
Public safety	2,989,929	2,824,827	165,102
Public works	1,238,293	1,130,645	107,648
Health and welfare	737,959	667,300	70,659
Recreation and culture	510,636	495,158	15,478
County tax	1,143,776	1,143,776	-
Education	11,249,250	11,249,250	-
Debt service	592,020	455,209	136,811
Committed funds	424,790	19,841	404,949
Transfers out	1,845,318	1,845,318	-
Total expenditures and transfers out	\$ 22,821,132	21,687,903	1,133,229

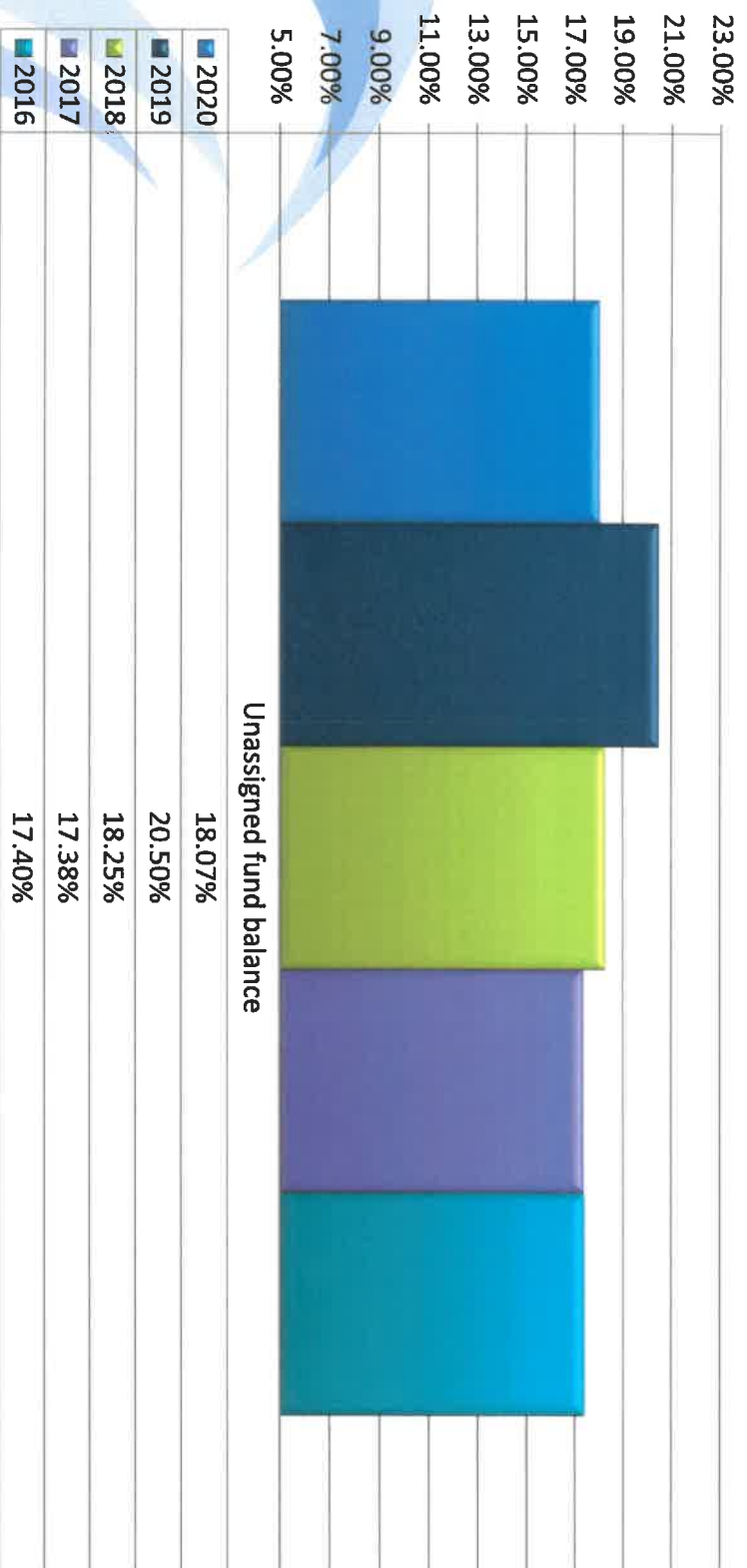
SUMMARY OF SIGNIFICANT VARIANCES

- General government was under budget due to unused contingency and overlay, and savings in insurance.
- Public safety had savings in wages and benefits.
- Public works savings included wages, fuel, and tree services.
- Debt service payment estimates differed in amounts and timing of those payments.
- Committed funds are carried forward until their intended use.



Town of Kennebunkport

GENERAL FUND – Unassigned Fund Balance as a Percentage of Expenditures



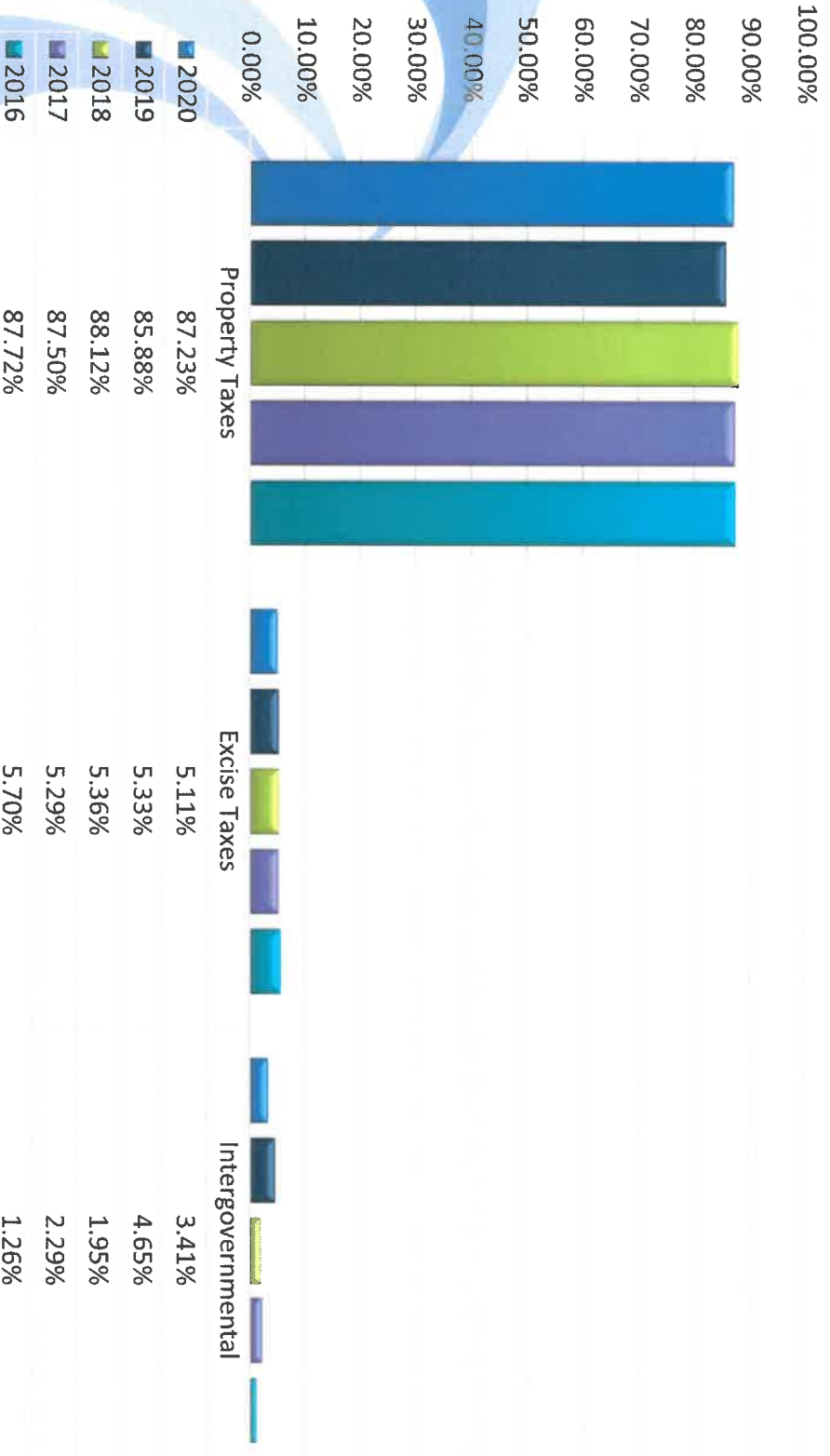
Town of Kennebunkport Minimum Fund Balance Policy:

“It is the policy of the Town of Kennebunkport to maintain unassigned fund balance in the general fund at a minimum of two months of general fund expenditures (or 18%) measured on a GAAP basis. If unassigned fund balance drops below this level, the Town will develop a plan to bring the balance to the target level over a period of five years or less. Any unassigned funds in excess of the 18% target balance will be transferred to capital reserve accounts for projects identified in the Capital Improvement Plan.”



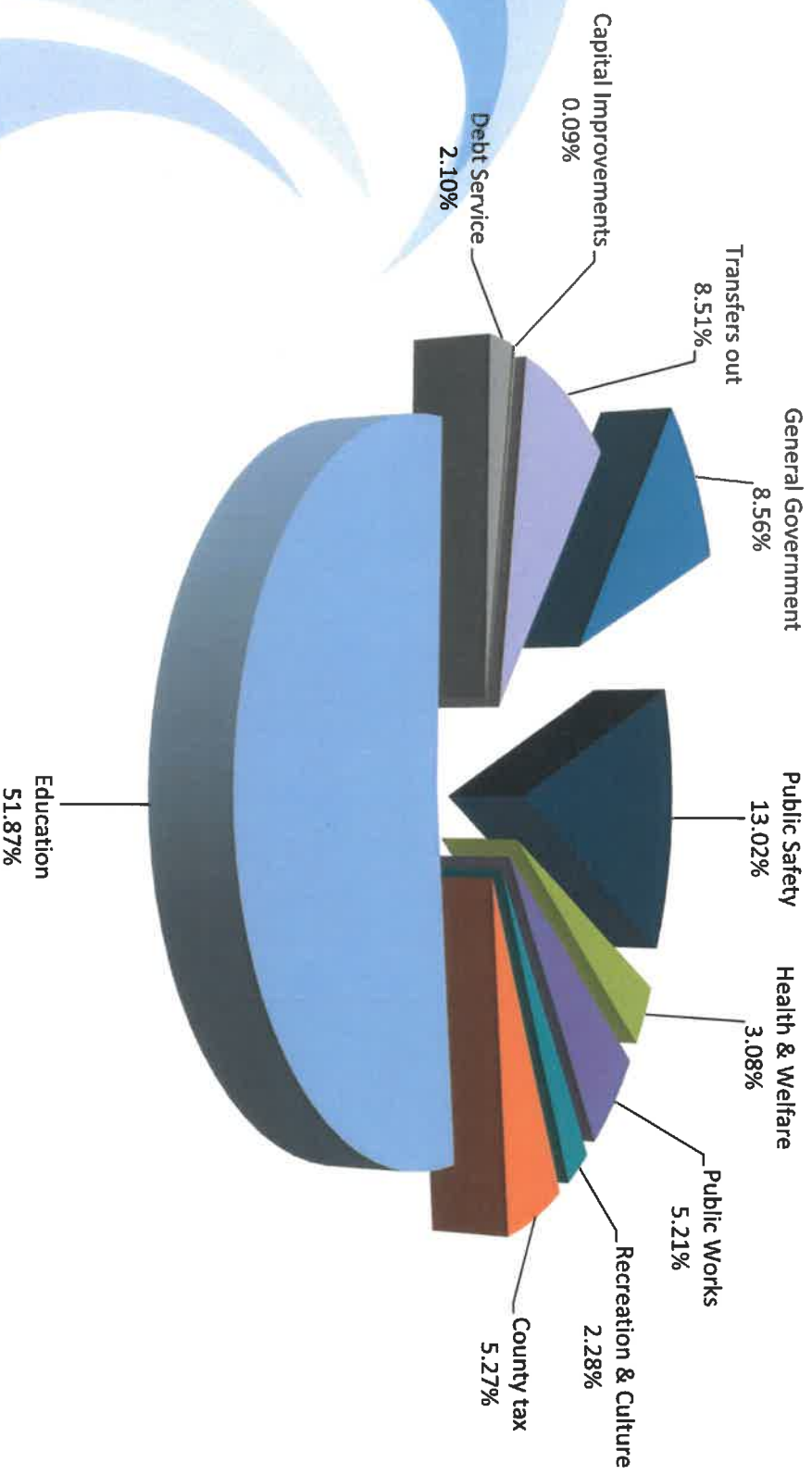
Town of Kennebunkport

GENERAL FUND – Revenue Distribution



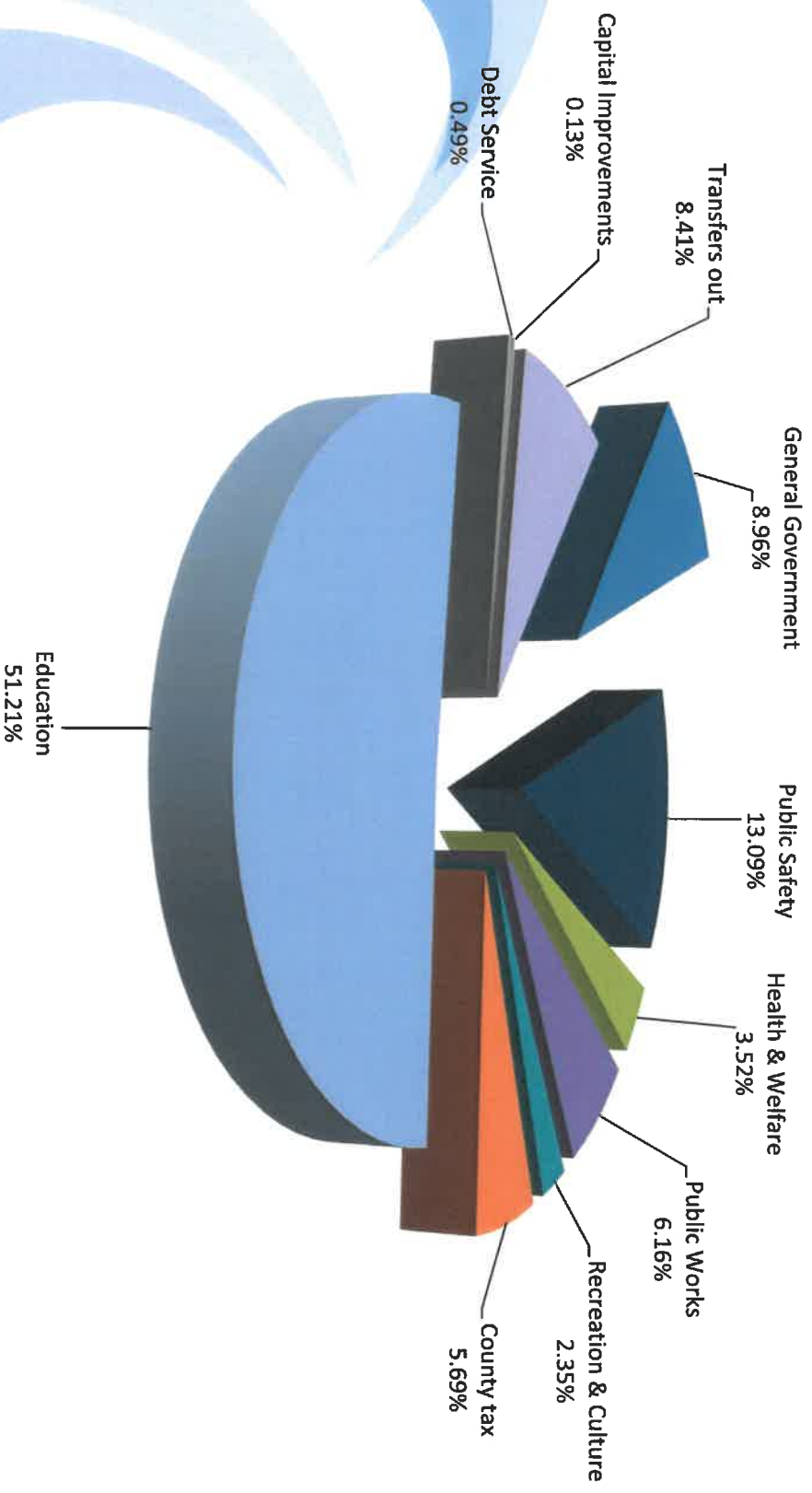
Town of Kennebunkport

GENERAL FUND – Expenditure Distribution - 2020



Town of Kennebunkport

GENERAL FUND – Expenditure Distribution - 2019



AGENDA ITEM DIVIDER

Memo

To: Kennebunkport Board of Selectmen

From: Laurie Smith, Town Manager and Jennifer Lord, Treasurer

Date: 1/13/21

Re: Fund Balance Transfer

In accordance with the General Fund - Fund Balance Policy, I am recommending that you authorize the transfer of \$10,555.40 to the Capital Projects Fund – General Capital Improvements account. This will adjust the General Fund Unassigned balance on Statement 3 to \$3,909,747.60. See attached spreadsheet for details.

With the FY 20 additions and the FY 21 uses, the adjusted total for the General Capital Improvements will be \$472,224.40.

Town of Kennebunkport
 Unassigned Fund Balance
 10/19/2020

		FY 20
Unassigned per		
from Statement 3		3,920,303.00
retain 18% expenditures in general		(3,909,747.60)
Unassigned Fund Balance should be		
transfer to Capital Reserve budget		<u>10,555.40</u>
expenses from statement 4		19,875,502.00
transfers out		(130,000.00)
		(67,000.00)
		(30,000.00)
		(130,000.00)
		(35,000.00)
		(5,000.00)
		(18,500.00)
		(6,000.00)
		(587,600.00)
		(90,000.00)
		(10,000.00)
		(200,000.00)
		(35,642.00)
		<u>(500,576.00)</u>
total transfers		(1,845,318.00)
grand total		21,720,820.00
% per policy	18%	
Adjusted Unassigned Fund Balance		3,909,747.60
Capital Improvements		
	6/30/2020	786,669.00
	per budget	(325,000.00)
	transfer per FBP	10,555.40
	adjusted balance	<u>472,224.40</u>

AGENDA ITEM DIVIDER

Memo

Contact: Rachel_stearns@fws.gov

Community conservation project in development at Rachel Carson National Wildlife Refuge

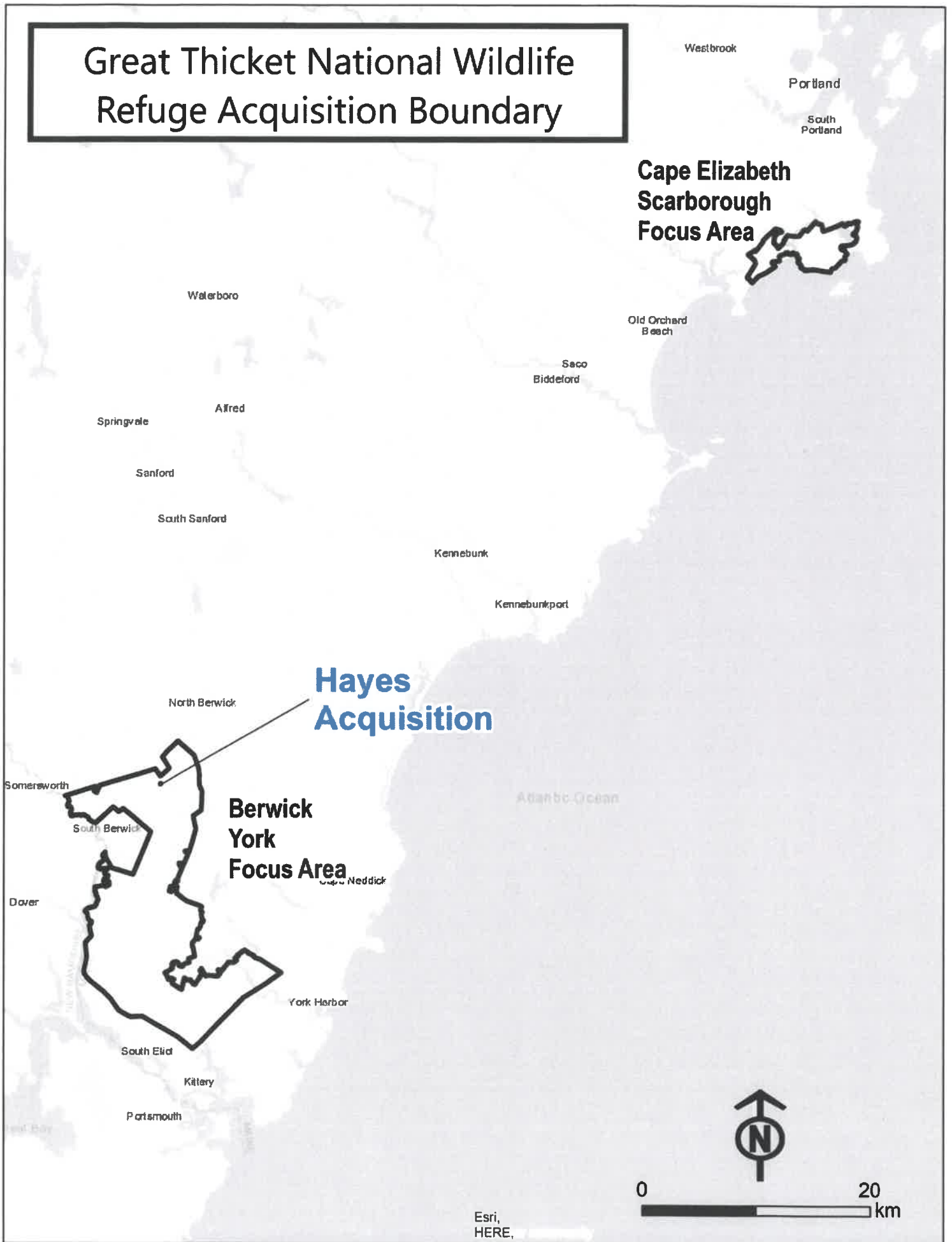
Rachel Carson National Wildlife Refuge staff will be addressing the Kennebunkport Board of Selectmen at the January 28th meeting. RCNWR staff will present details about a voluntary community conservation project in development called Rachel Carson's Conservation Champions: Businesses for a Greener Future. The project, which has been developed as part of the refuge's 50th year anniversary of being renamed in honor of Rachel Carson, aims to form partnerships between the refuge and the local business community and to inspire local business owners to implement environmentally sustainable practices at their business within a 1-year timeframe. Staff looks forward to sharing details and is seeking input from the Board following the presentation.

Great Thicket National Wildlife Refuge Acquisition Boundary

**Cape Elizabeth
Scarborough
Focus Area**

**Hayes
Acquisition**

**Berwick
York
Focus Area**



AGENDA ITEM DIVIDER

Capital Improvement Program

Department	Type	FY 22	FY 23	FY 24	FY 25	FY 26	Future	
<u>Administration</u>								
Records Preservation	Admin							
Records Preservation	Admin	\$ 5,000						
Records Preservation	Admin		\$ 5,000					
Records Preservation	Admin			\$ 5,000				
Records Preservation	Admin				\$ 5,000			
Town Hall Construction	Bldg/Facilities				\$ 3,500,000			
Records Preservation	Admin					\$ 5,000		
Records Preservation	Equipment						\$ 30,000	
Replace 2017 Codes Vehicle	Equipment						\$ 200,000	
Records Preservation	Admin						\$ 230,000	
subtotal - Administration		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 3,505,000	\$ 5,000	\$ 230,000
<u>Communications</u>								
Replace HVAC System	Bldg/Facilities		\$ 50,000					
Replace Radio Infrastructure and Equipment	Bldg/Facilities			\$ 1,500,000				
subtotal - Communications		\$ -	\$ 50,000	\$ 1,500,000	\$ -	\$ -	\$ -	
<u>Fire</u>								
Rigid Inflatable Boat/engine/trailer - GRB - new 2003 (2022)	Equipment	\$ 18,000						
Firefighter PPE	Equipment	\$ 12,000						
Firefighter PPE	Equipment		\$ 12,000					
Replace Brush 35 1980 GMC	Equipment		\$ 60,000					
Replace Engine 12 - 1997 PV REPLACE IN 2023	Equipment			\$ 635,000				
Firefighter PPE	Equipment			\$ 18,500				
Replace Ladder 34 - GRB new 1999 - Replace 2024	Equipment			\$ 1,000,000				
Firefighter PPE	Equipment				\$ 18,500			
Village Fire Station	Bldg/Facilities				\$ 1,000,000			
Replace Car 1 - 2015 Ford F-150 (2026)	Equipment					\$ 60,000	\$ 60,000	

Capital Improvement Program

Department	Type	FY 22	FY 23	FY 24	FY 25	FY 26	Future
SCBA Air Packs (45) (2027)	Equipment						\$ 280,000
Rigid Inflatable Boat/engine/trailer - CP - New 2008 (2028)	Equipment						\$ 18,000
Replace Squad 11 2006 REPLACE IN 2031	Equipment						\$ 300,000
Replace Tank 1-GRB new 2008 Replace 2038	Equipment						\$ 400,000
Engine 23 WW/REPLACE IN 2039	Equipment						\$ 900,000
Generator - WD	Equipment						\$ 7,500
Generator - Village	Equipment						\$ 20,000
Hydraulic rescue tool	Equipment						\$ 80,000
Wildes Dist, Fire Station	Bldg/Facilities						\$ 250,000
Engine 33 GRB - new 2017 (2042)	Equipment						\$ 900,000
	subtotal - Fire	\$ 30,000	\$ 72,000	\$ 1,653,500	\$ 1,018,500	\$ 60,000	\$ 3,215,500
<u>Parks and Recreation</u>							
Build Skating Rink Base	Bldg/Facilities	\$ 20,000					
Resurface Tennis Courts	Bldg/Facilities	\$ 45,000					
Pickleball Courts- Asphalt, Paint, Fence, Benches	Bldg/Facilities	\$ 41,500					
Firemen's Park Playground	Equipment		\$ 25,000				
Addition of Ice Rink Lights,Ice Rink Expansion w/ new liner	Bldg/Facilities		\$ 35,000				
Zero Turn Mower replacement	Equipment		\$ 10,000				
Trail & Elderplay elements, for Village Parcel	Infrastructure			\$ 25,000			
Trail Development	Infrastructure			\$ 10,000			
Replace 2015 Bus	Equipment					\$ 60,000	
Splash Pad on Parsons Field	Infrastructure						\$150,000
Public Boat Access	Infrastructure						\$ 100,000
	subtotal - Parks and Recreation	\$ 106,500	\$ 70,000	\$ 35,000	\$ 60,000	\$ 150,000	\$ 100,000

Capital Improvement Program

Department	Type	FY 22	FY 23	FY 24	FY 25	FY 26	Future
<i>Piers</i>							
<i>Cape Porpoise</i>							
Float Replacement	Bldg/Facilities						
Punt Float Pylons	Bldg/Facilities						
#3 Hoist Replacement	Equipment						
Cape Porpoise Pier Replacement and Bait Shed - Phase 1	Bldg/Facilities	\$ 890,000					
Harbormaster Boat (Fuel Tank Replacement)	Equipment	\$ 4,500					
Spare hoist replacement	Equipment	\$ 5,500					
Cape Porpoise Pier Replacement and Bait Shed - Phase 2	Bldg/Facilities		\$ 820,000				
Cape Porpoise Pier Replacement and Bait Shed - Phase 3	Bldg/Facilities			\$ 750,000			
#1 Hoist Replacement	Equipment			\$ 5,000			
Harbormaster Boat	Equipment						\$ 30,000
subtotal - Piers		\$ 900,000	\$ 820,000	\$ 755,000	\$ -	\$ -	\$ 30,000
<i>Police</i>							
Replace Cruiser Computers	Equipment	\$ 6,800					
Replace 2016 Doge Charger	Equipment	\$ 37,000					
Replace Cruiser Computers	Equipment		\$ 6,800				
Replace 2XXX Cruiser (2)	Equipment		\$ 72,000				
Replace Weapons	Equipment			\$ 55,000			
Replace 2XXX Cruiser	Equipment			\$ 37,000			
Replace Cruiser Computers	Equipment				\$ 6,800		
Replace 2XXX Cruiser	Equipment				\$ 37,000		
Replace 2XXX Cruiser (2)	Equipment					\$ 74,000	
Replace 2XXX Cruiser	Equipment						\$ 37,000
Replace 2XXX Cruiser (2)	Equipment						\$ 72,000
Replace 2XXX Cruiser (2)	Equipment						\$ 72,000
subtotal - Police		\$ 43,800	\$ 78,800	\$ 92,000	\$ 43,800	\$ 74,000	\$ 181,000

Capital Improvement Program

Department	Type	FY 22	FY 23	FY 24	FY 25	FY 26	Future
Public Works							
Repair and reconstruct roads	Infrastructure	\$ 492,166					
Repair and construct sidewalks.	Infrastructure	\$ 190,000					
Replace 2004 International Tandem	Equipment	\$ 250,000					
Repair and reconstruct roads	Infrastructure		\$ 401,963				
Repair and reconstruct sidewalks.	Infrastructure		\$ 80,000				
Replace 2011 International	Equipment		\$ 180,000				
Replace 2009 F-350 2X4 Dual Rear	Equipment		\$ 45,000				
Repair and reconstruct roads	Infrastructure			\$ 587,295			
Repair and reconstruct sidewalks.	Infrastructure			\$ 90,000			
Repair and reconstruct roads	Infrastructure				\$ 455,119		
Replace 2013 JD Loader	Equipment					\$ 80,000	
Repair and reconstruct roads	Infrastructure						\$ 179,090
Replace 2013 JD Loader	Equipment						\$ 160,000
Repair and reconstruct roads	Infrastructure						
Repair and reconstruct sidewalks.	Infrastructure						
Replace 2015 International	Equipment						
Replace 2016 International	Equipment						
Replace 2016 Ford F350 4X4 Dual Rear	Equipment						
Replace 2016 Tymco 435	Equipment						
Replace 2017 Graco Line Striper	Equipment						
Replace 2018 Case 580 T4F Backhoe	Equipment						
Replace 2018 Trackless MT7	Equipment						
Replace 2020 Ford F350 4X4	Equipment						
Replace 2020 Fuelmaster Fuel Controller	Equipment						
Replace 2021 Mower	Equipment						
subtotal - Public Works		\$ 932,166	\$ 706,963	\$ 857,295	\$ 535,119	\$ 339,090	\$ 1,340,500

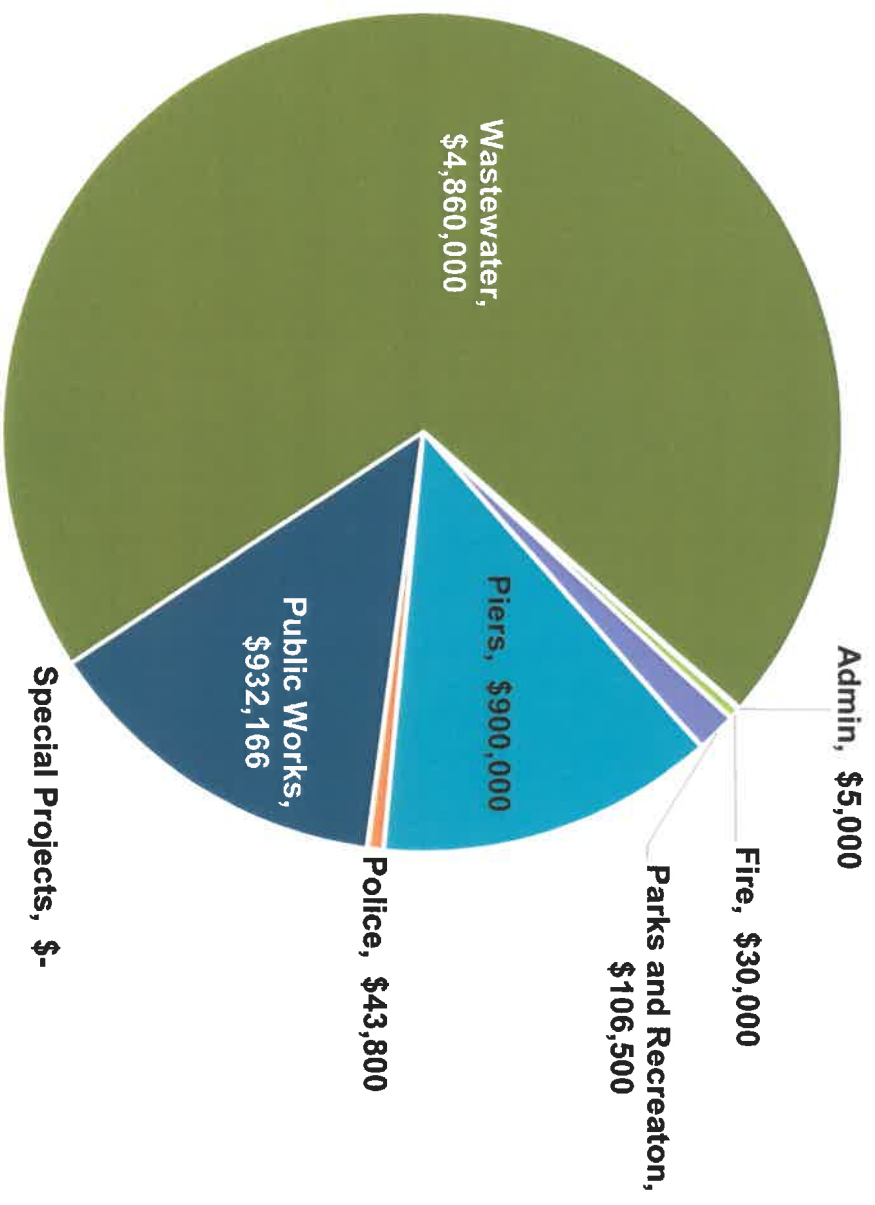
Capital Improvement Program

Department	Type	FY 22	FY 23	FY 24	FY 25	FY 26	Future
Special Projects							
Purchase of LED Streetlight Fixtures	Infrastructure		\$ 70,000				\$ 2,000,000
Sea Walls on Ocean Avenue Evaluation	Infrastructure						\$ 1,000,000
Pier Road Reconstruction	Infrastructure						\$ 3,000,000
	subtotal - Special Projects	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 3,000,000
Wastewater							
Rehabilitation of circular clarifiers (2)	Bldg/Facilities	\$ 1,200,000					
Replace Filter Press (2)	Bldg/Facilities	\$1,200,000					
Replace Wildes District Rd. Pump Station #8	Infrastructure	\$ 820,000					
Replace Paddy Creek Pump Station	Infrastructure	\$ 820,000					
Replace Cape Porpoise Pump Station #10	Infrastructure	\$ 820,000					
Replace Ocean Ave. Pump Station #6	Infrastructure		\$ 820,000				
Replace Turbat's Creek Pump Station	Infrastructure		\$ 820,000				
Replace South Main St. Pump Station #5	Infrastructure		\$ 350,000				
Replace Mills Lane Pump Station #2	Infrastructure			\$ 750,000			
Replace Mills Rd. Pump Station #11	Infrastructure			\$ 750,000			
Replace 2013 Service Truck	Equipment				\$ 100,000		
Replace Kings Highway (West) Pump Station #14	Infrastructure				\$ 820,000		
Replace Kings Lane Pump Station #13	Infrastructure					\$ 820,000	
Replace 2006 Jetter	Equipment					\$ 100,000	
Replace Kings Highway Pump Station #12	Infrastructure						\$ 820,000
Replace Ocean Avenue Gravity Main from Nonantum to Bridge	Infrastructure						\$ 300,000
Replace Submersibal Mixer	Equipment						\$ 71,000
Replace Axial Flow Pumps (2)	Equipment						\$ 85,000
Huber fine screen #101 2011	Equipment						\$ 125,000.00
Huber fine screen #102 2011	Equipment						\$ 125,000.00
Grinder Pump Replacement	Equipment						\$ 100,000
Replace Prescott Drive Pump Station #15	Infrastructure						\$ 300,000

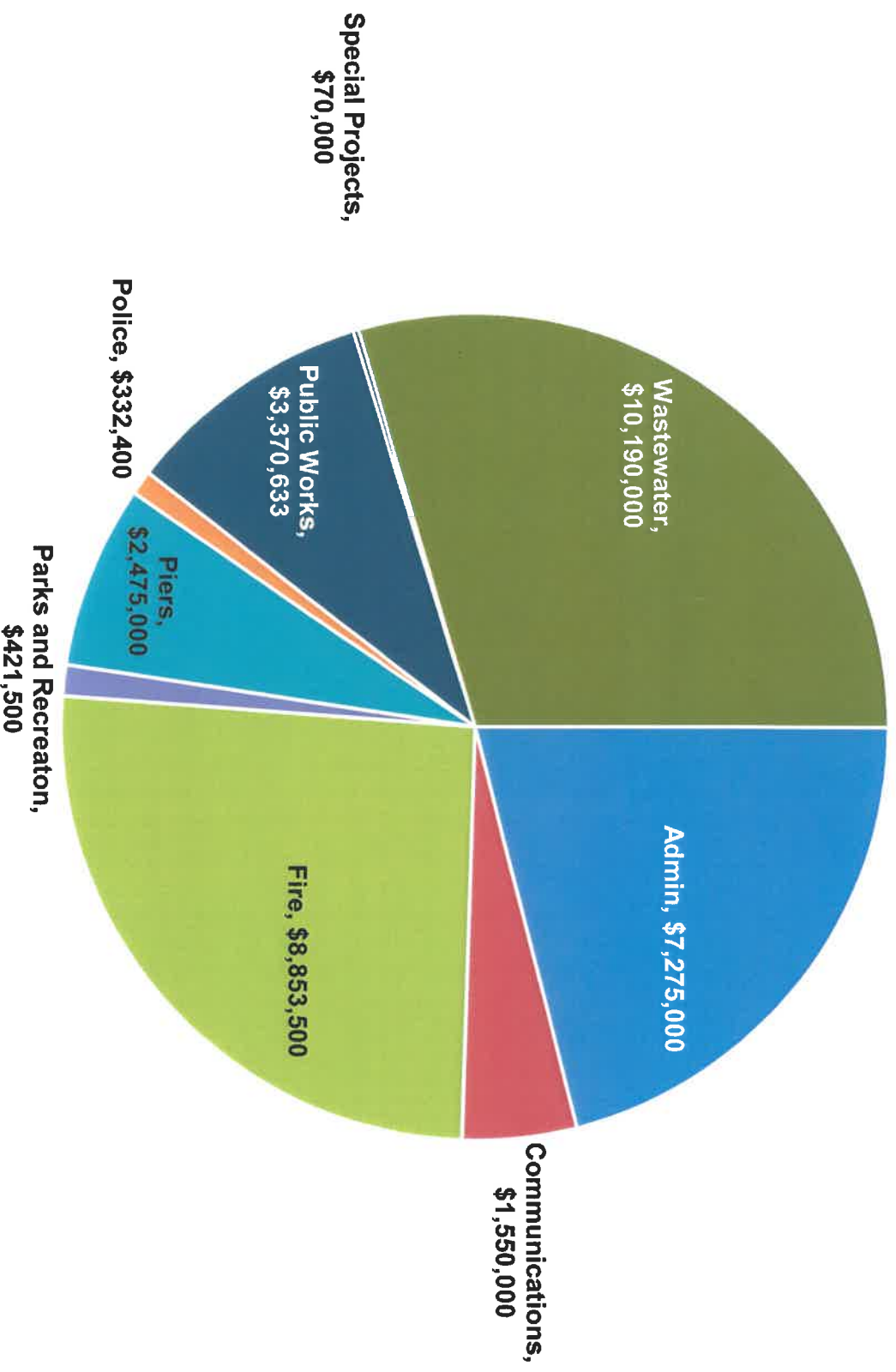
Capital Improvement Program

Department	Type	FY 22	FY 23	FY 24	FY 25	FY 26	Future
Replace Washington Court Pump Station #16	Infrastructure						\$ 300,000
Replace Wakefield Pasture Pump Station #17	Infrastructure						\$ 300,000
Replace 6.5 miles 1972 Sewer Lines	Infrastructure						\$ 2,100,000
	<i>subtotal - Wastewater</i>	\$ 4,860,000	\$ 1,990,000	\$ 1,500,000	\$ 920,000	\$ 920,000	\$ 4,626,000
GRAND TOTAL		\$ 6,877,466	\$ 3,862,763	\$ 6,397,795	\$ 6,082,419	\$ 1,548,090	\$ 12,723,000

Capital FY 22



FY 22 - FY 26 Capital Improvements



Police Department

Capital Needs

2022/2023

Cruiser Replacement

Replace with Hybrid
Cruiser

Purchase Price for New Car
\$39,000.00

**GO OUT TO BID FOR
REPLACEMENT
HYBRID FORD
EXPLORER**

Minus Trade-In
\$3000.00

**Minus Efficiency Maine
rebate of \$6000.00**

Change over/Equipment
\$12,000.00

TOTAL: \$42,000.00

POTENTIAL SAVINGS WITH HYBRID

In 2019 we used a NEW Ford Explorer for 11 months

- The vehicle was driven over 42,000 miles that year.
 - The vehicle got an estimated 13.5 miles per gallon.
 - The vehicle was driven almost every shift.
 - To get the gallons of gas used: 42,000/13.5
 - Cost of the fuel was \$2.50: 3,111 miles x \$2.50
- | | |
|--------------|--------------|
| Miles driven | 42,000 miles |
| MPG | 13.5 |
| Gallons used | 3,111 |
| Cost of fuel | \$7,777.50 |

ACCORDING TO FORD'S HYBRID CALCULATOR ON THE WEB

- The new 2021 HYBRID gets an ESTIMATED 24 MPG
 - To use the SAME information above using the 24 mpg:
 - To get the gallons used: 42,000/24
 - Cost of the fuel was \$2.50: 1,750 x \$2.50
- | | |
|--------------|--------------|
| Miles driven | 42,000 miles |
| MPG | 24 |
| Gallons used | 1,750 |
| Cost of fuel | \$4,375.00 |
- **TOTAL FUEL COST SAVINGS**
- | | |
|--------------------------|--------------------|
| Savings over life of car | <u>\$11,908.75</u> |
|--------------------------|--------------------|

Cost Breakdown of Hybrid vs Standard cruiser

Standard Cruiser (Ford SUV)

- **Cost of vehicle** **\$29,000**
- **Minus Trade-in** **\$ 3,000**
- **Change over cost** **\$ 6,000**
- **Total** **\$32,000**
- **Add annual fuel cost** **\$ 7,777**
- **Multiply annual fuel cost by average Years of service 3.5** **\$27,220**
- **Total cost over life** **\$59,777**
- **Does not include regular maintenance costs (tires, oil changes...)**

Ford Hybrid

- **Cost of vehicle** **\$39,000**
- **Minus trade-in** **\$ 3,000**
- **Change over costs** **\$12,000**
- **Total** **\$48,000**
- **Add annual fuel cost** **\$ 4,375**
- **Multiply annual fuel cost by average Years of service 3.5** **\$15,312**
- **Total cost over life** **\$63,312**
- **Minus one-time equip.** **\$57,312**
- **Does not include regular maintenance costs (tires, oil changes...)**

Increase in change over because charger equipment will not fit in Ford. (one time cost).

Cruiser Replacement : Option # 3

Replace with all Electric Vehicle

Tesla

- **Model S (sedan) long range battery**
Starts at \$69,420.00
- **Model X (more room) long range**
Starts at \$79,990.00
- **Unknown used Tesla**
Price unknown no warranty
- **Price for charging station at PD is between \$7,000 and \$10,000 depending on type.**
- **Most equipment for the interior will need to be custom built, such as, prisoner partition, center console, computer mounts, gun mounts, window protectors. A guess may be between \$15,000 and \$30,000.**
- **Durability of interior as well as transport area.**
- **Unknown how batteries will handle use of electrical devices inside the cruiser while at accident scenes or details.**
- **Any required maintenance issues will most likely require specialized mobile response from Tesla.**
- **Could see rebates from Efficiency Maine near \$12,000.00 (maybe not, due to price of vehicle)**
- **Rough price could be around \$100,000 to \$130,000.**

POTENTIAL SAVINGS WITH ELECTRIC VEHICLE

In 2019 we used a NEW Ford Explorer for 11 months

- The vehicle was driven over 42,000 miles that year.
- The vehicle got an estimated 13.5 miles per gallon.
- The vehicle was driven almost every shift.
- To get the gallons of gas used: 42,000/13.5
- Cost of the fuel was \$2.50: 3,111 miles x \$2.50

Miles driven 42,000 miles
MPG 13.5

Gallons used 3,111
Cost of fuel \$7,777.50

The new 2021 Electric Vehicle

- To use the SAME information above.
- Estimate of electricity costs.
- Fuel use minus electricity cost
- We keep a vehicle an average of 3.5 years x \$5,777.50

Miles driven 42,000 miles
MPG 0
Electricity use \$2000.00
Savings over life of car \$17,332.50

Cost Breakdown of Hybrid vs Electric Vehicle

Electric Vehicle

- **Cost of vehicle** \$40,000-130,00
- **Minus Trade-in** \$ 3,000
- **Change over cost** \$20,000-\$25,000
- **Total (worst case)** \$152,000
- **Total (best case)** \$ 57,000
- **Add annual elec. cost** \$ 2,000
- **Multiply annual elec. cost by average years of service 3.5** \$ **7,000**
- **Total cost over life (worst case)** \$159,000
- **Minus fuel of hybrid (8,312)** \$ **150,688**
- **Total cost over life (best case)** \$ 57,000
- **Minus fuel of hybrid (8,312)** \$ **48,688**
- **Does not include regular maintenance costs (tires, ...)**

Ford Hybrid

- **Cost of vehicle** \$39,000
- **Minus trade-in** \$ 3,000
- **Change over costs** \$12,000
- **Total** \$48,000
- **Add annual fuel cost** \$ 4,375
- **Multiply annual fuel cost by average years of service 3.5** \$ **15,312**
- **Total cost over life** \$ **63,312**
- **Minus one-time equip.** \$ **57,312**
- **Does not include regular maintenance costs (tires, oil changes...)**



Tesla Model S



Tesla Model X

**Town of Kennebunkport
Land Mobile Radio (LMR)
Planning Committee**

KENNEBUNKPORT, MAINE





Committee members:

Craig Sanford - Police Chief

Kurt Moses - Deputy Police Chief

John Everett - Fire Chief

Joseph Carroll - KEMS

Dick Stedman - Fire Admin/Special advisor

Michael Claus - Director of Public Works

Christopher Simeoni - Deputy Director, DPW



The Situation:

- Lack of infrastructure is leading to poor radio coverage in high priority areas. Emergency service personnel cannot talk with dispatch in most areas of town on portable radios.
- Increasing Radio Frequency interference from modern technology is causing further degradation. (WIFI, wireless electronics, energy efficient lighting).
- Aging equipment needs to be updated.



Major Concerns:

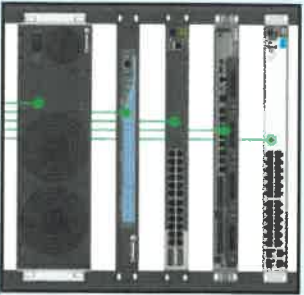
- Current dispatch electronics are aging, no longer supported and malfunctioning. Some equipment was purchased in the late 1990's
- Current radio infrastructure is out of production and difficult to support.
- Antenna systems are aging and need replacement.
- The radio system lacks critical portable radio coverage in Dock Square, inside schools and many buildings, waterfront areas and in the northern parts of the town.



Urgency:

- Any system failure would result in extended down time due to parts availability, if at all, and the lack of support for outdated equipment.
- The lack of coverage in high priority areas presents a life-safety issue for emergency personnel and other critical town departments such as Sewer and Highway.

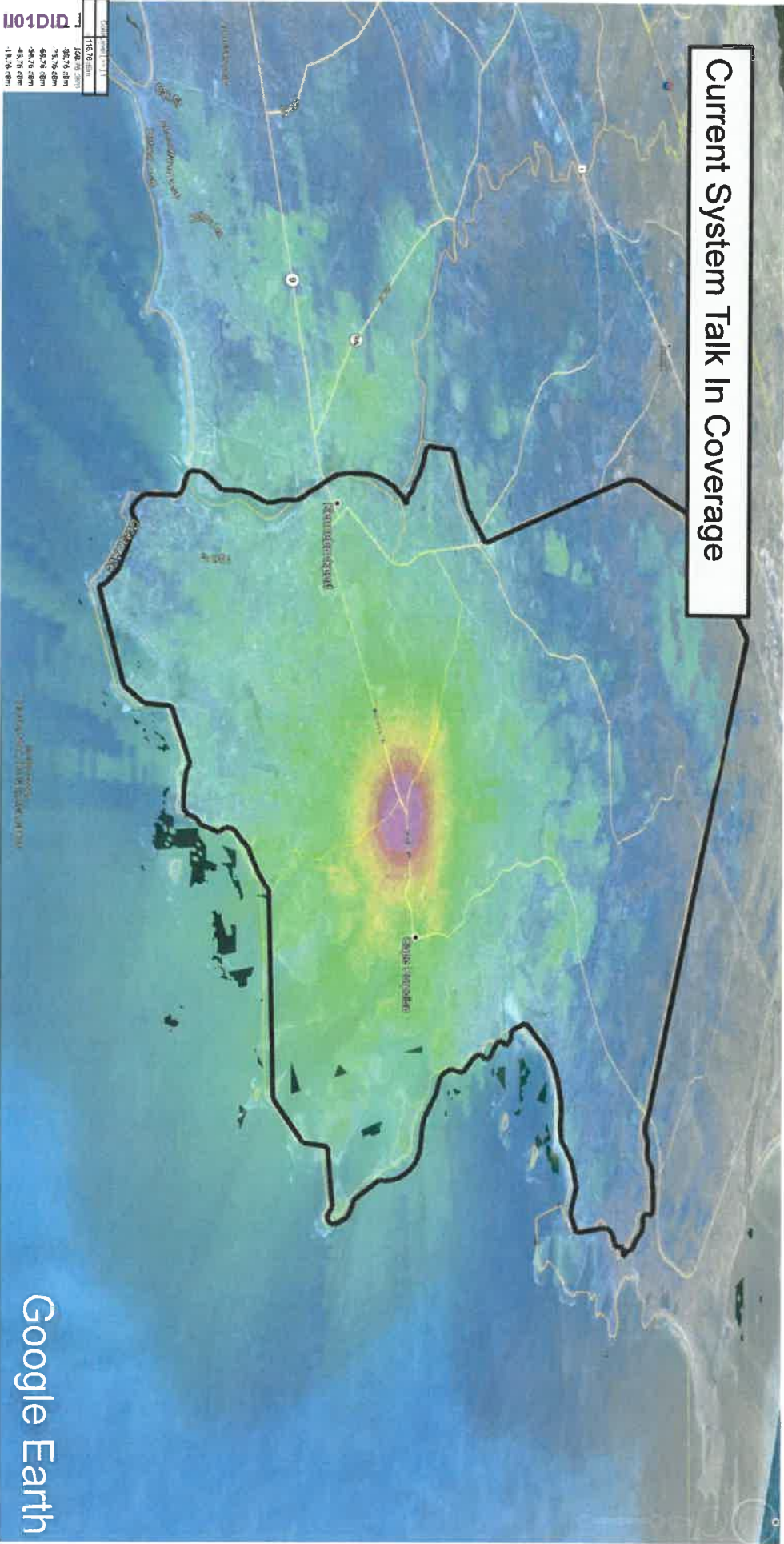




The Plan:

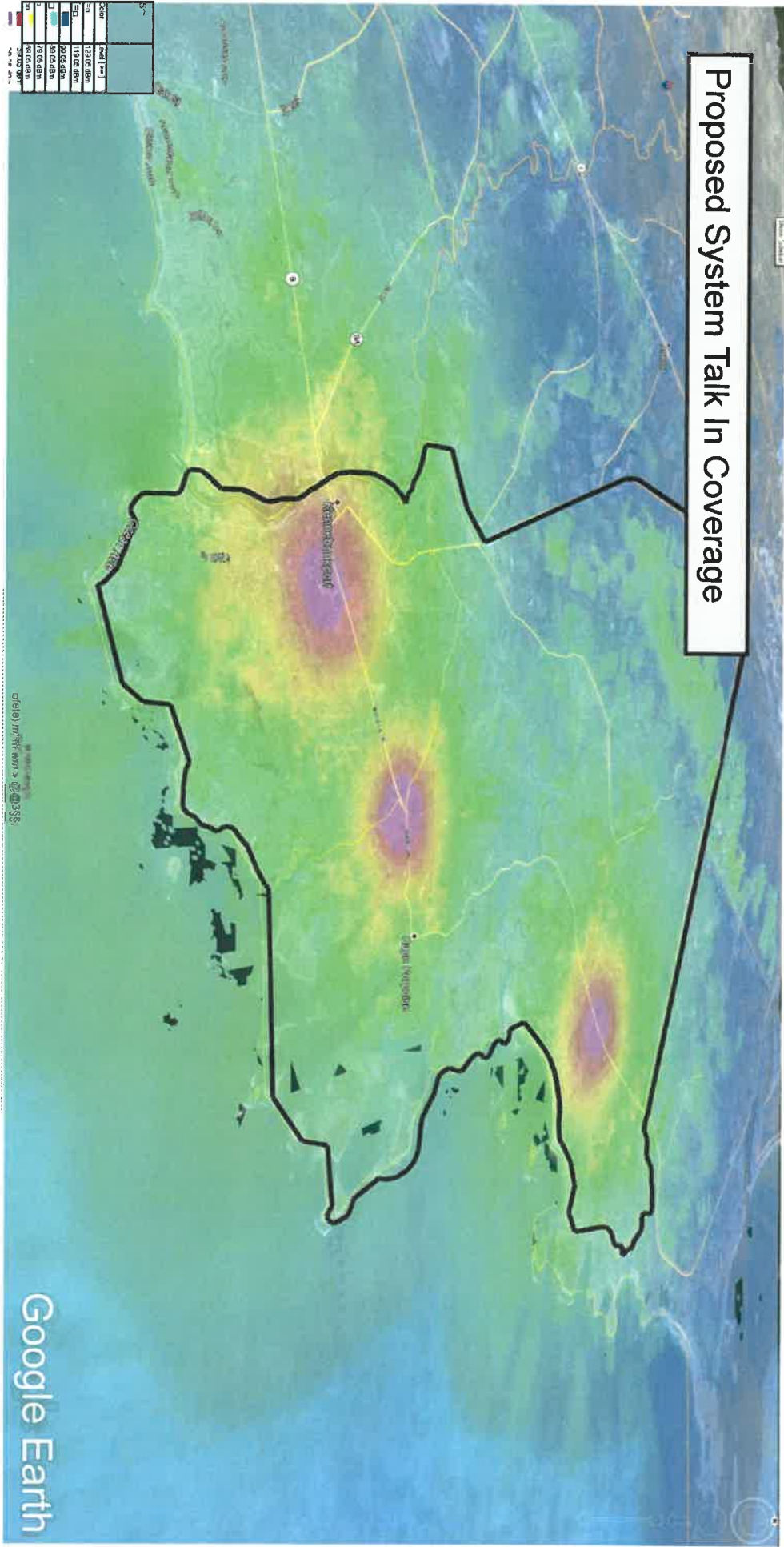
- **Design a robust, sustainable LMR network**
 - ✓ The plan features a Motorola K2 redundant Core and G-Series Network
- **Leverage existing Town assets**
 - ✓ The plan leverages Town owned property and the existing PD tower
- **Eliminate reoccurring cost**
 - ✓ The plan avoids data circuits and their monthly cost
- **Improve system coverage**
 - ✓ The plan includes advanced P25 simulcast operation
- **Improve system reliability**
 - ✓ The plan includes IP architecture and microwave connectivity
- **Simplify the system**
 - ✓ The plan combines Police, Fire, EMS, DPW and Wastewater systems with potential expansion to the school system.

Current System Talk In Coverage

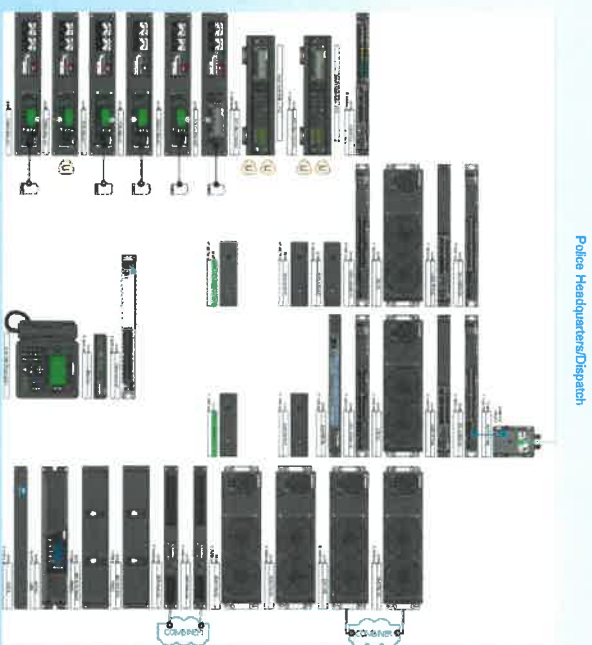
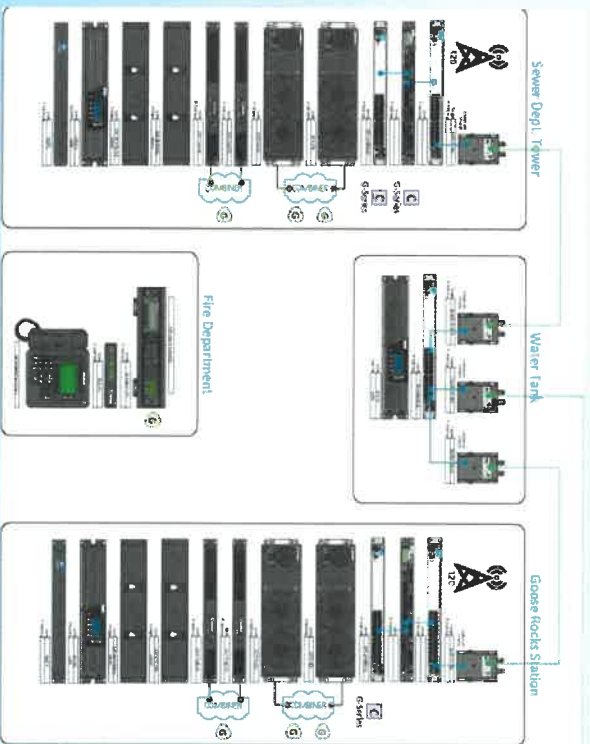


Google Earth

Proposed System Talk In Coverage



Mission Critical system design

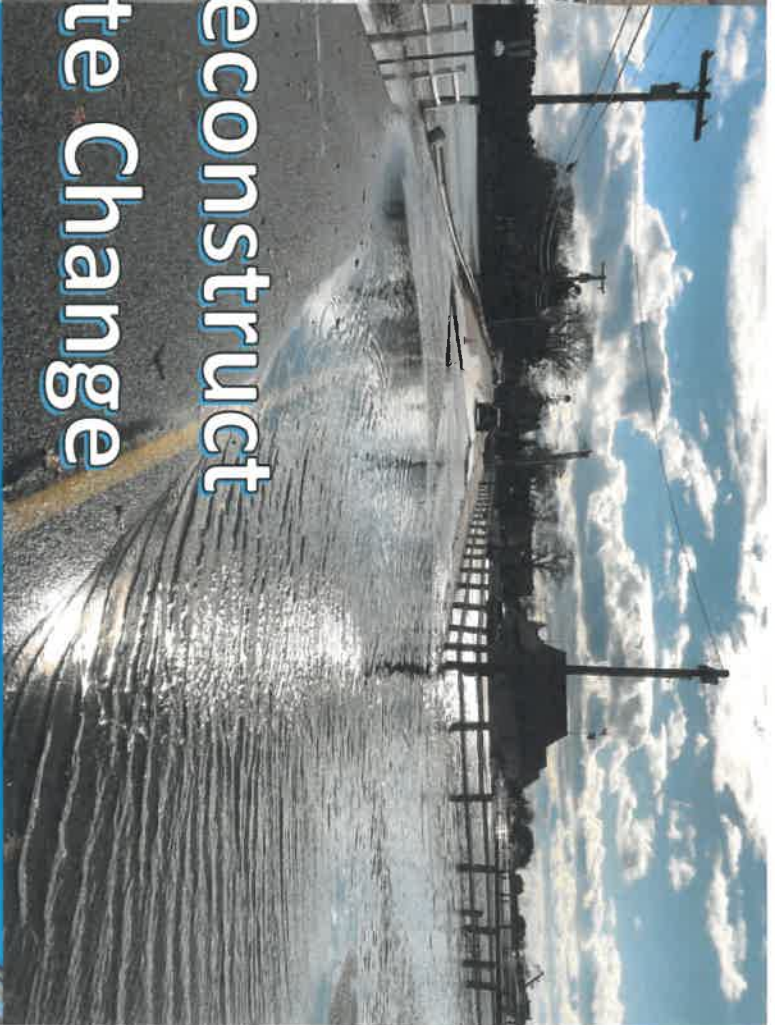


Cost update for town-wide communications project

Total Equipment	\$597,855
Engineering Costs	\$289,361
2-Way Costs	\$485,908
Total on (2-4-20)	\$1,373,124
Total estimated increase of 8% due to current costs	<u>\$1,482,969.15</u>

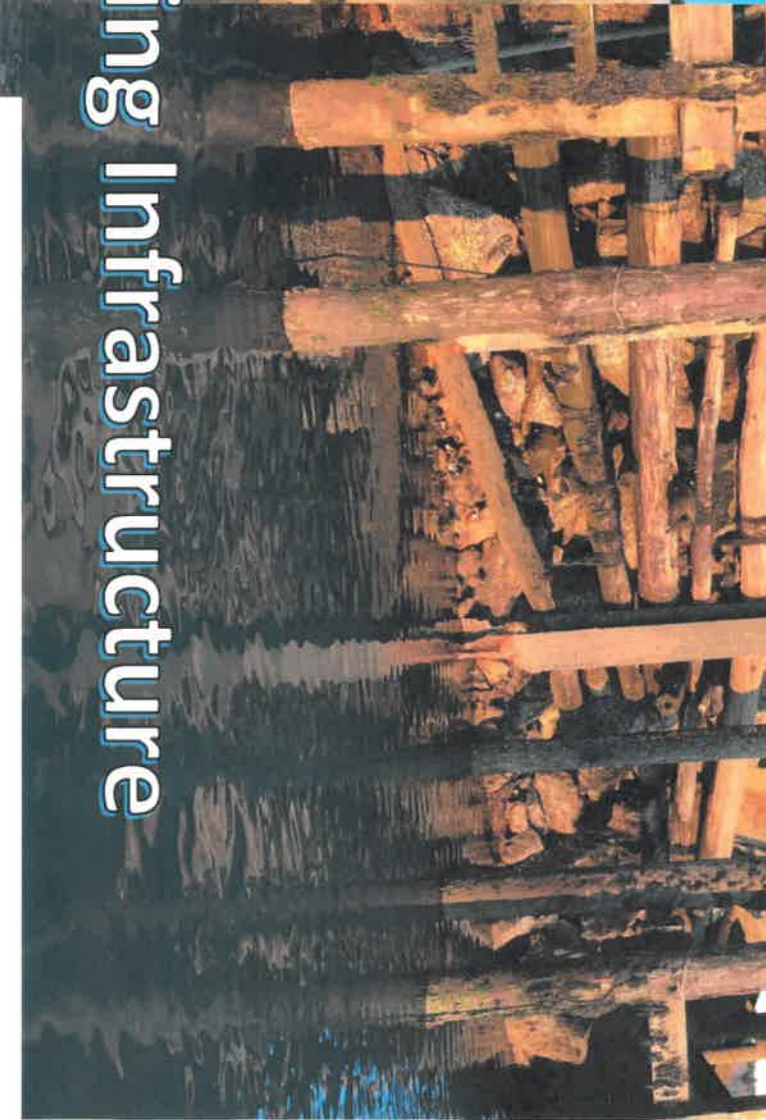
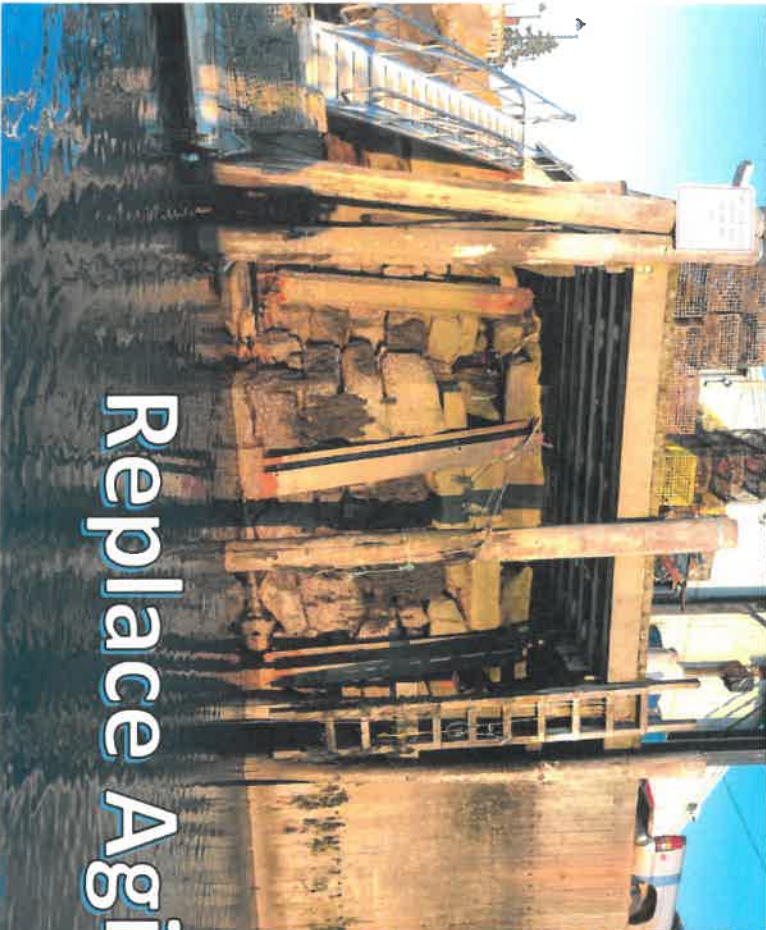
Public Works Road, Sidewalk and Equipment Capital Plan





Plan and Reconstruct for Climate Change

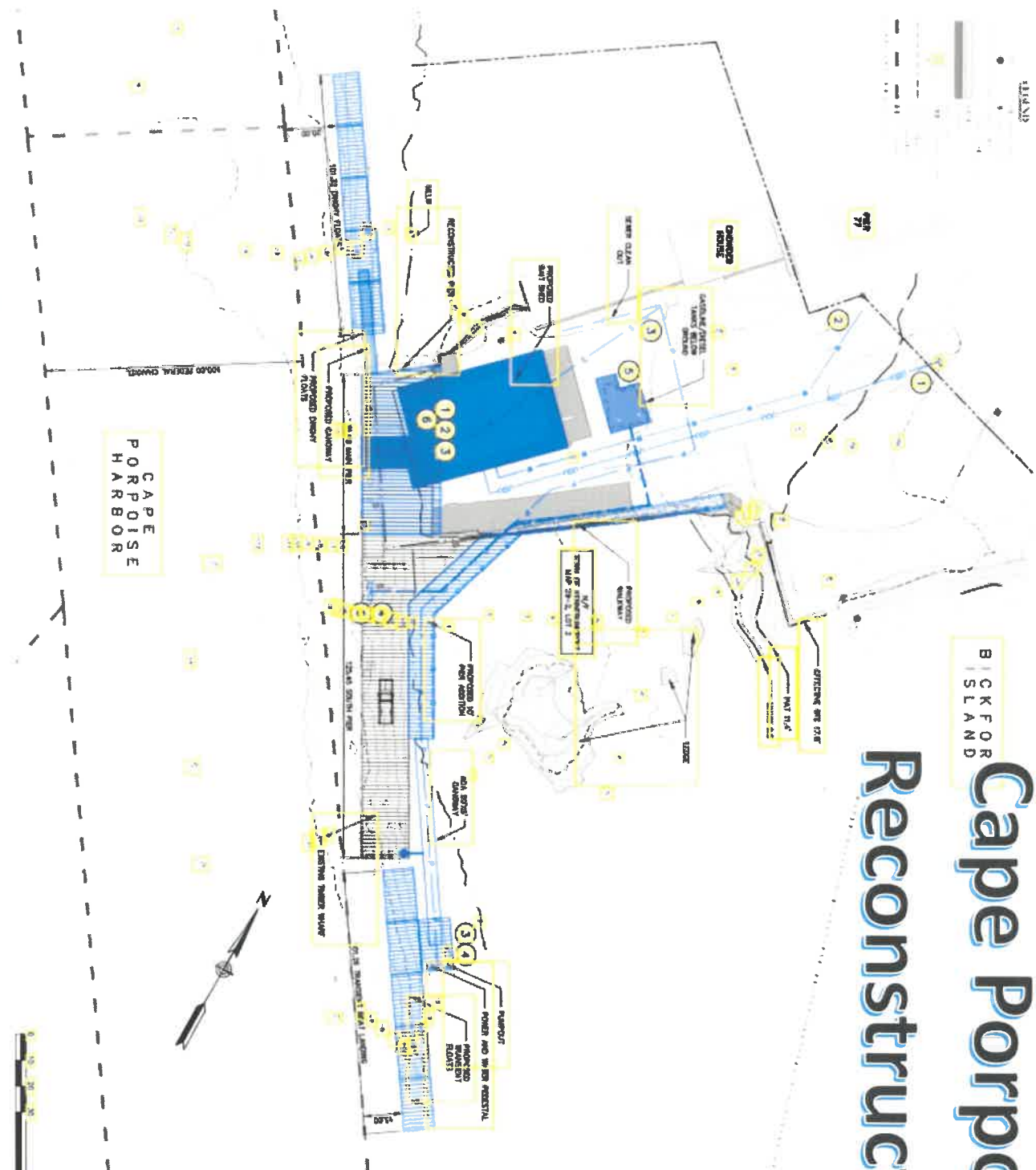




Replace Aging Infrastructure

CAPE PORPOISE PIER RECONSTRUCTION PLAN


Reconstruction Plan



NOTES:
 ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES, 10TH EDITION, 2003, AND THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR PORTS AND MARINAS, 10TH EDITION, 2003.
 1. ALL DIMENSIONS SHALL BE IN FEET AND INCHES.
 2. ALL DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS SHALL BE TO CENTER UNLESS OTHERWISE NOTED.
 4. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 5. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 6. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 7. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 8. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 9. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 10. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 11. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 12. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 13. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 14. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 15. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 16. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 17. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 18. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 19. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.
 20. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE STRUCTURE UNLESS OTHERWISE NOTED.

NOT FOR CONSTRUCTION

PRELIMINARY FOR REVIEW ONLY

PROPOSED SITE PLAN SHEET NO. C-2 DATE: 10/20/10 CONTRACT NO.: 10-1-10-001		DRAWN BY: JLB CHECKED BY: JLB SCALE: AS SHOWN	PROJECT DEVELOPMENT: 1.17.10 PRELIMINARY: 4.2.11.10 DATE: 10/20/10	 BAKER DESIGN CONSULTANTS Civil, Marine, and Structural Engineering 7 Spruce Road • Tisbury • MA 01968 • 508-325-2724 • info@bakerdesign.com www.baker.com
---	--	---	--	---

Budget Costs for FY22

PROPOSED FY-22 SIDEWALK, SHOULDER, DRAINAGE AND ROAD REHABILITATION NEEDS

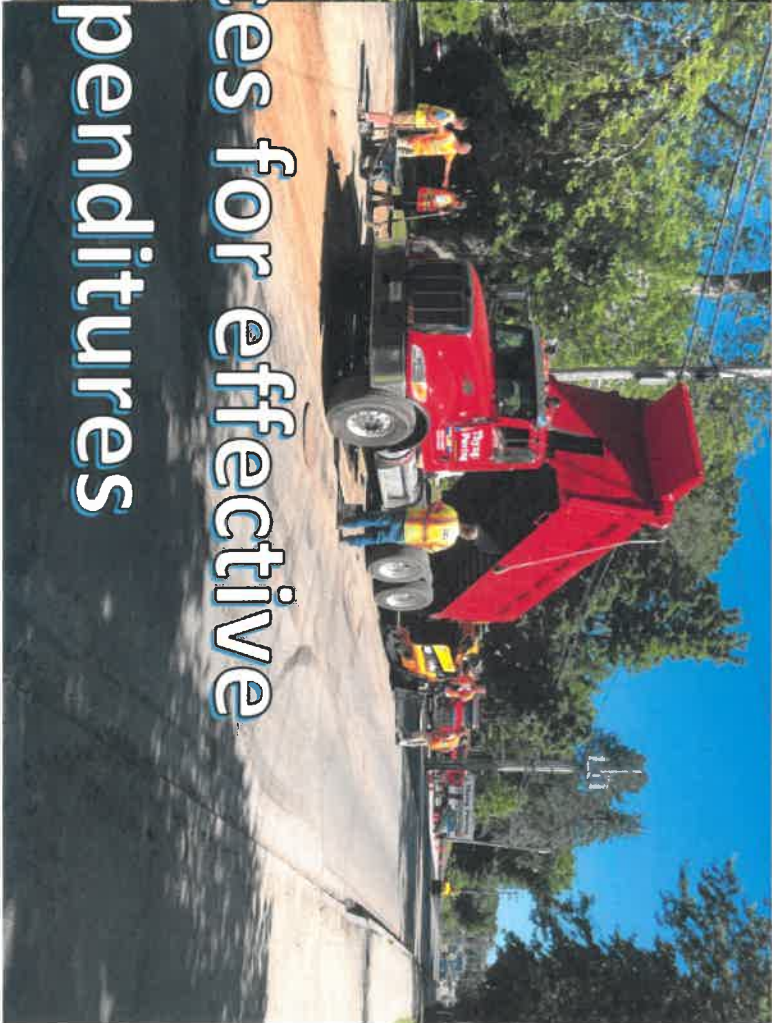
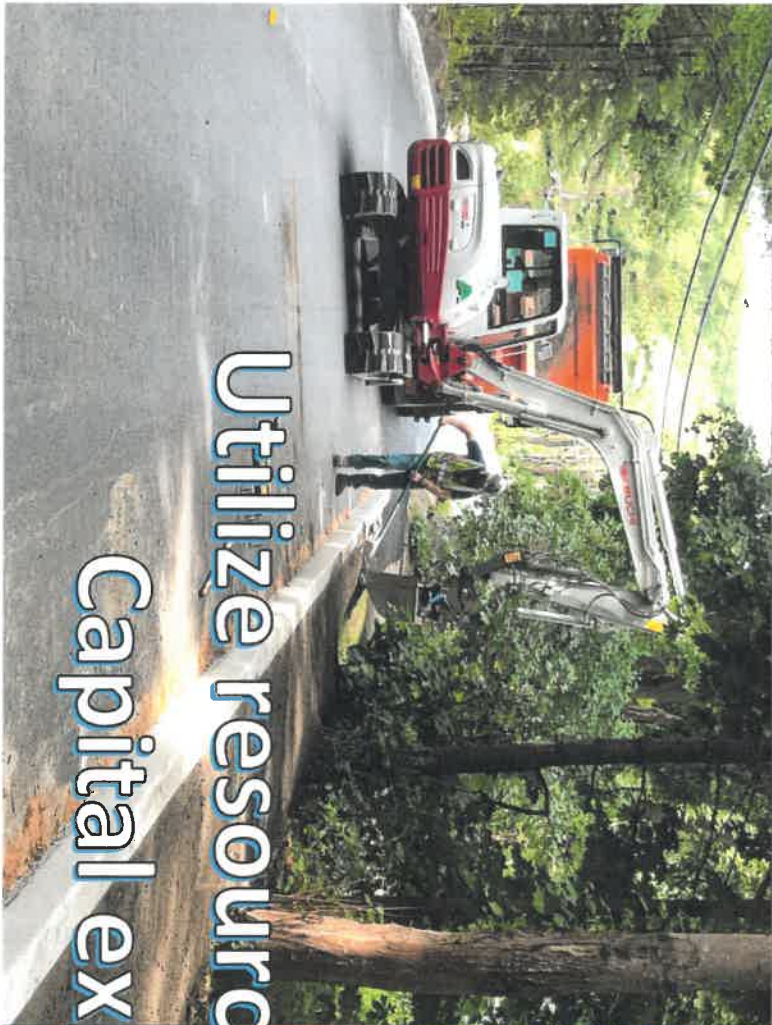
Road	Start Date	Reconstruct/OL	Roads Cost	Sidewalks Cost	Comments
School Street	Summer 2022	Drainage	\$ 20,000		
Ocean Avenue (Kings Highway to Chicks Creek)	Spring 2023	Mill and Fill	\$ 93,000		
Wildes District Road Drainage & Maintenance Paving	Fall 2022	Shim and Drainage	\$ 100,000		
Broadway - Edgewood - Dorrance	Fall 2022	Shim and Overlay	\$ 20,000		
Elm Street	Spring 2023	Shim and Overlay	\$ 11,000		
Fishers Lane	Fall 2022	Shim and Overlay	\$ 12,000		
Maine Street (Elm St to Green St)	Fall 2022	Shim and Overlay	\$ 40,000		
Oak Ridge Road	Summer 2022	Shim and Overlay	\$ 81,000		
South Main Street	Spring 2023	Shim and Overlay	\$ 75,000		
Union Street	Spring 2023	Shim and Overlay	\$ 9,000		
Walkers Lane	Summer 2022	Shim and Overlay	\$ 33,000		
Wildes District Road (Turbats Creek Rd to Main St)	Fall 2022	Survey/Engineering	\$	\$ 105,000	
Ocean Avenue Sidewalk (Sea Grass to Green Street)	Fall 2022	Mill and Fill	\$	\$ 25,000	
Ocean Avenue Seawall at River Club	Fall 2023	Reconstruct	\$	\$ 60,000	
Total Spending for Town Meeting Warrant			\$ 494,000.00	\$ 190,000	\$ 684,000.00

PROPOSED FY-22 HIGHWAY CAPITAL EQUIPMENT NEEDS

Replace 2004 Tandem Axle Plow Truck	Spring 2023	Projected Cost \$250,000	Trade In \$25,000	Town Meeting Spending Amount \$225,000
-------------------------------------	-------------	--------------------------	-------------------	--



**Plan for connectivity between
Rural and Village areas**



Utilize resources for effective
Capital expenditures

Goose Rocks Beach Sticker Fee History

Year	Resident	Non-Resident		
	Seasonal	Daily	Weekly	Seasonal
2002	\$3.00	\$5.00	\$20.00	\$50.00
2003	\$3.00	\$5.00	\$20.00	\$50.00
2004	\$3.00	\$5.00	\$20.00	\$50.00
2005	\$3.00	\$5.00	\$20.00	\$50.00
2006	\$4.00	\$6.00	\$25.00	\$50.00
2007	\$4.00	\$6.00	\$25.00	\$50.00
2008	\$4.00	\$6.00	\$25.00	\$50.00
2009	\$4.00	\$12.00	\$50.00	\$100.00
2010	\$4.00	\$12.00	\$50.00	\$100.00
2011	\$4.00	\$12.00	\$50.00	\$100.00
2012	\$4.00	\$12.00	\$50.00	\$100.00
2013	\$5.00	\$12.00	\$50.00	\$100.00
2014	\$5.00	\$12.00	\$50.00	\$100.00
2015	\$5.00	\$15.00	\$50.00	\$100.00
2016	\$5.00	\$15.00	\$50.00	\$100.00
2017	\$5.00	\$15.00	\$50.00	\$100.00
2018	\$5.00	\$15.00	\$50.00	\$100.00
2019	\$5.00	\$25.00	\$100.00	\$200.00
2020	\$5.00	\$25.00	\$100.00	\$200.00