



## TOWN OF KENNEBUNKPORT, MAINE

### **Board of Selectmen Agenda December 9, 2021 @ 6:00 PM VIRTUAL MEETING VIA ZOOM**

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#### **Ways to join this webinar:**

Join by **computer or mobile device** and click on: <https://us06web.zoom.us/j/84069627750>

or go to **ZOOM** and enter the **webinar ID**: 840 6962 7750

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

International numbers available: <https://us06web.zoom.us/j/84069627750>

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1. Call to Order.
2. Approve the November 24, 2021, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.)
4. Appoint Beth Richardson to the Recreation Committee.
5. Presentation by Kennebunkport Heritage Housing Trust (KHHT) Board.
6. Presentation of new Sand for Seniors program.
7. Update on Radio Tower project.
8. Presentation of Conservation Commission priorities for 2021-2022.
9. Overview of Climate Change work and initiatives.
10. Comprehensive Plan updates.
11. Update on Short-Term Rentals.
12. Commit sewer fees for two newly occupied properties.
13. Approve waste hauling permits for 2022.

14. Accept the following donations to the nurses' general account:

- \$50 from Patricia Tynan
- \$50 from Laurie Lord
- \$100 from Valerie Jackson
- \$400 from Kathy Anuszewski
- \$1,000 from the Kennebunkport Residents Association

15. Other business.

16. Approve the December 9, 2021, Treasurer's Warrant.

17. Adjournment.

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# AGENDA ITEM DIVIDER

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Town of Kennebunkport  
Board of Selectmen Meeting VIA Zoom  
November 24, 2021  
9:00 AM

**MINUTES**

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

**Others attending via Zoom:** Tracey O’Roak, Michael Davis.

**1. Call to Order**

Selectman Hutchins called the meeting to order at 9:01 AM. He took roll call of Selectmen present: Allen Daggett, Patrick Briggs, Michael Weston, and Edward Hutchins. Absent: Sheila Matthews-Bull.

**2. Approve the November 10, 2021, meeting minutes.**

**Motion** by Selectman Briggs seconded by Selectman Daggett to approve the November 10, 2021, selectmen meeting minutes. **Roll Call Vote:** Briggs, Weston, Daggett, and Hutchins. **Voted:** 4-0. **Motion passed.**

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

There were no public comments.

**4. Other business.**

Selectman Weston asked Laurie Smith, Town Manager, how many applications have been received for short-term rentals. She advised that 66 have been approved and approximately 110 are currently pending.

Laurie Smith informed the Board that resident Jim McMann has been questioning the address of school board member, Louis Braxton, because the building he was living in has been demolished. She directed Mr. McMann to the Superintendent’s Office. It has been two weeks and they have not issued a response.

Selectman Hutchins wished everyone a happy and safe Thanksgiving.

**5. Approve the November 24, 2021, Treasurer’s Warrant.**

**Motion** by Selectman Daggett seconded by Selectman Briggs to approve the November 24, 2021, Treasurer’s Warrant. **Roll Call Vote:** Briggs, Weston, Hutchins, and Daggett. **Voted:** 4-0. **Motion passed.**

**6. Adjournment.**

**Motion** by Selectman Briggs seconded by Selectman Weston to adjourn. **Roll Call Vote:** Briggs, Weston, Daggett, and Hutchins. **Voted:** 4-0. **Motion passed.** Meeting adjourned at 9:06 AM.

Submitted by,  
Tracey O'Roak  
Administrative Assistant

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# AGENDA ITEM DIVIDER

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**Kennebunkport  
Parks & Recreation**

# Memo

**To:** Laurie Smith, Town Manager  
**From:** Stephanie Simpson, Director of Parks & Recreation  
**Date:** November 12, 2021  
**Re:** Member Appointment for Recreation Committee

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The Recreation Committee is a seven-person committee. We currently have four members and three vacancies.

Beth Richardson has submitted her application of interest for the Recreation Committee. Beth is a recent retiree and a new community member after living in Portland for over 30 years. She has a JD from The American University in Washington DC and has professional experience from private practice to her most recent position as the Attorney Engagement Director for the Maine Volunteer Lawyers Project.

She is a Master Gardener through the University of Maine Cooperative Extension and is a member of the Seacoast Garden Club.

As a former athlete, Beth keeps physically active and has a new interest in Pickleball. She has used our newly painted courts at Rotary Park at Beachwood often and has met several local people through this activity.

Beth is excited to get involved in the community and looks forward to being a part of the Recreation Advisory Committee.

It is recommended that the Board of Selectman consider Beth Richardson for a seat on the Recreation Advisory Committee for a term of seven months to expire on June 30, 2022.

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# AGENDA ITEM DIVIDER

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## WELCOME TO THE HERITAGE HOUSING TRUST!

Dear Friends and Neighbors,

Despite the ongoing challenges in the world, the Kennebunkport Heritage Housing Trust has been hard at work to fulfill our mission by bringing affordable housing to Kennebunkport. Now more than ever, as house prices continue to climb, our work—and your support— is desperately needed.

In this Winter Newsletter, you'll read more about the great progress and near-completion of our first neighborhood, Heritage Woods, learn more about our next project and new fundraising goals, and stay up-to-date with all of the exciting community events that we'll be involved in this Winter!

We are so grateful for your support, and hope you'll join us in growing and strengthening our beautiful seaside community.

~ Patrick Briggs, President, Kennebunkport Heritage Housing Trust

### DREAMS BECOME REALITY IN HERITAGE WOODS

Over this past year, the volunteer board of the Kennebunkport Heritage Housing Trust (KHHT) has worked tirelessly to manage the cost and supply-chain issues that have impacted the Heritage Woods project.

In the face of significant construction and infrastructure cost increases due to trickle-down effects from the pandemic, the Board made a unanimous decision not to translate those costs to our homebuyers.

With creative problem-solving, strong collaboration and communication with our construction and building partners, and the generous support of donors, we are still on track to complete all six homes by the end of 2021, and with no increased costs to the six new families.

We've done—and *learned*—a lot in this first project. Some things we'll carry forward into our next neighborhood and some things we'll work to refine and improve. What will stay the same, however, is our commitment to improving the lives of current and future residents by bringing affordable housing to Kennebunkport.

Thank you to our many project partners, volunteers, friends (old & new) and donors. These dreams are realities because of you.

Welcome to the neighborhood, Heritage Families.

The first home, "Paddy Creek," was completed and welcomed its new family!



By early October, both homes on Lot 2 were delivered and work was well under way!



**Over the last few months, great progress was made on the first homes in Heritage Woods!**



Site of the old town skating rink, Lot 3 was carefully prepped for two new homes!



Future homeowners enjoyed watching their dream become a reality on Lot 4!

# MAKING FRIENDS, GROWING SUPPORT + HAVING FUN!

## 1st Annual Heritage Housing Trust Scoop-Off

On August 13th, we celebrated our 2nd birthday with the First Annual Scoop-Off ice cream social. Members of the community enjoyed a beautiful evening sampling free ice cream from Aunt Marie's, Ben & Jerry's, Big Daddy's Homemade Ice Cream, Goose Rocks Dairy, Rococco Handcrafted Ice Cream, and Shaker Pond Ice Cream (whose Chocolate Explosion was voted "Flavor of the Summer"), dancing to tunes by Nomadic Grooves, enjoying delicious food from The Baked Bean, playing field games, and bouncing in the bounce house.

The evening was capped by a spectacular fireworks display from CentralMaine Pyrotechnics. Thanks to all the sponsors above, plus Alisson's Restaurant, Cape Porpoise Lobster Co., Hurricane Restaurant, The Nonantum Resort, Norway Savings Bank, and the Town of Kennebunkport, and to all of our dedicated volunteers. We look forward to seeing everyone at next year's event!



## Almost Home Tours!

After all the hard work was complete and *just before* it was turned over to the new owners, friends and supporters of KHHT were invited to tour the first Heritage Woods home, Paddy Creek!

Once inside, guests were able to walk through and experience the open, modern floor plan uniquely designed to balance contemporary lifestyle with comfort and privacy, and to see the natural sunlight streaming through the energy-efficient windows.

Guests also learned more about the many partners who made the home possible: Sebago Technics, Aceto Landscaping, and Caleb Johnson Studios who all supported the development and design of the property and home; and the modular company KBS and builder Hallmark Homes who collaborated on the construction.

A great time was had by all... and afterwards, we were happy to hand over the keys and make the "almost home" a "forever home"



## COMMUNITY CONNECTIONS & SHARED MISSIONS SUPPORT THE WORK OF KHHT

The KHHT was honored to receive a generous contribution from The Virginia Hodgkins Somers Foundation. With lifelong affection for the State of Maine and born with a generous heart, Virginia "Ginny" Somers was known best for her compassion and support of people in need. We are deeply grateful for the opportunity to carry on Ginny's legacy, desire, and shared mission to create strong communities in our first affordable neighborhood, Heritage Woods.



With a mission to "assure conditions where people can thrive in their communities," the KHHT was delighted to receive support from The Harper-Eggington Charitable Foundation. With our aligned visions to identify and provide for needs not adequately met with existing community resources, the support received helps to ensure that six families can finally call Kennebunkport their home.



# OUR NEXT PROJECT

## MOVING OUR VISION FORWARD...SIX HOMES DOWN, NINETEEN TO GO.

When the Trust was established in 2018, we set to work to understand the problems and implications of limited affordable housing in Kennebunkport. We looked at the historical trends, crunched the numbers, and listened to stories and realities of our neighbors and friends who were being impacted. Quickly, we learned that no matter how we sliced the information, the math—and trajectory—for our small seaside town just didn't add up to a thriving, year-round community.

In response, we set our sights high. We established a mission to create and sustain affordable housing for year-round residents in Kennebunkport, fueled by a vision to build 25 permanently affordable homes by 2025. And we made our commitment to the community clear promising to work hard so people like our teachers, first responders, local employees, fishermen, healthcare workers, and seniors, would have affordable housing options here in our community.

LAST YEAR, we created a plan, asked for your help to make the vision a reality, and were *overwhelmed* with the level of support you offered. TODAY, we deliver on our promise, and affordable homeownership in Kennebunkport is a reality for six new families. NOW, we need your help again. We've got 19 more homes to go and no time to lose. The time to achieve our vision is moving quickly.

To undertake and complete a project on the scale of Heritage Woods, we need to raise \$500,000.

From our experience in building Heritage Woods, we have learned that:

- KHHT must provide a significant subsidy to make houses affordable for our targeted households leveraged from public support, institution grants and governmental sources.
- While mortgage financing from each buyer roughly covers the cost of the actual buildings, the cost of land, planning, regulatory approval, and infrastructure construction all need to be offset by KHHT.
- To maintain affordability, land will need to come either from a donation or be purchased with support from a major grant, or from a combination of both.

## HERE'S HOW WE'LL ALLOCATE THE \$500,000 RAISED FOR OUR NEXT PROJECT:



### PHASE 1

\$100,000; ~9 MONTHS

Covers the costs of site planning, site engineering, architectural and legal work, regulatory approval, and Town fees.



### PHASE 2

\$400,000; ~1 YEAR

Covers the costs of excavation, foundations, paving, solid waste systems, water and electric connections, landscaping, and project management. We will also incur some costs of construction financing.



### PHASE 3

After infrastructure is finished, houses are installed. Working capital loans used to purchase or build houses are paid by proceeds of buyer mortgages.

## MOVED BY OUR MISSION? YOU CAN HELP.



Beginning on November 30, 2021 we'll kick off our next project fundraiser by participating in #GivingTuesday- a global day of giving! When you make a gift on #GivingTuesday via our Facebook page, we'll be eligible to receive up to a 100% match!



Life is hard—that's why we've made it easy to support the Trust. Visit our website at [www.khht.org](http://www.khht.org) to donate online or learn about more ways to give. To stay up-to-date on our progress, including the forthcoming announcement of our next neighborhood location, follow along on our Facebook page. Interested in receiving regular updates and our newsletter? Sign up on our website [www.khht.org](http://www.khht.org)

# UPCOMING EVENTS

## COMMUNITY FOOD DRIVE TO BENEFIT COMMUNITY OUTREACH SERVICES



Beginning on December 1 and running through December 31, 2021, the KHHT will partner with Habitat for Humanity to offer a Community Food Drive to benefit Community Outreach Services.



Why a Community Food Drive? We believe that access to consistent food and safe housing are both basic human rights. For many in Maine and *right here within our three towns*, the lack of either or both is a very real problem. While the missions of the KHHT and Habitat for Humanity focus on creating affordable housing, we also believe in the value of strong, thriving communities. For many, housing-related costs are the greatest household expenses, and the risk and likelihood of individuals and families experiencing food insecurity is greater for those who cannot access affordable, safe housing. We know there can be far-reaching effects—on school participation, work performance, and physical and mental health—when adults and children worry about where they will sleep or when they will have their next meal.

*With your help, we can make a difference by supporting our communities this Winter season.*

For more information including all drop off locations and a list of needed items, please visit our website:

[www.khht.org/fooddrive](http://www.khht.org/fooddrive)



On December 3, 2021, KHHT will again participate in the Holiday Trail of Lights! Our elves are hard at work designing, decorating, and stringing hundreds of lights on our three displays, and we can't wait for you to see them during the month of December!

Each display sponsors a local not-for-profit, with the full \$5 for each vote going to that organization. Grand Prize Winners also receive an extra \$500! To access the location of all displays—*especially ours*—and to VOTE for your favorites, visit [www.trailoflightsme.com](http://www.trailoflightsme.com) beginning Dec 3.

## DON'T MISS THE RETURN OF KENNEBUNKPORT'S COOLEST EVENT—FIRE & ICE!

Blazing bonfires, cool ice bars & sculptures, and creative food & drink! [Get your tickets](#) today for this awesome event on December 11th and 12th! Thank you to the Nonantum for naming KHHT as a beneficiary organization!

*We'll see you there!*



## THE TRUST IS GROWING

### PLEASE HELP US WELCOME OUR NEWEST BOARD MEMBERS!

In April, Tom McClain joined the Board, bringing a career in Human Resources and a deep commitment to community engagement and public service. Tom also serves on the Development and Administrative committees, and during the Scoop-Off event proved himself to be a most-excellent organizer and ice cream scooper! In September, Julie Grady—local realtor and long-time resident of Kennebunkport—joined the team to serve on the KHHT Board of Directors. Julie will also serve on the Administrative and Development Committees!

### KHHT DEVELOPMENT COMMITTEE MEMBERS MAKE THE HARD WORK HAPPEN!

A super shout-out to David Lennon- graphic designer extraordinaire- and Development Committee Member for one year! Thank you, David! And, welcome to our newest committee member, Stephanie Schafer, Senior Marketing Manager of the Kennebunkport Resort Collection.

The Kennebunkport Heritage Housing Trust (KHHT) is a 501 c3 non-profit. Our mission is to build 25 affordable homes in Kennebunkport by 2025.

The Trust was established in 2018 to creatively address and resolve the lack of affordable housing and declining year-round population in Kennebunkport, Maine.

We believe that quality, affordable homes contribute to the vitality and diversity of Kennebunkport and ensure a growing future.

If you are interested in contributing to the mission of KHHT—as an event volunteer, Committee or Board Member, or donor—please reach out!

Kennebunkport Heritage Housing Trust, PO Box 333, Kennebunkport, ME 04046  
Email: [infokhht@gmail.com](mailto:infokhht@gmail.com) Website: [www.khht.org](http://www.khht.org) Facebook: [@heritagehousingtrust](https://www.facebook.com/heritagehousingtrust)

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# AGENDA ITEM DIVIDER

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# Kennebunkport Sand for Seniors

- Kennebunkport Public Works Department and the Kennebunkport Public Health Office are partnering to help local senior citizens in need, obtain sand this winter to help keep their icy walkways safe to navigate.
- Upon request, buckets of sand will be delivered to residents who are 65 and older; and are unable to come directly to the Public Works Department to pick up sand for their personal use this winter.



Thank you to *The Pilot House Restaurant* for bucket donations.

**To request a bucket please call Kennebunkport Public Health at 207-967-4401.**

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# AGENDA ITEM DIVIDER

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## Conservation Commission

### Mission Statement

The Kennebunkport Conservation Commission consists of 5 to 7 members appointed by the Board of Selectman, for 3-year terms. The Conservation Commission shall select one of its members annually to be Chairperson.

The purpose of the Conservation Commission is to serve as a research, advisory and advocacy group on environmental and conservation issues related to the Town of Kennebunkport.

The Conservation Commission seeks to coordinate its activities with existing Town committees, departments and with other conservation bodies.

As part of this mission, it may advertise, prepare, print and distribute materials to help educate and involve the public.

The basic authority to establish a Conservation Commission is given to the municipality through Maine Statute-Title 30-A MRSA, Section 3261.

#### Conservation Commission Members 2021

**Carol Morris**, Chair, has lived in Kennebunkport on High Tide Road since 2003, and is principal of Morris Communications, a regional public engagement/outreach consulting firm established in 2007 and also located in Kennebunkport. She is past-president and a long-time board member of GrowSmart Maine.

**Carol Laboissonniere** has been a Maine resident since 2001 and is president of CL Design & Landscape LLC., a Kennebunkport design/construction company established in 2007. She is an appointed member of the Portland Pesticide Management Advisory Committee as the Accredited Organic Land Care professional representative.

**Robin Phillips** was born and raised in Kennebunkport. After living in many different areas of the country, she built a house on 9 Buzzys Way in 2005. She is the owner of Wildside Landscape and Design and Flora Borealis, and has been involved in farmers markets throughout the country, starting, managing, and serving on the boards of several, including the Kennebunk Farmers Market.

**Steve Hanna** has lived on Crescent Avenue since 1998. Hanna Consultants conducts weather and air pollution research for government (e.g., DOD, DHS, EPA) and industrial (e.g., Dupont, Battelle) clients, and he also teaches classes and conducts research (e.g., on COVID-19 virus dispersion) at Harvard School of Public Health, where he is an Adjunct Associate Professor.



**Jennifer Comeau**, The Comeaus made their family's land at the corner of Beachwood Ave and Route 9 a permanent home in 1999. Jennifer is founder of Sunrise Hill Sanctuary, a retreat space and international consultancy specializing in personal leadership, nature-based regeneration, and climate resiliency.

**Karen Hall** has lived in Maine since 1994 and in Cape Porpoise since 1998. She has practiced dentistry for the past 26 years as an associate and owner of her own practice, and after recently selling her practice has become a clinical professor of dentistry at UNE. In the past Karen has volunteered as an EMT for KEMS and is an avid outdoor enthusiast and photographer.

**Kennebunkport Conservation Commission**  
*Priorities*  
**November 2021**

**COMMITTEE PRIORITIES 2021-2022**

**Goal: Create a pesticide ordinance to be voted on in the June 2022 election that will have a strong chance of passing and can be reasonably enforced.**

The outcome will be to create a healthier environment for residents, habitat, and waterways and support the community's concern for the environment and natural resources as evidenced in the 2018 Community Survey.

**Goal: As a demonstration project, create a volunteer effort around clearing selected visible town-owned land of invasive plants.**

The outcome of this activity will be a visual improvement to town lands, and the opportunity to train interested citizens in how to recognize and remove invasive plants on their own properties.

**Goal: Assess town-owned lands and make a recommendation on which lands are most critical to conserve in term of carbon sequestration, habitat, soil value, etc. As part of this work, create a draft metric that will accurately measure and compare these values for town-owned parcels.**

The outcome of this work will provide town officials and the public with accurate information about the location, environmental value, and potential use of town lands.

**Goal: Support the Planning Department in climate change activities. Activities are still in the formative stage; over time, KCC's support will help to create better understood and more effective climate action in Kennebunkport.**

Outcomes TBD.

**Goal: Build recognition for KCC as a strong and active conservation organization and increase awareness of the personal actions citizens can take toward making our environment cleaner and more resilient. This task includes social media and face-to-face interaction between the public and KCC members.**

The outcome is a more educated public on the importance of conservation, sustainable landscaping, and climate change action, and through this, a better protected natural environment.

## **ONGOING WORK**

- Monitor/participate in town's Growth Planning Committee and Comprehensive Plan efforts to ensure conservation principles are included at the level of importance supported by residents as indicated by town survey/feedback
- Monitor Planning Board process and applications to alert PB of conservation-related issues as they arise and to promote better committee understanding of how to advocate for stronger natural resource protection
- Coordinate with The Climate Initiative and Kennebunk Conservation Trust for outreach and education

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# AGENDA ITEM DIVIDER

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## TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

### **Climate Actions Update**

To: Laurie Smith, Town Manager  
From: Eli Rubin, Community Planner  
Date: December 9th, 2021  
RE: Update at 12/9/21 BOS meeting  
CC: Werner Gilliam, Director of Code and Planning

*This update of the town's climate work is being presented to seek Selectboard comments and provide staff recommendations.*

#### **Background**

The impacts of climate change will continue to challenge municipalities as sea-level rise, storm surge, and rising air and water temperatures stress natural systems and deteriorate private property and public infrastructure. Not only will the broad coastal edge of Kennebunkport be especially vulnerable, including the cherished Dock Square district and working waterfront, but also properties and infrastructure miles inland as sea-level rise forces upward movement in the water table affecting drinking water and septic systems. Significant action will need to occur to prevent the worst possible future scenarios and to preserve the natural and built systems for the future.






#### **Municipal Action**

Fortunately, communities around the country are working hard to combat the worst effects of climate disaster impacts and new federal and state money is available for Kennebunkport to succeed in meeting its Climate Goals.

Kennebunkport's Climate Goals were adopted by the Board in November of 2020 and assigns various staff and committees to accomplish a range of climate related work. Beginning in 2022, we would like to provide monthly updates to the board to seek feedback and provide recommendations.


The work Kennebunkport has accomplished and is currently engaged in will help prepare the town be competitive for the infusion of federal and state funding soon to arrive. We are recommending that Kennebunkport apply for state and local funding as it becomes available, as informed by the adopted Climate Change Goals.

# Town of Kennebunkport Climate Change Goals

Climate and Resilience		
<b>1. Establish a GHG emissions inventory, target, and plan</b>		
	• Measure & Monitor GHG Emissions from Municipal Operations	Conservation Commission / Town Staff
	• Measure and Monitor GHG Emissions Community Wide	Conservation Commission
	• Develop a local climate action plan	Board of Selectmen
<b>2. Ensure community resilience to climate change impacts</b>		
	• Complete the Maine Flood resilience Checklist to assess coastal vulnerabilities	Planning and Codes / Sustainability Coordinator
	• Assess all other non-coastal vulnerabilities to create a comprehensive picture of current and future climate change impacts	Growth Planning Committee as part of Comprehensive Plan / Town Staff
	• Enact and enforce land use policies that protect valuable natural assets and support resiliency	Growth Planning Committee / Planning and Codes
	• Partner with other local governments to plan and achieve sustainability	Board of Selectmen / Town Manager

Education and Outreach		
<b>1. Actively engage community members in local climate, sustainability, and resilience issues</b>		
	• Educate community about steps they can do to reduce emissions and become more resilient	Kennebunkport Climate Initiative and Conservation Commission
	• Educate the community about clean energy options	Kennebunkport Climate Initiative and Conservation Commission
	• Promote native and sustainable landscaping initiatives community wide by connecting residents to plants and information	Kennebunkport Climate Initiative and Conservation Commission
	• Educate the community about the value of trees, native and sustainable landscaping	Conservation Commission / Shade Tree Committee







# Town of Kennebunkport Climate Change Goals

	<ul style="list-style-type: none"> <li>Educate city staff about forest, wetlands, and ecosystem best management practices</li> </ul>	Department Directors / Town Manager
	<ul style="list-style-type: none"> <li>Educate community about steps they can do to reduce emissions and become more resilient</li> </ul>	Kennebunkport Climate Initiative and Conservation Commission
	<ul style="list-style-type: none"> <li>Educate the community about clean energy options</li> </ul>	Kennebunkport Climate Initiative and Conservation Commission

## Green Economy

<b>1. Create and promote a community brand featuring natural resources or cultural characteristics of community</b>		
	<ul style="list-style-type: none"> <li>Create and promote a community brand featuring natural resources or cultural characteristics of community</li> </ul>	Kennebunkport Business Association, Chamber of Commerce, Town



## Energy

<b>1. Reduce municipal fossil fuel consumption and implement municipal energy efficiency measures</b>		
	<ul style="list-style-type: none"> <li>Collaborate with utilities and other agencies to upgrade streetlight equipment</li> </ul>	Lighting Committee and Public Works
	<ul style="list-style-type: none"> <li>Utilize energy saving performance contracts (ESPC) to finance large energy efficiency projects</li> </ul>	Town Departments
	<ul style="list-style-type: none"> <li>Budget and plan for long-term energy efficiency equipment upgrades</li> </ul>	Town Departments/ BOS/ Budget Committee
	<ul style="list-style-type: none"> <li>Install and operate renewable energy systems at municipal facilities or serving municipal facilities</li> </ul>	Town Departments/ BOS/ Budget Committee
	<ul style="list-style-type: none"> <li>Procure locally produced, renewable energy for public facilities using bundled or unbundled RECs</li> </ul>	Town Manager / Board of Selectmen
	<ul style="list-style-type: none"> <li>Collaborate with other municipalities to install and operate renewable energy systems for municipal energy / community energy use</li> </ul>	Town Manager/ Board of Selectmen



# Town of Kennebunkport Climate Change Goals

<ul style="list-style-type: none"> <li>Track and benchmark building energy consumption and seek ways to improve energy efficiency in all facilities</li> </ul>	Town Manager/ Department Directors
<b>2. Support development of and access to renewable energy</b>	
<ul style="list-style-type: none"> <li>Adopt codes and permitting practices that support renewable energy systems in the community</li> </ul>	Planning and Codes
<ul style="list-style-type: none"> <li>Facilitate the adoption of renewable energy technologies (i.e. solar, geothermal) by adapting building and zoning codes</li> </ul>	Planning and Codes

## Land Ecosystems






<b>1. Promote and practice environmentally-friendly and sustainable landscape approaches</b>	
 <ul style="list-style-type: none"> <li>Increase the quality and amount of sustainable landscaping in the community</li> </ul>	Conservation Commission / Town Manager / Department Directors
<ul style="list-style-type: none"> <li>Increase the amount of sustainable landscaping in the community through subdivision and development codes</li> </ul>	Planning and Codes / Growth Planning Committee
 <ul style="list-style-type: none"> <li>Increase native and sustainable landscaping on municipal properties</li> </ul>	Town Manager / Department Directors / Conservation Commission

## Community forest management

<b>2. Practice sustainable community forest management to increase resilience</b>	
 <ul style="list-style-type: none"> <li>Plant trees in locations where they make a direct, positive impact on the community or act as a buffer to filter air and water, limit storm runoff, and stabilize soil</li> </ul>	Town Staff / Shade Tree Committee
<ul style="list-style-type: none"> <li>Diversify the community forest for long term resilience</li> </ul>	Town Staff / Town Forrester
 <ul style="list-style-type: none"> <li>Optimize tree planting and protect existing trees for maximum carbon storage/sequestration and energy savings</li> </ul>	Shade Tree Committee



# Town of Kennebunkport Climate Change Goals

Municipal Operations		
<b>1. Lead by demonstrating sustainable values and practices</b>		
	• Achieve LEED certification for public building projects	Town Manager / Board of Selectmen
	• Manage special events sustainably	Department Directors / Town Manager
	• Integrate sustainability into capital planning	Department Directors / Town Manager / Board of Selectmen
	• Enact policies to preserve dark skies	Lighting Committee / Board of Selectmen
<b>2. Operate a safe, clean, and efficient fleet</b>		
	• Update fleet purchasing to prioritize electric vehicles	Department Directors / Town Manager / Board of Selectmen
	• Enact and enforce anti-idling policies for public fleet vehicles	Department Directors / Town Manager / Board of Selectmen
<b>3. Engage the community in waste reduction and recycling</b>		
	• Educate the community on recycling and composting practices	Solid Waste Committee
	• Educate the community to reduce waste by consuming less and reusing	Solid Waste Committee
	• Establish and strive for a residential recycling goal	Solid Waste Committee



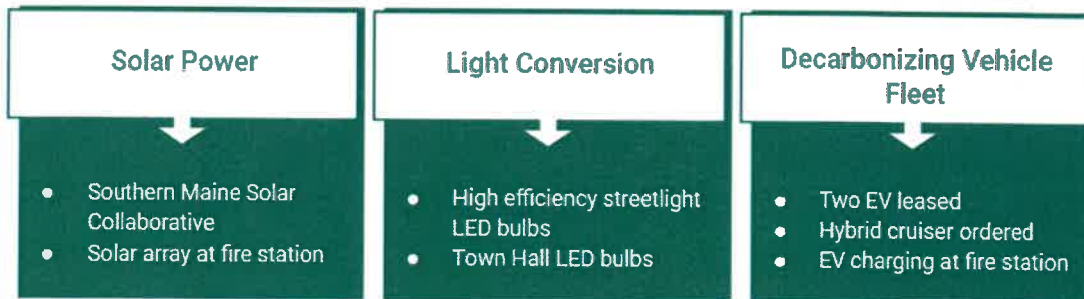
## TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

### KENNEBUNKPORT CLIMATE PLANNING MILESTONES



### KENNEBUNKPORT REDUCING CARBON POLLUTION





## TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

### STATE & FEDERAL FUNDING TO SUPPORT CLIMATE GOALS

#### CLIMATE RESILIENCE

- \$1.3 billion for federal-aid highway apportioned programs and \$225 million for bridge replacement and repairs from the Infrastructure Investment and Jobs Act over five years.
- \$390 million from the Infrastructure Investment and Jobs Act over five years to improve water infrastructure
- \$40 million in the biennial budget for land conservation
- \$20 million from the Maine Jobs & Recovery Plan to support adaptation and resilience of state and local infrastructure vulnerable to climate change.
- \$4.75 million from the biennial budget for community, tribal, and regional action grants to prepare for climate change effects, reduce carbon emissions, and transition to renewable energy.
- \$3 million from the biennial budget to upgrade municipal culverts at stream crossings.

#### CLEAN TRANSPORTATION

- \$234 million from the Infrastructure Investment and Jobs Act over five years to improve public transportation options across the state.
- \$19 million from the Infrastructure Investment and Jobs Act to expand public electric vehicle charging.
- \$8 million from the Maine Jobs & Recovery Plan to expand municipal and public electric vehicle charging.
- \$150 million from the American Rescue Plan Act to create the Maine Connectivity Authority to expand broadband Internet access.
- \$100 million from the Infrastructure Investment and Jobs Act to help provide broadband coverage across the state
- \$5 million from the Maine Jobs & Recovery Plan for workforce transportation

#### BUILDINGS & EFFICIENCY

- \$36.9 million from the Infrastructure Investment and Jobs Act for the Weatherization Assistance Program
- \$50 million from the Maine Jobs & Recovery Plan for energy efficiency
- \$50 million from the Maine Jobs & Recovery Plan for affordable housing
- \$1.9 million from the Infrastructure Investment and Jobs Act for the Energy Efficiency and Conservation Block Grant Program

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# AGENDA ITEM DIVIDER

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## TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

### Comprehensive Plan Update

To: Laurie Smith, Town Manager  
 From: Eli Rubin, Community Planner  
 Tom Morgan & Liz Durfee, Comprehensive Plan Consultants  
 Date: December 9, 2021  
 RE: Progress update on the Comprehensive Plan  
 CC: Werner Gilliam

*This summary highlights key points of interest grouped into 3 categories. All 19 chapters are summarized in the Comprehensive Plan Overview which follows this document.*

#### Background

The comprehensive plan (subject to adoption by Town Meeting) serves to guide the next decade of planning and regulation, and is the basis from which Land Use Ordinances derives its constitutional authority. The current comprehensive plan was adopted in 2012.

The Growth Planning Committee (GPC) is currently working on the plan's Vision Statement. Maine law (Chapter 208) states that this component:

*"summarizes the community's desired future community character in terms of economic development, natural and cultural resource conservation, transportation systems, land use patterns and its role in the region."*

The vision statement is aspirational and aims to capture the sentiment of what the community would like to look and feel like in the future.

#### Built Environment

- Walkability and Transportation
  - The greatest transportation hazard identified is near the Consolidated School, a location where sidewalk connectivity is lacking.
  - It is important for the Town to continue to seek opportunities to enhance street connectivity throughout town to provide multiple options for evacuation.
  - There are several zoning and land use strategies to reduce vehicle miles traveled and greenhouse gas emissions, such as permitting

# TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

greater residential density and mixed uses in certain areas of town to reduce the need to travel for certain goods and services.

- Energy
  - It is advantageous to lessen dependence on distant sources of electrical power. One solution is renewable energy generators closer to consumers. The GPC is exploring the advisability of permitting discretely located solar farms of 10 acres or less.
  - The Maine Climate Council set a goal of reducing greenhouse gas emissions 45% by 2030, and 80% by 2050. In order to reach this goal, it will be necessary to reduce our reliance on fossil fuels for home heating and transportation
- Dock Square and the Village
  - The comprehensive plan will not recommend the establishment of a local historic district, i.e. regulations that restrict property rights.
  - In Dock Square, property owners are faced with challenges posed by a rising sea. The Maine Silver Jackets were recently enlisted to provide expert advice on addressing this dilemma.
- Challenges Posed by a Changing Climate
  - When polled about actions the town should take to reduce sea-level rise impact, workshop participants favored land use regulations that discourage new development in areas that are likely to be impacted by sea-level rise, prohibiting Town-owned structures in locations that are vulnerable to flooding and enhancing stormwater design standards.
  - Maintaining large blocks of undeveloped areas and corridors between these areas will be especially important to helping wildlife respond to changes in climate that impact the suitability of habitat and composition of species in an area.
  - One to 15+ miles of road segments may be directly impacted by sea level rise by 2100, causing significant connectivity issues.
  - A rising sea poses a challenge to Kennebunkport's sewer system. Many of the 16 pump stations include components such as electrical panels and backup generators that could be susceptible to flooding in the future. Public Works is keenly aware of this challenge, and has commenced measures to protect the system.
  - Kennebunkport is vulnerable to coastal hazards including flooding, erosion, storm surge, and sea level rise. The Maine Climate Council recommends committing to manage for 1.5' of relative sea-level rise by 2050 and 3.9' by 2100, as well as preparing to manage for 3' of sea level rise by 2050 and 8.8' by 2100 for critical infrastructure.

# TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

- Dock Square and the Consolidated School are two significant assets in Kennebunkport that are vulnerable.
- The Village Parcel
  - The Village Parcel presents an opportunity to provide housing and enhance connectivity.
  - The most preferred type of development for the Village Parcel, as indicated by public input and committee members, is traditional neighborhood character, such as that seen at Dock Square and Cape Porpoise.

## Community

- Year-Round Residents
  - Residents also expressed interest in businesses that are geared towards serving year-round residents as opposed to more tourist-oriented businesses.
  - Uses like small specialty food stores, farmers markets and mixed-use buildings were identified as desirable by residents who participated in Comprehensive Plan outreach events and public meetings.
  - As the elderly population grows, there will be a greater demand for housing options that allow residents to age in place rather than move from town. The demand for social and medical services and transportation assistance will also increase. Residents who are not able to find smaller homes, condominiums, and communities that offer assisted living will likely have no other alternative than to move from Kennebunkport.
- Affordable Housing
  - There are several opportunities to amend the LUO to provide more flexibility and options for housing. Increasing residential density is a strategy to increase affordability while mitigating undesirable impacts of future residential development on natural resources and rural character, while also creating walkable neighborhoods.
  - The Village Parcel presents an opportunity to provide housing and enhance connectivity.
  - The Town could explore adjustments to several provisions in the zoning ordinance in order to make new housing less costly and more conducive to down-sizing by elderly who no longer desire a large house.
  - Incentivizing accessory dwelling units (ADU) is another promising approach.
  - Residents expressed concern with the lack of affordable housing, the growing number of seasonal housing and rentals, and impacts



# TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

of housing and development on wildlife. Residents would like to see more diverse housing options. The need for affordable housing was identified in Camoin's 2018 Housing Needs Analysis & Assessment as well. The Town's Land Use Ordinance (LUO) should define the term "affordable housing."

- Young Families
  - Increasing the diversity of the population, particularly with respect to attracting younger families and a range of incomes, is important to residents.
  - In order to keep the school in town, the cost of housing must be within reach of young families.
  - The Recreations Department's long-term goal for recreational resources is to develop Parsons Field into a multi-use space that supports more active recreation. Potential additions to this park could include an ADA compliant splash pad, which would be an attractive amenity for residents with children and grandchildren. Staff have also identified installation of hockey boards for roller hockey use on the planned pickleball slab as an additional use at Parsons Field.

## Economic Opportunities

- The Fishing Industry
  - The plan will recommend the continuance of Town policies that support the industry, e.g. preferential treatment for moorings and parking, and maintenance of Government Wharf and the Cape Porpoise Pier. Climate change will pose challenges for the industry. The Gulf of Maine is among the most rapidly warming saltwater bodies in the US. The local industry will have little choice but to adjust to the loss of historic species. Opportunities will be presented by the arrival of new, warm-water species. The Town should assist with this transition.
  - A rising sea threatens salt marshes, an environment that is important for sustaining ocean fisheries. Scientists are hopeful that the salt marsh can survive via migration, assuming that there are no manmade obstacles to migration.
- Local Businesses
  - Residents expressed an interest in establishing a farmers' market.
  - In order for Kennebunkport to retain its competitive advantage as a tourist destination, the availability of fast-charging EV charging stations (a 25- minute charge) will be necessary.



**To:** Kennebunkport Board of Selectmen  
**From:** Tom Morgan and Liz Durfee, Comprehensive Plan Consultants  
**Date:** December 1, 2021  
**Subject:** Comprehensive Plan Update Summary

Attached is a summary of progress to date on Kennebunkport's Comprehensive Plan Update. The progress summary contain links to the project website ([www.kennebunkportcp.info](http://www.kennebunkportcp.info)) where you can find copies of the draft chapters, information about outreach events, maps, and additional material. The summary also includes a suggested schedule for remaining tasks to be completed and the available budget.

Also enclosed is an overview that summarizes the plan. This document provides a chapter-by-chapter review of a selection of the information that is provided in the plan.

We look forward to discussing the progress and next steps with the Selectmen on December 9, 2021.

Sincerely,

Tom Morgan and Liz Durfee  
Comprehensive Plan Consultants

## Comprehensive Plan Progress Summary

### Work to Date

The Comprehensive Plan update commenced in September 2019. In March 2020, the Town suspended the project due to uncertainty caused by the pandemic. Work on the plan resumed in October 2020. The planning consultants meet with Kennebunkport's Growth Planning Committee (GPC) twice monthly. As envisioned by the GPC, the plan will be comprised of two volumes.

**Volume 1** will be a summary document, 10 to 20 pages in length, that is intended for wide distribution in the community. The design of Volume 1 is currently underway.

**Volume 2** will be comprised of:

- 18 Topic chapters (440+ pages)
- A goals/policies/strategies section as required by Maine law
- An implementation table to help ensure that the plan's strategies are put into action
- Appendices that will include a record of public input and 50+ new map sets

### Public Engagement

Nov 2019 - Climate 101, Dr. Wake

Dec 2019 - Christmas Prelude table & poll

Jan to May 2021 - Mini survey Series

June 2021 - Groundwater Rising, Dr. Knott

July 2021 - SWOT session at the Nonantum

Sept 2021 - Future Land Use work session

### Documentation Available to the Public

A [project web site](#) was created to facilitate the public's participation in the planning process, and to document the work that has been done to date.

The web site includes:

- Drafts of the 18 topic chapters, all of which have been reviewed and edited by the GPC
- [Fact sheets](#) and [maps](#) that correspond with the topic chapters
- [Resource documents](#) on climate change, housing, pollution, open space preservation, the wastewater system
- Relevant studies and plans prepared by others
- [Minutes](#) of GPC proceedings
- [Documentation](#) of public input

## Topic Chapters

Hyperlinks to the various topic chapters are available below:

[Introduction](#)

[Vision Statement](#)

[Historic Resources](#)

[Existing Land Use](#)

[Demographics](#)

[Housing](#)

[Natural Resources](#)

[Water Resources](#)

[Marine Resources](#)

[Energy](#)

[Transportation](#)

[Economy](#)

[Public Facilities & Services](#)

[Fiscal Capacity and Capital Investment](#)

[Recreation & Cultural Resources](#)

[Hazard Mitigation](#)

[Regional Coordination](#)

[Future Land Use](#)

## Remaining Project Schedule

Dec 2021 – Jan 2022 - Goals & Strategies

January 18 - Implementation Table

February 15 - Volume 1 Review

February - March - Public Hearings

March - Town Meeting deliberations

April - Submittal to the State of Maine

## Project Budget

The project's contracted budget is \$90,000. To date the Town has expended \$78,000, or 87% of the budget. Consultants estimate the project to be 87% complete, and anticipate a timely completion.

## Comprehensive Plan Overview

The Comprehensive Plan is an advisory document that reflects the trends, challenges, opportunities across a host of planning areas.

The Comprehensive Plan Update will include two parts:

- Volume 1 is A user-friendly summary document that is intended for wide distribution in the community. The design of and content drafting of Volume 1 is currently underway.
- Volume 2 is comprised of 18 topic chapters, the goals, policies, and strategies section as required by Maine law, and implementation table, and a set of appendices that contain a record of public input and a map set.

Much of Volume 2 is readily accessible to the public via [the project website](#). [Fact sheets](#) prepared for chapters were developed in preparation of public input sessions and have proved popular with Kennebunkport residents. The State of Maine's requirements for comprehensive plans are quite may be [viewed here](#). A brief summary of highlights from each chapter and the public input sessions follows.

## Chapter 1. Introduction - Incorporation of Climate Change

This update is the first time the Town is directly addressing the challenges posed by climate change in the Comprehensive Plan. Climate change projections, impacts, and planning implications are integrated directly into each chapter rather than included in a separate plan chapter. This approach reflects the reality that climate change will affect and must be considered across all sectors. A summary of the climate science and policy that informs this plan from the Maine Climate Council is included in the Introduction Chapter. The Maine Climate Council recommends committing to manage for 1.5 feet of relative sea-level rise by 2050 and 3.9 feet by 2100, as well as preparing to manage for 3 feet of sea level rise by 2050 and 8.8 feet by 2100 for critical infrastructure.

## Chapter 2 Vision

Maine law (Chapter 208) describes this plan component as follows:

"The plan must include a vision statement that summarizes the community's desired future community character in terms of economic development, natural and cultural resource conservation, transportation systems, land use patterns and its role in the region."

While the plan's goals, policies, and strategies are recommended implementation steps and actions, the vision statement is aspirational and aims to capture the sentiment of what the community would like to look and feel like in the future.

The Growth Planning Committee (GPC) has been working on the vision statement since August. The draft includes a one-paragraph overarching vision statement as well as several more topic-specific statements. The vision reflects suggestions made by the public and the Planning Board. The final version of the vision statement – which is anticipated to be completed by the end of December 2021 - may be an abbreviated version of the current draft.

## Chapter 3 Historic Resources

Kennebunkport's historic resources contribute significantly to its character and charm. The town enjoys a wealth of historic architecture, encompassing some 11 distinctive historic styles. The Village is listed on the National Register of Historic Places, as is Cape Arundel Together these two

districts encompass 306 buildings. The comprehensive plan will not recommend the establishment of a local historic district, i.e. regulations that restrict property rights. In Dock Square, property owners are faced with challenges posed by a rising sea. The Maine Silver Jackets were recently enlisted to provide expert advice on addressing this dilemma. Also threatened by extreme weather events are near-shore archaeological sites. The Cape Porpoise Archaeological Alliance is an innovative volunteer effort that provides an expert response on short notice when such sites are unexpectedly exposed during storm events.

## Chapter 4 Existing Land Use

Kennebunkport has 20.5 square miles of land area and 31 miles of coastline. Approximately 7% of land is developed. Forest land is the largest land cover, accounting for 60% of the town. Developed land is concentrated in the town's coastal areas, including Dock Square, along the Kennebunk River in the vicinity of Cape Arundel, Cape Porpoise, and Goose Rocks. Lower density residential development lines roadways throughout town. In central and northern Kennebunkport, the landscape is rural with forested landscapes and open vistas. Nearly half of land in town is classified as residential, while only 3% is commercial. Conservation and other exempt land (including current use) account for a combined 27% of the town. The Town owns approximately 371 acres of land. Among the Town's holdings is Town Forest land, which is not conserved.

There are 3 designated growth management areas: growth, transition, and rural. These areas were designated in 2012 and are based off the availability of sewer and water infrastructure. A total of 40 permits are available in these districts, which 50% being allocated to the growth area in the southern end of town. Over the last 7 years, around 60% of the available permits have been issued.

Kennebunkport's coastal and river frontage contribute to its vulnerability to sea level rise. Depending on the sea level rise scenario, between 687 and 2,084 acres of land within Kennebunkport are predicted to be inundated.

## Chapter 5 Demographics

Between 2000 and 2010 the town's population fell from 3,720 to 3,374. According to 2020 Census data, the population is now at 3,629. In recent decades the town's share of the county's population has declined. Population is projected to increase by approximately 19% between the years 2018 and 2038. Climate change will play a role in the movement of populations at a national scale over the coming decades.

Two notable characteristics of Kennebunkport are its high seasonal population and its aging population. The seasonal population is estimated at 12,000. Part-time residences are concentrated in Goose Rocks and Cape Porpoise but present town-wide. The median age in the town is 53.5 years, which is approximately 16% higher than York County and Maine and 29% higher than the national median age of 38.2. As the elderly population grows, there will be a greater demand for different housing options that allow residents to age in place rather than move from their town. The demand for social and medical services and transportation assistance will also increase. Residents who are not able to find smaller homes, condominiums, and communities that offer assisted living will likely face no other alternative than moving from Kennebunkport.

Approximately 33% of the population of school aged people in Kennebunkport (365) attended the Consolidated School (KCS) as of late 2018. Enrollment at KCS has trended downward in recent years.



The median household income (MHI) in Kennebunkport is \$79,295, which is approximately 21% higher than that of York County (\$65,638) and 43% higher than the median household income in the state (\$55,425). According to one cost of living calculator, the cost of living in Kennebunkport is approximately 50% higher than the national average. Increasing the diversity of the population, particularly with respect to attracting younger families and a range of incomes, is important to residents.

## Chapter 6 Housing

The availability of affordable housing in Kennebunkport warrants a response for at least two reasons: 1) The response time of the volunteer fire department depends on the distance traveled by the responders; many responders travel from out of town. 2) Enrollment at the elementary school declined considerably during the past decade. In order to keep the school in town, the cost of housing must be within reach of young families. To its credit, the Heritage Housing Trust is making inroads toward a solution. The Town could explore adjustments to several provisions in the zoning ordinance in order to make new housing less costly and more conducive to down-sizing by elderly who no longer desire a large house. Incentivizing accessory dwelling units (ADU) is another promising approach. Climate change will likely prompt the migration of well-heeled refugees from other regions of the US who will view Maine as an attractive alternative to the smoke-filled West, the increasingly dry Southwest, and the flood-prone Gulf Coast. Such a trend would increase the demand for housing.

## Chapter 7 Natural Resources

Kennebunkport is home to a diverse array of natural resources that provide habitats that support a variety of species and provide the foundation for a high quality of life in Kennebunkport.

Natural resource protection, including land conservation and protection of water resources, in particular, is important to residents. There are approximately 3,700 acres of conservation land in town. The Kennebunkport Conservation Trust and US Fish and Wildlife Service are the major landowners of conservation land. Two Town-owned properties known as the Town Forest are not conserved.

Maintaining large blocks of undeveloped areas and corridors or connections between these areas will be especially important to helping wildlife respond to changes in climate that impact the suitability of habitat and composition of species in an area. Identifying and creating space for marshes to migrate inland will be important to the viability of this habitat as sea level rises.

Although soils in Kennebunkport area generally not optimal for agriculture, there are several farms scattered throughout rural areas of the town and 7 properties that participate in the farmland current use program. Farmland, forestland, and other areas of open space contribute to the town's rural character.

## Chapter 8 Water Resources

Approximately 40% of parcels in town are served by the Kennebunk Kennebunkport Wells Water District with the remaining parcels served by private wells or one of 6 community wells. The town has limited high yield aquifers and those that exist should be protected by an aquifer and groundwater overlay district.

Wetlands account for about 22% of Kennebunkport. Wetlands provide flood storage, groundwater recharge and discharge, erosion control, and critical habitat for fish and wildlife. Wetlands are important to the tourism, recreation, forestry, fishing, and hunting industries.

Approximately 2,040 acres of land in town fall within the Special Flood Hazard Area or 100 year floodplain according to the preliminary updated flood maps. There are 373 National Flood Insurance Program policy holders in Kennebunkport. Since 1975, there have been 159 flood insurance claims totaling \$2.34 million in Kennebunkport. As precipitation increases and sea level rises, vulnerability to flooding will also increase. The extent of the area that has a 1% annual chance of flooding today will change in the future. A greater number of coastal and inland properties will be vulnerable to occasional flooding.

Threats to water resources include saltwater intrusion, nonpoint source pollution associated with impervious surface runoff and particular land uses and activities, contamination of both surface and groundwater from failing septic systems.

## Chapter 9 Marine Resources

The comprehensive plan recognizes the enormous importance of the commercial fishing industry to this community. Accordingly, the plan will recommend the continuance of Town policies that support the industry, e.g. preferential treatment for moorings and parking, and maintenance of Government Wharf and the Cape Porpoise Pier. Climate change will pose challenges for the industry. The Gulf of Maine is among the most rapidly warming saltwater bodies on the planet. The local industry will have little choice but to adjust to the loss of historic species. Opportunities will be presented by the arrival of new, warm-water species. The Town should assist with this transition. A rising sea threatens local salt marshes, an environment that is important for sustaining ocean fisheries. Scientists are hopeful that the salt marsh can survive via migration, assuming that there are no manmade obstacles to migration.

## Chapter 10 Energy

The US Energy Information Administration reports that Maine has the least reliable power supply system in the nation. One solution would be to lessen dependence on distant sources of electrical power by constructing renewable energy facilities closer to consumers. The GPC is exploring the advisability of permitting discretely located solar farms of 10 acres or less. The Maine Climate Council set a goal of reducing greenhouse gas emissions 45% by 2030, and 80% by 2050. In order to reach this goal, it will be necessary to reduce our reliance on fossil fuels for home heating and transportation. The technology to achieve these goals already exists. The Town can track the community's progress by documenting a community-wide emissions baseline. SMPDC has already compiled emissions data for Kennebunkport's transportation sector.

## Chapter 11 Transportation

Safety, parking, congestion relief, and accessibility for cyclists, pedestrians, and all users are key transportation issues in Kennebunkport. The greatest transportation hazard identified is near the Consolidated School, a location where sidewalk connectivity is lacking. Two of the six bridges in town (Mill Pond and Goffs Creek) are rated as being in fair condition.

In the summer the Town's four parking lots, which total approximately 225 spaces, are typically at 100% capacity. Parking is permitted in designated spots on public streets near Goose Rock Beach with a parking sticker. Between 2015 and 2019, parking stickers issued to residents, weekly, and daily users increased by as much as 65%. During the winter, parking areas like the North Street Lot may be a suitable location for food trucks.

Congestion in Dock Square in the summer was identified as a particular concern by residents. Traffic associated with the school was also noted. It will be important for the Town to continue to seek opportunities to enhance street connectivity throughout town to provide multiple options for travel.

While there are no official bike routes in town, many cyclists utilize the community's scenic rural roads and efforts have been taken to increase the width of roads and provide paved road shoulders for cyclists. A complete streets policy is one tool that would guide design of streets that are accessible for all users and require developers to make improvements.

There are several zoning and land use strategies to reduce vehicle miles traveled and greenhouse gas emissions, such as permitting greater residential density and mixed uses in certain areas of town to reduce the need to travel for certain goods and services, and amending the site plan review regulations to require installation of electric vehicle (EV) stations for commercial development of a certain scale.

One to 15+ miles of road segments may be directly impacted by sea level rise by 2100, causing significant connectivity issues.

## Chapter 12 Economy

The first summer of the pandemic (2020) illustrated the wisdom of diversifying the local economy, as tourism was particularly susceptible to economic disruption. Residents expressed an interest in establishing a farmers' market in town. In order for Kennebunkport to retain its competitive advantage as a tourist destination, the availability of fast-charging EV charging stations (a 25-minute charge) will be necessary. Residents also expressed interest in businesses that are geared towards serving year-round residents as opposed to more tourist-oriented businesses.

## Chapter 13 Public Facilities & Services

The police, fire and ambulance services are in good shape, and serve the community well. A challenge faced by the fire department is a median age of 55 among volunteer responders. The police chief is relieved that modernization of his communication equipment is underway. He also expressed openness to transitioning the department's fleet to electric vehicles.

A rising sea poses a challenge to Kennebunkport's sewer system. Many of the 16 pump stations include components such as electrical panels and backup generators that could be susceptible to flooding in the future. Public Works is keenly aware of this challenge, and have commenced measures to protect the system.

## Chapter 14 Fiscal Capacity & Capital Investment Strategies

Kennebunkport maintains a 5-year capital improvement program that is updated annually. Unlike many other Maine communities, Kennebunkport's plan extends well beyond the requisite five year horizon. For example, part of the Fire Department's plan goes as far into the future as 2055. In a similar fashion, the Public Works Department is looking out to 2035. The sewer system has likewise been examined in a comprehensive manner. As these three categories of municipal divisions typically account for the most expensive town assets, it is wise and farsighted to look beyond the typical five year planning horizon. Kennebunkport's debt to valuation ratio is low.

## Chapter 15 Recreation & Cultural Resources

The Town boasts an array of recreational and cultural resources. Assets include 4 town-owned parks, Goose Rocks Beach, a premiere recreational and scenic resources, and conservation land trails. Adult, youth, and summer camp programs are offered. The Department's long-term goal for recreational resources is to develop Parsons Field into a multi-use space that supports more active recreation. Potential additions to this park could include an ADA compliant splash pad, which would be an attractive amenity for residents with children and grandchildren. Staff have also identified installation of hockey boards for roller hockey use on the planned pickleball slab as an additional use at Parsons Field. These amenities would be attractive residents with



children and grandchildren. A public restroom is desired at Goose Rocks. The rebuilding of the Cape Porpoise Pier will offer an opportunity to include a restroom at that location.

## Chapter 16 Hazard Mitigation

The Hazard Mitigation Chapter is a supplement to the York County 2015 Hazard Mitigation Plan. Kennebunkport is vulnerable to coastal hazards including flooding, erosion, storm surge, and sea level rise. The Maine Climate Council recommends committing to manage for 1.5' of relative sea-level rise by 2050 and 3.9' by 2100, as well as preparing to manage for 3' of sea level rise by 2050 and 8.8' by 2100. The primary evacuation route in Kennebunkport is Route 9. Designated routes that run parallel to the coast are more vulnerable to high winds and flooding and may be less effective at moving people away from hazards. East-west routes are lacking. The designated emergency shelter, Kennebunk Middle School, serves multiple communities.

The COVID-19 pandemic revealed the stark lack of planning for such an event at all levels of government. In Kennebunkport, the pandemic has highlighted the need for future planning and commitment for location that could serve in a multitude of situations (i.e. not only medical crises). If an emergency event such as a major storm event were to occur during a pandemic, capacity at shelters would need to be at least halved in order to comply with social distancing requirements.

## Chapter 17 Regional Coordination

Kennebunkport has an unusually diverse array of cooperative arrangements with other towns in the region. These regional agreements include the following: planning assistance offered by the SMPDC, bicycle and hiking trails, the Shoreline trolley network, police & emergency communications, emergency management, fire and ambulance mutual aid, potable water supply, RSU 21, solid waste and recycling, Kennebunk River management, aquifer protection, water testing at Little River, and the Regional Sustainability & Resilience Program. These coordination efforts offer substantial savings to local taxpayers.

## Chapter 18 Future Land Use

The existing growth, transition, and rural growth management areas were reviewed and identified as being appropriately designated based on the presence of natural resources, current and planned infrastructure and public facilities, development trends, and sea level rise. In recent years, 40 permits have been available for residential development. Fifty percent are allocated to growth areas, 30% are allocated to transitional areas, and the remaining 20% are for rural areas.

Residents expressed concern with the lack of affordable housing, growing number of seasonal housing and rentals, and impacts of housing and development on wildlife. Residents would like to see more diverse housing options. The need for affordable housing was identified in Camoin's 2018 Housing Needs Analysis & Assessment as well. The Town's Land Use Ordinance (LUO) should define what affordable housing is.

There are several opportunities to amend the LUO to provide more flexibility and options for housing. Increasing the permitted residential density is a strategy to increase affordability while mitigating undesirable impacts of future residential development on natural resources and rural character while also creating walkable neighborhoods.

Uses like small, locally-owned businesses that cater primarily to local residents, small specialty food store, solar farms, farmers markets and mixed-use buildings were identified as desirable by residents who participated in Comprehensive Plan outreach events and public meetings.

The Village Parcel presents an opportunity to provide housing and enhance connectivity. The most preferred type of development for the Village Parcel, as indicated by public input and committee members, is traditional neighborhood character, such as Dock Square and Cape Porpoise.

Sea level rise is a significant threat to portions of Kennebunkport. Future Land Use Workshop participants were polled about what they thought the Town should do to reduce impacts of sea level rise and flooding. Among the top responses were using land use regulations to discourage new development in areas that are likely to be impacted by sea level rise, prohibiting Town-owned structures in locations that are vulnerable to flooding or sea level rise, and increasing stormwater design standards. Dock Square and the Consolidated School are two significant assets in Kennebunkport that are vulnerable.

## Goals, Policies and Strategies

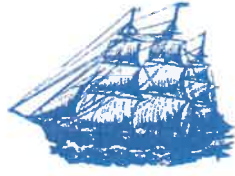
Goals, policies, and strategies reflect findings in the chapters, public input, and state requirements. Development of the plan's goals, policies, and strategies is underway. The Growth Planning Committee will begin reviewing the first set of goals, policies, and strategies at their meeting on December 7, 2021.

In contrast to the vision statement, the plan's implementation schedule will specify the means to fund the plan's recommendations, the timing, and the parties responsible for implementation. That part of the plan will recognize what is practical and possible over the short term. Recommendations that require public funding will be subject to the usual process of all such proposals, i.e. scrutiny by Town staff, the Budget Committee, Select Board, and Town Meeting.

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# AGENDA ITEM DIVIDER

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## TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

### Short-Term Rental Update

To: Laurie Smith, Town Manager  
From: Eli Rubin, Community Planner  
Date: December 9th, 2021  
CC: Werner Gilliam, April Fortier

On November 5<sup>th</sup>, the online license portal opened to accept new application.

#### As of December 3<sup>rd</sup>

- 255 applications have been submitted
- 173 applications have been approved
- 78 applications pending review
- 3-4 week turnaround time
- 140 short-term rental units advertised but not yet registered
- \$95k generated in registration fees

#### Additional notifications

- VRBO email to all hosts who rent in Kennebunkport
- Final reminder to apply via certified mail from Host Compliance

#### Public Reminders

- Goose Rocks Beach is not exempt from the Short-Term Rental permit and will need to apply by Dec 31st to rent in 2022. Beginning in 2023, any potential future cap on STR permits will not apply to properties in the GRB neighborhood.
- There are no defined eligibility requirements yet for renting in 2023 and beyond. People who purchase homes or wish to begin renting short-term in the future will have the opportunity to apply for a permit each October for the subsequent year. However, potential future caps may limit the total number of permits issued in a given year.
- Properties purchased in 2022 will only be allowed to rent short-term if the prior owner had obtained a permit. This includes Goose Rocks Beach.

## TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

- To be eligible for a permit, the required proof of rental history must be of the applicant and not that of a past owner nor property manager even if they will continue to manage the property.
- A professional Plot Plan is not needed. A hand-drawn and to scale plan is fine, or a plan can be done from the town's GIS website
- Fire alarms are required in every bedroom and outside each sleeping area and should be noted on the floor layout.

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# AGENDA ITEM DIVIDER

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## KENNEBUNKPORT WASTEWATER DEPARTMENT

### MEMORANDUM

**Date:** November 30th, 2021

**To:** Laurie Smith

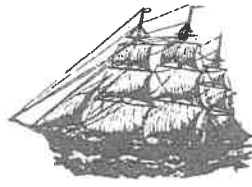
**From:** Chris Simeoni, Director of Public Works

**Re:** Agenda item for December 9th Selectmen's meeting- Commitment of Sewer Rates for properties obtaining occupancy

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

Address	MBL	Amount
14 Timber Way	41-2-8B27	\$72.09
7 Beryls Way	23-1-19A1	\$129.77

I recommend the Board of Selectmen commit the above sewer rates for a total of *\$201.86*.



TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

**Certificate of Commitment of Sewer User Rates**

To: Denise Brown, the treasurer of the municipality of Kennebunkport, Maine.

We, the undersigned municipal officers of the municipality of Kennebunkport, hereby certified and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period beginning January 1, 2021 and ending December 31, 2021. This list is comprised of the pages numbered 1 to 1 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) January 10, 2022. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum of those lists being \$201.86. You are hereby required to charge interest at a rate of 5.00% per annum on any unpaid account balance beginning January 11, 2022. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before December 31, 2021 you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 9th day of December 2021.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Municipal Officers, Town of Kennebunkport



**Created Bills Report**

Rate Key : 118 Interest As Of: 12/10/2021

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	129.77	0.00	0.00	0.00	0.00	129.77	14252	SEAVEY ENTERPRISES, LLC
*99	0	0	72.09	0.00	0.00	0.00	0.00	72.09	14253	PINKHAM, JASON W
<b>Book: 99</b>										
<b>2 bills</b>										
<b>Total:</b>		0	201.86	0.00	0.00	0.00	0.00	201.86		
<b>2 bills</b>										

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# AGENDA ITEM DIVIDER

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APPLICATION FOR WASTE HAULING PERMIT

Applicant: CASELLA WASTE MGT. / PINE TREE WASTE

Address: 19 CLEWTON RD.

SANFORD, MAINE 04090

Telephone: 207-459-7062

Authorized Representative: RICHARD MORIARTY

- Attach: 1. Current vehicle registration
- 2. Customer List

Driver(s) of Vehicle:

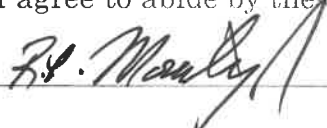
Name: JOSEPH COLANASSI Lic #: 9844113

Name: SUSANNAH BAKER Lic #: 0722299

Name: DANIEL KEYES Lic #: 6017066

Name: MICHAEL MERO Lic #: 5570283

I have read the Solid Waste Ordinance and the Rules and Regulations for solid waste. I agree to abide by these regulations.

Signed: 

Signed: \_\_\_\_\_

Approved by Selectmen: \_\_\_\_\_

Permit No.: \_\_\_\_\_ Date: \_\_\_\_\_

By granting a waste-hauling permit, the selectmen and the Town of Kennebunkport do not assume and liability with respect to the operations of the licensees.

The issuance of a waste hauling permit does not in any way constitute and endorsement by the Town or recommendation as to the adequacy or reliability of the services provided by the licensee. The Solid Waste Ordinance and Rules and Regulations of the Town do not require proof of vehicle insurance or financial responsibility in order for a person to obtain a waste hauling permit.

**APPLICATION FOR WASTE HAULING PERMIT**

Applicant: WASTE MANAGEMENT OF MAINE POLICE

Address: 2000 FOREST AVE

Portland, Me 04103

Telephone: 207-317-8026

Authorized Representative: BOBBE HART

- Attach: 1. Current vehicle registration  
2. Customer List

Driver(s) of Vehicle: PLEASE SEE ATTACHED

Name: \_\_\_\_\_ Lic #: \_\_\_\_\_

Name: \_\_\_\_\_ Lic #: \_\_\_\_\_

Name: \_\_\_\_\_ Lic #: \_\_\_\_\_

Name: \_\_\_\_\_ Lic #: \_\_\_\_\_

I have read the Solid Waste Ordinance and the Rules and Regulations for solid waste. I agree to abide by these regulations.

Signed: [Signature]

Signed: \_\_\_\_\_

Approved by Selectmen: \_\_\_\_\_

Permit No.: \_\_\_\_\_ Date: \_\_\_\_\_

By granting a waste-hauling permit, the selectmen and the Town of Kennebunkport do not assume and liability with respect to the operations of the licensees.

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