

TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda
May 26, 2022 @ 6:00 PM
VIRTUAL MEETING VIA ZOOM**

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Join by computer or mobile device and click on:

<https://us06web.zoom.us/j/81958380842>

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By phone (US): (929) 205 6099 or (301) 715 8592

1. Call to order.
2. Approve the May 12, 2022, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.)
4. Public Hearing to consider applications for victualer's licenses for the period from June 1, 2022, through May 31, 2023.
5. Public Hearing on a proposed amendment to Chapter 160-11 Parking Control Regulations, Langsford Road.
6. Adoption of Government Wharf Budget.
7. Adoption of Dock Square Budget.
8. Climate Action Plan Taskforce.
9. Comprehensive Plan update.
10. Update on Fire Dept. Task Force.
11. Street Opening Permit for North Street.
12. Street Opening Permit for Old Cape Road.
13. Accept donations dedicated to the nurse's general account:
 - a. \$50.00 from Jean Perkins in memory of Carol Chamberlain
 - b. \$50.00 from Glen and Sharon Bates in memory of Carol Chamberlain
 - c. \$100.00 from Jeffrey Harris in memory of Carol Chamberlain

- d. \$100.00 from William and Marion Duclos in memory of Carol Chamberlain
 - e. \$500.00 from Frances Lamontagne
14. Accept a \$1,000.00 donation from Goose Rocks Beach Fire Company to the general needs account.
 15. Other Business.
 16. Approve the May 26, 2022, Treasurer's Warrant.
 17. Adjournment.

AGENDA ITEM DIVIDER

Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
May 12, 2022
6:00 PM

MINUTES

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

Others attending via Zoom: Rick Spencer, Werner Gilliam, Tracey O’Roak, Denise Brown, Tom Boak, Nina Pearlmuter, Larry Simmons, Michael Claus, Stephanie Simpson, and Jay Everett.

1. Call to Order

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

2. Approve the April 28, 2022, meeting minutes.

Motion by Selectman Daggett seconded by Selectman Briggs to approve the April 28, 2022, selectmen meeting minutes. **Roll Call Vote:** Daggett, Briggs, Weston, Hutchins. **Voted:** 4-0-1. Selectman Matthews-Bull abstained as she was not present at that meeting. **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.)

Rick Spencer of Langsford Road explained that the school bus cannot come down Langsford Road to pick up children as the pathway is too narrow when cars are parked on both sides of the road at the same time, especially on the north side of the road. He offered, as an option, to enforce parking on one side of the road Monday through Friday if possible. Selectman Allen Daggett expressed that the problem lies between Cape Porpoise Square and Ward Road. Selectman D. Michael Weston agreed that the problem is acute as he traveled that route earlier in the day.

The Selectboard agreed to further examine the issue and proceed with the 7-days public notice. Laurie Smith, Town Manager, clarified that Monday through Friday parking enforcement is an option that the Selectboard liked. The Board confirmed.

Further, a member from the audience, Nina, expressed that there is an ordinance enforcement problem on a few other streets that the Board needs to look into.

4. Consider a renewal Liquor License Application submitted by JPRE LLC d/b/a Roma Pizza KPT, 5 Union Street.

Motion by Selectman Daggett, seconded by Selectman Briggs to approve the requested renewal liquor license for JPRES LLC d/b/a Roma Pizza KPT, 5 Union Street. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

5. Consider a renewal Liquor License Application submitted by Alisson's Restaurant, 11 Dock Square.

Motion by Selectman Daggett, seconded by Selectman Hutchins to approve the requested renewal liquor license for Alisson's Restaurant, 11 Dock Square. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

6. Public Hearing on June Town Meeting warrant ordinances.

The members of the Planning Board were called to order by Tom Boak, the Chairman. Together with Nina Pearlmutter and Larry Simmons, they formed a quorum. Further, Laurie Smith, Town Manager, reminded the attendees what ordinances are at hand:

- The first question is the amendment to the Kennebunkport Town Code, Chapter 80 – Kennebunk/Kennebunkport River and Interlocal Agreement. This amendment will bring it in line with Kennebunk's ordinance, so the Harbormaster will not have to enforce two different rules on both sides of the river.
- The second question is the amendment to the Kennebunkport Town Code, Chapter 61-12 – Harbor and Waterfront. It adds the inadvertent omission of Goose Rocks Beach from the definition section.
- The third question is the amendment to the Kennebunkport Town Code, Chapter 240 – Signs and Billboards. This amendment would revise the Town of Kennebunkport's permanent and temporary sign regulations to comply with Supreme Court decisions. It would neutralize content and some distinctions between commercial and non-commercial signage.
- The fourth question is the amendment to the Kennebunkport Town Code, Chapter 147 – Streets and Sidewalks. It clarifies allowing temporary signage within the public right-of-way for election and public notices.
- The fifth question is the amendment to the Kennebunkport Town Code, Chapter 147 – Streets and Sidewalks. It would allow the Town to place internally lit signs on Town-owned property.

Selectman Matthews-Bull gave a chance to the public to ask any questions or raise any concerns. A member of the audience asked if the illuminated signs would be on at night (referring to Question 5). Laurie Smith, Town Manager, explained that it is an

operational question and it can be determined further, for example, by the Town putting a time restriction on it.

Werner Gilliam, Director of Planning and Development, reported that the Growth Planning Committee had a meeting to review the consistency of the two amendments (Question 4 and Question 5) with the Town Comprehensive Plan. The Board voted 4-0-1 in favor of Question 4, which indicated it was consistent with the Plan. Question 5 was deemed as inconsistent and was supported by the vote of 3-1-1.

Selectman Matthews-Bull closed the public hearing.

Motion by Chairman Boak to adjourn the hearing for the Planning Board, seconded by member Simmons. **Voted:** 3-0. **Motion passed.**

7. Public Comment regarding State grant application for Pier Road climate change adaptability.

Laurie Smith, Town Manager, introduced Mike Claus, a project consultant, who was able to explain the process to the Board.

Mike Claus reported that the Pier Road project has been on the Town's radar for a long period of time due to road damages caused by storms. He also noted that Laurie Smith was looking for money from the federal government and, together with Denise Brown, Finance Director, they talked to Senator Collins' office about the climate change infrastructure repairs. Senator's office referred them to Maine DOT. Request for applications from Maine DOT came out in April and Pier Road project seemed to fit that opportunity. The applications by the Town are due by the end of May, Mike Claus and Eli Rubin, Community Planner, are working diligently on the application and further steps.

To get the process moving and because of the tight deadline, Mike Claus asked if it was ok with the Board of Selectmen to reach out to engineers and the State without committing any Town's funds before the Town meeting vote.

Selectmen were fond of the idea and Laurie Smith asked if anyone from the audience had comments or concerns. David Pearloff suggested that, while the Town is looking at this project, it would be great to widen the roadway. Mike Claus confirmed that it is a part of the application.

Motion by Selectman Weston, seconded by Selectman Hutchins to direct staff to apply for a grant from the Maine Infrastructure Adaption fund for the raising of Pier Road. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

8. Award Parks and Recreation mower bid.

Stephanie Simpson, Director of the Parks and Recreation Department, prepared the report for the Board asking to approve a purchase of a new mower for the Recreation Department. The Department has two mowers, one of which was purchased used from the school district a long time ago and now is outdated. That is the one she is hoping to replace.

Together with the Town Mechanic, Richard Bleakney, they came up with a list of specs that would be important to consider while purchasing new equipment. Stephanie sent out requests for quotes and received three back. She recommends Gravely 992504 because it is fuel-injected and more fuel-efficient.

Motion by Selectman Hutchins, seconded by Selectman Weston to approve the Gravely 992504 for \$14,190.75. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

9. Consider appointment of Planning Board member.

Due to applicants not being able to attend, the Board of Selectmen skipped this item.

10. Consider Arbor Day Proclamation.

Selectmen Matthews-Bull read the proclamation to the audience.

Motion by Selectman Briggs, seconded by Selectman Daggett to proclaim May 12, 2022, as Arbor Day in Kennebunkport. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

11. Accept a \$75.00 donation from Ms. Susan Graesser dedicated to the nurse's general account.

Motion by Selectman Hutchins, seconded by Selectman Brigs to accept a \$75.00 donation from Ms. Susan Graesser. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

12. Other business.

Selectmen Daggett reminded everyone that softball starts on June 1, Wednesday, at 6 pm. Stephanie Simpson added that people can register online at kennebunkportrec.com or just show up the night of the game and participate that way.

Laurie Smith, Town Manager, had a few things to add:

- Tracey O'Roak was asked to inform everybody about the upcoming election on June 14 (municipal election, school budget ballot, as well as a primary ballot for the state if you are enrolled in a party). Absentee ballots will be available starting on Monday and anyone can request one at the Town Clerk's office or

call at (207) 967-1610. The last day to request an absentee ballot is Thursday, June 9 at 4:30 PM.

- Jay Everett was asked to talk about the Memorial Day Parade activities with the Fire Department. He announced that, on Memorial Day, May 30, 2022, Port Village Fire Company will have an Open House with pancake breakfast from 7 AM to 10 AM at 32 North Street with no charge.
- It is a big week in public service: it is National Police Officers/Law Enforcement Week. Nurses Week, and Public Servants Week. Laurie thanked every public servant who works for the Town as we are fortunate to have great and committed employees.
- Coming up is Public Works Week that the Town will celebrate with a first annual Public Works Open House on Saturday, May 21, between 9 AM and noon at 25 Recreation Way. There will be Wastewater tours, a touch-a-truck event, EVs for test drives, a recycling educational booth, and more for free.

13. Approve the May 12, 2022, Treasurer's Warrant.

Motion by Selectman Hutchins seconded by Selectman Daggett to approve the May 12, 2022, Treasurer's Warrant. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

14. Executive Session per MRSA 1, §405-6A to consider Town Manager contract.

Motion by Selectman Daggett seconded by Selectman Hutchins to go into Executive Session. **Roll Call Vote:** Briggs, Daggett, Hutchins, and Matthews-Bull. Selectmen Weston left the room before the roll call. **Voted:** 4-0. **Motion passed.**

The Board went into Executive Session at 6:50 PM.

At 7:20 PM the Board came out of the executive session.

Selectmen Weston expressed that Laurie Smith, Town Manager, worked very hard to bring the Town and the employees through the pandemic. She is also a great Town Manager who communicates well with the public and the crew. The Board of Selectmen was unanimous in renewing her contract for another 3 years and increasing her salary and the use of the vehicle.

Motion by Selectman Weston seconded by Selectman Daggett to approve the contract as discussed. **Roll Call Vote:** Briggs, Daggett, Hutchins, Weston, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

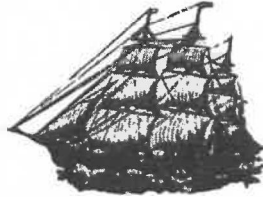
15. Adjournment.

January 27, 2022, BOS Meeting Minutes

Motion by Selectman Hutchins seconded by Selectman Briggs to adjourn. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0.
Motion passed. Meeting adjourned at 7:26 PM.

Submitted by,
Yanina Nickless,
Assistant to the Town Manager

AGENDA ITEM DIVIDER



KENNEBUNKPORT TOWN CLERK

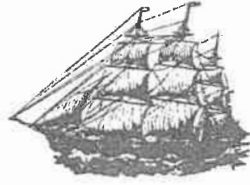
To: Laurie Smith, Town Manager
Board of Selectmen

From: Tracey O’Roak, Town Clerk

Date: May 18, 2022

Re: Annual Victualers Licenses

Attached please find the list of establishments who have applied for renewal Victualers Licenses. Staff have reviewed the list, made appropriate inspections, and recommend approval.



TOWN OF KENNEBUNKPORT, MAINE

—INCORPORATED 1653—

VICTUALER'S LICENSING HEARING

May 26, 2022

We, the undersigned officials of the Town of Kennebunkport and Members of the Victualer's Licensing Board, do authorize the Town Clerk to issue a Victualer's License to the business establishments on the attached sheet. The license shall be valid from June 1, 2022 through May 31, 2023 in accordance with the provisions of the Victualer's Licensing Ordinance adopted by the Town on March 21, 2000.

Sheila Matthews-Bull

Edward W. Hutchins, II

Patrick A. Briggs

Allen A. Daggett

W. Michael Weston

VICTUALERS LICENSES 2022-2023

BUSINESS NAME	LOCATION	CONTACT NAME
1802 House	15 Locke Street	Eileen Robley
A.V. Murray & Company	56 Abenaki Way	Nancy F. Murray
Alisson's Restaurant	11 Dock Square	Pamela Padgett
Arundel Wharf Restaurant	43 Ocean Ave.	Robert Williamson
Aunt Marie's Ice Cream	10 Ocean Ave.	J. Steven Kingston
AWOL Kennebunkport	34 Maine Street	Kristen Caouette
Bradbury Bros. Market	167 Main Street	James Faiella
Breakwater Inn	137 Ocean Ave	Karl Whipple
Cape Arundel Golf Club	19 River Road	Thomas Moffatt
Cape Arundel Inn	208 Ocean Ave	Emily Nelson
Cape Pier Chowder House	79 Pier Road	Allen & Wanda Daggett
Cape Porpoise Kitchen	1 Mills Road	Peggy Smith Liversidge
Captain Fairfield Inn	8 Pleasant Street	Kristen Caouette
Captain Jefferds Inn	5 Pearl Street	Kristen Caouette
Captain Lord Mansion	6 Pleasant Street	Kristen Caouette
Acton Patterson House	35 Maine Street	Kristen Caouette
Chetwynd House Inn	4 Chestnut Street	Robert Knowles
Chez Rosa Bistro	2 Ocean Ave.	Yazmin Saraya Jean
Clubhouse at Cape Arundel	8 Old Fort Ave.	Emily Nelson
Dock Square Coffee House	18 Dock Square	Anette Barba
Fiafia, LLC	8 Spring Street	Monica King
Five Acre Farm	3 Bryant Lane	Melinda Anderson
From Anne's Garden	230 Beachwood Ave.	Anne Dolinsky
Goose Rocks Beach General Store	3 Dyke Road	H. Stedman Seavey
Goose Rocks Dairy	278 Mills Road	Nicholas Costello
Goose Rocks Dairy Breakfast	278 Mills Road	Nicholas Costello
Harbor Inn	90 Ocean Avenue	Bill Dries
Hidden Pond	354 Goose Rocks Rd	Ophelia Muridian
Hurricane Restaurant	29 Dock Square	Taylor-made Hospitality
Kennebunk River Club	116 Ocean Avenue	Clancy Cottman
Kerengende	13 Spruce Avenue	Sarene Matthysen
Lodge on the Cove	29 South Main Street	Justin Grimes
Mabel's House	126 Ocean Ave.	First Serve Edgewater, Inc.

VICTUALERS LICENSES 2022-2023

BUSINESS NAME	LOCATION	CONTACT NAME
Mabel's Lobster Claw	124 Ocean Ave.	First Serve KPT Hospitality Group, Inc.
Musette LLC	2 Pier Road	Selena Roy
Nonantum Resort	95 Ocean Ave.	Tina Gordon
Nunan's Lobster Hut	9 Mills Road	Richard & Keith Nunan
Old Parsonage Guest House	15 School Street	Christopher Spita
Old Salt's Pantry	5 Ocean Ave	John Belyea
Port Lobster Company	122 Ocean Ave.	Allen Daggett
Rhumb Line Resort	41 Turbats Creek Road	Sheila Matthews-Bull
Rococo Ice Cream	6 Spring Street	Lauren Guptill
Roma Pizza	3 Union Street	Rich Alonardo
Sandy Pines Campground	277 Mills Road	Valerie Gendron
Satellite Doughnuts	4 Spring Street	J. Steven Kingston
Seashore Trolley Museum	195 Log Cabin Road	Katie Orlando
The Boathouse Hotel	21 Ocean Ave.	Derele Hunt
The Candy Man	20 Dock Square	John Biagioni
The Colony Hotel	140 Ocean Ave.	John Martin
The Kennebunkport Inn	1 Dock Square	Derele Hunt
The Lost Fire	62 Mills Road	Geman Lucarelli
The Ramp Grill, LLC	77 Pier Road	Yalcin Kaya
Three M's Treats LLC dba Ben & Jerrys	5 Union Street	Thomas Murphy
Three Sea's Lobster & Fish	130 Main Street	Colby Nunan
Tides Beach Club	930 Kings Hwy	Ophelia Muridian
Wolff Farm & Lobster	18 Wolff Farm Lane	Bernd Wolff
Yachtsman Hotel & Marina	59 Ocean Avenue	Derele Hunt

AGENDA ITEM DIVIDER

**Town of Kennebunkport
Public Hearing on
Proposed Amendment to Chapter 160-11 of the General Ordinances**

The Town of Kennebunkport Board of Selectmen will conduct a public hearing on **Thursday, May 26, 2022 at 6:00 PM** at the Village Fire Station on the following proposed amendment to the Kennebunkport ordinance – Part 1 General Ordinances, Article II Traffic and Parking Control, **Chapter 160-11 Parking Control Regulations, Langsford Road:**

Langsford Road: No parking on the westerly side of the road from the intersection with Pier Road to 15 feet from CMP Pole J-1

No Parking easterly side of of the road from the intersection with Pier Road to the intersection of Ward Road Monday through Friday. ~~end of the ledge abutting the Captain's Restaurant property, so called~~

AGENDA ITEM DIVIDER

Government Wharf Budget

		FY21 Actual	FY22 Budget	FY23 Proposed	Notes
Government Wharf Fund Balance					
6/30/2021		4,636			
Revenues					
14-73-06	Lobstermen	7,200	7,600	10,800	
14-73-07	Commercial dues	1,250	1,500	1,925	
14-73-08	Base dues	(175)	0	0	
14-73-09	Student dues	125	125	125	
14-73-20	Miscellaneous	0	0	0	
14-73-22	Use of Fund Balance	0	0	4,000	
		8,400	9,225	16,850	
Expenses					
47-06 15-01	Electricity	4,241	5,000	6,700	Up 58%
47-06 15-02	Phone/Internet	0	0	1,985	Security Cameras
47-06 35-01	Building Maintenance	0	0	0	
47-06 35-08	Float Maintenance	109	450	550	
47-06 35-09	Pier Maintenance	659	300	500	
47-06 50-01	Miscellaneous	131	150	150	
47-06 60-04	Capital Equipment	3,364	3,325	6,965	\$5K Float & Build up Fund Balance for Condensers
		8,504	9,225	16,850	
		(104)	0	0	

<u>Category</u>	<u>Members</u>	<u>Amount</u>	<u>Revenue</u>
Lobstermen	18	600	10,800
Commercial dues	7	275	1,925
Float access	0	175	0
Student dues	1	125	125
			12,850

Budget Request

Revenue

	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Initial	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 14-73 Enterprise / Govt Wharf								
06 Lobstermen	7,200.00	7,200.00	7,600.00	6,952.33	7,600.00	10,800.00	3,200.00	42.11%
07 Commercial Dues	1,750.00	1,250.00	1,500.00	1,600.00	1,500.00	1,925.00	425.00	28.33%
08 Base Dues	175.00	-175.00	0.00	0.00	0.00	0.00	0.00	.00%
09 Student Dues	0.00	125.00	125.00	125.00	125.00	125.00	0.00	.00%
20 GW Misc	0.00	0.00	0.00	3.15	0.00	0.00	0.00	.00%
22 Use of Fund Balance	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	100.00%
Govt Wharf	9,125.00	8,400.00	9,225.00	8,680.48	9,225.00	16,850.00	7,625.00	82.66%

Department Director's Requests

Expense

	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Initial	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-06 Enterprise Funds / Government Wharf								
Utilities								
15-01 Electricity	5,000.00	4,240.68	5,000.00	4,709.88	5,000.00	6,700.00	1,700.00	34.00%
15-02 Phone/Internet	0.00	0.00	0.00	0.00	1,985.00	1,985.00	1,985.00	100.00%
Insurance								
Supplies/Equipment								
Repairs/Maintenance								
35-01 Buildings	0.00	0.00	0.00	1,729.91	0.00	0.00	0.00	.00%
35-08 Float Maintenance	500.00	109.23	450.00	0.00	450.00	550.00	100.00	22.22%
35-09 Pier Maintenance	300.00	659.03	300.00	770.16	300.00	500.00	200.00	66.67%
Miscellaneous								
50-01 Miscellaneous	0.00	131.14	150.00	0.00	150.00	150.00	0.00	.00%
Purchases								
60-04 Capital Equipment	3,325.00	3,363.83	3,325.00	0.00	0.00	6,965.00	3,640.00	109.47%
Government Wharf	9,125.00	8,503.91	9,225.00	7,209.95	7,885.00	16,850.00	7,625.00	82.66%

AGENDA ITEM DIVIDER

KENNEBUNKPORT
1:39 PM

Department Director's Requests

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	Expense						
	2021	2021	2022	2022	2023	Man Req vs"	Man Req vs
	Budget	Actual	Budget	YTD	Manager	Curr Bud	Curr Bud
						Change \$	Change %
Dept/Div: 47-03 Enterprise Funds / Dock Square Parking Lot							
Personnel							
10-01 Salaries & Wages	42,337.00	22,665.20	42,337.00	29,693.28	55,850.00	13,513.00	31.92%
Benefits							
12-01 FICA	3,239.00	2,732.34	3,239.00	2,272.82	4,278.00	1,039.00	32.08%
12-02 MSRS	1,280.00	0.00	1,280.00	0.00	385.00	-895.00	-69.92%
12-03 ICMA	0.00	0.00	0.00	0.00	76.00	76.00	100.00%
12-05 Health	0.00	0.00	0.00	0.00	2,157.00	2,157.00	100.00%
12-16 HRA & Fees	0.00	0.00	0.00	0.00	136.00	136.00	100.00%
Utilities							
15-01 Electricity	2,500.00	1,704.91	2,500.00	1,718.00	2,500.00	0.00	.00%
15-02 Phone/Internet	3,960.00	3,470.30	3,960.00	2,559.36	7,460.00	3,500.00	88.38%
Camera service.							
15-06 Internet	3,500.00	3,792.20	3,500.00	2,925.40	0.00	-3,500.00	-100.00%
Moved to 15-02							
Services							
20-06 Expert/Professional	12,000.00	3,543.88	12,000.00	0.00	12,000.00	0.00	.00%
Bus monitoring.							
20-43 Credit Card Fees	20,000.00	11,566.59	18,000.00	18,384.37	18,000.00	0.00	.00%
Insurance							
Supplies/Equipment							
30-01 Office Supplies	11,000.00	10,287.16	13,000.00	8,110.44	13,000.00	0.00	.00%
Maintenance and supplies \$5,000 and tickets \$8,000.							
Repairs/Maintenance							
35-01 Buildings	1,000.00	0.00	1,000.00	4,763.98	1,000.00	0.00	.00%
35-03 Vehicles & Equipment	2,000.00	787.25	2,000.00	4,301.62	2,000.00	0.00	.00%
Repairs to the parking system including entrance and exit gates.							

Department Director's Requests

Expense

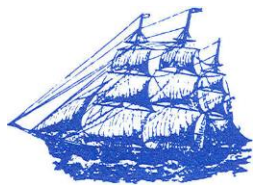
	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 47-03 Enterprise Funds / Dock Square Parking Lot CONT'D							
Miscellaneous							
50-01 Miscellaneous	0.00	305.00	0.00	500.00	0.00	0.00	.00%
50-23 Transfer Out	255,000.00	255,000.00	295,000.00	295,000.00	301,000.00	6,000.00	2.03%
Transfer to General Fund \$225,000 to offset general expenditures, \$40,000 to offset road improvements in the area, and \$36,000 for restroom maintenance and upkeep.							
Purchases							
Depreciation							
65-01 Depreciation	0.00	14,692.00	0.00	0.00	0.00	0.00	.00%
Dock Square Parking Lot	357,816.00	330,546.83	397,816.00	370,229.27	419,842.00	22,026.00	5.54%

Budget Request

Revenue

	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
Dept/Div: 14-72 Enterprise / DSP Lot							
05 P Lot Fees	357,816.00	420,223.35	397,816.00	383,992.00	419,842.00	22,026.00	5.54%
30 Write Offs	0.00	0.00	0.00	-103.00	0.00	0.00	.00%
DSP Lot	357,816.00	420,223.35	397,816.00	383,889.00	419,842.00	22,026.00	5.54%

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT

MAINE

– INCORPORATED 1653 –

Local Climate Action Planning Taskforce

Background

The town of Kennebunkport will be developing a Climate Action Plan (CAP) to develop specific activities that reduce carbon emissions and vulnerabilities due to climate change. The Plan will be developed through a community participatory process over a 16-month period starting in July 2022. To organize the development of the plan, Kennebunkport will establish a taskforce of 5-7 community members and staff

For operational and technical support, the town has helped form a cohort with three neighboring communities and will be hiring a professional consultant to facilitate public events and communications for each town. Members of the taskforce will have an opportunity to play active roles in an innovative approach to local and regional climate action while receiving professional support and expertise from our consultant and regional partners.

Purpose and Role of the Community Task Force:

- Serve as the community lead for the process and act as the point of contact
- Pool input, resources, and engagement from throughout the community
- Enable robust community engagement
- Garner community support for the CAP process and final plan
- Develop goals for each sector of the Climate Action plan
- Provide guidance and oversight on the planning process

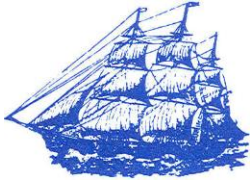
Commitment for task force members:

- Commitment from July 2022 to approximately November 2023.
- Attend and actively participate in approximately 2 meetings/events per month, including trainings, task force meetings, cohort-wide meetings, and public workshop.
- Review materials (for CAP, survey, and other engagement) prior to meetings and provide feedback on materials
- Provide support for public engagement and outreach activities (ex. sharing social media posts, distributing flyers, tabling, etc.)

Application Timeline

- Applications will be released on May 27th and are due back on June 10th. Selectboard will make final determination no later than July 14th

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



TOWN OF KENNEBUNKPORT

MAINE

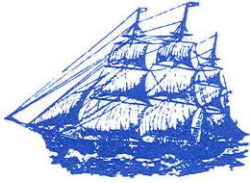
– INCORPORATED 1653 –

Taskforce Composition

To organize the development of the plan, Kennebunkport will establish a taskforce of 5-7 community members and staff. We are recommending the taskforce be open to anyone who lives in Kennebunkport (part time or full time) and be comprised of members who have knowledge and experience that would benefit the plan and process including individuals from some of the following target groups:

- Marine Sector
- Building Sector
- Energy Sector
- Fishing, Farming, or Food Sectors
- Business Community
- Community Service Organization
- Education
- Science
- Selectboard
- Town Staff

AGENDA ITEM DIVIDER

**TOWN OF KENNEBUNKPORT****MAINE***– INCORPORATED 1653 –***Comprehensive Plan Update Memo**

To: Laurie Smith, Town Manager
From: Eli Rubin, Community Planner
Date: 5/19/2022
CC: Werner Gilliam

Background

After two and a half years, the Kennebunkport 2030 Comprehensive Plan Update is nearly complete. The final product will be two volumes:

- Volume 1 is a 25-page summary of the plan
- Volume 2 is the 400+ page complete plan inclusive of all statutorily required elements of a Comprehensive Plan.

Volume 1 has not yet been presented to the Selectboard and follows this memo or can be found here: https://kennebunkportcp.info/wp-content/uploads/2022/05/KPT-Volume-1_5.18.22_reduced.pdf

Volume 2 was reviewed during the December 9th, 2021, Selectboard meeting and can be viewed here: <https://kennebunkportcp.info/>

Remaining Timeline

- May 26th: present and take comments on
 - Volume 1 (Note: Data is currently being updated)
 - Volume 2: Goals, Policies, Strategies chapter
- June 9th: Final review and approval of complete Comprehensive Plan (Volume 1 and 2). Chair of Selectboard and Growth Planning Committee signatures required.
- June 10th: Submit Plan to state office for review of consistency with state law
- July 11: 30-day noticing for Public Hearing
- Aug 11: After receiving approval from state, hold Public Hearing and vote on warrant language
- Sept 22th: Selectboard signs warrant
- Oct 13th: Public Hearing
- Nov 8th: Election Day

DRAFT 2

5/18/22

KENNEBUNKPORT 2030



COMPREHENSIVE PLAN

2022-2030

VOLUME 1

KENNEBUNKPORT, MAINE

COMPREHENSIVE PLAN VOLUME 1

2022-2030

Acknowledgments

Growth Planning Committee Members

Daniel Saunders, Chair
James W. Fitzgerald, Jr., Vice-Chair
Janet Powell, Secretary
Paul Hogan
James McMann
Michael Corsie, Alternate
Elizabeth Johnson, Alternate

Staff

Werner Gilliam, CFM, Director of Planning & Development
Eli Rubin, Community Planner

Consultants

Thomas Morgan, AICP, TZM Planning
Elizabeth Durfee, AICP, EF | Design & Planning, LLC

TZM



EF | Design & Planning, LLC

The project team would like to express its sincere gratitude to the residents, staff, board, commission, committee members and others who shared information and insights, and participated in the update process.

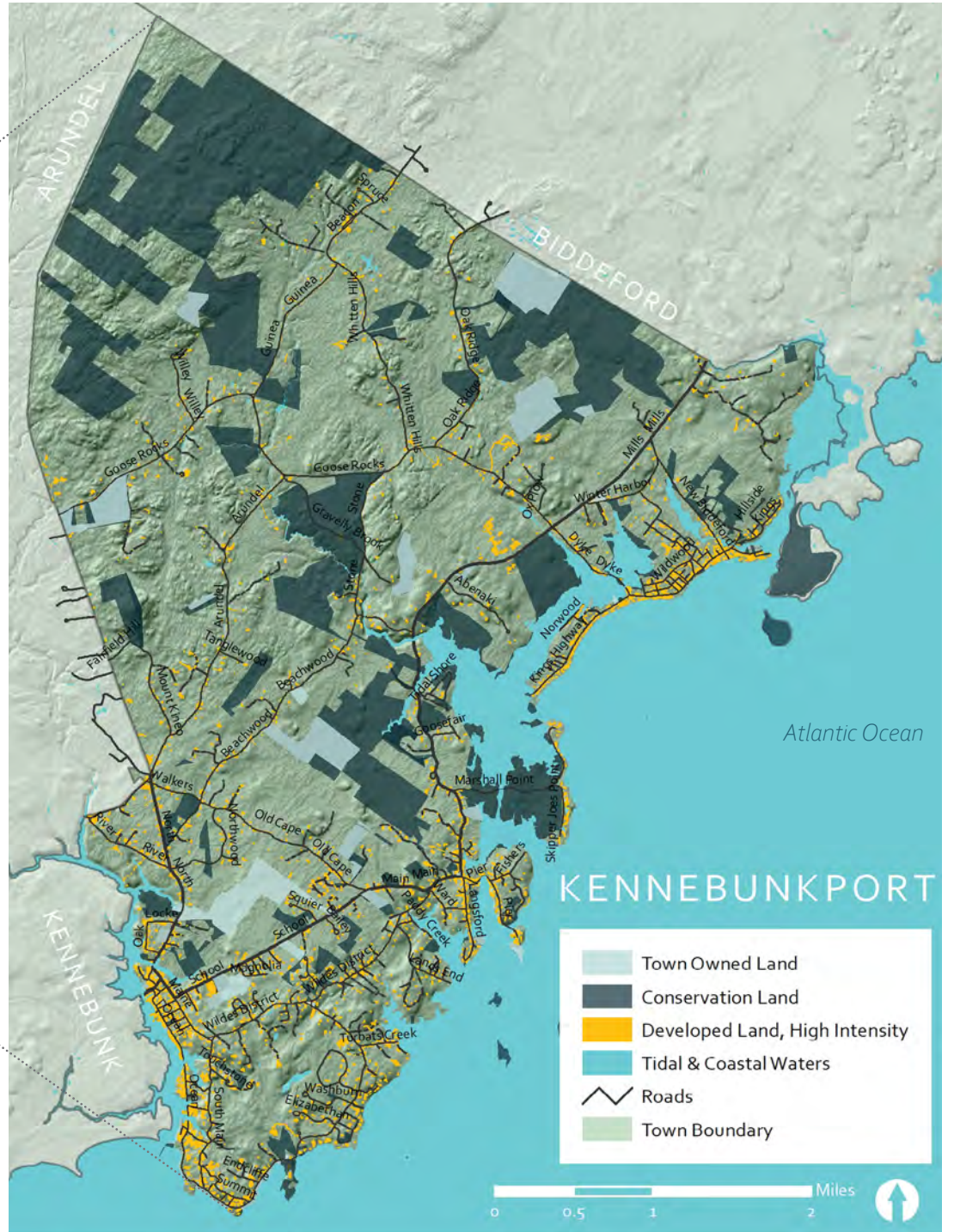
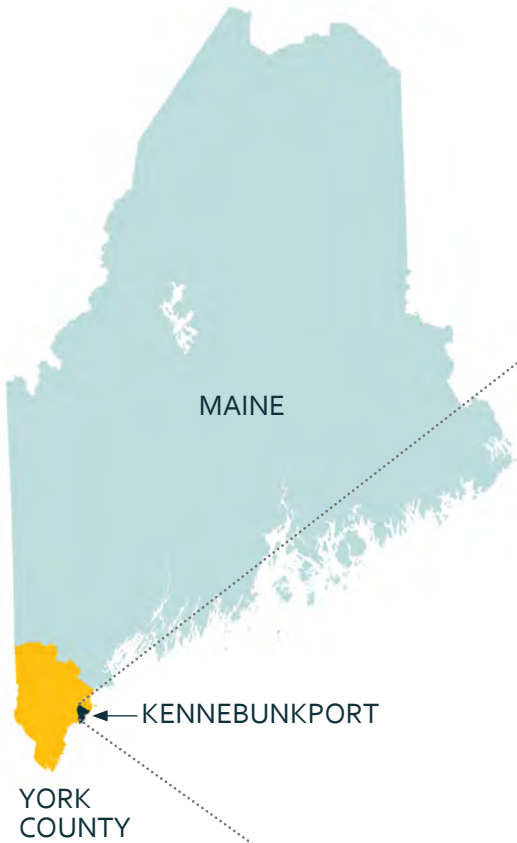




Image Credit: Tom Morgan

CONTENTS



Kennebunkport's Comprehensive Plan was developed over a three-year span (2020 to 2022) under the guidance of the Growth Planning Committee and Planning Department.

Image Credit: Tom Morgan

ABOUT THE PLAN

Volume 1

A short, user-friendly document that summarizes information and key topics that are explored in detail in Volume 2. Volume 1 provides a high-level summary through the lens of 5 themes that reflect the character of the community and goals of the Plan.

Volume 2

The full Comprehensive Plan: an introduction, vision chapter, 16 planning sector topic chapters, a compilation of goals, policies, and strategies, and an implementation table with action items for the Town.

Introduction	Marine Resources	Regional Coordination
Vision & Community Character	Energy	Future Land Use
Historic Resources	Transportation	Goals, Policies & Strategies
Existing Land Use	Economy	Implementation Table
Demographics	Public Facilities	Appendix A Land Use Law
Housing	Fiscal Capacity	Appendix B Maine Healthy Beaches
Natural Resources	Recreational & Cultural Resources	Appendix C Public Input Documentation
Water Resources	Hazard Mitigation	

The full plan is available at www.KennebunkportCP.info



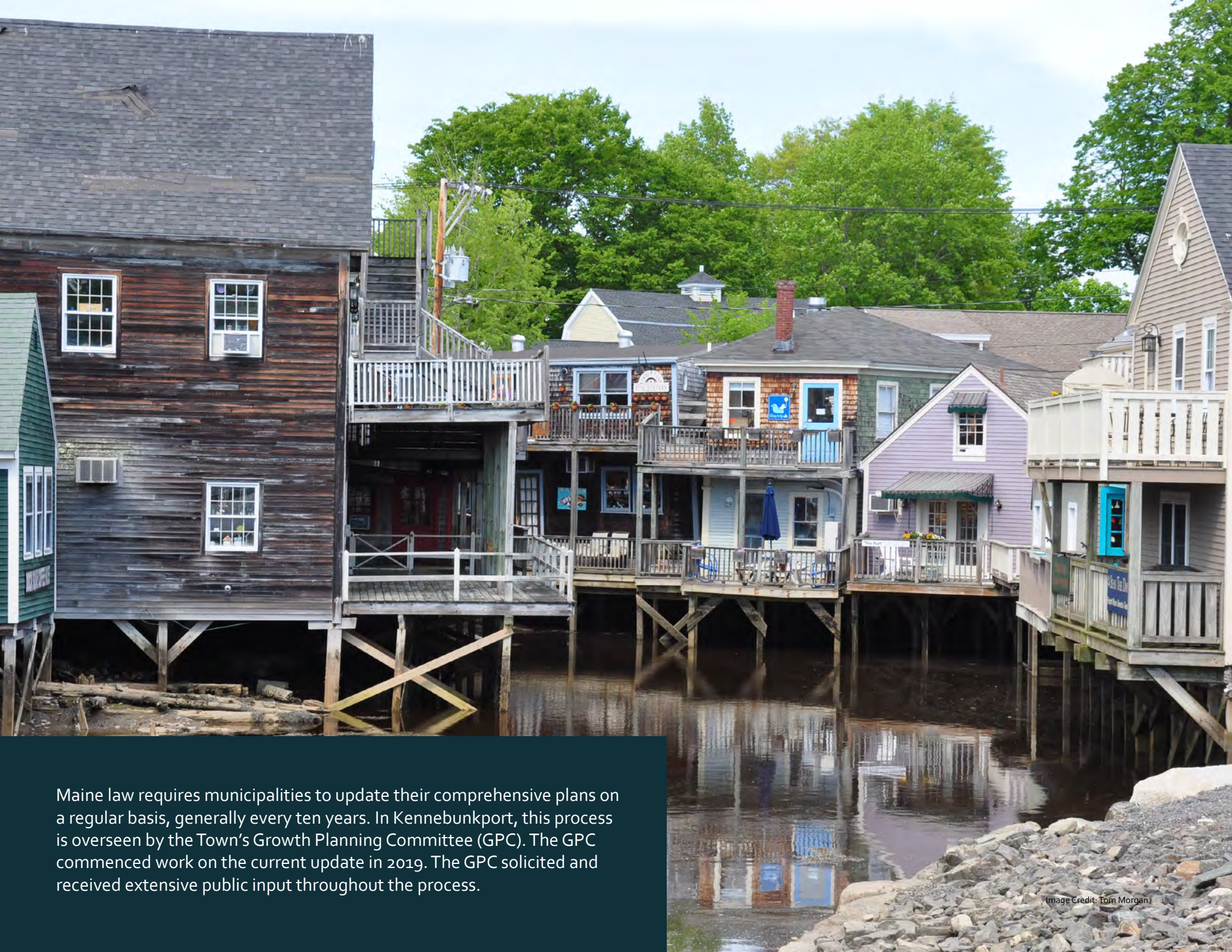


We envision the town of Kennebunkport as a coastal Maine community that is diverse and well balanced. The town will be recognized by residents, visitors and the State of Maine for its integrity and ability to set dynamic priorities and achieve them through comprehensive accountability.

Our community will work collaboratively with residents, business owners and regional partners on challenges including sea level rise, diversity, housing, and others that we share in southern Maine. As we adapt, we will preserve Kennebunkport's historic integrity, protect our natural resources, strengthen our unique small-town character while improving economic vitality.

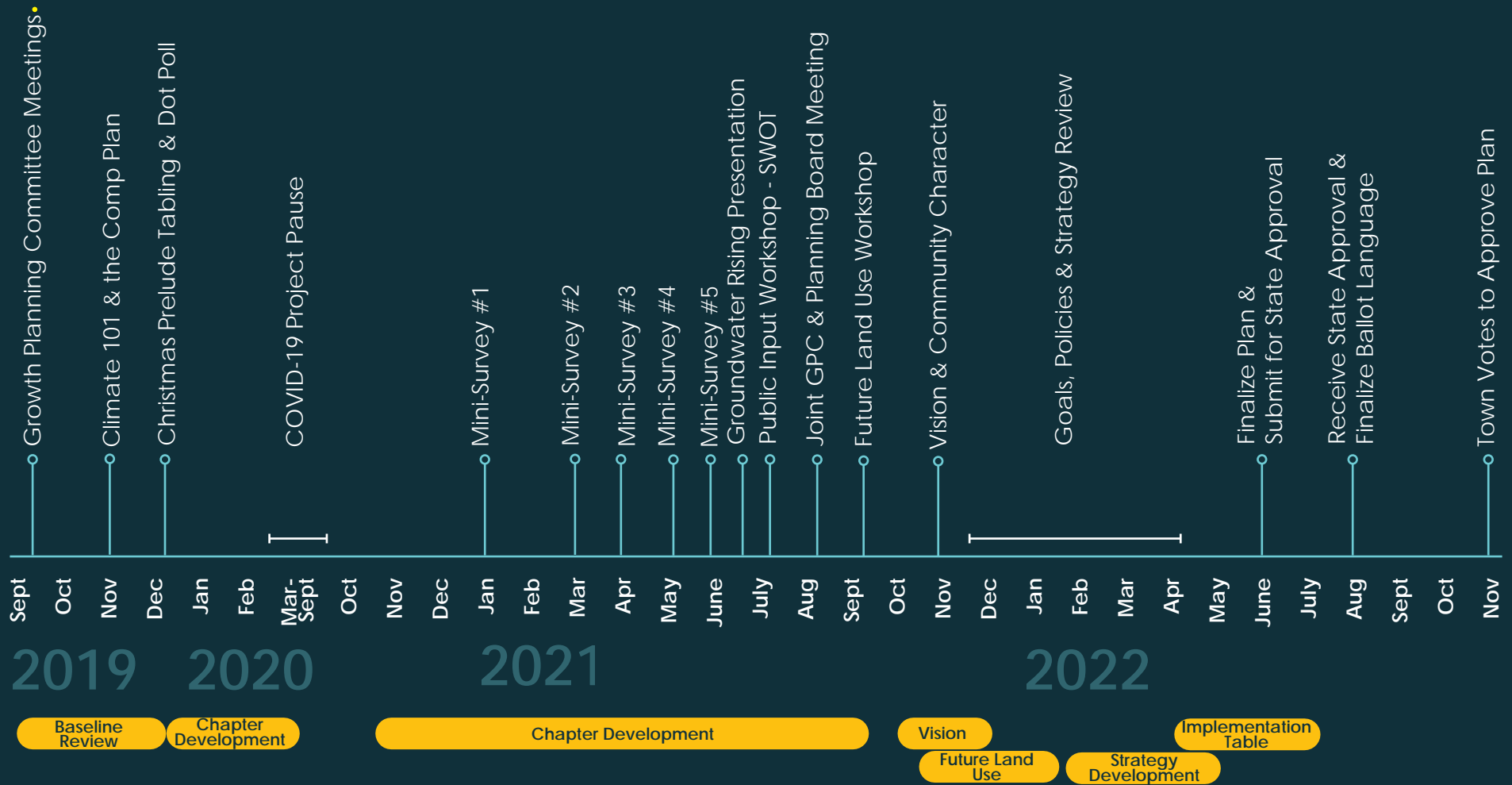
Our tree-shaded streets, scenic vistas, unspoiled coastline, classic architecture and beautiful landscapes will continue to inspire visitors and residents alike.

OUR VISION



Maine law requires municipalities to update their comprehensive plans on a regular basis, generally every ten years. In Kennebunkport, this process is overseen by the Town's Growth Planning Committee (GPC). The GPC commenced work on the current update in 2019. The GPC solicited and received extensive public input throughout the process.

PROCESS



warming huts for cross country skiing on the 27 acre parcel trails • Try to procure land that will allow public access to waterways and have parking • Make a community garden • Libraries are A+ • all denominations of churches • Recreational opportunities plentiful and varied and all seasons, land and water • Many habitats- shade tree commission, conservation commission • Inventory historical houses and buildings • Sustainability • Economic benefits • Maintain natural resources and protect the integrity by leading in ecotourism. Attractive trolley or shuttle (nominal charge, free for residents) • Change legislation to allow local tourism taxing, i.e. tourism tax with hotel stay • Continue to focus on history and attractions already here – don't add more. Again focus on ecotourism • Opportunity when resurfacing roads add specific labeled bike lanes • We like residential opportunities in Dock Square • Short term rentals – limiting #s? • Overall favorable for tourists • Beautiful = beaches • Dock Square • Conservation Trust • Safety • Taxes from short term rentals do not stay in town • Year round tourism • Diverse – restaurants/activities • Promote from North to South • Lack of Parking • Public transportation • Diversity-affordable • More year round amenities – services for year round residents • Short term rentals so we don't run out of housing and locals can earn money • Local businesses - local tax base • Coastal community • Shade tree canopy - village • Vitality of local businesses - tourism • Warm & welcoming community • Opportunity for eco-tourism • Library sustained (in part) by tourism • Short term rentals • Enjoy KPT • Broad range housing • Beautiful classic residences • Limit growth • Sell available parcels of town owned land – a location – easy to Portland/Boston, trails, roads, airport, beautiful • Opportunity: public employee housing. Public/private venture • Residents in town • Goal of affordability access – accessory apartments • Fund by tax benefit for residents • Provide a different tax rate for short term rentals based on minimum time of full time residency • Proximity to water • Location – coastline • Conservation areas – green space • Zoning ordinance to require developers to have a certain percentage of affordable housing, multi-unit, on town owned land • Allow homeowners to rent spare rooms to seasonal families to rent • Great walking trails • Conservation/recreation properties • Convert existing properties for alternative purposes (senior residence) • Good start improving bike trails • Great access to trails/land/properties • New build at Parson's field for recreation • Access 95 • Improved access to Biddeford Airport • School good but expensive • Hotels-amenities to attract younger people • Strong internet access • Work from home – be here • Opportunity – through zoning to create areas for families • Traffic flows • Keep cost low by not overdeveloping, especially the sewer system, as to not increase taxes • Would like to see a real public launch for water access that is independent from working waterfront piers • Docks – no need to expand • Preserve our historic buildings in original form • Historic buildings and architecture • If development continues we will need to require a percentage of (new builds) on green energy • Opportunity – solar fields • Forward thinking to have charging stations • Put solar panels on all public buildings • Do energy audits on all public buildings • Electric vehicle charging stations – more! Encourage electric cars = ecotourism • Green energy is an opportunity • Fire station and police are assets and are adequate as is • Spread out Fire Stations is an asset to access fire calls • Roads, bridges are adequate. Patching preferred • Bridges – good for the most part • Sidewalks and bike paths – good but need more • Road and sidewalks – bumpy and small keeps people at a reduced speed • Not too many sidewalks so we don't look suburbanized • Good sidewalks and bike paths • Time class system is needed • Drinking water is good • Water testing of wells • Playgrounds • Recreational areas • Trust Properties, beaches • Outside space preserved adequately at this time • Ocean • Land

2
Climate Presentations

2
Workshops

5
Mini Surveys



35
Public GPC Meetings

2
Tabling Events

1
Website

PUBLIC INPUT

flooding • More traffic • Sidewalk Access • Bike lanes • Lack of ordinances related to tree removal • More education about all regulations, use of pesticides and other chemicals • More environmental protection of our resources, beach H2O quality reported has been poor often • Need to adhere to strict impervious surface guideline • Do not lose zoning or space to maintain agricultural activities and have farm animals, backyard chickens • Lack of retail and services for full time residents • Use of our own resources...beaches • More bike/walk paths • Short term rentals – cap # of licenses issued for the whole community • With increase in tourists/children we need more police presence and enforcement of speed and traffic safety • Too much gentrification • Climate change and sustainability • Short term rentals • Economic development • Tourism • Retail goods and services for residents • Mixed use development with residential and commercial uses in the same building • Aging population – lack of suitable (single floor) options • Infrastructure does not support growth • In need of major upgrades • Too many transient rentals • Visitors do not contribute to local economy • Zoning limitations • Younger families – need path • Community challenge • Infrastructure cost demands of growth • Planning board • Financials such wetlands delineation • Overpricing • Threat to wildlife • Monopoly of short term rentals • Taxation/re-evaluation • We need to think about that • Heritage housing creates unfair taxation to middle/moderate income local residents on high taxed land • Affordable housing • Taxation • Need for economic opportunity to increase \$ and consequent job creation • Accommodation associated with associated services • Land use ordinance • HUD improvement and requirements • Short term rentals • Materials cost • Labor cost • Air pollution • No affordable housing to rent, not own • No affordable housing to own • Too many big developers pushing locals out • Do not ruin short term rentals - we will not have enough tourists to stimulate the local economy • Connectivity unreliable • Water access – for canoes – kayaks – small boats • Need better bike/walking safety lanes, protected bike lanes • “Community Center” • Build year round-winter-opportunities for places • Community transportation • Parking/congestion/traffic/emissions • Do not have too much increase in fire and police budget • Please maintain tennis courts • Create recreational areas before building new homes • Use existing building for needed storage of town records before building new buildings • Flooding of Roads – Dyke, Ocean Ave, Pier Rd Parking Lots – Dock square • Need better sidewalks • Culvert # increasing to prevent flooding • Broken windmill @ Police Station • Lack of historic preservation guidelines • Energy grid is at risk and could be improved to weather- go underground if possible • Need more electric vehicle charging stations for a fee \$ • No (public) boat launch or kayak launch area with enough parking • No public restroom or porta potty at Goose Rocks Beach or Colony Beach • Do not close neighborhood fire stations • Poor quality internet, no other choices but spectrum • Some roads are very low and flood (causeway to pier, Ward Rd) • Need a public shelter in case of storms, emergency with a stand alone generator and bathroom facilities • Secure water supply, electric supply, cyber security, all public buildings • No public garbage bins • Police presence • Cape Porpoise square is a traffic nightmare • Dock Square way overpriced • RV Parking • Make an indoor recreation area in village parcel • Is our water system and energy appropriate for continued growth • Need more bike paths • Chemical use (residential) toxifying the waters. More eco-friendly options • Sewer system needs major upgrade • Bridges need repair • Need stop line School St and Maine speed limits need to be enforced • Roads, surface need to be repaired regularly

WEAKNESSES & THREATS

Public GPC Meetings The GPC dedicated meeting time to review and discuss the Comprehensive Plan, including chapter content, outreach and engagement, and the process of developing the chapter twice a month from September 2019 through March 2020 and October 2020 through February 2022. All meetings were recorded and shown on the local public access channels. From October 2020 through February 2022 meetings were held over Zoom. Public comment was welcomed during GPC meetings.

Website and Advertising A project website (www.kennebunkportcp.info) was developed and updated throughout the duration of the plan preparation. The website provided information about the plan and update process including public outreach events, draft chapters, and maps. Information and announcement about the plan were also posted on the Town's website. Public input events were advertised on the websites, via press releases in the Portland Press Herald and York Coast Star, through email distribution lists, flyers, announcements on public access channels and on social media. GPC members also advertised at a recycling event. The project website will be permanent so as to provide local residents to the plan and the wealth of documents and maps that support the plan's analyses, findings and recommendations.

Climate 101 & the Comp Plan The GPC hosted a presentation and Q&A session titled Climate 101 and the Comp Plan on November 19, 2021. Climatologist Dr. Cameron Wake presented on climate change projections for the region. This was followed by a discussion about the comprehensive plan and the implications of climate change on long term planning in the community. This event served as a preliminary strategy to inform the community of the plan update and process as well as to educate about climate change. Approximately 50 people attended.

Christmas Prelude Tabling GPC members and the project consultants were present at tables at the Christmas Prelude event in December 2019. This provided the opportunity to share information about the comprehensive plan and gather informal input through a sticky dot poll on topics including climate change and natural resources.

Mini-Surveys From January 2021-June 2021 five mini-surveys were conducted to engage the community and collect input on key issues. The surveys remained open until August 12, 2021. A total of 748 people responded to the surveys. The information collected in the surveys directly informed the Vision Chapter of the Plan, as well as the topics selected for the July 26, 2021 Public Input Workshop, as well as the workshop format, time, and location.

Groundwater Rising The GPC hosted a presentation and discussion on how sea level rise will cause groundwater rise and the challenges associated with this. The event featured a presentation and Q&A by Dr. Jayne Knott, a groundwater and water supply modeling expert. Approximately 20 people attended this event, which was held over Zoom due to the COVID-19 pandemic.

Public Input Workshop A public input workshop was held outside at the Nonantum Resort on July 26, 2021 to accommodate the seasonal population. A total of 58 people plus GPC members and Town staff attended. The workshop featured a Strengths, Weaknesses, Opportunities, and Threats (SWOT) activity during which attendees responded to questions on six topics. Participants were asked to consider sustainability and climate change during each session. Input was recorded on large worksheets and maps. Participants also had the opportunity to respond to a dot poll survey at the workshop. A set of chapter summary factsheets was developed for participants in advance of the workshop.

Future Land Use Workshop On September 27, 2021, the GPC hosted a virtual workshop to collect input on topics including zoning standards and permitted uses, residential development trends and needs, and implications of sea level rise. The workshop format allowed for educational presentations, live polling, and a question and answer session for each of the three overarching topics. The live polling survey results and discussion notes were summarized following the event. Approximately 40 people attended this event.





Image Credit: Liz Dorfsee

PLAN SUMMARY

Kennebunkport offers a truly outstanding natural and cultural environment for both residents and visitors. The combination of its rocky coastline, beaches, harbors, restaurants, historic villages, cultural and social activities, and a vibrant, natural hinterland creates an extremely desirable place to live and to visit.

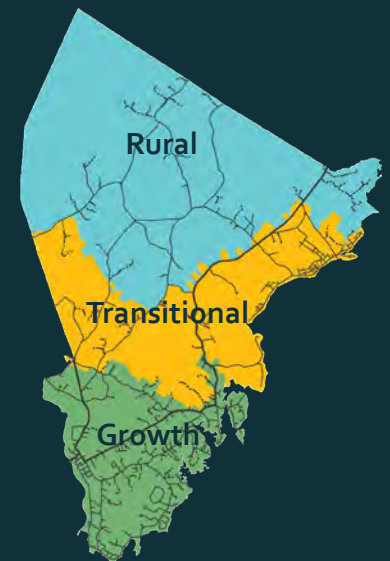
Sustainability is a fundamental concept in the Kennebunkport community that necessitates planning for wellbeing of future generations. The community will continue to work to reduce the impacts of development and human activities on water and natural resources and protect these valued assets. Climate resiliency is key to sustainability.

Growth Management

The Town issues growth management permits for residential development in three designated growth areas: growth, transitional, and rural areas. In recent years, 40 permits have been available annually, with 50% allocated to the growth area, 30% allocated to the transitional area, and 20% available in rural areas.

The growth management permit process helps direct residential growth to areas that are served by infrastructure and away from areas where maintaining rural character is desired. The growth areas were first developed in 2012 and are based primarily on the availability of Town sewer and water.

The GPC assessed natural resources, current and proposed infrastructure, development trends, and sea level rise when reviewing the existing boundaries of the growth management areas during the Comprehensive Plan update. The existing growth management areas were deemed appropriate and no changes to the boundaries have been proposed at this time.



WELCOMING

A community that welcomes residents and visitors of all ages, backgrounds and economic levels, and that supports a variety of local business enterprises.

It is important to the community that it is welcoming to seasonal residents and visitors while also meeting the needs of year-round residents and safeguarding the character of the community, including its treasured natural, cultural, and historic resources, and its rural character. This includes balancing the needs of residents and visitors, supporting diverse businesses, and working to understand the long term implications for municipal services and revenue, infrastructure, and housing of a dynamic and diverse population.

Over the last decade, the town's population has increased by approximately 7.5% to 3,629 year-round residents, but has not yet returned to where it was 20 years ago. One notable characteristic of the population is the high median age of residents, which at 53.4 years of age, is significantly higher than the national median age of 38.1, and higher than Maine's statewide median of 44.7.

Many residents have expressed an interest in diverse housing options that accommodate individuals and families of all sizes, ages, and incomes. Such options are important in attracting new families and first time homeowners, as well ensuring that long-time residents can find suitable homes to age in place in Kennebunkport.

Kennebunkport has undertaken two housing studies, the Housing Needs Analysis & Assessment and the Village Parcel Market Analysis, and a Design Charrette, to learn more about housing needs and opportunities. The Town has conducted a visioning process to identify opportunities at the 87-acre Village Parcel, a centrally-located tract of land acquired by the Town in 2018. These studies will inform the Town's planning efforts for housing and the Village Parcel. Exploring opportunities to reduce regulatory barriers to affordable housing through amendments to the land use regulations will be key step for the Town.

Seasonal rentals contribute to the lack of housing options, and the lack of year-round rentals, in particular. Approximately half of all residences in Kennebunkport have a permanent mailing address that is outside of the Town. The seasonal population spikes to an estimated 12,000 people in the summer. The hospitality industry is a major part of the town's economy, contributing employment opportunities, tax revenue for the Town, and supplemental income for property owners who provide short term rentals. The Town will continue to work with residents and businesses to address the challenges of a high seasonal population, while also recognizing the economic, civic, and societal contributions of visitors and part-time residents.

Challenge: The high cost of housing in Kennebunkport will continue to be a challenge that shapes the composition of the community. In recent years, affordability has trended downward. The median assessed value of owner-occupied dwellings in town is 65% higher than that of York County. Nearly one quarter of households spend over 30% - the standard benchmark for unaffordability - of their household income on housing.

RESPONSIBLE STEWARDS

A community that treasures, protects, responsibly manages, and celebrates its unique character, natural and historic resources, commercial fishing industry, and heritage that it has been entrusted with.

Special places, events and activities, and people contribute to a sense of place in Kennebunkport. In addition to its coastline, the Town's small, quaint downtown and traditional neighborhoods, forested vistas dotted by scattered farms, and low density residential development define Kennebunkport's landscape. Places like Dock Square, the Pier, and Goose Rocks Beach are iconic Kennebunkport locations. Preserved land and historic architecture shape the look and feel of the community, while events like Christmas Prelude, year-round recreational opportunities, and the active commercial waterfront contribute significantly to the character of the community. These amenities and attributes play a role in making this coastal Maine town a great place to call home.

Safeguarding and wisely managing historic, natural, and cultural resources is critical to maintaining Kennebunkport's character. Natural resources are a draw for residents and visitors alike. Situated at the mouth of the Kennebunk River and home to coastal marshes, beaches, rivers, and forested uplands, Kennebunkport has diverse ecosystems that provide habitat for wildlife and a number of ecosystem services, or benefits for people. Protecting the quality of these ecosystems is not only critical to local flora and fauna, but to residents and visitors who depend on clean air and water, soil, and shade and seek open space, recreation, and leisure opportunities.

Historic Resources are plentiful and varied. Dock Square and the early 19th century village district are evidence of considerable prosperity owing to the ship building industry and overseas trade. The Cape Arundel historic district boasts one of New England's largest concentrations of late 19th century summer homes in the Shingle Style. There are 80+ historic graveyards in Kennebunkport.

The Town is rooted in its connection to the coastline. Water-dependent industry has long been a part of the community and its economy. Cape Porpoise Pier and Government Wharf are critical to the industry and the community's waterfront character. Kennebunk River's working waterfront also includes commercial and charter fishing boats, whale watch and eco-excursion boats, and lobster cruise boats. Rising ocean temperatures, ocean acidification, and sea level rise impacts to marshes are a threat to the local fishing industry.

Challenge: Improving access points for recreational watercraft and balancing the availability of commercial and recreational moorings.

Challenge: Minimizing the impact of human activity and development on water resources in order to improve water quality.

RESILIENT

A community that values the long term health of its natural and built environment and is able to withstand and recover quickly from change. Proactive planning for the future will strengthen the community's resilience.

This Comprehensive Plan integrates climate across all planning sectors and explores climate change, impacts, and opportunities to increase resilience. Alignment with the Maine Climate Council's recommended sea level rise planning scenarios makes the plan particularly relevant. Sea level rise threatens to inundate between 1.3 and 18.8 miles of roadway in Kennebunkport by 2100 depending on the scenario. Several of Kennebunkport's 16 sewer pump stations are vulnerable to sea level rise and will have to be reconfigured or fortified.

Beaches, Dock Square, and even locations like the Consolidated School may be impacted by sea level rise in the future. Flooding and storm surge already cause occasional road closures in Town. Due to its low elevation, Dock Square is vulnerable to inundation, and is considered one of the most vulnerable in Maine in the near term. Some buildings are already experiencing flooding two to three times annually. Efforts like the US Army Corps of Engineers Silver Jacket vulnerability assessment in Dock Square and the Southern Maine Planning and Development Commission's Regional Sustainability & Resilience Program will increase the community's resilience to climate change.

Kennebunkport is home to nearly 800 acres of tidal marsh and is home to portions of the Rachel Carson Wildlife Refuge. Maintaining marshes - which provide flood protection and habitat for a number of species and are critically important for ocean fisheries - is one strategy to reduce vulnerability in coastal areas. Scientists believe that some portions of the marsh are capable of migrating inland as the sea rises if man-made obstacles are not situated in the migratory path. It is incumbent upon Town officials to work to minimize the number of such obstacles.

In addition to changes in sea level, the community will also face impacts such as increase precipitation and storm events. Although much of the community is rural with low imperviousness, areas with more development and those within and near floodplains will be vulnerable to changes. Land use regulations that minimize development in flood-prone locations and minimize the allowable area of imperviousness are ways that the Town reduces risk of damage and loss due to flooding. Through the hazard mitigation planning process, the Town plans for and reduces impacts of multiple hazards. Enhancing planning for evacuation is a strategy to increase resilience.

Reducing greenhouse gas (GHG) emissions is a critical to minimizing the magnitude of climate change. Reducing the energy consumed by Town facilities and vehicles, encouraging green building, and supporting and regulating solar farms are examples of ways to reduce emissions locally.



Challenge: Dock Square is in one of the lowest lying historic villages on the Maine Coast. Property owners will eventually face some difficult choices: fortify, elevate, or abandon the buildings as sea level rises.

Challenge: In 2019, the Maine Legislature expanded its emissions goals to reduce gross emissions to no more than 45% of 1990 levels by 2030 and to no more than 80% of 1990 levels by 2050.

Challenge: A rising sea will have impacts on groundwater, pushing it to the surface at locations as far inland as three miles. Rising groundwater could carry the contents of septic systems and underground toxics into nearby drinking wells, or toward the surface. The rising groundwater can also undermine Town roads at considerable expense to tax payers.



CONNECTED

A community that has extensive and integrated infrastructure networks, expansive trail systems, and wildlife corridors that link internal and external destinations and resources.

The interconnected street network that characterizes Kennebunkport’s Village neighborhood is beneficial in several respects. This 19th century street network offers multiple options for getting from here to there, thus minimizing traffic congestion. The absence of motor vehicle traffic congestion is conducive to quiet walks and bicycling. In contrast, the bridge to Kennebunk Lower Village illustrates a phenomenon where the absence of alternative routes results in traffic congestion.

The Town’s land use regulations will determine the character of new development. Regulations that encourage an interconnected street network increase walkability and other forms of non-motorized transport. An interconnected network is usually maintained more efficiently, and at less cost to local taxpayers. Additionally, such networks are well suited for emergency evacuation. Roadway corridor design plays an important role in ensuring safety for pedestrians and bicyclists.

Kennebunkport benefits from close proximity to regional trail networks such as the East Coast Greenway. Residents and visitors are also served by the InTown Trolley and the Shoreline Explorer.

The Kennebunkport Conservation Trust has done an exemplary job at preserving open space and providing local residents with numerous educational and recreational opportunities. Trust properties are interconnected by trail systems that are accessible from roadway trailheads and crisscross pristine landscapes. Open space and greenways, along with stream and wetland buffers, create corridors that connect habitat for wildlife.

Widely available broadband infrastructure is critical to connecting residents and businesses with the world and allowing residents to work remotely. Digital communications systems also that provides first responders with a reliable means to communicate with each other and with nearby communities.

It bears noting that until the mid-19th century local waterways served as a vital connection between Kennebunkport and the larger world. Today, there are many waterfront access points along the Kennebunk River, Goose Rocks Beach, and other locations along the coast. Admittedly, parking can be a challenge. Residents have also commented on the need for more places to launch recreational watercraft.

Challenge: Maine’s transportation sector discharges substantially more emissions than the national average (54% vs. 37%), likely due to the rural character of the state. Rural drivers make 45% more trips and drive twice as far as urban drivers.

COLLABORATIVE

A community that works cooperatively with other communities and entities to accomplish common goals.

Kennebunkport has a lengthy history of working cooperatively with other municipalities in the region in the areas of emergency response, the delivery of public services, the protection of natural resources, transportation, and economic development. In the recent past, Kennebunkport embraced a collaborative strategy with nearby coastal communities to prepare for the challenges posed by a changing climate. Yet another climate-related instance of Kennebunkport's collaborative approach is reflected in this Comprehensive Plan where a conscious effort was made to align the municipal plan with the goals and policies advocated by Maine's bold new climate action plan, published in December 2020.

Kennebunkport's police department has a mutual aid agreement with Kennebunk, participates with the Regional Tactical Team, and initiated a cooperative agreement with nearby police agencies to address staffing issues related to the COVID-19 pandemic. Kennebunkport's emergency management team works closely with its counterparts in other York County communities, and with Maine's Emergency Management Agency. Kennebunkport's Fire Department has a mutual aid agreement with nearby towns, as does Kennebunkport Emergency Services (ambulance).

Approximately 40% of Kennebunkport is served by the Kennebunk, Kennebunkport & Wells Water District. The water is supplied from Branch Brook in Wells, Chase's Pond in York, and the Saco River in Biddeford.

Kennebunkport takes a collaborative approach to public education, solid waste disposal, the recycling of oversized items, and the safe disposal of household hazardous waste. The Town's sharing of these responsibilities with nearby communities results in efficiencies that ultimately work to the benefit of local taxpayers.

Natural resource protection is another area where Kennebunkport works collaboratively with adjoining communities. For example, the Kennebunk River has been managed jointly with the Town of Kennebunk since 1995.

Undeveloped habitat blocks (large tracts of land that have not been fragmented by roads and buildings) extend into Biddeford and Arundel. The Town recognizes that preserving wildlife corridors in these areas will be especially important in helping wildlife respond to changes in climate. The State has identified two areas of statewide ecological significance that span Kennebunkport's municipal boundaries: the Biddeford/Kennebunkport Vernal Pool Complex, and the Wells/Ogunquit marsh, which overlays a majority Town west of Route 9. This comprehensive plan recommends formalizing an inter-municipal strategy for protecting these valuable resources. Kennebunkport works jointly with the US Fish & Wildlife Service to protect tidal salt marsh and coastal meadows. The marsh is a critical habitat for migratory birds, and serves as a spawning ground for marine life that is necessary to sustain coastal fisheries.

Challenge: The solution to the fecal contamination that threatens water quality at Goose Rocks Beach may require a joint effort with Biddeford, as will the protection of the aquifer that spans the Kennebunkport/Biddeford municipal boundary. In both instances, this Comprehensive Plan recommends inter-municipal cooperation.

Image Credit: Tom Morgan



Image Credit: Tom Morgan

Chapter

3 Historic Resources

- 11+ Distinctive architectural styles in Kennebunkport
- 2 National Register Historic Districts (306 buildings)
- 8 Sites listed individually on the National Register
- 1 District declared eligible for listing on National Register
- 0 Local Historic Districts
- 4 Structures on Historic American Buildings Survey
- 80 # of 18th & 19th century family graveyards
- 4 Prehistoric archaeological sites
- 20 Historic archaeological sites
- 23 Near-shore shipwreck sites (19th century)

4 Land Use

- 13,140 Total land area in acres (20.5 square miles)
- 31 Miles of coastline
- 7% Total land area that is developed
- 60% Area of forested land cover
- 542 Acres of land area owned by Town
- 2,500 Acres conserved by KPT Conservation Trust
- 20% % of town conserved by the Conservation Trust
- 803 Acres of land in Rachel Carson Wildlife Refuge
- 18 Acres of land and Farmland Current Use Program (5 parcels)
- 630 Acres of land in Tree Growth Current Use Program (13 parcels)
- 0.1 Acres of land in Working Waterfront Current Use Program (1 parcel)
- 40 Growth management permits available per year
- 20% % of town within the growth area

KENNEBUNKPORT BY THE NUMBERS

5 Demographics

- 3,629 Year-round population (2020 Census)
- +255 (7%) Population change from 2000 to 2020
- 12,000+ Estimated seasonal population
- 53.6 Median age
- 12% Disability
- 3% Poverty
- 13% Veterans
- 365 School population
- 15% School population change from 2010 - 2019
- 27% Consolidated School enrollment 2010 - 2019
- \$79,295 Median household income
- 99% High school graduates
- 58% College graduates

7 Natural Resources

- 82% Area located in the coastal drainage subwatershed
- 37% Soil classified as poorly drained and wetlands
- Zone 5b Current USDA plant hardiness zone
- 34% Area of the town as Central Oak-Pine habitat
- 22% Provides habitat, water storage, and filtration
- 11 Confirmed rare plant and animal species
- 245 Conserved parcels of land
- 9% Land designated farmland of Statewide Importance
- 2 Rare or exemplary natural communities

6 Housing

- 3,086 Dwellings in Kennebunkport
- 20 Average # of new dwellings annually since 2000
- 0.8% Annual percent growth in dwellings since 2000
- 87% Percent of dwellings that are owner-occupied
- 90% Percent of dwellings single-family detached
- 60% Dwellings built prior to lead paint ban
- 25% Paying a mortgage more than 30% of income
- 44% Paying rent that is more than 30% of income
- \$675,000 Median home price in Kennebunkport
- \$317,000 Home affordable to a median income family
- 25% Percent of Town employees who live in town
- 10% State goal for new affordable housing in KPT
- 248 Dwellings utilized for short term rentals
- 25 Heritage Housing Trust's target # of new units by 2025

8 Water Resources

- 5.2 Miles of Kennebunk River within KPT
- 3,309 Acres of wetlands
- 60% Drinking water in Maine that is from groundwater
- 40% Parcels in town that are served by the Kennebunk, Kennebunkport Wells Water District
- 142 Million gallons provided by KKWWD to KPT annually on average
- 118 Acres of high yield sand and gravel aquifers
- 2,040 Acres within the 100-year floodplain
- 3.5 Average # flood insurance claims per year (total 159 since 1975)

9 Marine Resources

- 68 Moorings in the Kennebunk River
- 225 Moorings in Cape Porpoise and other locations
- 40 to 45 Commercial fishing vessels at Cape Porpoise
- 80 to 100 Local residents in Cape Porpoise fishing industry
- 84 Non-commercial shellfish permits issued
- 300-1,000 Size (lbs) of bluefin tuna caught off of Kennebunkport
- 6/0 Shrimp boats based in KPT in 2000/2020
- 3.7 Million pounds/year lobster landings in York County
- 84% Maine lobster exports to China since 2018
- 6% Percent of Town that is tidal marsh

10 Energy

- 3 Average annual # of power outages in Maine
- Maine State with highest # of power outages in nation
- 1 in 10 Maine households that heat with wood
- 1 in 13 Maine households that heat with natural gas
- 58% Percent of KPT dwellings heated by fuel oil
- 6th highest Maine's rank in the US in wind power generation
- 2nd lowest Maine's rank in US in electricity use per capita
- 5 Acres of land required for a 1 megawatt solar farm
- 1.2 GW Capacity of New England's largest nuclear power plant
- 156 GW Capacity of Maine's off-shore wind potential

11 Transportation

- 84 Total miles of roadways
- 21 Miles of private roads
- 6.6 Miles of sidewalks
- 2 Private airfields
- 0 Park & Rides
- 0 Designated Scenic Byways
- 2.9 Miles of Rt 9 with an "F" safety score
- 530 # crashes from 2000-2020
- 57 # crosswalks
- 225 # parking spaces in municipal lots

12 Economy

- 1,916 Residents age 16+ participating in the workforce
- 10% Residents worked from home before pandemic
- <2% Unemployment rate in Kennebunkport
- 8 - 12 hr Time to charge vehicle with Level 2 charger
- 8 Level 2 electric vehicle charging stations in KPT
- 25 minutes Time to charge with an EV Fast Charger
- 0 # of EV Fast Chargers in KPT

KENNEBUNKPORT BY THE NUMBERS

13 Public Facilities & Services

- 192-210 Annual calls to Fire Department for assistance
 - 77 Volunteer firefighters
 - 55 Median age of volunteer firefighters
- 4, 1 & 2 # of fire engines, ladder trucks & rescue boats
 - 13 Full time officers in the Police Department
- 3 - 4 yrs Life cycle for a Kennebunkport police cruiser
 - 309 Calls for ambulance service in 2020
 - 1974 Year wastewater treatment plant constructed
- 313,346 Average daily gallons of wastewater processed since 2012 (Licensed to treat 700,000 gallons/day)
 - 16 Major pump stations in public sewer system
 - 50% Buildings connected to the sewer system
- 1,292 Home visits by Public Health Department in 2019
- 33,000 # volumes at Graves Library
- 1,300 Trees in the Shade Tree Committee's GIS system
- 280 Central Maine Power streetlights purchased by Town in 2020

14 Fiscal Capacity

- \$9.45 Property tax rate
 - 5% Increase in KPT valuation 2016-2020
 - 76% Assessed valuation compared to market value
- \$2.61 billion KPT valuation if calculated at full market value
 - 60% % of 2020 tax rate dedicated to education
 - 6% Percent of 2020 tax rate driven by York County
- 15% of value Maine's limit on municipal debt



Image Credit: Tom Morgan

15 Recreational & Cultural Resources

- 4 Town parks
- 3 Beaches
- 4 Clubs and associations
- 25 Miles of Kennebunkport Conservation Trust trails
 - 9 Public access points to Goose Rocks Beach
 - 9 Cultural facilities
 - 9 Halls and/or meeting rooms
- 26 Regularly offered sports teams, classes & programs

16 Hazard Mitigation

- 349 Parcels in FEMA Zone VE (in the 100-year floodplain and vulnerable to storm waves)(2017 Preliminary FIRM)
- 260 Acres inundated inland of highest astronomical tide (HAT) under 1.6 ft sea level rise (SLR)
- 601 Acres inundated inland of HAT under 3.9 ft SLR
- 1,116 Acres inundated inland of HAT under 8.8 ft SLR
 - 1 Designated emergency shelter (Kennebunk Middle School)
- 8.8 ft SLR Maine planning guidelines for "low-risk tolerant infrastructure" in 2100
- 1.6 ft Recommended SLR scenario to commit to managing for by 2050



STRATEGIES

This section includes a subset of the Comprehensive Plan Strategies. The full list of Goals, Policies, and Strategies is included in Volume 2.

Chapter 19
Goals, Policies & Strategies

Welcoming

- Preserve Goose Rocks Beach as a safe, limited use, and family-oriented beach.
- Consider amending the LUO to reduce minimum lot size requirements and increase allowable density within Growth Areas.
- Encourage the construction of accessory dwelling units for year-round use.
- Encourage the development of assisted living and independent living facilities.
- Support the Kennebunkport Heritage Housing Trust.
- Amend the LUO to permit farmers' markets.
- Explore innovative approaches to housing the tourist industry's seasonal workforce.
- Create a public boat launch.
- Identify public locations that could be used year-round for community gatherings as a part of a Parks Master Plan

A Steward

- Involve residents in long-term recreational and cultural resource planning efforts.
- Encourage connecting streets, a pedestrian-friendly environment, and small-scale, neighborhood commercial services that are geared toward serving local residents.
- Undertake a detailed, town wide survey of historic structures. Identify historic buildings that are threatened by sea level rise and extreme weather events.
- Advise property owners on improving a building's energy efficiency while preserving its historic character.
- Research and document all cemeteries and burial plots.
- Prioritize conservation and allocation of resources toward conservation, maintenance, and monitoring activities in areas with greatest co-occurrence of water

- features, important natural communities, listed animal and plant species, and undeveloped land.
- Within the rural growth area, require that subdivisions and commercial developments maintain open space to the greatest extent practicable.
- Support and collaborate with the Kennebunkport Conservation Trust to protect critical and important natural resources through purchase of land or easements from willing sellers.
- Encourage the use of native plants on public and private property.
- Conduct monitoring to evaluate the impact of pesticides and herbicides on



natural resources and water resources and identify strategies to minimize impacts such as through alternative weed and pest controls and regulations, as needed.

- Support forestry and agricultural uses and activities such as agritourism, backyard chickens, farms, farm stands, and firewood sales.
- Create and implement an invasive species management policy, including public outreach and education, and prepare to manage invasive species on town property.
- Conduct a comprehensive review of the LUO and Subdivision Regulations to identify opportunities to strengthen provisions for water resource protection.
- Continue to assign priority status to commercial fishermen for mooring spaces.
- Develop the Village Parcel in a manner that is consistent with Kennebunkport's small town character.

Resilient

- Work with the Silver Jackets and other experts to devise a plan to protect Dock Square buildings from sea level rise.
- Educate property owners about impacts of climate change, such as extreme heat, drought, flood vulnerability, and changes in precipitation on habitats and species.
- Investigate the vulnerability of public and private wells to sea level rise induced

groundwater rise and to drought. Initiate planning for the potential future need to expand the Town's drinking water infrastructure if private wells become unusable due to drought or salinity or other contamination.

- Identify and monitor buried hazards that may be impacted by rising groundwater.
- Adhere to the Maine Climate Council's recommendation to locate new critical infrastructures, such as pump stations and other wastewater infrastructure, away from areas that are at-risk from sea level rise and flooding.
- Plan for the possibility that some town roads or segments of town roads may require elevation to avoid inundation due to sea level rise.
- Identify undeveloped land that is vulnerable to sea-level rise and make recommendations on acquisition to act as flooding buffer.
- Develop standards for new development in areas that are vulnerable to sea level rise (SLR) and ground water rise that is induced by sea level rise.
- Identify opportunities to lead, participate, and build from regional climate adaptation efforts.
- Identify locations for electric vehicle charging stations, according to Maine Clean Community recommendations, that would benefit the community.
- Measure and monitor greenhouse gas emissions from municipal operations, and

community wide.

- Develop a town-wide climate action plan.
- Educate community members about steps they can take to reduce emissions and become more resilient.
- Continue to budget and plan for long-term energy efficiency equipment upgrades.
- Review the potential to install and operate renewable energy systems at municipal facilities.
- Review LUO for hinderances to renewable energy systems and recommend amendments.
- Ensure that the maintenance of aging sewer infrastructure is a priority.
- Integrate sustainability criteria into capital planning.





Image Credit: Tom Morgan

Connected

- Prioritize carbon emissions reduction when purchasing new vehicles
- Develop a long-term vision for a network of bicycle routes to serve the community and link to routes and facilities in neighboring communities.
- Review complete street practices for relevant tools and ideas for Kennebunkport.
- Add criteria in subdivision regulations that promote shared driveways and require developers to show future connectivity to adjacent parcels including roads and trails.
- Encourage connecting streets, a pedestrian-friendly environment, and small-scale, neighborhood commercial services that are geared toward serving local residents.
- Consider a traffic study to identify opportunities to reduce congestion in Dock Square.

- Identify locations to enhance wildlife corridors to help create places for species to migrate and shift north as temperature increases.
- When possible, follow stream smart road crossing policy to reduce the impact of road crossings on fish and other aquatic species and habitat.
- Continue to update, prioritize, and fund the Town's plan for transportation improvements, maintenance, and repairs.
- Conduct a comprehensive transportation vulnerability assessment to identify vulnerable assets and loss of connectivity due to sea level rise.

Collaborative

- Partner with regional entities and communities to enhance evacuation route planning and community education on evacuation routes.
- Adopt performance standards to protect vernal pools in the Biddeford/Kennebunkport Vernal Pool Complex.
- Collaborate with the City of Biddeford to ensure cross boundary protection of groundwater resources. Create an aquifer protection overlay district.
- Continue the partnership with Maine's Healthy Beaches Program and implement the recommendations in its "Summary Report of Enhanced Monitoring and Pollution Source Tracking Efforts in

the Goose Rocks Beach Watershed, Kennebunkport" published in February 2021.

- Continue to participate in partnerships that support sustainability and resilience, multi-modal transportation, river management, aquifer protection, and other regional considerations.
- Collaborate with conservation partners to identify and make public a regional database of educational resources and information about critical habitat (including salt marshes), vulnerable species, and the impacts of development and human activity on natural resources.
- Collaborate with the Town of Kennebunk and the business communities in Dock Square and Kennebunk Lower Village to manage tourism to ensure the safety and enjoyment of residents and visitors.



Image Credit: Tom Morgan





Goals, Policies & Strategies

KENNEBUNKPORT COMPREHENSIVE PLAN 2030 Volume 2

May 2022

Introduction

The table of Goals, Policies, and Strategies that follows summarizes the action steps that are intended to guide implementation of the plan. This table will help the next generation of community leaders and officials understand the desire of the townspeople as they balance the events of the future, budgets, and tax rates. It is a road map for all to use and shall be referenced and utilized frequently as the routine tasks of local government are undertaken.

Although the table presented here has segmented parts corresponding to each Comprehensive Plan chapter, the strategies are as interconnected as the subjects of the chapters. Housing, natural resources, or the local economy may seem distinct and sometimes even counter to each other, however, these elements are inexorably linked and their reciprocal influence over each other blends true distinction. Similarly, the challenges brought by a changing climate cannot be separated out into a section of its own. Instead, adaptation and consideration of climate change has been addressed in each section because its effects will challenge the community in innumerable ways.

This plan aims to work collaboratively with residents, business owners, and regional partners on the challenges of sea-level rise, transportation, housing, and others that we share in southern Maine. Through adaptation we will strive to preserve Kennebunkport's historic integrity, protect natural resources, and strengthen the town's unique small-town character while improving economic vitality.

Responsible Parties List

<u>Entity</u>	<u>Acronym</u>
Animal Control Officer	ACO
Assessing Department	AD
Beach Advisory Committee	BAC
Board of Selectmen	BoS
Budget Board	BB
Cemetery Committee	KCC
Cape Porpoise Archaeological Alliance	CPAA
Cape Porpoise Pier Advisory Committee	CPPAC
Chamber of Commerce	CoC
Code Enforcement Officer	CEO
Conservation Commission	CC
Emergency Management	EM
Finance Department	FD
Fire Department	FD
Government Wharf Committee	GWC
Growth Planning Committee	GPC
Harbormasters	HM
Kennebunkport Heritage Housing Trust	KHHT
Kennebunk River Committee	KRC
Kennebunkport Business Association	KBA
Kennebunkport Emergency Medical Services	KEMS
Kennebunkport Conservation Trust	KCT
Kennebunkport Consolidated School	KCS
Kennebunkport Historical Society	KHS

<u>Entity</u>	<u>Acronym</u>
Library Trustees and Staff	L
Lighting Committee	LC
Parks and Recreation Department	PRD
Parsons Way Committee	PWC
Planning Board	PB
Planning Department	PD
Police Department	PoD
Public Health Department	PH
Public Safety Committee	PSC
Public Works Department	PW
Recreation Committee	RC
RSU 21	RSU
Sewer Advisory Committee	SAC
Shade Tree Committee	STC
Shellfish Conservation Committee	SCC
Short-Term Rental Committee	STR
Solid Waste Committee	SWC
Solid Waste / Recycling	SWR
Town Clerk	TC
Town Manager	TM
US Coast Guard	CG
US Fish & Wildlife Service	FWS
Zoning Board of Appeals	ZBA

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Historic Resources

	GOAL	PROMOTE AND PRESERVE LOCAL HISTORY AND HERITAGE.	RESPONSIBLE PARTY	Timeframe
1.	Policy	Promote awareness of the Town’s history.		
2.	Strategy	Prioritize Planning Board applicants who have knowledge of architectural history, historic preservation and archaeology.	BoS	Ongoing
3.	Strategy	Continue to teach local history at the Kennebunkport Consolidated School. Coordinate efforts between local historians, residents, parents, friends, and teachers at the Consolidated School.	RSU 21 & KCS	Ongoing
4.	Strategy	Undertake a detailed, town wide survey of Kennebunkport’s historic structures. Identify historic sites and areas. Identify historic buildings that are threatened by sea level rise and extreme weather events.	KHS	Medium Term
5.	Strategy	Promote awareness of historic structures and districts that are listed in the National Register of Historic Places and the Historic American Building Survey.	KHS	Ongoing
6.	Strategy	Update the historic building plaque program to include structures and sites dating to the mid-20 th century.	KHS	Short Term
7.	Strategy	Develop audio recordings of self-guided walking tours of Kennebunkport’s historically and architecturally significant sites. Erect interpretive signs.	KHS	Medium Term
8.	GOAL	RECOVER DATA FROM PREHISTORIC AND HISTORIC ARCHAEOLOGICAL SITES.		
9.	Policy	Protect and preserve prehistoric and historic sites until such time as data can be recovered by professional archaeologists.		
10.	Strategy	Develop an ordinance to protect archaeological sites.	PD & CPAA	Medium Term
11.	Strategy	Educate property owners and developers on the importance of archaeological remains, and seek their cooperation to ensure that prehistoric and historic sites are left in an undisturbed state.	PD & CPAA	Ongoing
12.	Strategy	Support the Kennebunkport Conservation Trust in its efforts to preserve the sites of historic European fishing settlements and Native American use of the Cape Porpoise area.	PB & KCT	Ongoing
13.	Policy	Efforts to recover data from archaeological sites in coastal areas should be accelerated due to the increasing intensity of extreme weather events.		
14.	Strategy	Support the rapid response efforts of the Cape Porpoise Archaeological Alliance, and accelerate efforts to recover data from offshore shipwrecks.	PB & CPAA	Ongoing
15.	GOAL	PROTECT AND PRESERVE HISTORIC STRUCTURES AND DISTRICTS.		
16.	Policy	Preserve historic and architecturally significant structures and areas		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Historic Resources

17.	Strategy	Educate property owners on tax incentives for the restoration and preservation of income producing property.	PD	Ongoing
18.	Strategy	Advise property owners on improving a building’s energy efficiency while preserving its historic character.	CEO	Short Term
19.	Policy	Protect Historic Structures that are Threatened by Sea Level Rise and Extreme Weather Events		
20.	Strategy	Work with the Silver Jackets and other experts to devise a plan to protect Dock Square buildings.	PD	Short Term
21.	Goal	PRESERVE CEMETERIES AND GRAVEYARDS.		
22.	Policy	Restore, maintain, and protect cemeteries and burial plots.		
23.	Strategy	Research and document all cemeteries and burial plots. Seek permission from private property owners to allow access for restoration, monitoring and necessary maintenance. Enlist volunteers to work with the Cemetery Committee to restore all sites.	KCC	Medium Term

Town Goals, Policies, Strategies – Natural Resources, Forest Resources, and Agricultural Resources

1.	GOAL	PROTECT CRITICAL NATURAL RESOURCES, INCLUDING WETLANDS, TERRESTRIAL AND AQUATIC HABITAT, SAND DUNES, BEACHES, SCENIC VISTAS, AND UNIQUE NATURAL AREAS.	RESPONSIBLE PARTY	Timeframe
2.	Policy	Conserve and protect Kennebunkport’s critical natural resources through conservation and education.		
3.	Strategy	Support and collaborate with the Kennebunkport Conservation Trust to protect critical and important natural resources through purchase of land or easements from willing sellers.	KCT & CC	Ongoing
4.	Strategy	Conduct a natural resources inventory in order to prioritize conservation and allocation of resources toward conservation, maintenance, and monitoring activities in areas with greatest co-occurrence of water features, important natural communities, listed animal and plant species, and undeveloped land.	CC & PD	Medium Term
6.	Strategy	Collaborate with conservation partners to identify and make public a regional database of educational resources and information about critical habitat (including salt marshes), vulnerable species, and the impacts of development and human activity on natural resources.	CC, FWS & PD	Short Term
7.	Policy	Minimize the impacts of development and human activity on natural resources.		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – Draft #13

8.	Strategy	Require that subdivisions and commercial developments maintain open space to the greatest extent practicable.	PB & PD	Short Term
9.	Strategy	Encourage the use of native plants on public and private property.	PB & PD	Short Term
10.	Strategy	Encourage developers to install street trees in order to enhance wildlife habitat and provide shade.	PB & PD	Short Term
11.	Strategy	Conduct monitoring to evaluate the impact of pesticides and herbicides on natural resources and water resources and identify strategies to minimize impacts such as through alternative weed and pest controls and regulations, as needed.	PD, CC & BAC	Short Term
12.	GOAL	PROTECT RARE AND ENDANGERED SPECIES.		
13.	Policy	Educate the public about rare and endangered species.		
14.	Strategy	Collaborate with conservation partners to develop an education and outreach program to inform the public about the presence of endangered, rare, and significant species and how to avoid impacting these species.	CC, FWS & PD	Medium Term
15.	Strategy	Work with the Maine DOT and Kennebunkport's Public Works Department to accommodate known migratory crossings of endangered reptiles and amphibians as part of road construction and repair projects. Continue to place caution signs at appropriate sites.	PW & PD	Ongoing
16.	Strategy	Continue to place signage on beaches during plover nesting season.	PW	Ongoing
17.	GOAL	PROTECT FOREST RESOURCES AND FARMLAND FROM THE NEGATIVE IMPACTS OF DEVELOPMENT.		
18.	Policy	Support agricultural and forestry activities.		
19.	Strategy	Support forestry and agricultural uses and activities such as agritourism, backyard chickens, farms, farm stands, and firewood sales.	PD	Short Term
20.	Strategy	Review Town ordinances and regulations for consistency with Maine's Right to Farm Law (Title 7 MSRA, Chapter 6) to determine if local ordinances and regulations require strengthening.	PD & PB	Short Term
21.	Strategy	Review Town ordinances and regulations for consistency with Article 1 Section 25 Right to Food of the Constitution of the State of Maine	PD & PB	Short Term
22.	Strategy	Amend the LUO to permit farmers' markets.	PB	Short Term
23.	Strategy	Review and amend, as necessary, the LUO and subdivision regulations to develop performance standards to protect these resources. Land developers should identify critical natural resources and utilize Beginning with Habitat maps and other data resources.	PD & PB	Short Term
24.	GOAL	PROTECT NATURAL RESOURCES WHILE MANAGING FOR LOW IMPACT PUBLIC USE.		
25.	Policy	Maintain and enhance open space recreational assets.		
26.	Strategy	Coordinate with the Kennebunkport Conservation Trust to interconnect public and private conservation lands and trail systems including links to routes and facilities in neighboring communities.	CC & KCT	Medium Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – Draft #13

27.	Strategy	Review use of Town-owned conservation lands to ensure activities do not damage or deplete natural resources.	CC & PD	Medium Term
28.	Strategy	Periodically review the use of town properties and seek input from residents on uses of properties	CC & BoS	Medium Term
29.	Policy	Provide access to conservation land.		
30.	Strategy	Coordinate with the Kennebunkport Conservation Trust to inventory, and improve, as needed, parking, access, and trails at conservation land that is open to the public. When appropriate, support the KCT as it works toward improving accessibility to a range of users, physical abilities, and activities.	CC & KCT	Ongoing
31.	Strategy	Form a committee to investigate opportunities to balance protection and enjoyment of natural resources with tourism and recreation opportunities.	CC, KCT & CoC	Short Term
32.	Policy	Maintain and enhance scenic resources.		
33.	Strategy	Inventory scenic resources and create an online map of scenic vistas.	PB & PD	Medium Term
34.	Strategy	Add protection of scenic views and scenic resources to Site Plan Review Performance Standards.	PB & PD	Medium Term
35.	Goal	ADAPT TO CLIMATE CHANGE.		
36.	Policy	Enhance the resiliency of habitats and species.		
37.	Strategy	Identify opportunities to accommodate marsh migration inland to protect this critically important resource from sea level rise.	PB, CC & PD	Short Term
38.	Strategy	Encourage conservation of low-lying undeveloped uplands where coastal marshes, beaches, and other intertidal natural communities can migrate inland with sea level rise (partners: Rachel Carson Wildlife Refuge, Kennebunkport Conservation Trust, Trust for Maine's Future).	PB, CC & PD	Short Term
39.	Strategy	Identify locations to enhance wildlife corridors to help create places for species to migrate and shift north as temperature increases and protect these areas. The Nature Conservancy's Resilient Lands mapping tool is a good resource for identifying resilient and connected networks.	PB, CC & PD	Medium Term
40.	Strategy	Create and implement an invasive species management policy, including public outreach and education, and prepare to manage invasive species on town property.	PW, CC & PD	Short Term
41.	Strategy	Educate property owners about impacts of climate change, such as extreme heat, drought, and changes in precipitation on habitats and species. Provide information to new homeowners.	CC & PD	Short Term
42.	Policy	Increase community resilience.		
43.	Strategy	Provide education about the role of shade trees in reducing heat and mitigating climate change and impacts.	STC	Short Term
44.	Strategy	Engage in efforts to protect and restore protective natural features, such as floodplains, wetlands, marshes, dunes, and dune grass.	CC	Ongoing

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Housing

1.	GOAL	MEET THE DEMAND FOR AFFORDABLE HOUSING BY PROVIDING FOR A MIX OF HOUSING TYPES, IN A BROAD RANGE OF PRICES.	RESPONSIBLE PARTY	Timeline
2.	Policy	Incentivize the construction of year-round affordable housing units, and create standards of eligibility for such units, with preference for school and government employees, Kennebunkport residents, and persons employed in the Town.		
3.	Strategy	Amend the LUO to include a definition of affordable housing.	PD	Short Term
4.	Strategy	Consider the acquisition or use of Town-owned land for the construction of affordable year-round housing units.	BoS	Ongoing
5.	Strategy	Consider amending the LUO to reduce minimum lot size requirements and increase allowable density within Growth Areas.	PB & PD	Short Term
6.	Strategy	Encourage clustering of all types of housing units, including duplex and multi-plex units.	PB & PD	Short Term
7.	Strategy	In subdivisions of 10+ dwelling units, the developer should set aside 10% as affordable units. In subdivisions of 5 to 9 dwelling units, at least one should be set aside. Alternately, the developer may consider an in-lieu fee.	PB, HHT & PD	Short Term
8.	Strategy	Encourage the construction of accessory dwelling units for year-round use.	PB & PD	Ongoing
9.	Strategy	Amend the LUO to allow accessory dwelling units (ADU) and home occupations to co-exist and utilize performance standards to regulate the appearance and potential impact of these uses within neighborhoods.	PB & PD	Short Term
10.	Strategy	Allow the development of multi-plex (multi-family) housing, including rental units, in designated Growth Areas.	PB & PD	Short Term
11.	Strategy	Encourage the development of assisted living and independent living facilities.	PB & PD	Ongoing

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

	Strategy	In order to ensure a timely response by volunteer first responders, the Town should take steps to ensure that in-town housing options are affordable for first responders.	PSC, PB & BoS	Ongoing
12.	Strategy	Support the Kennebunkport Heritage Housing Trust.	BoS	Ongoing
13.	Strategy	Consider the establishment of a development impact fee to fund affordable housing.	PD	Short Term
14.	GOAL	MINIMIZE THE ADVERSE IMPACTS OF CLIMATE CHANGE.		
15.	Policy	Reduce the vulnerability of housing to climate change.		
16.	Strategy	Educate homeowners about flood vulnerability.	CEO & PD	Short Term
17.	Strategy	Seek grants from the Federal Emergency Management Agency and other state and federal agencies to assist property owners adapt to climate change.	PD	Ongoing
18.	Strategy	Review current zoning codes, regulations, and policies to incorporate natural design elements and building practices such as Low Impact Design standards.	PD & PB	Short Term
19.	Strategy	Consider climate impacts when identifying future growth areas.	PD, PB & GPC	Long Term
	Strategy	Recommend where appropriate the reduction of width standards for roads that serve multiple buildings as a strategy to reduce impervious surfaces	PD & PB	Medium Term
	Strategy	Review and make recommendations for off-street parking requirements for residential use.	PD & PB	Medium
	Strategy	Encourage builders and residents to install and maintain pervious material in appropriate locations.	PD & PB	Ongoing

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Water Resources

1.	GOAL	PROTECT THE QUALITY AND QUANTITY OF WATER RESOURCES.	RESPONSIBLE PARTY	Timeframe
2.	Policy	Protect drinking water sources.		
3.	Strategy	Collaborate with the City of Biddeford to ensure cross boundary protection of groundwater resources. Create an aquifer protection overlay district.	PB & PD	Medium Term
4.	Strategy	Coordinate with the Kennebunk, Kennebunkport & Wells Water District (KKWWD) and area towns to protect regional drinking water resources.	PD	Ongoing
5.	Strategy	Periodically review regulations to ensure that freshwater wetlands that provide important groundwater recharge are sufficiently protected.	PD	Medium Term
6.	Policy	Protect water resources from the impacts of development and reduce the potential of water quality degradation.		
7.	Strategy	Conduct a comprehensive review of the LUO and Subdivision Regulations to identify opportunities to strengthen provisions for water resource protection.	PB & PD	Medium Term
8.	Strategy	Reduce the threshold percentage of impervious surface area that triggers the need for a stormwater management system under site plan review, and increase the design standard for stormwater infrastructure to the 100-year storm event.	PB & PD	Medium Term
9.	Strategy	Amend stormwater regulations to require that stormwater be managed onsite as opposed to allowing offsite mitigation.	PB & PD	Medium Term
10.	Strategy	Amend the LUO and Subdivision Regulations to include green infrastructure and low impact development standards. Encourage complete streets and green streets.	PB & PD	Short Term
11.	Strategy	Continue to follow best practices that achieves a balance of low salt application with roadway safety.	PW	Ongoing
12.	Policy	Improve aquatic habitat.		
13.	Strategy	When possible, follow Stream Smart road crossing policies to reduce the impact of road crossings on fish and other aquatic species and habitat.	PW& PD	Ongoing
14.	Policy	Identify, monitor, and reduce sources of pollution.		
15.	Strategy	Conduct regular water quality monitoring of Little River, Beaver Brook, Smith Brook, Batson River, and the Kennebunk River.	PH & PD	Ongoing
16.	Strategy	Continue to monitor the impact of the sewer outfall in the Kennebunk River.	PW	Ongoing
17.	GOAL	INCREASE COMMUNITY AWARENESS ABOUT WATER RESOURCE PROTECTION.		
18.	Policy	Educate the public about water resource protection.		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

19.	Strategy	Include resources and links to information on water quality best management practices and pollutants (including invasive species, fertilizer, pesticide, herbicide use, septic failure, sedimentation, and hazardous substances) in town-wide mailings and post this information on the Town’s website.	CC	Short Term
20.	Strategy	Distribute educational material to property owners about the impacts of development, impervious surfaces, and disturbance of banks and riparian habitat on water bodies.	CC	Short Term
21.	Strategy	Develop material on natural resource and water quality protection measures for owners of property including rental properties to make available to short term and seasonal renters.	CC	Short Term
22.	Strategy	Conduct a public outreach campaign to increase awareness of the impact of septic systems on surface and groundwater.	CEO	Short Term
23.	Policy	Manage water resources at a regional and watershed scale.		
24.	Strategy	Collaborate with Kennebunk, Biddeford, Arundel, the York County Soil and Water Conservation District, and the Kennebunk River Committee, and land trusts in neighboring communities to protect water resources.	BoS, CC & KCT	Ongoing
25.	Policy	Maintain healthy biological and ecological diversity.		
26.	Strategy	Add a definition of vernal pool to the LUO that is consistent with ME DEP Ch. 335 rules.	PB & PD	Medium Term
27.	Strategy	Coordinate with the City of Biddeford to adopt performance standards to protect vernal pools in the Biddeford/Kennebunkport Vernal Pool Complex.	PB & PD	Medium Term
28.	GOAL	ADAPT TO THE IMPACTS OF CLIMATE CHANGE.		
29.	Policy	Minimize the impacts of climate change to water resources and water infrastructure.		
30.	Strategy	Adopt water conservation policies for properties on public water and educational measures to conserve water during droughts and encourage conservation and reuse of water resources.	BoS	Short Term
31.	Strategy	Identify opportunities to lead, participate, and build from regional climate adaption efforts.	BoS, PB & PD	Ongoing
32.	Strategy	Encourage homeowners to test private well water quality and to inform the Town of high salinity levels that may be due to saltwater intrusion.	CEO	Ongoing
33.	Strategy	Investigate the vulnerability of public and private wells to sea level rise induced groundwater rise and to drought. Initiate planning for the potential future need to expand the Town’s drinking water and wastewater infrastructure if private wells and/or septic systems become unusable due to drought or salinity or other contamination.	BoS & PD	Medium Term
34.	Strategy	Identify and monitor buried hazards and registered storage tanks that may be impacted by rising groundwater, and develop a plan to relocate them as necessary.	PD	Medium Term
36.	Strategy	Provide education about climate change impacts such as increased and more frequent flooding of surface water, wetlands, and floodplains, and other low-lying areas.	PD	Short Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Marine Resources

1.	GOAL	ENSURE ACCESS TO COASTAL WATERS NECESSARY FOR COMMERCIAL FISHING, COMMERCIAL MOORING, DOCKINGS, AND RELATED FACILITIES.	RESPONSIBLE PARTY	Timeframe
2.	Policy	Cooperate with the Towns of Kennebunk and Arundel in the management of the tidal portions of the Kennebunk River.		
3.	Strategy	Continue active participation in the Kennebunk River Committee as provided by the Inter-local Agreement.	KRC	Ongoing
4.	Policy	Ensure safe, well-marked, and unimpeded use to both of the Town’s major harbors.		
5.	Strategy	Work with the harbormaster(s) and the Coast Guard to maintain clear markings of the channels.	HM & CG	Ongoing
6.	Policy	Provide sufficient regulation to require safe and courteous operation of watercraft and maintenance of moorings.		
7.	Strategy	Provide regulations to encourage the safe operation of watercraft in affected areas.	BoS & HM	Ongoing
8.	Policy	Reserve a sufficient number of moorings to meet the needs of the commercial fishing industry.		
9.	Strategy	Maintain separate mooring lists for commercial and pleasure craft to provide access for both uses in the harbors.	BoS & HM	Ongoing
10.	Strategy	Continue to assign priority status to commercial fishermen for mooring spaces.	BoS & HM	Ongoing
11.	Policy	Protect and support the marine resources industry.		
12.	Strategy	The LUO should continue to allow marine resource uses in appropriate areas.	PD & PB	Ongoing
13.	Strategy	Identify and assess appropriate sites for aquaculture.	HM, BoS, KCT & SCC	Medium Term
15.	Strategy	Reduce the flow of nitrates into nearshore waters and eel grass habitat by expanding the Town’s sewer service area.	PW, CC & PD	Long Term
16.	Strategy	As the water temperature rises in the Gulf of Maine, assist local fishermen in transitioning to the harvesting of species that thrive in warmer waters.	PD	Long Term
17.	Strategy	Support the provisions of the Land Use Ordinance that support the commercial fishing industry.	PB & PD	Ongoing
19.	Policy	Keep Government Wharf & Cape Porpoise Pier well maintained, and Preserve the Working Waterfront		
20.	Strategy	Maintain the Cape Porpoise Pier and Government Wharf and ensure that there is adequate access and amenities for commercial fishermen.	BoS & HM	Ongoing

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

21.	Strategy	Educate individuals engaged in working waterfront activities about the working waterfront current use program.	A	Ongoing
22.	Goal	ENSURE ACCESS TO PUBLIC BEACHES BY RESIDENTS AND SUMMER VISITORS, WHILE PROTECTING THE PRIVACY OF PROPERTY OWNERS IN THE VICINITY.		
23.	Policy	Allow residents and visitors to enjoy the use of the Town’s beaches.		
24.	Strategy	Maintain signage marking public access to beaches.	PW & BAC	Ongoing
25.	Strategy	Provide information regarding use of the beaches with all parking stickers.	BAC & TC	Ongoing
26.	Strategy	Continue the use of public safety patrols on the beaches.	PoD	Ongoing
27.	GOAL	PROTECT THE WATER QUALITY OF TIDAL RIVERS, STREAMS, MARSHES, AND COASTAL BEACHES		
28.	Policy	Protect the health of recreational users of tidal areas and beaches.		
29.	Strategy	Continue the partnership with Maine’s Healthy Beaches Program and implement the recommendations in its “Summary Report of Enhanced Monitoring and Pollution Source Tracking Efforts in the Goose Rocks Beach Watershed, Kennebunkport,” published in February 2021.	BAC & PD	Short Term
30.	Policy	Reduce contamination levels to allow shellfish harvesting and to meet all applicable water quality standards.		
31.	Strategy	Work with the Maine Department of Environmental Protection to monitor and eliminate fecal coliform levels found in tidal waters.	BAC & PD	Ongoing
32.	Strategy	Inspect subsurface wastewater disposal systems and enforce the applicable regulations. Enforce overboard discharge regulations.	CEO	Ongoing
33.	Strategy	Pump outs should be provided in Cape Porpoise Harbor and the Kennebunk River, and educate the public about the importance of the use of the pump outs.	BoS & HM	Short Term
34.	Policy	Educate the public about the value of and need for protected salt marsh.		
35.	Strategy	Create educational materials and assess need for regulation to promote regular maintenance on private septic systems, especially within areas adjacent to salt marshes	CC & FWS	Short Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Energy

1.	GOAL	REDUCE THE VOLUME OF GREENHOUSE GASSES GENERATED IN KENNEBUNKPORT	RESPONSIBLE PARTY	Timeframe
2.	Policy	Develop and implement community-wide strategies to reduce greenhouse gas (GHG) emissions.		
3.	Strategy	Review LOU to ensure minimum regulatory hurdles which would allow all properties to install EV chargers.	PD	Short Term
4.	Strategy	Investigate the benefits of adopting the state energy stretch code.	PD & CEO	Medium Term
5.	Strategy	Remove barriers and encourage commercial development of a certain scale to include EV charging stations and be designed to exceed minimum energy code standards.	PB & PD	Short Term
6.	Strategy	Continue to look for opportunities to expand bike and pedestrian paths to lessen dependence on conventional vehicles.	PD & PW	Ongoing
7.	Policy	Strive to match or exceed the State of Maine’s goals of a 45% reduction in GHG emissions by 2030, and 80% by 2050.		
9.	Strategy	Utilize Southern Maine Planning & Development Commission’s calculations on Kennebunkport’s GHG emissions in the transportation sector as a baseline to measure progress in the future.	PD & Bos	Ongoing
10.	Strategy	Measure & monitor GHG emissions from municipal operations, and community wide by establishing a GHG emissions inventory and a plan for reducing emissions.	PD & Bos	Ongoing
11.	Strategy	Develop a town wide climate action plan.	BoS & PD	Short Term
1	Strategy	Educate community members about steps they can take to reduce emissions and become more resilient	PD	Ongoing
12.	Policy	Prepare the community for a changing climate.		
13.	Strategy	Educate the community about current clean energy incentives and options.	PD	Ongoing
14.	Strategy	Educate community members about how to prepare their property for the effects of a changing climate	PD	Short Term
15.	Policy	Reduce municipal fossil fuel consumption and implement municipal energy efficiency measures.		
16.	Strategy	Continue to budget and plan for long-term energy efficiency equipment upgrades.	TM, BB, BoS	Medium Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – Draft #13

17.	Strategy	Review the potential to install and operate renewable energy systems at municipal facilities.	BoS	Medium Term
18.	Strategy	Continue to support the procurement of renewable energy for public facilities using bundled or unbundled Renewable Energy Certificates (RECs).	BoS	Ongoing
19.	Strategy	Continue to collaborate with other municipalities to install and operate renewable energy systems for municipal and community use.	BoS & PD	Ongoing
20.	Strategy	Track and benchmark building energy consumption, and seek ways to improve energy efficiency in all facilities.	TM, Fin Dept.	Medium Term
21.	GOAL	IMPROVE THE RELIABILITY OF KENNEBUNKPORT'S ELECTRICAL POWER SUPPLY		
22.	Policy	Encourage local generation of renewable energy and decentralization of the electrical grid.		
23.	Strategy	Amend the LOU to allow solar arrays (up to 10 acres) in appropriate locations with appropriate performance standards.	PB & PD	Medium Term
24.	Strategy	Review LUO for hinderances to renewable energy systems and recommend amendments.	CEO & PD	Short Term

Town Goals, Policies, Strategies – Economy

2.	GOAL	ACHIEVE A SUSTAINABLE BALANCE BETWEEN TOURISM AND MAINTAINING THE TOWN'S CHARACTER AND QUALITY OF LIFE FOR ALL ITS RESIDENTS	RESPONSIBLE PARTY	Timeframe
3.	Policy	Recognize the importance of seasonal visitors while maintaining Kennebunkport's scenic beauty and architectural heritage for the enjoyment of all.		
4.	Strategy	Incorporate placemaking signage to designate specific points of interest.	PW & CoC	Medium Term
5.	Strategy	Support the needs of the business community to attract tourists while at the same time assuring a high quality of life for residents.	PD & CoC	Ongoing
6.	Policy	Recognize the important contributions by non-resident taxpayers.		
7.	Strategy	Encourage involvement by non-resident taxpayers in community forums and other venues.	TM	Ongoing
8.	GOAL	PROMOTE THE DEVELOPMENT AND VIABILITY OF LOCAL BUSINESSES.		
9.	Policy	Develop and maintain local jobs for residents of all ages and backgrounds.		
10.	Strategy	Update and simplify ordinance provisions governing home occupations.	CEO & PD	Short Term
11.	Strategy	Investigate appropriate locations for food trucks and provide recommendations for ordinance amendments.	PD	Medium Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

12.	Strategy	Explore innovative approaches to housing the tourist industry’s seasonal workforce.	PD, CoC, KBA	Medium Term
13.	Strategy	Create and promote a community brand featuring natural resources and cultural characteristics of the community.	PD & CoC	Medium Term
14.	GOAL	MITIGATE POTENTIAL IMPACTS OF COMMERCIAL USES ON SURROUNDING NEIGHBORHOODS		
15.	Policy	Manage commercial development and associated tourism to ensure the safety and enjoyment of residents and visitors.		
16.	Strategy	Review past PB conditions of approval to identify commonly added standards that address specific adverse effects on residential neighborhoods to determine if the LUO adequately protects residential use and enjoyment.	PB & PD	Medium Term
	Strategy	Encourage the PB to develop an ongoing reporting requirement for conditions of approval when appropriate	PB & PD	Medium Term
17.	Strategy	Develop standards for businesses and small-scale professional offices so that they reflect the scale and character of the community.	PB & PD	Medium Term
18.	Strategy	Review current policies for parking and traffic flow control provisions to ensure reduced congestion and provide a healthful, safe, and peaceful environment for residents and visitors.	PB & PD	Short Term
19.	Strategy	Collaborate with the Town of Kennebunk and the business communities in Dock Square and Kennebunk Lower Village to manage tourism to ensure the safety and enjoyment of residents and visitors.	BoS, CoC & KBA	Ongoing
20.	Strategy	Investigate and recommend standards for commercial enterprises that provide goods and services catered to a year-round community	PB & PD	Medium Term

Town Goals, Policies, Strategies – Public Facilities & Services

1.	GOAL	MAINTAIN A LOCALLY BASED PUBLIC SCHOOL FACILITY.	RESPONSIBLE PARTY	Timeframe
2.	Policy	Continue to have a local public school facility in Kennebunkport.		
3.	Strategy	Ensure that Kennebunkport’s municipal cost share for RSU 21 continues to support and maintain staff and facilities at consolidated school.	BoS	Ongoing
4.	GOAL	ENSURE ADEQUATE MUNICIPAL OFFICE SPACE AND TECHNOLOGY FOR TOWN GOVERNMENT AND RELATED SERVICES.		
5.	Policy	Provide adequate facilities for local government.		
6.	Strategy	Continue to offer online municipal services in order to better serve the public, while maintaining an efficient workforce.	BoS	Ongoing
	Strategy	Consider facility and staff needs assessment to be kept up to date with current and future internal and external needs.	TM, BoS, Dept. Heads	Medium Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

8.	GOAL	PROVIDE PUBLIC SEWER SERVICE IN AREAS DESIGNATED AS GROWTH AREAS AND WHERE SEWER EXPANSION WILL BENEFIT ENVIRONMENTALLY SENSITIVE AREAS.		
9.	Policy	Monitor and prepare for the need for sewage facilities in growth areas and where sewer expansion will benefit environmentally sensitive areas.		
	Strategy	Assessment of existing wastewater infrastructure for both current and future design flows	PW	Medium Term
10.	Strategy	Continually re-evaluate the rate of impact fees and user fees.	BoS & PW	Ongoing
11.	Strategy	Ensure that the maintenance of aging sewer infrastructure is a priority.	BoS & PW	Ongoing
	Strategy	Evaluate adding existing developed areas in environmentally sensitive locations onto public sewer	PW	Medium Term
12.	Strategy	Adhere to the Maine Climate Council’s recommendation to locate new critical infrastructures, such as pump stations and other wastewater infrastructure, away from areas that are at-risk from sea level rise and flooding.	BoS & PW	Ongoing
13.	GOAL	PROVIDE ADEQUATE FACILITIES AND SERVICES TO MEET PUBLIC SAFETY NEEDS.		
14.	Policy	Maintain an adequate police, fire, and ambulance service to protect the community and properties of Kennebunkport.		
15.	Strategy	Support the continued needs of the Town’s evolving fire service.	FC & BoS	Ongoing
	Strategy	Ensure that adequate capital is appropriated for buildings, trucks, and equipment.	TM	Ongoing
17.	Strategy	Continue to support mutual aid agreements for fire and ambulance service.	PSC, PC & BoS	Ongoing
18.	GOAL	MAINTAIN KENNEBUNKPORT AS A TREE CITY USA COMMUNITY.		
19.	Policy	Maintain an active Shade Tree Program.		
20.	Strategy	When specified, require developers to plant shade trees in a manner consistent with a town-wide plan (specifications to be developed by the Shade Tree Committee) prioritizing the public roadways.	Shade Tree Committee, PB & PD	Medium Term
21.	Strategy	Review and revise, if necessary, the town’s current shade tree program to ensure adequate installation, maintenance, and replacement policies.	PB, STC & PD	Short Term
22.	Strategy	Maintain large trees that provide shade	PW & STC	Ongoing
	Strategy	Encourage the PB to maintain existing large trees that provide shade.	PB	Ongoing
23.	GOAL	REDUCE SOLID WASTE.		
24.	Policy	Encourage the reduction of solid waste and support and sustain a viable and creative recycling program.		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

25.	Strategy	Maintain a consistent and continuing educational program to keep citizens informed of recycling, hazardous waste disposal, composting, and other programs available for them to use.	SWR, BoS	Ongoing
26.	Strategy	Develop a program to assist commercial properties to actively participate in recycling programs.	SWR, BoS	Short Term
28.	Strategy	Reduce solid waste and increase composting and recycling by investigating things such as increasing the frequency of recycling pick-ups, supporting composting, pay-by-the bag solid waste, public recycling bins, etc.	SWR, BoS Fin. Dept, PW	Short Term
31.	Strategy	Encourage commercial businesses to implement a dedicated recycling policy.	PD, CoC	Short Term
32.	GOAL	STRIVE FOR MUNICIPAL OPERATIONS THAT ARE SUSTAINABLE & RESILIENT.		
33.	Policy	Lead by demonstrating sustainable values and practices.		
34.	Strategy	Strive toward net zero by incorporating green building standards into RFPs and other consideration for public building projects.	BoS & PD	Ongoing
35.	Strategy	Create an environmental impact policy when planning special town events to establish minimum standards.	BoS, TM, Dept. Heads	Short Term
36.	Strategy	Integrate sustainability criteria into capital planning.	TM, BoS, Dept. Heads, BB	Ongoing
37.	Policy	Operate a safe, clean, and efficient fleet of vehicles.		
38.	Strategy	Prioritize carbon emissions reduction when purchasing new vehicles	BoS, PSC & PW	Short Term
39.	Strategy	Develop anti-idling policies for public fleet vehicles, contractors, suppliers and vendors, when appropriate to reduce carbon emissions.	BoS, Dept. Heads, TM, BoS	Short Term
40.	Policy	Incorporate climate change risk assessment and adaptation into public facilities and services planning		
41.	Strategy	Develop criteria to include climate change vulnerability and risk assessment of projects that are proposed for inclusion in the capital improvement program.	TM, BoS	Short Term
42.	Strategy	Develop a policy to utilize the Maine Climate Council’s guidance on planning and preparing for sea level rise when identifying appropriate sites for new construction or redevelopment of town-owned structures and critical infrastructure.	PW, TM, BoS	Short Term

		Town Goals, Policies, Strategies – Transportation		
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Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

1.	GOAL	ENSURE THE TOWN'S TRANSPORTATION SYSTEM PROVIDES EFFICIENT, SAFE, AND CONNECTED ACCESS FOR THE COMMUNITY	RESPONSIBLE PARTY	Timeframe
2.	Policy	Maintain and improve transportation infrastructure and provide adequate facilities and equipment to do so.		
3.	Strategy	Continue to update, prioritize, and fund the Town's plan for transportation improvements, maintenance, and repairs.	TM	Ongoing
4.	Strategy	Maintain the Town's street acceptance policy that requires sufficient public benefit for a street to be considered for acceptance as a public way.	BoS	Ongoing
5.	Strategy	Maintain and invest in Town roads, including all necessary ditches, streams, culverts, and drainage structures, as well as capacity to accommodate pedestrian and bicycle use.	PW	Ongoing
6.	Policy	Support a safe, efficient, and optimal use of the regional transportation system.		
8.	Strategy	Collaborate with regional partners to identify solutions to meet needs of community	BoS	Ongoing
9.	Strategy	Work with the Maine Department of Transportation (MDOT) to improve pedestrian and bicycle connections between Cape Porpoise Square and Dock Square.	PD	Ongoing
11	Policy	Plan and prepare to accommodate electric vehicles (EV).		
12	Strategy	Identify locations for EV charging stations, according to Maine Clean Community recommendations, that would benefit the community.	PD	Short Term
13	Strategy	Ensure there are no unnecessary regulatory hurdles to installing EV charging stations on public or private property and support their procurement.	PB & PD	Short Term
14	Policy	Reduce traffic congestion.		
15	Strategy	Consider a traffic study to identify opportunities to reduce congestion in Dock Square.	BoS & PD	Medium Term
16	Strategy	Evaluate the need for new traffic patterns when considering higher density development in the growth areas.	PD	Long Term
17	Strategy	Evaluate the need for additional parking to service Dock Square.	BoS	Medium Term
18	Strategy	Advertise alternative transportation means for sightseeing and recreation to visitors of Kennebunkport.	CoC	Short Term
20	GOAL	INCREASE MULTI-MODAL TRANSPORTATION OPTIONS		
21	Policy	Meet the diverse transportation and public health needs of all residents and visitors by providing a safe, efficient, and adequate transportation network for all types of users.		
22	Strategy	Review complete street practices for relevant tools and ideas for Kennebunkport.	PD, PW	Medium Term
23	Strategy	Develop a long-term vision for a network of bicycle routes to serve the community and link to routes and facilities in neighboring communities.	PD, KCT, PW, PRD	Medium Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

24	Strategy	Consider a standard minimum sidewalk width for public streets. Identify areas of high pedestrian traffic in need of sidewalks.	PW & PD	Medium Term
25	Policy	Prioritize safety for pedestrians and bicyclists.		
26	Strategy	Identify and resolve any safety issues or concerns within the vicinity of the consolidated school.	RSU, Police, PW	Short Term
27	Strategy	Identify locations where a reduction in speed will minimize the potential pedestrian and bicycle fatalities and serious injuries.	PD, Police, PW	Short Term
28	Strategy	Request Maine DOT install bike routes near the school and along state roads.	BoS	Short Term
29	Strategy	Seek opportunities to integrate traffic calming methods into roadway improvements.	PD, PW	Ongoing
30	Policy	Provide amenities for bicyclists.		
31	Strategy	Encourage commercial property owners to install bike racks.	PB & PD	Ongoing
32	Strategy	Inventory existing public bike racks and identify locations where additional public racks are needed.	PD, PRD	Short Term
33	GOAL	INTEGRATE TRANSPORTATION AND LAND USE PLANNING.		
34	Policy	Develop a connected network of streets and destinations.		
35	Strategy	Work with the Kennebunkport Conservation Trust to enhance trail connectivity.	PRD, KCT & PD	Ongoing
37	Strategy	Add criteria in subdivision regs that promote shared driveways and require developers to show future connectivity to adjacent parcels including roads and trails.	PB & PD	Short Term
38	Policy	Enhance access to waterfront, recreation, and other amenities.		
39	Strategy	Continue to issue beach parking stickers to residents and visitors.	BoS, Clerk	Ongoing
43	Policy	Maintain compatibility between transportation infrastructure and surroundings.		
44	Strategy	Coordinate with MDOT to ensure that transportation improvement projects on Route 9 and North Street are consistent with the character of the neighborhood.	PW	Ongoing
45	Strategy	Investigate the merits of separate roadway design standards for designated rural and growth areas for subdivisions.	PB & PD	Medium Term
46	Strategy	Consider identifying scenic byways for future preservation.	PB & PD	Medium Term
47	GOAL	REDUCE IMPACTS TO INFRASTRUCTURE DUE TO CLIMATE CHANGE		
48	Policy	Integrate climate risk assessment and adaptation planning into prospective transportation projects.		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

49	Strategy	Conduct a comprehensive transportation vulnerability assessment to identify vulnerable assets and loss of connectivity due to sea level rise.	PD	Short Term
50	Strategy	Investigate impacts of groundwater rise and extreme heat on transportation infrastructure.	PD	Short Term
51	Strategy	Continue to upgrade culverts to withstand extreme weather events and greater precipitation.	PW	Ongoing
54	Strategy	Continue to upgrade and repair publicly owned seawalls.	BoS, PW	Ongoing
55	Strategy	Plan for the possibility that some town roads or segments of town roads may require elevation to avoid inundation due to sea level rise.	PD, BoS, PW, TM	Short Term

Town Goals, Policies, Strategies – Recreation & Cultural Resources

1.	GOAL	PROVIDE HIGH QUALITY PARKS AND RECREATIONAL FACILITIES AND THE FINEST PROGRAMS, ATHLETICS, EVENTS, AND LEISURE ACTIVITIES.	RESPONSIBLE PARTY	
2.	Policy	Continue to offer an array of recreational and cultural programs, classes, and opportunities for residents of all ages and identify opportunities to enhance recreational and cultural resources.		Timeframe
3.	Strategy	Support the creation of a Parks Master Plan.	RC & PRD	Short Term
5.	Strategy	Maintain and expand virtual recreation and cultural opportunities.	RC & PRD	Ongoing
6.	Strategy	Identify locations for programs such as splash pad, sports fields, roller hockey, pickle ball, and other uses identified by the Parks and Recreation Department and residents as part of a Parks Master Plan.	RC & PRD	Short Term
7.	Strategy	Identify public locations that could be used year-round for community gatherings as a part of a Parks Master Plan	RC & PRD	Short Term
8.	Strategy	Involve residents in long-term recreational and cultural resource planning efforts.	RC & PRD	Ongoing
9.	Strategy	Continue to support the Recreation Department in programming and facilities needs.	RC & BoS	Ongoing
12.	Strategy	Encourage businesses, non-profits, and the RSU 21 to better communicate with residents and others about cultural programs in an organized and central location such as a community calendar.	L	Short Term
14.	Strategy	Continue to host seasonal events that provide social and cultural opportunities for residents and visitors.	RC, L, KHS, CoC, KBA	Ongoing
15.	GOAL	MAINTAIN AND EXPAND ACCESS TO THE SHORE AND RIVERS FOR RECREATIONAL USES.		
16.	Policy	Enhance public access to the water for recreational use		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – Draft #13

17.	Strategy	Create a public boat launch.	BoS, CC	Medium Term
18.	Strategy	Where parking is appropriate, install signs that indicate points of interest, parking and public rights-of-way to the water.	RC, PW	Medium Term
19.	GOAL	PREPARE FOR CLIMATE CHANGE.		
20.	Policy	Integrate climate vulnerability and adaptation into recreational planning efforts.		
22.	Strategy	Identify undeveloped land that is vulnerable to sea-level rise and make recommendations on acquisition to act as flooding buffer	CC & BoS	Short Term
23.	Strategy	Identify recreational assets that are vulnerable to sea level rise.	RC, PRD & PD	Short Term
24.	Policy	Incorporate adaptation strategies into facility design.		
25.	Strategy	Review parks for adequate canopy cover and plant additional shade trees when necessary.	RC & STC	Ongoing
27.	Strategy	Evaluate the use of pervious surfaces and other green infrastructure in parks to reduce stormwater runoff.	RC & PW	Ongoing

Town Goals, Policies, Strategies – Hazard Mitigation

1.	GOAL	MITIGATE VULNERABILITY TO NATURAL HAZARDS, HUMAN-MADE HAZARDS, AND CLIMATE CHANGE.	RESPONSIBLE PARTY	
2.	Policy	Plan and prepare for hazards.		Timeframe
3.	Strategy	Continue to participate in multi-hazard mitigation plan updates and encourage public participation in this process.	PSC	Ongoing
4.	Strategy	Continue to partner with regional entities and communities to enhance evacuation route planning and community education on evacuation routes.	PSC	Ongoing
5.	Strategy	Continue to partner with regional entities and communities to identify additional options for shelters.	PSC	Ongoing
6.	Strategy	Incorporate planning for pandemics into existing hazard mitigation and emergency operations plans to increase preparedness for future pandemics.	EM & PH	Ongoing
7.	Strategy	Encourage participation in the National Flood Insurance Program.	CEO, PD	Ongoing
8.	Strategy	Evaluate the applicability of the Community Rating System in Kennebunkport	CEO & BoS	Medium Term
9.	Strategy	Educate the public about hazards and strategies to avoid potential damage and injury.	EM & PD	Ongoing
10.	Strategy	Keep the Town's emergency operations plan current.	EMA	Ongoing

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

	Strategy	Review and update as needed a disaster recovery policy to maintain municipal operations.	BoS, EM, HD	Ongoing
11.	Policy	Increase community resilience to climate change impacts.		
12.	Strategy	Complete the Maine Flood Resilience Checklist to assess coastal vulnerabilities.	PD	Short Term
13.	Strategy	As part of the Climate Action Plan assess non-coastal vulnerabilities to establish a comprehensive understanding of current and future climate change impacts to people, infrastructure, and natural resources	PD	Short Term
14.	Strategy	Seek applicable grant opportunities that will fund projects that will increase understanding of vulnerability and mitigate vulnerability.	PD	Ongoing
15.	Strategy	Continue to participate in regional efforts to assess and mitigate vulnerability.	BoS & PD	Ongoing
16.	Strategy	Continue to incorporate climate adaptation into future updates to the Comprehensive Plan.	GPC	Ongoing
17.	Strategy	Incorporate hazard mitigation analysis review into planning and zoning reviews.	PB & PD	Medium Term
18.	Strategy	Ensure adequate funding for emergency services, critical infrastructure protection, public health services, and hazard identification and mitigation.	BoS, BB, TM	Ongoing

Town Goals, Policies, Strategies – Regional Coordination

1.	GOAL	COORDINATE WITH OTHER COMMUNITIES IN THE REGION	RESPONSIBLE PARTY	
2.	Policy	Maintain cooperative agreements with nearby communities that are mutually beneficial.		Timeframe
3.	Strategy	Continue to participate in partnerships that support sustainability and resilience, multi-modal transportation, river management, aquifer protection, and other regional considerations.	BoS	Ongoing
	Strategy	Continue to participate in regional partnerships that support public safety, education, communication, emergency management, and other basic services.	BoS	Ongoing

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Town Goals, Policies, Strategies – Fiscal Capacity

1.	GOAL	CONTINUE TO PLAN FOR AND FINANCE PUBLIC FACILITIES AND SERVICES TO ACCOMMODATE ANTICIPATED GROWTH AND ECONOMIC DEVELOPMENT.	RESPONSIBLE PARTY	
2.	Policy	Finance existing and future facilities and services in a cost-effective manner.		Timeframe
3.	Strategy	Identify cost effective opportunities when extending public sewer, water, and sidewalks when reviewing development proposals.	PB & PD	Ongoing
4.	Strategy	Explore opportunities to work with neighboring communities to plan for and finance shared or adjacent capital investments to increase cost savings and efficiencies.	TM	Ongoing

Town Goals, Policies, and Strategies – Future Land Use

1.	GOAL	KEEP THE LAND USE ORDINANCE CURRENT AND ALIGNED WITH THE COMPREHENSIVE PLAN	RESPONSIBLE PARTY	
2.	Policy	Regularly review and amend the LUO.		Timeframe
3.	Strategy	Identify necessary amendments to the LUO on an annual regular basis.	PB & PD	Ongoing
4.	Strategy	Perform a review of the LUO for consistency with the comprehensive plan and make recommendations for warrant articles.	PD	Medium Term
5.	Strategy	Review uses in Free Enterprise and Farm and Forest Zones and make recommendations for warrant articles.	PD	Medium Term
6.	Strategy	Create educational curriculum for boards and committees that are responsible for land use decisions and make available to the public.	PD	Short Term
7.	GOAL	ENSURE ORDERLY GROWTH AND PREVENT SPRAWL.		
8.	Policy	Encourage growth adjacent to current village centers. Growth should be compatible with and integrated with the existing infrastructure and built environment.		
10.	Strategy	Conduct a build-out analysis on a periodic basis to understand opportunities and constraints to growth.	PD	Long Term
11.	Strategy	Review the impact of Growth Management permits on a periodic basis to determine its effectiveness in directing growth in a manner that is consistent with this Comprehensive Plan.	GPC & PD	Short Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

13.	Strategy	Develop a long-term plan for sewer and water expansion to accommodate future growth.	PW & PD	Long Term
14.	Strategy	Incorporate Traditional Neighborhood Design (TND) principals in the subdivision regulations for growth areas	PB & PD	Medium Term
	Strategy	Review LUO to ensure consistency with LD 2003, An Act To Implement the Recommendations of the Commission To Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions	PD	Short Term
16.	GOAL	ENSURE PUBLIC ACCESS TO THE COAST.		
17.	Policy	Establish new public access points.		
18.	Strategy	Identify coastal properties that may be appropriate for more public access.	RC & PD	Medium Term
19.	Strategy	Promote land acquisition for the establishment of access for small watercraft.	BoS	Medium Term
20.	GOAL	PRESERVE KENNEBUNKPORT'S OPEN SPACE AND RURAL CHARACTER		
21.	Policy	Identify land that warrants protection and set priorities.		
22.	Strategy	In collaboration with the Kennebunkport Conservation Trust, identify goals and a process for land conservation and planning for climate change and present recommendations to Selectboard.	KCT, PD & CC	Ongoing
24.	Strategy	Support Kennebunkport Conservation Trust in its goals of connecting open space to allow habitat for wildlife and endangered species, and the enjoyment of the natural environment.	PB & PD	Ongoing
26.	Strategy	Educate the public about the benefits of conservation easements.	CC	Ongoing
28.	Strategy	Establish a development impact fee to fund land conservation and recreation.	PD, TM & BoS	Medium Term
29.	GOAL	MAINTAIN KENNEBUNKPORT'S SMALL TOWN CHARACTER.		
30.	Policy	Maintain the aesthetic, historic, and architectural character of Kennebunkport's neighborhoods.		
31.	Strategy	Encourage connecting streets, a pedestrian-friendly environment, and small-scale, neighborhood commercial services that are geared toward serving local residents.	PB & PD	Ongoing
32.	Strategy	Preserve Goose Rocks Beach as a safe, limited use, and family-oriented beach.	BoS & BAC	Ongoing
33.	Strategy	Develop the Village Parcel in a manner that is consistent with Kennebunkport's small-town character.	PB & PD	Medium Term
34.	GOAL	PLAN FOR A CHANGING CLIMATE.		
35.	Policy	Steer growth away from areas that will be vulnerable to hazards caused by climate change.		

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

Review of Town Goals, Policies, and Strategies – **Draft #13**

36.	Strategy	Develop standards for new development in areas that are vulnerable to sea level rise (SLR) and ground water rise that is induced by SLR.	PB & PD	Medium Term
37.	Strategy	Complete and maintain the inventory of town-owned parcels and research allowed uses. Climate change impacts should be considered for future uses.	BoS & PD	Short Term

Timeframes: Short term = 0-3 years; Medium term = 3-5 years; Long term = 5+ years

AGENDA ITEM DIVIDER



KENNEBUNKPORT FIRE DEPARTMENT

To: Laurie Smith
Board of Selectman
From: John Everett
Re: Update of Taskforce Work to Date
Date: 5/19/22

Beginning on April 6, 2022, the Taskforce has been meeting every other Wednesday afternoon. Unfortunately, one of our meetings was cancelled due to multiple members coming down with Covid, another had a medical procedure and I fifth was scheduled to be out of town.

In our first meeting, we spent time addressing a few rules of the meeting process. We decided that we would meet for one hour and vote to stay another half hour. This could be repeated but we were not going to meet past the two-hour mark. This is an effective way to stay on task during the meeting. Another rule is when we assign work to members, they are going to email their work to the group, so we don't use up a meeting time to share that work. We can jump right into the discussion.

We discussed and came up with 14 items that we felt were areas that the two fire departments could work together to achieve a mutual benefit. These items are in no order along with a brief explanation.

1 Sharing Specialty Vehicles, such as a Ladder Truck, Squad type vehicle.

This would be a vehicle that each town would use but is not necessarily needed on every call.

2. I Am Responding,

This is a software that both towns use when there is an emergency call. Members sign in with a click on the phone app to let others know they are responding and whether they are responding to the scene or one of the stations. All stations in both towns have screens that show who is responding and where the responder is going. A responder at the station to pick up a truck can see if anyone is on their way to that particular station before leaving in a fire truck. There are also many information items that can be stored and accessed in the software, for instance, hydrant locations, hazards associated with the property, where building systems shut off are located, etc.

3. Merge Standard Operating Procedures

To make operations easier between the two towns as we respond more together.

4. One Fire Chief

Self-Explanatory, one Chief for both towns, A Deputy Chief for each town to run the day-to-day operation of each town.

5. Emergency Medical Services

Looking at how both towns could work together to save money and remove duplication of effort.

6. Officer Training

We already train each month with Kennebunk and Kennebunkport adding this component would not be very difficult. It would add to the positive movement the current training has already provided.



KENNEBUNKPORT FIRE DEPARTMENT

7. Join Both Departments

This is an area where the plus would be more total responders for both towns. The downside is a serious call in either town where both towns respond that a dual responder is only one person for both towns. It could also help down the road as we do more together.

8. Share Grant Writer

Kennebunk uses one now for an annual fee, you get a specific number of grants written per year. The savings can be realized in two ways, making sure you use the allotted number of grant requests each year, and grants written in a regional approach tend to do better. Especially when it is a grant vying for Federal money.

9. Mechanic

Look into the possibility of cost-sharing a mechanic specifically for fire department vehicles in both towns. Each town may not have the workload to have a mechanic designated for just the fire department, but the two towns together will have enough work.

10. Share Facilities Training/Stations

Look at possibly sharing a station, this may or may not be viable due to the locations of present stations in both towns. Possibly building a training facility both towns could use is another avenue to explore. The training site may be too expensive for one town, but two or three towns, sharing costs, that already train together could see great dividends to the town by way of better-trained responders.

11. Purchasing

Investigate ways we could bulk purchase like items, lower cost savings. Ordering two identical vehicles from the same manufacturer at the same time, higher cost savings. To accomplish this would take lining up the purchases together and working through the specifications, making sure that the vehicles meet the needs of both departments.

12. Staffing: Volunteer/Call, Per Diem, Administration

The cost-sharing model does not always need to be dollar for dollar. If one town has or pays for something the other town needs and can share it. The second town could reimburse the first town with an asset it has that the first town needs. As an example, using the truck sharing model between towns. If Kennebunkport owns or buys the vehicle to share, Kennebunk could repay that by providing staff, possibly in the form of per diem staff to Kennebunkport. In this model, the staff provided could be in a Kennebunkport station, where the shared vehicle is housed. This per diem employee would respond to calls in either town. Kennebunkport would benefit from having designated staff, Kennebunk would benefit from that staff member responding, with the shared vehicle, to the Kennebunk call.

13. Dispatch

Explore the possibilities of sharing emergency dispatching. Reducing duplication of effort.

14. Change Perceptions

Unfortunately, call fire departments and per diem/paid fire departments can look like they have high staffing levels. The perception is that since there are 3-4 FD vehicles on scene, they must have been staffed with 3 or 4 responders each. A call for a building fire will get a response of more trucks than needed to put the fire out. The high numbers of vehicles are needed to get the personnel needed on



KENNEBUNKPORT FIRE DEPARTMENT

the scene to do the job. Unfortunately, the trucks are not loaded with personnel. If you were to pass by the scene you might think, why does the FD need so many trucks? The answer is with all FD's facing shortages of personnel, as the trucks respond they do not have the numbers of personnel needed to put the fire out.

The next step taken was to put these items in an order of importance. After a discussion, it was decided that each member of the Task Force would put the list in the order that they felt was best. They were asked while assigning placement of their choices to think of each choice using the following model.

High Probability --- Low Impact
High Probability --- High Impact
Low Probability --- Low Impact
Low Probability --- High Impact

Each list was turned in to me, and I put it on a spreadsheet. The spreadsheet is attached to this memo. I did not put the members' names with their votes. Each vote ranking was assigned points based on the order the vote was ranked, a first-place vote got 7.0 points and a 14th place vote got a 0.5 point. The place vote for each item is in each member's column, the number in parenthesis is the points that vote received. The spreadsheet was then sorted by the number of total points received in descending order.

Topic	Total Points
Share Vehicles	49.0
Officer Training	43.5
Mechanic	39.5
Join Both Departments	38.0
I am Responding	32.5
Staffing	32.0
Purchasing	31.5
Share Facilities	31.5
Share Grant Writer	24.5
Change Perceptions	23.5
Merge SOG's	22.0
EMS	22.0
Dispatch	20.0
One Fire Chief	10.5

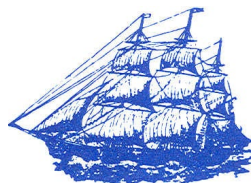
At our last meeting, we started to look at the top four items. Starting with item one on the newly formed list, we discussed and listed all areas of this item that would need to be investigated in order to come up with a complete proposal. Some examples of these areas are to explore cost versus use, what is the initial cost compared to ownership costs and staffing costs, the cost alone compared to dual ownership, what are the demands now versus what we anticipate in the future, exit clause for either town, consider the pricing continuing to go up faster than budgets, impact on-call company volunteers.



KENNEBUNKPORT FIRE DEPARTMENT

This list is just for the top item on our list. We did discover that working through many of these areas for the item will be useful as we move into the next item and on down the line. In our next meeting, we plan to make the same list for the other three items at the top of the points list. We will then start breaking those areas down further by assigning Task Force members one or two areas to explore and report back at the next meeting. This is not a fast process, but it will be thorough. I am not sure if we will have a plan finished to present to you in the next quarter, but you will receive another update then.

AGENDA ITEM DIVIDER



KENNEBUNKPORT WASTEWATER DEPARTMENT

MEMORANDUM

Date: May 13th, 2022

To: Laurie Smith

From: Chris Simeoni, Director of Public Works

Re: Agenda item for May 26th Selectmen's meeting- Request for Street Opening Permit by George Burr and sons for North Street

On May 12th, the Public Works Department received a request from George Burr and Sons for a street opening permit for North Street. George Burr & Sons is currently contracted to complete the site work and water service tie in for the residence currently under construction on Dolly Lane. The extent of the work is to cut a 4-5' wide section of pavement and trench across North Street to access the water line on the opposite side of the road.

George Burr & Sons is requesting to perform this work during the week of May 30th. They have submitted a bond in the amount of \$2000.00 as required by ordinance. (Please see attached documents.) After properly backfilling and compacting, George Burr & Sons will be required to repair the pavement cut by adding two 1" lifts of base asphalt material. After material has been in place for one year, George Burr & Sons will be required to mill/grind 25' on both sides of the cut and overlay the entire 50' with 1.5" of finish asphalt. George Burr & Sons will provide their own traffic control and leave one lane open at all times during the excavation and tie in.

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

TOWN OF KENNEBUNKPORT
Street Opening Permit

PROPERTY INFORMATION

Name of Homeowner: Grace Group, LLC Date: 5-12-22
Address: P.O. Box 2021 North Chelmsford MA 01813
Telephone: _____ Map, Block, Lot: 12-2-18
Street to be excavated: North St
Size of excavation (length and width): 4'-5' wide / entire width of Road
Reason for excavation: Water Service to Parcel 12-2-18
Permit Conditions: **If there is, any intrusion into the black top, road should be paved from curb to curb.**

CONTRACTOR INFORMATION

Date of excavation: week of May 30
Name of Contractor: George Burr + Son Inc
Address: 69 Old Falls Rd Kennebunk 04043
Telephone: 207-468-1646 Fax: _____

BOND & INSURANCE INFORMATION

Performance Bond: Cash Check Money Order Surety Bond Other
Bond Amount: \$2,000.00
Company that issued the bond (if applicable): Lyears Inc Co.
Person or entity providing the bond to the Town (contractor, property owner, other): George Burr + Son Inc
Insurance Company: NGM Inc, Co.
Signature of person completing the application: [Signature] Date: 5-12-22

APPROVED

Highway Superintendent: _____ Selectmen: _____
Selectmen: _____ Selectmen: _____
Selectmen: _____ Selectmen: _____
Date Approved: _____ Application Fee: **\$25.00**
Date Paid: _____
Amount Paid: _____
 Cash Check Money Order

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

12-2-26

12-2-2

12-3-3B

12-2-13

12-3-1

12-3-3A

12-2-27

*Big SAFE #
2022-1903634*

12-2-12

*Proposed
CUT LINE LOCATION*

12-2-3B

12-2-4

12-2-11B

Beachwood Avenue

12-5-9

12-2-3A

12-2-18

12-2-11A

*CUT to be
entire width of
Road - 4'-5' wide*

*30'
Asphalt
Edge to Edge*

12-5-10

12-2-5

12-2-10

12-2-18A

12-2-5A

12-2-9

12-5-11

River Road

12-2-17

12-2-8

North Street

12-5-12

12-1-13

12-2-7

12-2-6


12-5-13

Property Card: 18 DOLLY DRIVE

Town of Kennebunkport, ME



Parcel Information	
Parcel ID: 12-2-18 Vision ID: 100008 Owner: GRACE GROUP, LLC Co-Owner: Mailing Address: PO BOX 2021 NORTH CHELMSFORD, MA 01863	Map: 12-2 Lot: 18 Use Description: Single Family Zone: VR Land Area in Acres: 2.21
Sale History	Assessed Value
Book/Page: 18399/274 Sale Date: 10/2/2020 Sale Price: \$250000.00	Land: \$186,900 Buildings: \$0 Extra Bldg Features: \$0 Outbuildings: \$0 Total: \$186,900

Building Details: Building # 1		
	Model: Residential Living Area: 3798 Appr. Year Built: 2022 Style: Conventional Stories: 2 Occupancy: 1 No. Total Rooms: 9 No. Bedrooms: 3 No. Baths: 2 No. Half Baths: 1	Int Wall Desc 1: Drywall/Sheet Int Wall Desc 2: Ext Wall Desc 1: FiberCmt Sid Ext Wall Desc 2: Roof Cover: Enam Mtl Shing Roof Structure: Gable/Hip Heat Type: Forced Air-Duc Heat Fuel: Gas A/C Type: Central



www.cai-tech.com

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5/12/2022

Page 1 of 1

CURRENT OWNER		TOPO	SEWER/WATER	STRT/ROAD	ZONE(S)	DESCRIPTION	CURRENT ASSESSMENT	ASSESSED	4512
YCE GROUP, LLC		00			VR Village Resid	RES LAND	1300	186,900	186,900
BOX 2021		TRIO Acct 3111			102 Urban-Vaca				KENNEBUNKPORT, ME
RTH CHELMSFO MA 01863		CURRENT 1ST YEA FMP EX							VISION - 2021
		GIS ID 100008							

RECORD OF OWNERSHIP		BOOK/PAGE	SALE DATE	QU	VI	SALE PRICE	VC	Year	Code	Assessed	Year	Code	Assessed
YCE GROUP, LLC		18399	274	10-02-2020	Q	250,000	00	2021	1300	186,900	2020	1300	186,900
GINS, DANIEL L & GREER S		17521	0428	07-24-2017	Q	159,000	00						
EN C ADAMS QUALIFIED RES TRUST		16476	0477	12-04-2012	U	0	1						
MS HELEN		16476	0474	12-04-2012	U	0	1						
MS HELEN C TRUSTEE		15823	0148	03-03-2010	U	0	1						
		Total				186,900				186,900			186,900

EXEMPTIONS		Amount	Code	Description	Number	Amount	Comm Int
ASSESSING NEIGHBORHOOD		0.00		(Former) PARCEL ADDRESS			
Nbrhd 0001							
V LOT 98							

BUILDING PERMIT RECORD		Project Cost	% Comp	Date Comp	Comments
33	05-18-2021	CC	0		DRIVEWAY FOR FUTURE SFD
75	06-29-2017	RS	0		DRIVEWAY ENTRANCE

Use Code	Description	Zone	Land Type	Land Units	Unit Price	Size Adj	Site Index	Cond.	Nbrhd.	Nbrhd. Adj	Notes	Location Adjustment	Adj Unit P	Land Value							
1300	RES LAND DVL	VR		40,000 SF	2.33	1.25000	6	1.00	600	1.500		1,0000	4.37	174,800							
1300	RES LAND DVL	VR		1,290 AC	5,000	1.25000	6	1.00	600	1.500		1,0000	9,375	12,100							
Parcel Total Land Area													2	AC							
Total Land Value																					186,900

APPRAISED VALUE SUMMARY
 Appraised Bldg. Value (Card) 0
 Appraised Xf (B) Value (Bldg) 0
 Appraised Ob (B) Value (Bldg) 0
 Total Appraised Improvements 0
 Appraised Land Value (Bldg) 186,900
 Special Land Value 0
 Total Appraised Parcel Value 186,900
 Exemption 0.00
 Valuation Method C
 NET PARCEL VALUE 186,900
 VISIT/CHANGE HISTORY

CONSTRUCTION DETAIL

CONSTRUCTION DETAIL (CONTINUED)

Element	Cd	Description	Element	Cd	Description
99	00	Vacant Land			
<p> Company: _____ for Wall 1: _____ for Wall 2: _____ Structure: _____ Cover: _____ or Wall 1: _____ or Wall 2: _____ or Fir 1: _____ or Fir 2: _____ Fuel: _____ Type: _____ Type: _____ Bedrooms: _____ Bathrms: _____ Half Bath: _____ Xtra Fixtr: _____ Rooms: _____ Style: _____ en Style: _____ Panels: _____ </p>					
<p> CONDO DATA Parcel Id: _____ C: _____ Ownr: 0.0 Adjust Type: _____ Code: _____ Description: _____ B: _____ S: _____ Condo Fir: _____ Factor%: _____ Condo Unit: _____ </p>					
<p> COST/MARKET VALUATION Building Value New: 0 Year Built: _____ Effective Year Built: 0 Depreciation Code: _____ Remodel Rating: _____ Year Remodeled: _____ Depreciation %: 0 Functional Obsol: 0 External Obsol: 0 Trend Factor: 1 Condition: _____ Condition %: 0 Percent Good: _____ Cns Sect Rchld: _____ Dep % Ovr: _____ Dep Ovr Comment: _____ Misc Imp Ovr: _____ Misc Imp Ovr Comment: _____ Cost to Cure Ovr: _____ Cost to Cure Ovr Comment: _____ </p>					

No Sketch

OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)

de	Description	COMMENT	L/B	Units	Unit Price	Yr Bit	% Cd	Appr. Value
<p>BUILDING SUB-AREA SUMMARY SECTION</p>								
	Description	Living Area	Floor Area	Eff Area	Unit Cost	Underrec Value		
		0	0	0	0	0		

de	Description	Living Area	Floor Area	Eff Area	Unit Cost	Underrec Value
	Ttl Gross Liv / Lease Area	0	0	0	0	0

AGENCY: 18-0138 Lyons Agency For Insurance

CONTINUATION CERTIFICATE	BOND	S-882416
--------------------------	------	----------

Principal:

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

Obligee:

Town of Kennebunkport
6 Elm St
Kennebunkport ME 04046

Bond Term in Months: 12

Effective Date: 10/1/2021

Expiration Date: 10/1/2022

Penalty Amount: \$2,000.00

Type of Bond: License/Permit

Classification: Right of Way - Highway, Street, Driveway, Sidewalk

Remarks:

Street Opening

It is hereby agreed that the captioned numbered Bond is continued in force in the above amount for the period of the continued term stated above and is subject to all the covenants and conditions of said Bond.

This continuation shall be deemed a part of the original Bond, and not a new obligation, no matter how long the Bond has been in force or how many premiums are paid for the Bond, unless otherwise provided for by statute or ordinance applicable.

In witness whereof, the company has caused this instrument to be duly signed, sealed and dated as of the above "continuation effective date".

NGM INSURANCE COMPANY

By:



Attorney-in-fact



This Continuation Certificate needs to be filed with the obligee. No other proof of renewal has been sent to any other party.

Direct Bill



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lyons Agency for Insurance PO Box 950 Kennebunk ME 04043	CONTACT NAME: Lisa Ricker PHONE (A/C, No, Ext): (207) 985-2901 FAX (A/C, No): (207) 985-2932 E-MAIL ADDRESS: lricker@LyonsAgencyInsurance.com												
INSURED GEORGE BURR & SON, INC. 69 OLD FALLS ROAD KENNEBUNK ME 04043	INSURER(S) AFFORDING COVERAGE <table border="1"><tr><td>INSURER A: Union Insurance Co</td><td>NAIC # 25844</td></tr><tr><td>INSURER B: Acadia Insurance Co.</td><td>31325</td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER A: Union Insurance Co	NAIC # 25844	INSURER B: Acadia Insurance Co.	31325	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER A: Union Insurance Co	NAIC # 25844												
INSURER B: Acadia Insurance Co.	31325												
INSURER C:													
INSURER D:													
INSURER E:													
INSURER F:													

COVERAGES CERTIFICATE NUMBER: 2021 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																				
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPA0348866-21	06/30/2021	06/30/2022	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 300,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$						
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	\$																										
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CAA0348868-21	06/30/2021	06/30/2022	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td>Uninsured motorist BI-</td><td>\$ 1,000,000</td></tr><tr><td>SINGLE LIMIT EACH OCCURRENCE</td><td>\$ 2,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$	Uninsured motorist BI-	\$ 1,000,000	SINGLE LIMIT EACH OCCURRENCE	\$ 2,000,000	AGGREGATE	\$ 2,000,000		\$				
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SINGLE LIMIT EACH OCCURRENCE	\$ 2,000,000																										
AGGREGATE	\$ 2,000,000																										
	\$																										
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUA0348869-21	06/30/2021	06/30/2022	<table border="1"><tr><td></td><td></td><td>PER STATUTE</td><td>OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$</td><td></td><td></td><td>\$ 500,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$</td><td></td><td></td><td>\$ 500,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$</td><td></td><td></td><td>\$ 500,000</td></tr></table>			PER STATUTE	OTH-ER		E.L. EACH ACCIDENT	\$			\$ 500,000	E.L. DISEASE - EA EMPLOYEE	\$			\$ 500,000	E.L. DISEASE - POLICY LIMIT	\$			\$ 500,000
		PER STATUTE	OTH-ER																								
E.L. EACH ACCIDENT	\$			\$ 500,000																							
E.L. DISEASE - EA EMPLOYEE	\$			\$ 500,000																							
E.L. DISEASE - POLICY LIMIT	\$			\$ 500,000																							
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WCA0348870-22	06/30/2021	06/30/2022																					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Project: 18 Dolly Lane, Kennebunkport, Maine

CERTIFICATE HOLDER CANCELLATION

Town of Kennebunkport 6 Elm Street Kennebunkport ME 04046	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <hr/> <p>AUTHORIZED REPRESENTATIVE</p> <p><i>Lisa Ricker</i></p>
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GEORGE BURR & SON, INC.

69 OLD FALLS ROAD
KENNEBUNK, ME 04043
(207) 985-0965

EXPLANATION	AMOUNT

12728

52-7450/2112

JNT

Twenty Five or

25

DOLLARS

CHECK
AMOUNT

DATE	TO THE ORDER OF	DESCRIPTION	CHECK NUMBER
<i>10</i>	<i>Down of Kennebunk</i>		<i>12728</i>

\$ *25.00*

 Security Features
Included.
Details on Back.

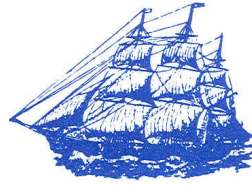


K. Burr

⑈012728⑈ ⑆211274502⑆ 66 503500⑈

MP

AGENDA ITEM DIVIDER



KENNEBUNKPORT WASTEWATER DEPARTMENT

MEMORANDUM

Date: May 13th, 2022

To: Laurie Smith

From: Chris Simeoni, Director of Public Works

Re: Agenda item for May 26th Selectmen's meeting- Request for Street Opening by SBB Excavation for 105 Old Cape Road

On May 13th, the Public Works Department received a request from SBB Excavation for a street opening permit for 105 Old Cape Road. SBB Excavation is currently contracted to complete the site work and water service tie in for the residence currently under construction at 105 Old Cape Road. The extent of the work is to cut a 4-5' wide section of pavement in the roadway at the intersection of the driveway to access the water line on the same side of the road.

SBB Excavation is requesting to perform this work during the week of May 30th. They have submitted a bond in the amount of \$2000.00 as required by ordinance. (Please see attached documents.) After properly backfilling and compacting, SBB Excavation will be required to repair the pavement cut by adding two 1" lifts of base asphalt material. Old Cape Road is currently in the paving plan for this year and the cut will be repaved at the time the road is done. SBB Excavation will be responsible for their own traffic control.

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

TOWN OF KENNEBUNKPORT
Street Opening Permit

PROPERTY INFORMATION

Name of Homeowner: Mike Mezion Date: 5-5-22
Address: 4 Sea Drive Lane SACO
Telephone: 229 4341 Map. Block. Lot: _____
Street to be excavated: old Cape Road
Size of excavation (length and width): 2' x 3'
Reason for excavation: New Water service

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

CONTRACTOR INFORMATION

Date of excavation: 5-23-22
Name of Contractor: 156 Milliken mills RD SACO 04072
Address: SBB Excavation
Telephone: 907 229-0140 Fax: _____

BOND & INSURANCE INFORMATION

Performance Bond: Cash Check Money Order Surety Bond Other
Bond Amount: _____
Company that issued the bond (if applicable): HANOVER
Person or entity providing the bond to the Town (contractor, property owner, other): Chris Boisvert
Insurance Company: P+C Insurance
Signature of person completing the application: Christophe Boisvert Date: 5-5-22

APPROVED

Highway Superintendent: _____ Selectmen: _____
Selectmen: _____ Selectmen: _____
Selectmen: _____ Selectmen: _____
Date Approved: _____

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

Application Fee: \$25.00
Date Paid: _____
Amount Paid: _____
 Cash Check Money Order



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Paquin & Carroll, LLC 260 Main St. P.O. Box 356 Biddeford ME 04005	CONTACT NAME: Teresa Kowalski PHONE (A/C No, Ext): (207) 283-1486 E-MAIL ADDRESS: tkowalski@insurancepc.com	FAX (A/C, No): (207) 283-4258
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Patriot Insurance Company INSURER B: Maine Employers Mutual Ins Co INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 32069 11149

COVERAGES **CERTIFICATE NUMBER:** 2021 Updated **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			6632918	07/08/2021	07/08/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 2,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			6632919	07/08/2021	07/08/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	1810078441	07/20/2021	07/20/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
In regards to General Liability, certificate holder and any other person is an Additional Insured when required by written contract, written agreement or permit.

CERTIFICATE HOLDER Carl Goodwin, Inc PO Box 1716 Biddeford ME 04005	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Teresa Kowalski</i>
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AGENDA ITEM DIVIDER

Kennebunkport Public Health

May 17, 2022

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

Please accept this generous gift of \$50.00 from Jean Perkins in memory of Carole Chamberlain to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

JEAN M. PERKINS

PH. 207-967-5837

PO BOX 2656

KENNEBUNKPORT, ME 04046-2656

52-7450/2112

3463

DATE May 10 2022

PAY TO THE ORDER OF

Kport Public Health Nursing Services \$ 50.00

Fifty

DOLLARS

Heat Reactive Ink



MEMO In memory of C. Shankstein

Jean Perkins

3463

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

I have received donation
in the amount of \$50.00
of Kennebunkport.
This donation will go
to the Nursing Services.
Thank you.
Jean Perkins

5-10-22

Kennebunkport Public Health

May 11, 2022

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

Please accept this generous gift of \$50.00 from Glen and Sharon Bates in honor of Carole Chamberlain to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health


Kennebunkport Public Health Nursing Services,

Enclosed is a \$50 donation for the Nursing Services department. The donation is in the memory of Carole Chamberlain.

Please notify Carole's daughter Holly Chamberlain Ross about this donation.

Thank you.

Sharon Bates

GLEN E. BATES III AND SHARON B. BATES JTWROS P.O. BOX 944 KENNEBUNKPORT, ME 04046		Morgan Stanley PREMIER 5/09/2022 Date	5080 25-80/440
Pay to the Order of	Kport Public Health Nursing Services	\$ 50 ⁰⁰ / ₁₀₀	
	Fifty and 00/100	Dollars	
UN Bank, N.A. Kansas City, MO 64106 1-800-686-3462	<input type="checkbox"/>	Expense Analyzer	
FOR Donation		Sharon B. Bates	5080

Kennebunkport Public Health

May 17, 2022

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

Please accept this generous gift of \$100.00 from Jeffrey Harris in memory of Carole Chamberlain to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

JEFFREY A. HARRIS
583 LOVERS LANE
TOCCOA, GA 30577

64-7394/2611 702

5/12/22 Date

AMERICA THE BEAUTIFUL

Pay to the Order of Kennebunkport Public Health Nursing Services \$ 100.⁰⁰

One Hundred Dollars and .no/100 Dollars



North Georgia

CREDIT UNION
Toocoa, Georgia

For Carole Chamberlain (Nursing Services)

Jeffrey A. Harris

MP

3702

Kennebunkport Public Health

May 20, 2022

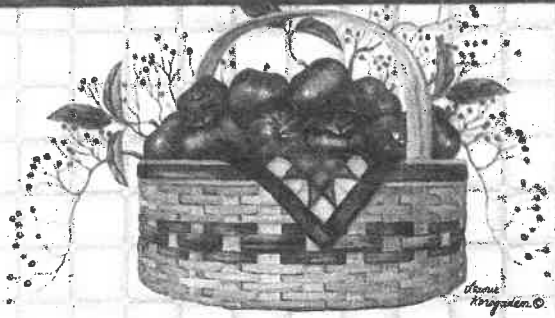
ATN: Kennebunkport Board of Selectmen, Laurie Smith-Kennebunkport Town Manager

Please accept this generous gift of \$100.00 from William McCurdy and Marion Duclos in memory of Carole Chamberlain to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health



Donation for Nursing
Services at Kennebunkport

Public Health Nursing
Services in memory of

Carole Chamberlain
Cape Porpoise, ME
FROM: William McCurdy +
MARION DUCLOS

© 2002 Laurie Korsgaden

William McCurdy &
Marion G. Duclos
225 Chapman Place
Leominster, MA 01453

5-15-22

DATE

1906
53-8373/2113

PAY TO THE ORDER OF Kennebunkport Public Health Nursing Services
One Hundred & no/100 \$ 100.00

DOLLARS Security features include on back.

LEOMINSTER CU

FOR Ellie Carole Chamberlain

Marion G. Duclos

MP

1906

Kennebunkport Public Health

May 11, 2022

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

Please accept this generous gift of \$500.00 from Frances Lamontagne to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

FRANCES A. LAMONTAGNE

1429

May 11, 2022 Date

51-7218/2211
402
CHECK ARMOR
TRADE PROMOTION

Pay to the
Order of Public Health Nurse - Kennebunkport

\$ 500 ⁰⁰/₁₀₀

Five hundred and 00/100

Dollars  Photo Safe Deposit Details on back

People's United Bank

peoples.com

For in appreciation of their services

Frances A. La Montagne NP

1429

AGENDA ITEM DIVIDER

Kennebunkport Public Health

May 18, 2022

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

Please accept this generous gift of \$1000.00 from Goose Rocks Beach Fire Company to the general needs account # 08-01-50.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

Goose Rocks Beach Fire Company
PO Box 216
Kennebunkport, ME 04046-0216

1110

62-7450/2112

5/10 2022

PAY
TO THE
ORDER OF

Town of Kennebunkport

\$ 1,000.00

one thousand and 00/100

DOLLARS



Security features
are included.
Details on back.

Kennebunk Savings Bank

FOR

Town Nurse

William H. [Signature]

MP

10