



TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda**

**April 14, 2022 @ 6:00 PM**

**Village Fire Station**

**32 North Street**

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**This is an in-person meeting but the public may join in Zoom webinar format**

Join by **computer or mobile device** and click on: <https://us06web.zoom.us/j/89675310510>  
or go to **ZOOM** and enter the **webinar ID**: 896 7531 0510

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

International numbers available: <https://us06web.zoom.us/j/89675310510>

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1. Call to Order.
2. Approve the March 23, 2022, and March 24, 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. Review and approve the proposed warrant articles for Town Meeting in June.
5. Consider request for Street Opening Permit and street lane closure on Ocean Avenue.
6. Presentation Wastewater Budget.
7. Presentation of Recreation Special Revenue Budget.
8. Presentation of Cape Porpoise Pier Budget.
9. Review and consider Conflict of Interest Policy for ARPA Grant Funds.
10. Short-term rental update.
11. Update on well water tests along Beachwood Avenue.
12. Consider Goose Rocks Beach Advisory Committee recommendation regarding landscaping, construction and maintenance vehicles parking on the street.
13. Consider the request from Maine Lobstermen's Association for donation to support MLA's Legal Defense Fund to Save Maine Lobstermen.
14. Consider request to purchase back tax acquired property at 133 Main Street.

15. Other Business.
16. Approve the April 14, 2022, Treasurer's Warrant.
17. Executive Session per MRSA 1, §405-6A to consider personnel matters.
18. Adjournment.

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# AGENDA ITEM DIVIDER

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Town of Kennebunkport  
Board of Selectmen Meeting VIA Zoom  
March 23, 2022  
6:00 PM

## MINUTES

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

**Others attending via Zoom:** Tracey O’Roak, Laurie Smith, Jamie Mitchell, Louis Braxton and Tim Murphy.

**1. Call to Order.**

Selectman Matthews-Bull called the meeting to order at 6:01 PM. She took roll call of Selectmen present: Allen Daggett, Patrick Briggs, Michael Weston, Edward Hutchins, and Sheila Matthews-Bull.

**2. Presentation of evidence by Jamie Mitchell, former Town Clerk and Registrar of Voters.**

Laurie Smith, Town Manager advised that new information was provided prior to the hearing that establishes residency of Mr. Braxton. A rental agreement for property in Kennebunkport was provided. Therefore, Jamie Mitchell was not required to testify.

**3. Presentation of evidence by Appellant, Louis Braxton.**

Mr. Braxton spoke and advised the Board that he was not able to provide the proof of residency documents sooner because he has been in California since January handling a family matter.

**4. Discussion by the Board.**

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to grant the appeal and direct the Registrar of Voters to put Mr. Braxton onto the Voter List. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0.  
**Motion passed**

**5. Adjournment.**

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to adjourn at 6:10 PM. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed**

Submitted by,  
Tracey O’Roak  
Administrative Assistant

Town of Kennebunkport  
Board of Selectmen Meeting VIA Zoom  
March 24, 2022  
6:00 PM

## MINUTES

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

**Others attending via Zoom:** David Powell, Tracey O’Roak, Denise Brown, Werner Gilliam, Christopher Simeoni, Kevin Roche and Karen Winton.

**1. Call to Order**

Selectman Matthews-Bull called the meeting to order at 6:00 PM. She took roll call of Selectmen present: Allen Daggett, Patrick Briggs, Michael Weston, Edward Hutchins, and Sheila Matthews-Bull. Selectman Matthews-Bull noted that there were 11 attendees in the audience.

**2. Approve the March 3, March 8, March 10, and March 17, 2022, selectmen meeting minutes**

**Motion** by Selectman Briggs seconded by Selectman Hutchins to approve the March 3, March 8, March 10 and March 17, 2022, selectmen meeting minutes. **Roll Call Vote:** Briggs, Weston, Matthews-Bull, Hutchins, and Daggett. **Voted:** 5-0. **Motion passed.**

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

There were no comments.

**4. Consider renewal Special Amusement Application submitted by The Ramp Grill, LLC d/b/a Pier 77 Restaurant located at 77 Pier Road.**

**Motion** by Selectman Hutchins, seconded by Selectman Briggs to approve the request for a renewal Special Amusement License for The Ramp Grill d/b/a Pier 77 Restaurant located at 77 Pier Road. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**5. Review final fiscal year 2023 budgets and make recommendations.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins to recommend \$2,192,643 for General Government program expenses. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**Motion** by Selectman Daggett, seconded by Selectman Briggs to recommend \$3,211,343 for Public Safety program expenses. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins to recommend \$821,509 for Health & Welfare program expenses. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**Motion** by Selectman Briggs, seconded by Selectman Daggett to recommend \$1,426,660 for Public Works program expenses. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**Motion** by Selectman Daggett, seconded by Selectman Briggs to recommend \$677,409 for Recreation, Culture, Contingency & Misc. program expenses. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**Motion** by Selectman Hutchins, seconded by Selectman Daggett to recommend \$3,427,231 for Capital Expenses & Reserve Account and Debt Service Payments. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**6. Presentation by Kevin Roche of Save Our Shores Saco Bay (SOS) regarding the County purchase of dredging equipment.**

Kevin Roche of SOS presented on a proposal to use County ARPA funds to purchase dredge equipment to be owned by a joint commission. He asked for a letter of support for the project. Discussion ensued and after questions from the Board, they decided that this equipment would not benefit the Pier or the River. It was also pointed out that the Army Corp of Engineers handles the dredging for the Town.

**7. Authorize ordinance amendments be placed on the warrant for June Town Meeting.**

Werner Gilliam, Director of Planning, reviewed the sign ordinance revisions being proposed for June.

Laurie Smith, Town Manager reviewed the proposed Kennebunk River Ordinance and Interlocal agreement revisions.

**Motion** by Selectman Weston, seconded by Selectman Daggett to place the ordinance amendments on the June Town Meeting Warrant.

**8. Presentation of *The Kennector* transportation program for seniors in Kennebunk, Arundel and Kennebunkport.**

Karen Winton, Deputy Director of the Community Development Department in Kennebunk presented a proposed program similar to the Fish program that the Senior Center offers. The major difference is that this program would allow residents to use the service for transportation to places other than medical appointments. The funding for the first year will come from a grant. In the future, the plan is to fund the program with fees paid by the client. The model is built upon a national model – ITNCountry.

**Motion** by Selectman Hutchins, seconded by Selectman Daggett to support *The Kennector* program. **Roll Call Vote:** Briggs, Weston, Daggett, Matthews-Bull, and Hutchins. **Voted:** 5-0. **Motion passed.**

**9. Annual Appointment of Town Officers.**

**Motion** by Selectman Hutchins, seconded by Selectman Weston to approve the slate of officers for 2022. **Roll Call Vote:** Briggs, Weston, Daggett, Matthews-Bull, and Hutchins. **Voted:** 5-0. **Motion passed.**

**10. Consider establishing Zoning Determination fees.**

Werner Gilliam, Director of Planning & Development, explained the time and effort that it takes to provide Zoning Determinations which are requested for purchase or refinancing of certain properties. He proposed a fee schedule to offset staff time when creating these determinations.

**Motion** by Selectman Weston, seconded by Selectman Dagget to approve the fee schedule for Zoning Determination Fees. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**11. Update on landfill monitoring.**

Christopher Simeoni, Public Works Director, gave an update on the landfill monitoring. To date, only one well has exceeded the PFAS levels set by DEP. The Town is now working with DEP to install a filter system for their water. We are still waiting on results on 4 properties.

**12. Review recommendations of the Beach Advisory Committee.**

There was discussion on the recommendations as follows:

- a. That landscaping, construction and maintenance vehicles must not park on the street. This item was tabled to allow conversations with the businesses that will be affected.

March 24, 2022, BOS Meeting Minutes

- b. That the Town deploy occasional use of speed monitor on the west end of Kings Highway and continue with sporadic speed monitor use on Dyke Road and New Biddeford Road (placement to be determined). Speed bumps to be used again on New Biddeford Road.

**Motion** by Selectman Hutchins, seconded by Selectman Daggett to deploy occasional use of a speed monitor. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

- c. That the Town stripe both edges of the road (one foot from the edge) on the west end of Kings Highway and on Community House Road. If this doesn't help in 2022, we could look at pedestrian/bike path in 2023.

**Motion** by Selectman Hutchins, seconded by Selectman Daggett to stripe both edges of the road with the understanding that these are fog lines, not pedestrian or bicycle paths. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

- d. That the Town provides signage at the intersection of Dyke Road and Kings Highway, indicating parking to the left (sign to be approved by town, police, and signage committee). Also that the pictogram for "Towing" be added to signage where appropriate.

**Motion** by Selectman Hutchins to provide signage at the intersection of Dyke Road and Kings Highway as well as a pictogram for towing. After discussion, there was no second to the motion. Motion failed.

- e. That existing crosswalks be repainted in bright white.

Staff indicated that this is done every year.

**Motion** by Selectman Daggett, seconded by Selectman Weston to repaint existing crosswalks bright white. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**13. Accept \$400 donation from Church on the Cape for the emergency fuel fund.**

**Motion** by Selectman Hutchins, seconded by Selectman Daggett to accept the donation from Church on the Cape. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**14. Other business.**

Selectman Daggett reminded everyone that the softball season is coming up and they are looking for players. Contact Allen Daggett for details.



March 24, 2022, BOS Meeting Minutes

Laurie Smith, Town Manager asked how the Board feels about meeting in person using a hybrid system so that people can still join virtually. It was decided to try it for the April 14<sup>th</sup> meeting.

**15. Approve the March 24, 2022, Treasurer's Warrant.**

**Motion** by Selectman Hutchins seconded by Selectman Daggett to approve the March 24, 2022, Treasurer's Warrant. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

**16. Adjournment.**

**Motion** by Selectman Hutchins seconded by Selectman Daggett to adjourn at 8:15 pm. **Roll Call Vote:** Briggs, Weston, Daggett, Hutchins, and Matthews-Bull. **Voted:** 5-0. **Motion passed.**

Submitted by,  
Tracey O'Roak  
Administrative Assistant

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# AGENDA ITEM DIVIDER

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**TOWN OF KENNEBUNKPORT**

**WARRANT  
ANNUAL TOWN MEETING  
June 14 and 18, 2022**

State of Maine

County of York, SS.

To: Rebecca Nolette, Constable of the Town of Kennebunkport, in the County of York, State of Maine.

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

**GREETINGS:**

To the voters of Kennebunkport: You are hereby notified that the Annual Town Meeting of this municipality will be held at Village Fire Station, located at 32 North Street, in said Town on Tuesday, the fourteenth (14<sup>th</sup>) day of June A.D. 2022, at 8:00 o'clock in the forenoon for the purpose of acting on Articles numbered one a (1a) and one (1) as set out below. The polls for voting on Article 1 shall be opened immediately after the election of the Moderator at 8:00 a.m. on June 14, 2022, and shall close at 8:00 p.m. While the polls are open, the Registrar of Voters will hold office hours to accept the registration of any person eligible to vote, to accept new enrollments, and to make any necessary corrections or changes to any names or addresses on the voting list. The continuation of said meeting will be held in the gymnasium of the Kennebunkport Consolidated School located at 25 School Street in said Town on Saturday, the eighteenth (18<sup>th</sup>) day of June A.D. 2022, at 9:00 o'clock in the forenoon for the purpose of acting on Articles numbered 2 through 12 as set out below.

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

**ARTICLE 1.** To elect under the provisions of Title 30-A, M.R.S.A. Section 2528, the following Town Officers: two (2) Selectmen, for a term of three years; one (1) Director of Regional School Unit No. 21, for a term of three years; and one (1) Beach Advisory Committee At-Large Member, for a term of one year; and to vote on the following referendum questions 1-4.

*For each Question 1 through 4, a certified copy of the proposed ordinance is on file in the Town Clerk's Office and is incorporated by reference into each Question.*

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**QUESTION 1  
AMENDMENT TO THE KENNEBUNK/KENNEBUNKPORT RIVER ORDINANCE  
AND INTERLOCAL AGREEMENT**

**Shall an ordinance entitled “June 2022 Amendment to the Kennebunk/Kennebunkport River Ordinance” be enacted and a related Interlocal Agreement between the Town of Kennebunkport and the Town of Kennebunk regarding the River Committee be approved?**

[Note of explanation: This amendment seeks to make amendments to the current ordinance and Interlocal Agreement.]

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**QUESTION 2  
AMENDMENT TO THE HARBOR AND WATERFRONT ORDINANCE**

**Shall an ordinance entitled “June 2022 Amendment to Harbor and Waterfront Ch. 61-12 “Definitions of Commercial and Recreational Moorings” be enacted?**

[Note of explanation: This amendment corrects the inadvertent omission of Goose Rocks Beach from the definitions.]

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**QUESTION 3  
AMENDMENT TO SIGN ORDINANCE**

**Shall an ordinance entitled “June 2022 Amendment I to the Sign Ordinance” be enacted?**

[Note of explanation: This amendment would revise the Town of Kennebunkport’s permanent and temporary sign regulations.]

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**QUESTION 4  
AMENDMENT TO SIGN ORDINANCE**

**Shall an ordinance entitled “June 2022 Amendment II to the Sign Ordinance” be enacted?**

[Note of explanation: This amendment would exempt certain signs that are owned and operated by the Town of Kennebunkport, and located on Town-owned property, from regulations governing illuminated signs, such as message board signs at town buildings.]

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**ARTICLE 2:** To see if the Town will vote to approve the following:

- A. To authorize the Town Treasurer, with the advice and approval of the Municipal Officers on behalf of the Town to sell and dispose of Real Estate acquired by the Town for nonpayment of taxes thereon, and to execute quitclaim deeds on such terms as they deem advisable, and to authorize the Treasurer to discharge unmatured liens on payment of taxes, interest and costs.
- B. To authorize the Town Treasurer, with the advice and approval of the Municipal Officers on behalf of the Town, to waive the foreclosure of any tax lien mortgage by recording a waiver of foreclosure in the York County Registry of Deeds for any real estate title to which they deem not in the best financial interest of the Town to hold, said authorization to waive not to prevent the Town Treasurer, with the advice and approval of the Municipal Officers, from later foreclosing on said tax lien pursuant to law, as they deem advisable.
- C. To make all real and personal property taxes due and payable upon presentment of bills and to charge four percent (4.00%) per annum on the first half if unpaid after September 12, 2022 (or 45 days after the date of commitment if commitment is after July 21, 2022) and on the second half if unpaid after March 10, 2023.
- D. To set the interest rate to be paid by the Town on abated taxes at four percent (4.00%) for the fiscal year 2023.
- E. To see if the Town will vote to authorize the Tax Collector to enter into a standard agreement with taxpayers establishing a “tax club” payment plan for commercial and/or residential real estate property taxes. (*Explanation: This article allows the Town to establish a tax club for citizens, similar to a Christmas club. Citizens establish a payment plan so that they can make monthly payments throughout the year without risk of penalties or interest charges.*)

**Selectmen recommend adoption of this article– Voted:**

**ARTICLE 3:** To see if the Town will vote to approve the following:

- A. To authorize the Selectmen to pay for tax abatements and applicable interest granted during the fiscal year of 2022/2023 from Overlay. (*Explanation: The Selectmen, as Assessors, are authorized to raise Overlay under Title 36 MRSA section 710 but require voter authorization to spend Overlay. Overlay cannot be more than 5% of the Tax Commitment.*)
- B. To authorize the Selectmen to apply for, accept and expend from the following categories of funds as provided by the State of Maine: Municipal Revenue Sharing, Educational Certification Block Grant, Educational Tax Relief Grant, Public Library State Aid, Urban Rural Road Initiative Program, Civil Emergency Funds, Snowmobile Registration Funds, Tree Growth Reimbursement, General Assistance Reimbursement, Veterans Exemption Reimbursement, Department of Economic & Community Development Grant Program, Maine Emergency Management Agency, Homestead Exemption Reimbursement, and all

other state and federal grants and funds including, when necessary, the authority to sign grant contracts, documents or other paperwork?

- C. To authorize the Selectmen to carry forward unencumbered surplus fund balances on June 30, 2022, for the purposes originally appropriated and to appropriate such fund balances for such purposes to the extent the Selectmen deem advisable, such determination to be made at a properly noticed meeting of the Board of Selectmen.

***Selectmen recommend adoption of this article– Voted: .***

***Budget Board recommends adoption of this article – Voted:***

**ARTICLE 4:** To see if the Town will vote to approve the following:

- A. To authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. § 506.
- B. To authorize the Selectmen to accept easement deeds on behalf of the Town granting the Town the right to plant and maintain certain trees on private property located within the Town.
- C. To authorize the Selectmen to accept unconditional and conditional gifts of money or property on behalf of the Town, other than gifts of sewer extensions, subject to ratification by the Town at an annual or special town meeting held within one year of the Selectmen’s acceptance, except that such ratification shall not be required for a donation of money to the Town to supplement a specific appropriation already made, to reduce the tax assessment, or to reduce the permanent debt.

***Selectmen recommend adoption of this article– Voted 0-0.***

**ARTICLE 5:** To see what sum the Town will vote to raise and appropriate for General Government Program expenses.

***Amount requested: \$2,192,643***

***Selectmen recommend adoption of this article– Voted:***

***Budget Board recommends adoption of this article – Voted:***

**ARTICLE 6:** To see what sum the Town will vote to raise and appropriate for Public Safety Program expenses.

***Amount requested \$3,211,343***

***Selectmen recommend adoption of this article– Voted:***

***Budget Board recommends adoption of this article – Voted:***

**ARTICLE 7:** To see what sum the Town will vote to raise and appropriate for Health & Welfare Program expenses.

**Amount requested: \$821,509**

**Selectmen recommend adoption of this article– Voted**

**Budget Board recommends adoption of this article – Voted:**

**ARTICLE 8:** To see what sum the Town will vote to raise and appropriate for the Public Works Program expenses.

**Amount requested: \$1,426,660**

**Selectmen recommend adoption of this article– Voted**

**Budget Board recommends adoption of this article – Voted**

**ARTICLE 9:** To see what sum the Town will vote to raise and appropriate for Recreation, Culture, Contingency and Miscellaneous Program expenses.

**Amount requested: \$677,408**

**Selectmen recommend adoption of this article– Voted.**

**Budget Board recommends adoption of this article – Voted**

**ARTICLE 10:** To see what sum the Town will vote to raise and appropriate for Capital Expense & Reserve Account and Debt Service Payments.

**Amount requested: \$3,427,231**

**Selectmen recommend adoption of this article– Voted.**

**Budget Board recommends adoption of this article – Voted.**

**ARTICLE 11:** To see if the Town will vote to appropriate \$3,231,318 from estimated non-property tax revenues,\$200,000 from undesignated fund balance, and \$700,000 from Capital Projects Reserve Account to reduce the property tax commitment.

**Selectmen recommend adoption of this article– Voted**

**Budget Board recommends adoption of this article – Voted.**

**ARTICLE 12:** To see if the Town will vote to appropriate \$385,000 from Coronavirus Local Fiscal Recovery/American Rescue Plan Act federal grant funds for governmental services capital purchases, including.

Department	Capital Project	ARPA Category/Justification	Cost
Police	Purchase 2 Police Cruisers		68,000
Public Works	Purchase 5-ton Dump Truck		236,000
Public Works	Purchase F-350 1-ton Dump Truck		70,000
Town Hall	Update Town Website		5,000
Town Hall	New Server		7,000
			\$386,000

**Selectmen recommend adoption of this article– Voted:**  
**Budget Board recommends adoption of this article – Voted:**

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

**GIVEN UNDER OUR HANDS** this 28th day of April 2022, Kennebunkport, Maine.

\_\_\_\_\_  
 Edward W. Hutchins, II

\_\_\_\_\_  
 Michael Weston

\_\_\_\_\_  
 Allen A. Daggett

\_\_\_\_\_  
 Sheila W. Matthews-Bull

\_\_\_\_\_  
 Patrick A. Briggs

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

A true attested copy of the warrant attest:

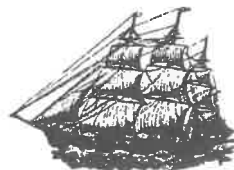
\_\_\_\_\_  
 Tracey L. O’Roak, Town Clerk



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# AGENDA ITEM DIVIDER

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## KENNEBUNKPORT WASTEWATER DEPARTMENT

## MEMORANDUM

**Date:** March 31st, 2022

**To:** Laurie Smith

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

**Re:** Agenda item for April 14th Selectmen's meeting- Request for Street Opening Permit and street lane closure on Ocean Avenue for Colony Hotel Project

On March 15th, the Public Works Department received a request from BREX Corporation for a street opening permit for Ocean Avenue. BREX Corporation is currently contracted by the Colony Hotel to complete the site work for the current hotel project and reconstruction of Colony Avenue. The extent of the work is to excavate and install a wastewater manhole on Ocean Avenue in the vicinity of 126 Ocean Avenue to tie into the existing wastewater gravity main.

At this time, BREX is requesting a street lane closure for the work to be done toward the end of April. Exact day TBD. The street lane closure will be during working hours which will typically be from 7:00am to 5:00pm. Brex anticipates that the work will take an entire day to be completed, barring any unknown variables that may prolong the work. (e.g. additional hammering, ledge removal, etc.) Emergency access will not be hindered. One lane of traffic will be left open.

BREX has submitted a memo request for the same, traffic plan and bond in the amount of \$2000.00 as required by ordinance. (Please see attached documents.) This information has been shared with and reviewed by the Code Enforcement Department, Police Department and Fire Department. At this time, there are no concerns regarding the request for the street closure.

It is my recommendation to authorize both the street opening application and street lane closure requests.



258 Maguire Road  
Kennebunk, Maine 04043  
**Phone:** (207) 985 – 4447 ext. 204  
**Fax:** (207) 985 – 7305  
**Email:** [nickb@brexcorp.com](mailto:nickb@brexcorp.com)

March 29, 2022

Christopher Simeoni,  
Director of Public Works  
Town of Kennebunkport  
6 Elm Street  
Kennebunkport, ME 04046

RE: Ocean Ave Lane Closure

Chris,

BREX Corp is the site contractor for the Colony Hotel North Campus project. As part of this project BREX Corp is going to be installing a new sewer manhole to tie the site sewer main to the existing sewer main in Ocean Ave. This requires work to occur in the roadway, and BREX Corp will need to close one lane of traffic. Lane closures will occur between the working hours of 7:00am and 5:00pm. There will be no hinderance to emergency access. This work is scheduled to occur at the end of April.

Attached to this memo is a signage plan for the proposed road closure. There will construction signs and traffic cones placed in accordance with the *Manual on Uniform Traffic Control Devices*. Please note the signage plan shows the northbound lane closed, however at times the southbound lane may be closed with the northbound lane open.

If you have any additional questions or concerns, please contact me at 207-985-4447 (ext. 204) or email ([nickb@brexcorp.com](mailto:nickb@brexcorp.com))

Sincerely,

A handwritten signature in black ink, appearing to read "Nick Buonanno", with a long horizontal flourish extending to the right.

Nick Buonanno  
Project Engineer

Designed By:  
 Date:  
 Checked By:  
 Date:  
 Drawn By: NMB  
 Date: 3/29/2022

SIGNAGE PLAN  
 OCEAN AVE  
 KENNEBUNKPORT, ME

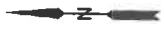
BREX Corp.  
 258 Maguire Road  
 Kennebunk, ME 04043  
 207-985-4447  
 www.brexcorp.com



REVISIONS	Description	Approved

JOB #:  
 210407  
 Scale:  
 NTS  
 Sheet 1 of 1

- TRAFFIC CONE
- CONSTRUCTION SIGN



**TOWN OF KENNEBUNKPORT**

**Street Opening Permit**

**COPY**

**PROPERTY INFORMATION**

Name of Homeowner: Boughton Hotel Corporation Date: 3/8/2022

Address: 140 Ocean Ave Kennebunkport, ME

Telephone: 207-337-1159 Map, Block, Lot: 8, 8 Lots 14, 15, 16

Street to be excavated: Ocean Ave

Size of excavation (length and width): 20 FT x 6 FT

Reason for excavation: Sewer service tie in

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

**CONTRACTOR INFORMATION**

Date of excavation: End of April

Name of Contractor: BREX Corp

Address: 258 Maguire Road

Telephone: 207-985-4447 Fax: 207-985-7305

**BOND & INSURANCE INFORMATION**

Performance Bond:  Cash  Check  Money Order  Surety Bond  Other

Bond Amount: \$ 2,000.00

Company that issued the bond (if applicable): Skillings Shaw & Associates

Person or entity providing the bond to the Town (contractor, property owner, other): Contractor

Insurance Company: Patriot Insurance

Signature of person completing the application:  Date: 3/8/2022

**APPROVED**

Highway Superintendent: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Application Fee: \$25.00

Date Paid: 3.15.22

Amount Paid: 25.00

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

Cash  Check  Money Order

\$1,7439



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/04/2022

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.

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<b>PRODUCER</b>		<b>CONTACT NAME:</b> Pamela Fuller, AAI-M, CRIS	
Chalmers Insurance Group - York		<b>PHONE (A/C No, Ext):</b> (207) 363-3200	<b>FAX (A/C, No):</b> (207) 363-1023
164 York Street		<b>E-MAIL ADDRESS:</b> pfuller@ChalmersInsuranceGroup.com	
PO Box 468		<b>INSURER(S) AFFORDING COVERAGE</b>	
York ME 03909		<b>INSURER A:</b> Patriot Insurance Co.	<b>NAIC #</b> 32069
<b>INSURED</b>		<b>INSURER B:</b> MEMIC	11149
BREX Corp		<b>INSURER C:</b>	
258 Maguire Road		<b>INSURER D:</b>	
Kennebunk ME 04043		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: MC 22-23

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"/> <b>COMMERCIAL GENERAL LIABILITY</b>			6654305	02/01/2022	02/01/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 5,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 2,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>			6654304	02/01/2022	02/01/2023	Employee Benefits \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b>			6654305	02/01/2022	02/01/2023	PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						AGGREGATE \$ 5,000,000
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			5101800713	02/01/2022	02/01/2023	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> N					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)

JOB# 210407 Colony Hotel

**CERTIFICATE HOLDER****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

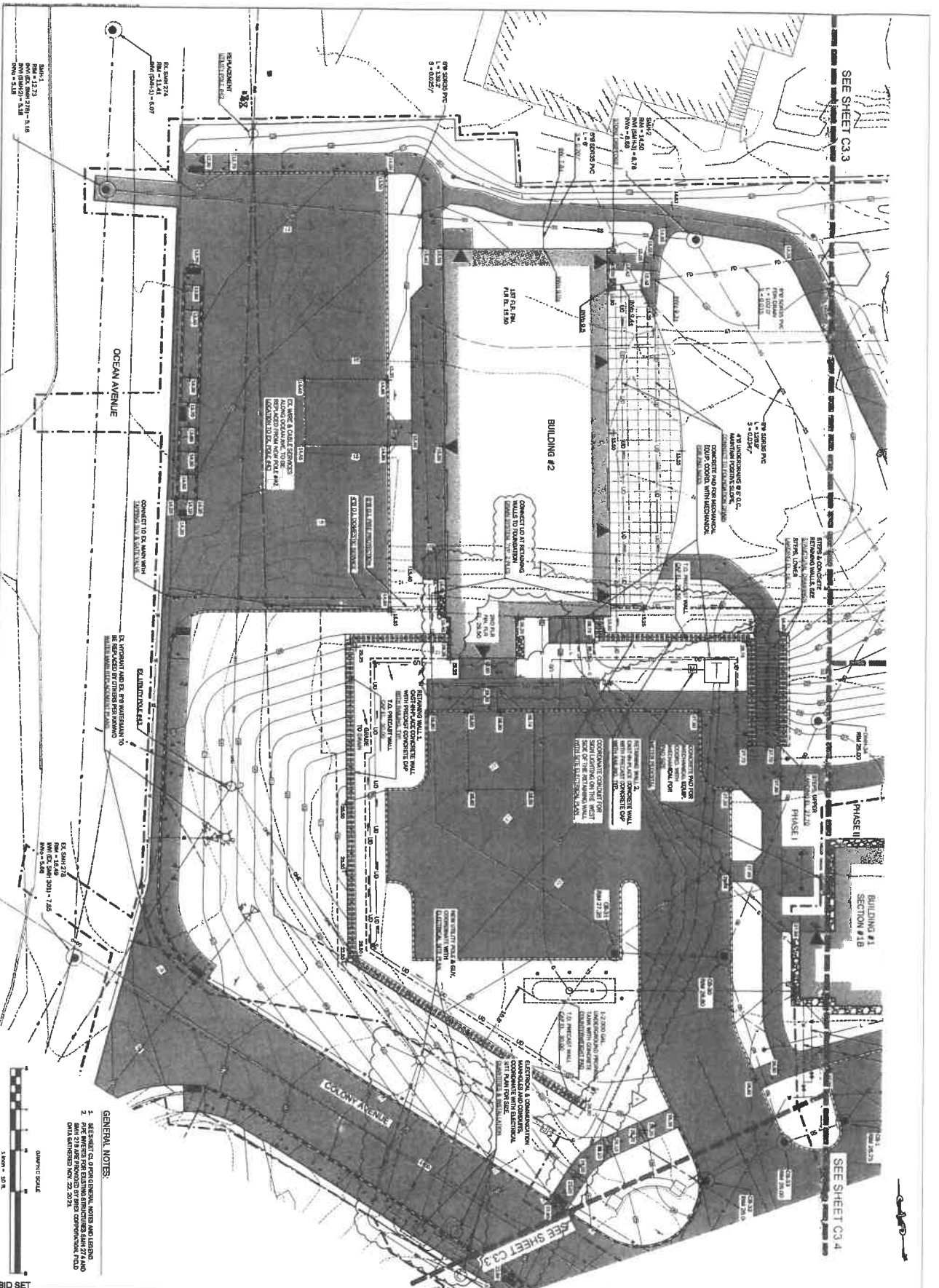
Pamela J. Fuller

Town of Kennebunkport  
6 Elm Street

Kennebunkport

ME 04046

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**GENERAL NOTES:**

- SEE SHEET C3.2 FOR GENERAL NOTES AND LEGEND AND DATA DATED NOV. 22, 2024.
- DATA DATED NOV. 22, 2024.

DATE: 11/15/24  
 DRAWN BY: J. COLE  
 CHECKED BY: J. COLE  
 SCALE: 1" = 20'

**BID SET**

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR BIDDING	11/15/24	J. COLE
2	REVISED PER COMMENTS	11/15/24	J. COLE
3	REVISED PER COMMENTS	11/15/24	J. COLE
4	REVISED PER COMMENTS	11/15/24	J. COLE
5	REVISED PER COMMENTS	11/15/24	J. COLE
6	REVISED PER COMMENTS	11/15/24	J. COLE
7	REVISED PER COMMENTS	11/15/24	J. COLE
8	REVISED PER COMMENTS	11/15/24	J. COLE
9	REVISED PER COMMENTS	11/15/24	J. COLE
10	REVISED PER COMMENTS	11/15/24	J. COLE

**BUILDING #2 GRADING AND UTILITIES PLAN**

DATE: 11/15/24  
 DRAWN BY: J. COLE  
 CHECKED BY: J. COLE  
 SCALE: 1" = 20'

**COLONY HOTEL - NORTH CAMPUS**

140 OCEAN AVENUE  
KENNEBUNKPORT, MAINE

OWNER:  
**BOUGHTON HOTEL CORP.**  
140 OCEAN AVENUE  
KENNEBUNKPORT, MAINE

CONSTRUCTION MANAGER:  
**WRIGHT-RYAN CONSTRUCTION**  
19 DANFORTH STREET  
PORTLAND, MAINE  
827-775-9625

**WALSH**  
 ENGINEERING AND ARCHITECTURE, INC.  
 1000 BROADWAY  
 PORTLAND, ME 04102  
 207-775-1234  
 www.walsheng.com

PROJECT NO. 24-001

DATE: 11/15/24

SCALE: 1" = 20'

DATE: 11/15/24  
 DRAWN BY: J. COLE  
 CHECKED BY: J. COLE  
 SCALE: 1" = 20'

**BERKLEY  
INSURANCE COMPANY**

**License & Permit Bond**

**BOND NUMBER #0243481**


**know all men by these presents**

That BREX CORP., as PRINCIPAL and BERKLEY INSURANCE COMPANY, as SURETY are holden and stand firmly bound and obliged unto the TOWN OF KENNEBUNKPORT, MAINE, in full and just sum of \*\*\*\*\*TWO THOUSAND AND 00/100 DOLLARS\*\*\*(\$2,000.00), lawful money of the United States, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors an assigns, jointly, severally, and firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS**, that, whereas, a STREET OPENING PERMIT IN CONNECTION WITH OCEAN AVENUE ROAD, THE COLONY HOTEL PROJECT, is issued to said principal by TOWN OF KENNEBUNKPORT, MAINE. Now therefore, if the said obligor shall faithfully observe and keep each and all the conditions and specifications contained in the Permit or License issued by said TOWN OF KENNEBUNKPORT, MAINE on the application of said principal; then this obligation shall become null and void, otherwise shall remain in full force and effect. This bond is effective MARCH 8, 2022 and shall expire MAY 8, 2024. It may be canceled by the Surety providing in writing, thirty (30) days notice to the municipality.

IN WITNESS WHEREOF, we hereunto set our hands and seals, this 8TH day of MARCH, 2022.

WITNESS:

By:  ✓

BREX CORP.

By:  (Seal)

WITNESS:

By: 

BERKLEY INSURANCE COMPANY

By:   
JOLINE L. BINETTE, ATTORNEY-IN-FACT (Seal)



POWER OF ATTORNEY  
BERKLEY INSURANCE COMPANY  
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: *Nancy L. Castonguay; Robert E. Shaw, Jr.; Heidi Rodzen; Joline L. Binette; Melanie A. Bonnevie; or Samuel M. Goulet of Skillings - Shaw & Associates, Inc. of Lewiston, ME* its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed One Hundred Million and 00/100 U.S. Dollars (U.S.\$100,000,000.00), to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

**RESOLVED**, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

**RESOLVED**, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

**RESOLVED**, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

**RESOLVED**, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 13<sup>th</sup> day of November, 2020.

Attest:

(Seal)

By

Ira S. Lederman  
Executive Vice President & Secretary

Berkley Insurance Company

By

Jeffrey M. Hafter  
Senior Vice President

**WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.**

STATE OF CONNECTICUT )

) ss:

COUNTY OF FAIRFIELD )

Sworn to before me, a Notary Public in the State of Connecticut, this 13<sup>th</sup> day of November, 2020, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C RUMDRAKEN  
NOTARY PUBLIC  
CONNECTICUT  
MY COMMISSION EXPIRES  
APRIL 30, 2024

Maria C. Rumdraken  
Notary Public, State of Connecticut

**CERTIFICATE**

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 8th day of March, 2022.

(Seal)

Vincent P. Forte  
Vincent P. Forte

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and verification instructions (on reverse) must be in blue ink.

BERKLEY  
INSURANCE COMPANY

License & Permit Bond

BOND NUMBER #0243481

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WITNESS:

BREX CORP.

By: \_\_\_\_\_ ✓

By: \_\_\_\_\_ (Seal)

WITNESS:

BERKLEY INSURANCE COMPANY

By:  \_\_\_\_\_

By:  \_\_\_\_\_  
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POWER OF ATTORNEY  
BERKLEY INSURANCE COMPANY  
WILMINGTON, DELAWARE

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**RESOLVED**, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

**RESOLVED**, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

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Attest:

(Seal)

By

Ira S. Lederman  
Executive Vice President & Secretary

Berkley Insurance Company

By

Jeffrey M. Hafter  
Senior Vice President

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STATE OF CONNECTICUT )

) ss:

COUNTY OF FAIRFIELD )

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MARIA C RUNDRAKEN  
NOTARY PUBLIC  
CONNECTICUT  
MY COMMISSION EXPIRES  
APRIL 30, 2024

Maria C. Rundraken  
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 8th day of March, 2022.

(Seal)

Vincent P. Forte  
Vincent P. Forte

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**TOWN OF KENNEBUNKPORT**

**Street Opening Permit**

**PROPERTY INFORMATION**

Name of Homeowner: Boughton Hotel Corporation Date: 3/8/2022

Address: 140 Ocean Ave Kennebunkport, ME

Telephone: 207-337-1159 Map, Block, Lot: 8, 8 Lots 14, 15, 16

Street to be excavated: Ocean Ave

Size of excavation (length and width): 20 FT x 6 FT

Reason for excavation: Sewer service tie in

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

**CONTRACTOR INFORMATION**

Date of excavation: End of April

Name of Contractor: BREX Corp

Address: 258 Maguire Road

Telephone: 207-985-4447 Fax: 207-985-7305

**BOND & INSURANCE INFORMATION**

Performance Bond:  Cash  Check  Money Order  Surety Bond  Other

Bond Amount: \$ 2,000.00

Company that issued the bond (if applicable): Skillings Shaw & Associates

Person or entity providing the bond to the Town (contractor, property owner, other): Contractor

Insurance Company: Patriot Insurance

Signature of person completing the application:  Date: 3/8/2022

**APPROVED**

Highway Superintendent: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Selectmen: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Application Fee: \$25.00

Date Paid: 3.15.22

Amount Paid: 25.00

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

Cash  Check  Money Order

#17439



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/04/2022

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.

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<b>PRODUCER</b> Chalmers Insurance Group - York 164 York Street PO Box 468 York ME 03909		<b>CONTACT NAME:</b> Pamela Fuller, AAI-M, CRIS <b>PHONE (A/C, No, Ext):</b> (207) 363-3200 <b>E-MAIL ADDRESS:</b> pfuller@ChalmersInsuranceGroup.com <b>FAX (A/C, No):</b> (207) 363-1023																						
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**COVERAGES****CERTIFICATE NUMBER:** MC 22-23**REVISION NUMBER:**

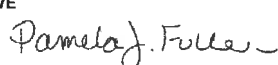
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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6654305	02/01/2022	02/01/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N		N/A	5101800713	02/01/2022	02/01/2023	<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

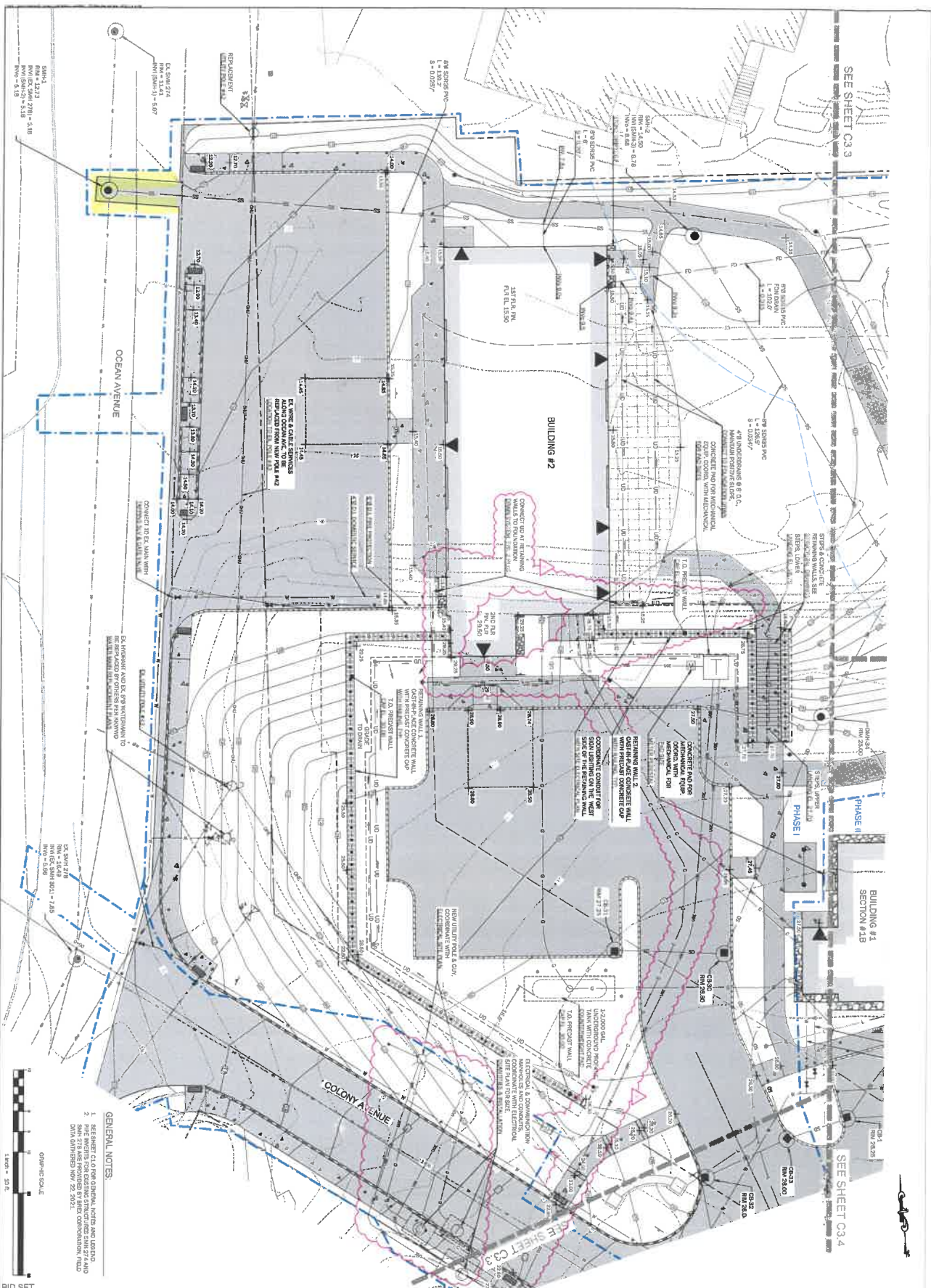
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JOB# 210407 Colony Hotel

**CERTIFICATE HOLDER****CANCELLATION**

Town of Kennebunkport 6 Elm Street  Kennebunkport ME 04046	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 
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**GENERAL NOTES:**

- SEE SHEET C3.1 FOR GENERAL NOTES AND LEGEND.
- PIPE INVERTS FOR EXISTING STRUCTURES SHOWN ON THIS PLAN WERE OBTAINED FROM NOV. 22, 2021.

GRAPHIC SCALE  
1" = 10' ±

NO.	DATE	DESCRIPTION
1	08/11/2021	ISSUED FOR PERMIT
2	08/11/2021	ISSUED FOR PERMIT
3	08/11/2021	ISSUED FOR PERMIT
4	08/11/2021	ISSUED FOR PERMIT
5	08/11/2021	ISSUED FOR PERMIT
6	08/11/2021	ISSUED FOR PERMIT
7	08/11/2021	ISSUED FOR PERMIT
8	08/11/2021	ISSUED FOR PERMIT
9	08/11/2021	ISSUED FOR PERMIT
10	08/11/2021	ISSUED FOR PERMIT

**COLONY HOTEL - NORTH CAMPUS**  
140 OCEAN AVENUE  
KENNEBUNKPORT, MAINE

OWNER  
**BOUGHTON HOTEL CORP.**  
140 OCEAN AVENUE  
KENNEBUNKPORT, MAINE

CONSTRUCTION MANAGER  
**WRIGHT-RYAN CONSTRUCTION**  
10 DANFORTH STREET  
PORTLAND, MAINE  
207-773-3855

**WALSH**  
ENGINEERING AND ARCHITECTURE, INC.  
1000 WASHINGTON STREET  
PORTLAND, MAINE 04101  
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MAINE PROFESSIONAL ENGINEER  
NO. 10000  
WALSH  
1000 WASHINGTON STREET  
PORTLAND, MAINE 04101  
2021

BID SET  
**C3.2**

**BERKLEY  
INSURANCE COMPANY**

**License & Permit Bond**

**BOND NUMBER #0243481**

**know all men by these presents**

That BREX CORP., as PRINCIPAL and BERKLEY INSURANCE COMPANY, as SURETY are holden and stand firmly bound and obliged unto the TOWN OF KENNEBUNKPORT, MAINE, in full and just sum of \*\*\*\*\*TWO THOUSAND AND 00/100 DOLLARS\*\*\*(\$2,000.00), lawful money of the United States, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors an assigns, jointly, severally, and firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS**, that, whereas, a STREET OPENING PERMIT IN CONNECTION WITH OCEAN AVENUE ROAD, THE COLONY HOTEL PROJECT, is issued to said principal by TOWN OF KENNEBUNKPORT, MAINE. Now therefore, if the said obligor shall faithfully observe and keep each and all the conditions and specifications contained in the Permit or License issued by said TOWN OF KENNEBUNKPORT, MAINE on the application of said principal; then this obligation shall become null and void, otherwise shall remain in full force and effect. This bond is effective MARCH 8, 2022 and shall expire MAY 8, 2024. It may be canceled by the Surety providing in writing, thirty (30) days notice to the municipality.

IN WITNESS WHEREOF, we hereunto set our hands and seals, this 8TH day of MARCH, 2022.

WITNESS:

By:  \_\_\_\_\_ ✓

BREX CORP.

By:  \_\_\_\_\_ (Seal)

WITNESS:

By:  \_\_\_\_\_

BERKLEY INSURANCE COMPANY

By:  \_\_\_\_\_  
JOLINE L. BINETTE, ATTORNEY-IN-FACT (Seal)

POWER OF ATTORNEY  
BERKLEY INSURANCE COMPANY  
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: *Nancy L. Castonguay; Robert E. Shaw, Jr.; Heidi Rodzen; Joline L. Binette; Melanie A. Bonnevie; or Samuel M. Goulet of Skillings - Shaw & Associates, Inc. of Lewiston, ME* its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **One Hundred Million and 00/100 U.S. Dollars (U.S.\$100,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

**RESOLVED**, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

**RESOLVED**, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

**RESOLVED**, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

**RESOLVED**, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 13<sup>th</sup> day of November, 2020.

Attest:

(Seal)

By

Ira S. Lederman  
Executive Vice President & Secretary

Berkley Insurance Company

By

Jeffrey M. Hafter  
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT )

) SS:

COUNTY OF FAIRFIELD )

Sworn to before me, a Notary Public in the State of Connecticut, this 13<sup>th</sup> day of November, 2020, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C RUNDRAKEN  
NOTARY PUBLIC  
CONNECTICUT  
MY COMMISSION EXPIRES  
APRIL 30, 2024

Maria C. Rundraken  
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 8th day of March, 2022.

(Seal)

Vincent P. Forte  
Vincent P. Forte

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and verification instructions (on reverse) must be in blue ink.



[Stamp]

[Stamp]

# BERKLEY INSURANCE COMPANY

## License & Permit Bond

BOND NUMBER #0243481

**know all men by these presents**

---

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IN WITNESS WHEREOF, we hereunto set our hands and seals, this 8TH day of MARCH, 2022.

WITNESS: BREX CORP.

By: \_\_\_\_\_ ✓

By: \_\_\_\_\_ ✓  
(Seal)

WITNESS: BERKLEY INSURANCE COMPANY

By:  \_\_\_\_\_

By:  \_\_\_\_\_  
JOLINE L. BINETTE, ATTORNEY-IN-FACT (Seal)

POWER OF ATTORNEY  
BERKLEY INSURANCE COMPANY  
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

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This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

**RESOLVED**, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

**RESOLVED**, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

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IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 13<sup>th</sup> day of November, 2020.

Attest:

Berkley Insurance Company

(Seal)

By

Ira S. Lederman  
Executive Vice President & Secretary

By

Jeffrey M. Hafter  
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT )

) ss:

COUNTY OF FAIRFIELD )

Sworn to before me, a Notary Public in the State of Connecticut, this 13<sup>th</sup> day of November, 2020, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C RUNDBAKEN  
NOTARY PUBLIC  
CONNECTICUT  
MY COMMISSION EXPIRES  
APRIL 30, 2024

Maria C. Rundbaken  
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 8th day of March, 2022.

(Seal)

Vincent P. Forte  
Vincent P. Forte

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# AGENDA ITEM DIVIDER

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**Proposed FY23 Wastewater Budget**

**Item 6**

Account #	Account	FY22	FY23	\$ Inc/Dec	% Inc/Dec
10-01	Salaries & Wages	\$483,772	\$487,046	3,274.00	0.68%
10-10	Overtime	\$21,000	\$16,974	(4,026.00)	-19.17%
12-01	FICA & Medicare	\$41,137	\$41,366	229.00	0.56%
12-02	MSRS	\$31,433	\$34,219	2,786.00	8.86%
12-03	ICMA	\$18,932	\$17,729	(1,203.00)	-6.35%
12-04	RHSP	\$2,437	\$0	(2,437.00)	-100.00%
12-05	Health Plan BC-ME	\$105,903	\$101,818	(4,085.00)	-3.86%
12-06	Dues & Fees	\$500	\$500	0.00	0.00%
12-07	Travel (Mileage)	\$400	\$400	0.00	0.00%
12-08	Training & Education	\$3,000	\$3,000	0.00	0.00%
12-11	Vaccine	\$100	\$100	0.00	0.00%
12-12	Uniforms	\$3,500	\$2,500	(1,000.00)	-28.57%
12-16	HRA & Fees	\$7,220	\$5,831	(1,389.00)	-19.24%
15-01	Electricity	\$92,000	\$92,000	0.00	0.00%
15-02	Telephone	\$7,250	\$8,900	1,650.00	22.76%
15-03	Fuel Heating	\$7,040	\$14,000	6,960.00	98.86%
15-05	Water	\$1,323	\$1,450	127.00	9.60%
15-06	Internet	\$3,500	\$0	(3,500.00)	-100.00%
20-01	Printing	\$800	\$800	0.00	0.00%
20-04	Advertising	\$500	\$500	0.00	0.00%
20-06	Expert / Professional Services	\$8,000	\$8,000	0.00	0.00%
20-07	Audit	\$3,500	\$3,500	0.00	0.00%
20-08	Data Processing	\$3,000	\$3,000	0.00	0.00%
20-20	Maintenance - Wet Wells	\$7,000	\$8,000	1,000.00	14.29%
20-21	Maintenance-Contracts	\$5,150	\$5,150	0.00	0.00%
20-25	Radio & Alarms	\$2,950	\$2,950	0.00	0.00%
20-26	Licenses	\$4,100	\$4,100	0.00	0.00%
20-44	Sludge Hauling	\$0	\$100,000	100,000.00	#DIV/0!
25-02	Workmen's Compensation	\$19,570	\$5,000	(14,570.00)	-74.45%
25-03	Unemployment Insurance	\$1,933	\$1,000	(933.00)	-48.27%
25-05	General Liability Insurance	\$9,200	\$25,000	15,800.00	171.74%
25-07	Fleet Insurance	\$6,800	\$3,000	(3,800.00)	-55.88%
25-10	Public Officials	\$1,950	\$1,000	(950.00)	-48.72%
30-01	Office Supplies	\$1,800	\$1,800	0.00	0.00%
30-03	Vehicle Supplies	\$2,000	\$2,000	0.00	0.00%
30-04	Postage	\$2,000	\$2,000	0.00	0.00%
30-05	Photocopier	\$2,400	\$2,000	(400.00)	-16.67%
30-18	Hand Tools	\$3,840	\$3,840	0.00	0.00%
30-24	Gasoline	\$4,886	\$5,600	714.00	14.61%
30-25	Diesel	\$13,750	\$10,500	(3,250.00)	-23.64%
30-27	Composting	\$4,750	\$2,000	(2,750.00)	-57.89%
30-28	Collection System	\$32,000	\$20,000	(12,000.00)	-37.50%
30-29	Chemicals Process	\$16,000	\$20,000	4,000.00	25.00%
30-30	Lab Supplies	\$12,000	\$22,500	10,500.00	87.50%
30-31	Safety Equipment	\$6,500	\$3,500	(3,000.00)	-46.15%
30-32	Maint. Supplies	\$1,500	\$1,500	0.00	0.00%
30-33	Bio-Ash	\$10,000	\$6,000	(4,000.00)	-40.00%
30-34	Odor Control	\$16,000	\$17,500	1,500.00	9.38%
30-39	Billing & Liens	\$2,600	\$2,600	0.00	0.00%
35-01	Building Maintenance	\$26,000	\$26,000	0.00	0.00%
35-03	Vehicle Maintenance	\$8,500	\$6,500	(2,000.00)	-23.53%
45-03	Sewer Bond 2003 Principal	\$22,394	\$22,588	194.00	0.87%
45-07	Sewer Bond 2003 Interest	\$1,301	\$1,070	(231.00)	-17.76%
45-12	Sewer Bond 2018 Principal	\$3,221	\$39,554	36,333.00	1128.00%
45-22	Sewer Bond 2018 Interest	\$1,844	\$9,661	7,817.00	423.92%
50-34	Transfer to general fund	\$30,000	\$30,000	0.00	0.00%
50-86	Sewer Assessment CCTV @ 15-year	\$7,000	\$7,000	0.00	0.00%
50-92	Payroll Contingency	\$17,757	\$0	(17,757.00)	-100.00%
60-04	Capital Equipment	\$96,000	\$50,000	(46,000.00)	-47.92%
60-05	Capital Reserve	\$15,000	\$78,500	63,500.00	423.33%
	<b>Total Expenditures</b>	<b>\$1,265,943</b>	<b>\$1,393,046</b>	<b>\$127,103</b>	<b>10.04%</b>

**Revenues**

Investment Income	5,000.00
Sewer Fund Balance	35,000.00
Transfer in for debt	109,310.00
Sewer user fees	1,243,736.00
	<u>1,393,046.00</u>

Sewer users: 2,490

FY23 Rate	499.52
FY22 Rate	480.63
% of Increase	3.93%

**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: 47-01 Enterprise Funds / Wastewater							
Personnel							
10-01 Salaries & Wages	489,003.00	499,260.43	499,839.00	352,126.29	487,046.00	-12,793.00	-2.56%
Salaries and wages for 50% of the Director, 30% of the Operations Manager, 70% of the Engineer, and 15% of a Admin. Asst.							
10-10 Overtime	16,000.00	21,605.76	21,000.00	12,775.67	16,974.00	-4,026.00	-19.17%
Overtime wages that includes callbacks and coverage for weekends and holidays.							
Benefits							
12-01 FICA	41,039.00	40,949.78	41,943.00	28,757.64	41,366.00	-577.00	-1.38%
Employer's contribution for FICA (7.65%).							
12-02 MSRS	28,457.00	29,086.94	31,850.00	22,686.10	34,219.00	2,369.00	7.44%
Employer's contribution for Maine State Retirement.							
12-03 ICMA	17,406.00	19,302.15	19,399.00	13,094.53	17,729.00	-1,670.00	-8.61%
ICMA 457 deferred compensation plan for eligible employees.							
12-04 RHSP	3,615.00	2,454.00	2,437.00	0.00	0.00	-2,437.00	-100.00%
Retirement health savings plan - no eligible employees due to implementing approved formula for accrued time.							

## Department Director's Requests

### Expense

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
12-05 Health	151,589.00	108,306.18	105,903.00	67,307.32	101,818.00	-4,085.00	-3.86%
Enterprise Funds / Wastewater CONTTD							
Health insurance coverage - PPO 500. Premium rates are set each calendar year. This budget includes an estimated 10% increase beginning in calendar year 2023. Employee contributes 15% of the cost.							
12-06 Dues & Fees	500.00	248.00	500.00	470.00	500.00	0.00	.00%
Dues for the Maine Wastewater Control Association, the Water Environment Federation, and subscriptions to professional and trade journals.							
12-07 Travel & Meetings	400.00	85.75	400.00	74.16	400.00	0.00	.00%
This account includes reimbursement for use of personal vehicles while on town business. Also includes reimbursement for other travel related expenses such as meals, lodging, and other means of travel.							
12-08 Training & Education	3,000.00	300.00	3,000.00	320.00	3,000.00	0.00	.00%
To pay for training that is required by the Maine DEP and the EPA. The Maine Wastewater Control Association, NEWPCA, and JETCC sponsor most of the training.							
12-11 Vaccine	100.00	0.00	100.00	0.00	100.00	0.00	.00%
Required vaccinations for employees.							
12-12 Uniforms	4,500.00	3,432.04	3,500.00	519.96	2,500.00	-1,000.00	-28.57%
To purchase winter jackets and replace employee uniforms.							

**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
12-16 HRA & Fees	9,290.00	2,777.16	7,220.00	5,571.34	5,831.00	-1,389.00	-19.24%
This benefit is based on health plan coverages.							
Utilities							
15-01 Electricity	92,000.00	76,226.90	92,000.00	63,782.85	92,000.00	0.00	.00%
Estimated costs to run the treatment plant, pump stations, and the old highway garage on Beachwood Avenue.							
15-02 Phone/Internet	5,250.00	5,616.67	7,250.00	4,458.51	8,900.00	1,650.00	22.76%
Telephone and internet service (\$6,500), call duty phone (\$1,500) and cell phone reimbursements (\$900).							
15-03 Heating Fuel	5,560.00	6,197.67	7,040.00	5,319.77	14,000.00	6,960.00	98.86%
2,000 gallons of heating fuel @ 3.50/gallon and 2,000 gallons of propane @ \$3.50/gallon.							
15-05 Water	1,323.00	1,404.74	1,323.00	729.20	1,450.00	127.00	9.60%
15-06 Internet	2,950.00	3,013.96	3,500.00	2,244.60	0.00	-3,500.00	-100.00%
Moved to 15-02 Services							
20-01 Printing	800.00	0.00	800.00	0.00	800.00	0.00	.00%
To purchase paper and printing supplies and to print any ordinance amendments, public notices, and public informational material.							
20-04 Advertising	500.00	334.44	500.00	0.00	500.00	0.00	.00%
Publication costs for recruiting and bid advertisements, and public notices.							

**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
20-06 Expert/Professional	13,600.00	13,060.39	8,000.00	4,347.55	8,000.00	0.00	.00%
Legal and other professional services needed to assist the staff. Includes \$1,152 for cost share of IT services.							
20-07 Audit	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	0.00	.00%
To pay cost share of the Town's audit.							
20-08 Technology	2,000.00	1,777.89	3,000.00	1,985.31	3,000.00	0.00	.00%
Firewall (\$700), portion of TRIO software (\$850), Dude Solutions (\$460), and ESRI.							
20-20 Maintenance Wet Wells	6,000.00	5,062.50	7,000.00	7,145.00	8,000.00	1,000.00	14.29%
To hire a contractor with a vacuum truck to help clean the pump station wet wells.							
20-21 Maintenance Contracts	5,150.00	1,415.40	5,150.00	2,330.00	5,150.00	0.00	.00%
To hire manufacturer's service representatives to work on equipment and to pay for any service contracts.							
20-25 Alarms	2,950.00	556.58	2,950.00	893.42	2,950.00	0.00	.00%
Alarm system support.							
20-26 Licenses	4,100.00	2,686.98	4,100.00	2,154.85	4,100.00	0.00	.00%
To pay for all the license and inspection fees (annual WW discharge fee, Plant Operators, boiler and air tank inspections, and Water Quality IMP).							
20-44 Sludge Hauling	0.00	0.00	0.00	0.00	100,000.00	100,000.00	100.00%
Estimated 400 tons of sludge @ \$250/ton (half of year).							
Insurance							



**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
25-01 Enterprise Funds / Wastewater CONT'D							
25-02 Workers Comp	19,000.00	17,589.54	19,570.00	4,837.58	5,000.00	-14,570.00	-74.45%
Share of premium.							
25-03 Unemployment	1,876.00	668.95	1,933.00	599.87	1,000.00	-933.00	-48.27%
Share of premium.							
25-05 Liability	12,210.00	8,595.28	9,200.00	12,149.74	25,000.00	15,800.00	171.74%
Share of premium.							
25-07 Fleet	5,164.00	5,062.36	6,800.00	8,323.92	3,000.00	-3,800.00	-55.88%
Share of premium.							
25-10 Public Officials	1,548.00	1,425.20	1,950.00	1,854.24	1,000.00	-950.00	-48.72%
Share of premium.							
Supplies/Equipment							
30-01 Office Supplies	1,800.00	3,469.83	1,800.00	1,780.58	1,800.00	0.00	.00%
Miscellaneous office supplies.							
30-03 Equipment	3,500.00	2,835.60	2,000.00	465.72	2,000.00	0.00	.00%
Miscellaneous equipment and supplies.							
30-04 Postage	2,000.00	1,803.34	2,000.00	138.60	2,000.00	0.00	.00%
Postage cost for billing, correspondence, and shipping.							
30-05 Photocopier	2,400.00	1,554.71	2,400.00	1,560.40	2,000.00	-400.00	-16.67%
Copier lease.							
30-18 Hand Tools	3,840.00	2,721.61	3,840.00	1,207.19	3,840.00	0.00	.00%
Hand tools needed to repair and operate the treatment plant and collection system.							
30-24 Gas	4,000.00	3,240.01	4,886.00	2,743.24	5,600.00	714.00	14.61%
1,600 gallons of gasoline @ \$3.50/gallon.							
30-25 Diesel	11,025.00	5,583.29	13,750.00	3,118.97	10,500.00	-3,250.00	-23.64%
3,000 gallons of diesel @ \$3.50/gallon.							

**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
47-01 Enterprise Funds / Wastewater CONT'D							
30-27 Composting	4,750.00	42.12	4,750.00	439.17	2,000.00	-2,750.00	-57.89%
To purchase the supplies and equipment needed to operate the compost operation. Operation ends early 2023.							
30-28 Collection System	18,000.00	18,548.81	32,000.00	14,940.88	20,000.00	-12,000.00	-37.50%
This account is used for the operation and maintenance of the collection system. Reduced due to pump station project being completed in FY22.							
30-29 Chemicals Process	12,600.00	13,473.16	16,000.00	10,245.98	20,000.00	4,000.00	25.00%
To purchase the chemicals used for the operation of the treatment plant. Increased due to actual material costs and increased trucking costs.							
30-30 Lab Supplies	12,000.00	10,524.67	12,000.00	14,483.94	22,500.00	10,500.00	87.50%
Purchase of lab equipment/supplies for new compliance testing required by Maine DEP and the US EPA.							
30-31 Safety Equipment	5,800.00	2,799.87	6,500.00	1,069.81	3,500.00	-3,000.00	-46.15%
For the purchase of safety equipment and maintenance of current equipment. Decreased to the purchase of confined space tripod in FY22.							
30-32 Maintenance Supplies	1,500.00	516.81	1,500.00	800.21	1,500.00	0.00	.00%
Cleaning supplies for the treatment plant and pump stations.							

**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
30-33 Bio-Ash	10,000.00	12,224.85	10,000.00	4,000.00	6,000.00	-4,000.00	-40.00%
Purchase of Bio ash and supplies used in the composting operations. Reduced due to the discontinuation of the composting operation in early 2023.							
30-34 Odor Control	16,000.00	13,245.54	16,000.00	5,777.31	17,500.00	1,500.00	9.38%
To purchase supplies and equipment needed to control odors from the treatment plant and the collection system. Increased due to increased material and shipping costs.							
30-39 Billings & Liens	2,600.00	1,989.19	2,600.00	1,045.00	2,600.00	0.00	.00%
Used to cover all costs for printing sewer bills and the costs associated with filing sewer liens.							
35-01 Buildings	26,000.00	20,349.31	26,000.00	11,137.44	26,000.00	0.00	.00%
Repairs/Maintenance Parts and supplies for buildings and equipment at the treatment plant.							
35-03 Vehicles & Equipment	6,000.00	5,122.66	8,500.00	4,874.10	6,500.00	-2,000.00	-23.53%
Maintenance of vehicles, portable generators, loader, and pumps. Decreased due to the purchase of the sewer jetter hose in FY22.							
Debt Service							

**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
45-03 Sewer Bond 2003	22,083.00	0.00	22,394.00	55,983.78	22,588.00	194.00	.87%
MMBB: \$1,000,000/20 yrs @ 2.25%. This reflects 40% of the total debt service expense, with the remaining 60% funded by property taxes (maturity in FY24).							
45-07 Interest Sewer Bond 2003	1,602.00	3,744.26	1,301.00	3,251.38	1,070.00	-231.00	-17.76%
MMBB: \$1,000,000/20 yrs @ 2.25%. This reflects 40% of the total debt service expense, with the remaining 60% funded by property taxes (maturity in FY24).							
45-12 Sewer 2021	0.00	0.00	3,221.00	98,884.79	39,554.00	36,333.00	1128.00%
MMBB: \$2,000,000/20 yrs @ 1%. This reflects 40% of the total debt service expense, with the remaining 60% funded by property taxes (maturity in FY41).							
45-22 Interest Sewer 2021	19,803.00	38,543.53	1,844.00	20,345.54	9,661.00	7,817.00	423.92%
MMBB: \$2,000,000/20 yrs @ 1%. This reflects 40% of the total debt service expense, with the remaining 60% funded by property taxes (maturity in FY41).							
Miscellaneous	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	0.00	.00%
50-34 Use of Fund Balance							
Transfer to the general fund to offset the administrative costs at the town office.							

**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: 47-01 Enterprise Funds / Wastewater CONTTD							
50-86 Special Projects	7,000.00	0.00	7,000.00	1,377.72	7,000.00	0.00	.00%
Video taping of the sewer collection system.							
Purchases							
60-04 Capital Equipment	62,940.00	34,253.20	96,000.00	73,134.33	50,000.00	-46,000.00	-47.92%
Replacement of submersible mixers.							
60-05 Capital Reserve	0.00	0.00	15,000.00	0.00	78,500.00	63,500.00	423.33%
Wastewater	1,237,623.00	1,108,590.01	1,265,943.00	993,165.50	1,393,046.00	127,103.00	10.04%

**Budget Request**

**Revenue**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
01 Sewer Investment Income	6,000.00	10,334.29	4,000.00	3,284.88	5,000.00	1,000.00	25.00%
Income earned on invested funds.							
03 Sewer Transfers In	35,527.00	35,527.00	35,527.00	35,527.00	109,310.00	73,783.00	207.68%
Debt portion raised from property tax.							
04 Sewer Miscellaneous	0.00	-4.18	0.00	0.00	0.00	0.00	.00%
05 Current Sewer Fees	1,161,096.00	1,191,409.70	1,191,416.00	1,489.96	1,243,736.00	52,320.00	4.39%
Sewer user fees.							
06 Delinquent Sewer Fees	0.00	2,449.40	0.00	1,892.81	0.00	0.00	.00%
09 Sewer Interest	0.00	2,509.61	0.00	975.66	0.00	0.00	.00%
11 Application Fees	0.00	13,140.00	0.00	4,140.00	0.00	0.00	.00%
12 Sewer Fund Balance	35,000.00	0.00	35,000.00	0.00	35,000.00	0.00	.00%
Amount to transfer to the General Fund.							
14 Water Pollution Reserve	0.00	66,500.00	0.00	21,000.00	0.00	0.00	.00%
16 Bond Proceeds	0.00	22,303.63	0.00	0.00	0.00	0.00	.00%
Sewer	1,237,623.00	1,344,169.45	1,265,943.00	68,310.31	1,393,046.00	127,103.00	10.04%

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# AGENDA ITEM DIVIDER

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Special Revenue - Recreation						
Code	Project	Revenue	Expense	Payroll	Fica	Net
<b>1000 After School Programs</b>						
1001	After School Adventures	47,600	5,000	17,340	1,327	23,933
1002	Early Release Wednesdays	8,200	3,795	1,530	117	2,758
		55,800	8,795	18,870	1,444	26,691
<b>2000 Rentals</b>						
2001	Rentals	1,000	0	300	23	677
<b>3000 Special Events</b>						
3004	Egg Hunt	1,140	300	0	0	840
3005	Pumpkin Smash	400	375	0	0	25
3006	Concerts	1,600	1,200	0	0	400
3007	Prelude Craft Fair	6,960	250	0	0	6,710
3309	Zombie Dash	1,190	35	0	0	1,155
3010	Twinkle Trolley Event	285	150	0	0	135
		11,575	2,310	0	0	9,265
<b>4000 Camps</b>						
4001	Summer Camp	78,750	11,440	45,852	3,508	17,950
4002	Marine Science Camp	8,300	7,500	0	0	800
4003	December Vacation Camp	1,920	150	456	35	1,279
4004	February Vacation Camp	2,600	1,200	562	43	795
4005	April Vacation Camp	2,600	1,200	562	43	795
4008	Outdoor Adventures	18,900	6,004	4,080	312	8,504
		113,070	27,494	51,512	3,941	30,123
<b>5000 Preschool &amp; Youth</b>						
5001	Parents Night Out	810	90	333	25	362
5002	Fall Outdoor Adventures	4,000	120	612	47	3,221
5003	Spring Outdoor Adventures	4,000	120	612	47	3,221
		8,810	330	1,557	119	6,804
<b>6000 Adults &amp; Seniors</b>						
6001	Senior Lunches	5,100	3,540	0	0	1,560
6002	Senior Trips	3,360	2,632	0	0	728
		8,460	6,172	0	0	2,288
<b>7000 Sports &amp; Fitness</b>						
7001	Youth Basketball	4,172	2,154	667	51	1,300
7002	Adult Basketball	384	51	0	0	333
7003	Adult Volleyball	384	51	0	0	333
7004	Youth Fall Soccer	10,661	3,067	0	0	7,594
7005	Youth Spring Soccer	5,333	1,533	0	0	3,800
7007	Zumba	3,840	0	1,400	107	2,333
7008	Yoga	2,000	1,400	0	0	600
7009	Little Laxer	4,620	1,411	0	0	3,209
7010	Floor Hockey	2,000	552	240	18	1,190
7011	Pickleball	3,900	156	0	0	3,744
7012	Field Hockey	4,180	1,172	0	0	3,008
7013	Tennis	4,200	3,080	0	0	1,120
7014	Teen Ski Trips	3,585	2,821	0	0	764
7015	Rink Use	0	4,200	0	0	(4,200)
		49,259	21,648	2,307	176	25,128
<b>8000 Tournaments</b>						
8001	Hockey Tournament	1,740	200	0	0	1,540
8002	Curling Tournament	940	306	0	0	634
8003	Dodgeball Tournament	5,440	852	0	0	4,588
		8,120	1,358	0	0	6,762
<b>9000 Scholarships</b>						
9001	Scholarships	4,000	4,000	0	0	0
	Totals	260,094	72,107	74,546	5,703	107,738
	Software Fee					(4,395)
	Custodian					(4,870)
	Dues					(1,305)
	Turf Maintenance					(3,885)
	Transfer to Gen Fund					(60,000)
						33,283



**Special Revenue  
Recreation  
FY23 Budget**

Programs

After School Programs	26,691
Rentals	677
Special Events	9,265
Camps	30,123
Preschool & Youth	6,804
Adults & Seniors	2,288
Sports & Fitness	25,128
Tournaments	6,762
Scholarships	0
Net Program Income	<u>107,738</u>

Expenses

Dues	(1,305)
Custodian	(4,870)
Turf Maintenance for Parsons Field	(3,885)
Software	(4,395)
General Expenses	<u>(14,455)</u>

Net Budget 93,283

Transfer Out to General Fund (60,000)

Balance 33,283



**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: 43-33 Special Revenue Funds / Recreation							
Personnel							
10-01 Salaries & Wages	0.00	0.00	0.00	2,172.06	4,524.00	4,524.00	100.00%
Wages for custodian.							
10-06 Summer Salaries	16,766.00	8,619.67	42,462.00	34,328.37	0.00	-42,462.00	-100.00%
10-08 After School Salaries	10,725.00	37,944.96	15,120.00	4,863.74	0.00	-15,120.00	-100.00%
10-10 Overtime	0.00	877.97	0.00	1,105.73	0.00	0.00	.00%
10-12 Program Events	2,000.00	0.00	1,526.00	866.25	74,546.00	73,020.00	4785.06%
Wages for all programs.							
Benefits							
12-01 FICA	2,256.00	3,629.46	4,522.00	3,315.36	6,049.00	1,527.00	33.77%
Employer's contribution to FICA (7.65%).							
12-06 Dues & Fees	0.00	0.00	0.00	0.00	1,305.00	1,305.00	100.00%
Tennis, Sam's Club, and music dues and memberships.							
Services							
20-06 Expert/Professional	0.00	208.32	0.00	251.84	3,885.00	3,885.00	100.00%
Turf maintenance moved from general fund.							
20-08 Technology	0.00	0.00	0.00	0.00	4,395.00	4,395.00	100.00%
MyRec program fees.							
Supplies/Equipment							
30-24 Gas	225.00	-124.17	1,150.00	299.76	0.00	-1,150.00	-100.00%
30-25 Diesel	557.00	823.90	1,083.00	794.43	0.00	-1,083.00	-100.00%
Miscellaneous							
50-01 Miscellaneous	838.00	50.00	0.00	0.00	0.00	0.00	.00%
50-14 Program Events	38,492.00	22,568.92	43,487.00	27,942.67	72,107.00	28,620.00	65.81%
All program event expenses.							

**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: 43-33 Special Revenue Funds / Recreation CONTD							
50-23 Transfer Out	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	0.00	.00%
Transfer to General Fund.							
Recreation	131,859.00	134,599.03	169,350.00	135,940.21	226,811.00	57,461.00	33.93%



Recreation  
Special Revenue  
Budget  
FY 2023

# Special Revenue Budget (approved by Selectmen)



Used for programs and related expenses



Ability to pivot and change with trends



Excess revenue moved to general fund

# Special Revenue Budget Categories

Camps 28%

After School  
Programs 25%

Sports &  
Fitness 23%

Special Events  
9%

Preschool &  
Youth 6%

Tournaments  
6%

Adults &  
Seniors 2%

Rentals 1%

## Special Revenue Expenses

Program Supplies

Registration Software Fee

Building Custodian

Dues – USTA, Sam's Club, Music License,  
Constant Contact email program

Turf Maintenance



## FY 2021

Revenues exceed budget due to the partnership with RSU21 when we provided all-day childcare/remote school center for students on remote learning days.

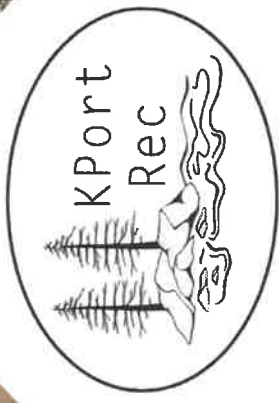
## FY 2022

Began bringing back some programming including camps, sports, senior luncheons and school vacation camps.

## FY 2023

Continue to bring back all the favorites including Prelude Craft Fair and adult drop-in programs held in the gymnasium at Consolidated School and senior trips.

# Recreation – The Benefits are Endless



Community Happen Here



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# AGENDA ITEM DIVIDER

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**Cape Porpoise Pier  
FY23 Budget**

**Item 8**

	FY19 Budget	FY19 Actual	FY20 Budget	FY20 Actual	FY21 Budget	FY21 Actual	FY22 Budget	FY22 2.28.22	FY23 Proposed
<b>Revenues</b>									
Mooring fees	7,000	6,315	8,820	7,380	6,840	7,800	7,560	405	12,060
Miscellaneous	0	308	0	611	0	1,581	0	265	0
Diesel	175,000	159,186	176,320	181,789	190,125	167,337	216,640	163,917	303,750
Gas	19,500	24,560	19,750	33,492	28,889	31,984	34,375	41,817	60,750
Loss of Fuel Revenue/Pier Construction									(2,000)
Dues	50,613	50,736	53,223	50,099	52,093	42,996	46,652	45,104	50,800
Lease	40,000	40,000	40,000	40,000	40,000	40,000	40,000	30,000	40,000
Use of fund balance	3,529	0	20,962	0	0	0	0	0	0
Write Offs	0	(4,195)	0	(3,824)	0	0	0	(1,355)	0
<b>Total Revenues</b>	<b>295,642</b>	<b>276,910</b>	<b>319,075</b>	<b>309,546</b>	<b>317,947</b>	<b>291,698</b>	<b>345,227</b>	<b>280,153</b>	<b>465,360</b>
More or (less) actual received vs budgeted:		(18,732)		(9,529)		(26,249)			
<b>Expenses</b>									
Salaries/wages	62,932	59,333	62,117	64,453	64,796	64,981	66,749	43,813	57,925
FICA	5,507	4,440	6,153	4,509	5,040	4,601	5,192	3,125	4,520
MSRS	0	0	5,192	5,368	5,514	5,725	5,793	3,712	5,908
ICMA	2,944	4,339	0	1,073	1,092	1,130	1,125	725	1,158
Health	8,034	16,603	19,032	19,004	20,314	17,908	20,314	13,118	20,913
Travel/meetings	400	199	400	843	0	298	0	705	1,000
HRA & fees	0	276	1,706	1,508	1,386	1,438	1,386	2,099	1,386
Electricity	5,500	4,014	5,500	5,241	5,000	6,090	6,800	4,626	7,000
Telephone/Internet	2,180	2,413	2,180	2,736	2,130	2,646	2,560	1,644	2,550
Heating fuel	1,500	634	1,500	422	920	531	750	531	750
Water	750	311	650	467	690	210	500	34	500
Expert/professional	100	741	900	602	800	2,749	900	1,080	1,100
Audit	500	500	500	500	500	500	500	500	500
Technology	0	0	0	0	0	0	0	0	1,200
Licenses	600	1,448	650	1,846	650	340	650	40	650
Waste removal	2,200	1,422	2,200	3,654	4,100	4,617	4,100	5,560	9,500
Insurance	4,000	4,020	4,140	2,274	1,695	5,627	4,600	3,737	7,020
Office supplies	300	401	150	91	50	0	50	0	50
Operating supplies	2,500	1,409	2,000	286	1,000	576	1,000	666	1,000
Gas	17,875	21,450	17,775	29,384	25,000	25,798	28,750	40,280	52,500
Diesel	162,500	140,685	159,790	158,888	169,650	138,297	186,175	137,418	262,500
R&M buildings	1,000	1,328	1,000	3,681	750	90	750	167	750
R&M vehicles/equip	4,000	8,588	1,500	3,840	1,000	3,581	1,000	647	1,000
Float maintenance	500	0	500	0	500	214	500	0	500
Pier maintenance	1,000	846	1,000	2,549	625	2,335	625	3,573	2,500
Miscellaneous	1,020	19	0	0	0	0	0	0	0
Bad Debt	0	(1,487)	0	640	0	(1,542)	0	0	0
Diesel tax	2,800	2,937	3,540	4,442	3,810	3,034	3,810	3,358	4,220
Loss on Sale	0	14,583	0	0	0	0	0	0	0
Capital equipment	5,000	13,127	19,000	8,645	935	835	648	0	0
Depreciation	0	17,253	0	16,149	0	16,760	0	0	16,760
<b>Total Expenses</b>	<b>295,642</b>	<b>321,831</b>	<b>319,075</b>	<b>343,094</b>	<b>317,947</b>	<b>309,370</b>	<b>345,227</b>	<b>271,157</b>	<b>465,360</b>
More or (less) actual expensed vs budgeted:		26,189		24,019		(8,577)			
<b>Net +/-</b>		<b>(44,921)</b>		<b>(33,549)</b>		<b>(17,672)</b>			<b>(0)</b>
<b>Money made on Fuel:</b>		<b>18,675</b>		<b>22,566</b>		<b>32,192</b>		<b>24,678</b>	<b>43,280</b>

## Cape Porpoise Pier

	FY 22			FY 23		
	Fee	# of Users	Total	Fee	# of Users	Total
<b>Moorings</b>						
Tidal waters	45.00	100.00	4,500.00	90.00	100.00	9,000.00
Deep waters	90.00	34.00	3,060.00	90.00	34.00	3,060.00
			7,560.00			12,060.00
<b>Fuel</b>						
	<b>Markup</b>	<b>Gallons</b>	<b>Total</b>	<b>Markup</b>	<b>Gallons</b>	<b>Total</b>
Gas	0.45	12,500	5,625.00	0.55	15,000	8,250.00
Diesel	0.45	67,700	30,465.00	0.55	75,000	41,250.00
				<b>Rev Loss/Pier Construction</b>		<b>(2,000.00)</b>
			36,090.00		90,000.00	47,500.00
	<b>Price/gallon</b>	<b>Expense</b>	<b>Revenue</b>	<b>Price/gallon</b>	<b>Expense</b>	<b>Revenue</b>
Gas	2.30	28,750.00	34,375.00	3.50	52,500.00	60,750.00
Diesel	2.75	186,175.00	216,640.00	3.50	262,500.00	303,750.00
		214,925.00	251,015.00		315,000.00	364,500.00
<b>Dues</b>						
	<b>Fee</b>	<b># of Users</b>	<b>Total</b>	<b>Fee</b>	<b># of Users</b>	<b>Total</b>
		added 1.6% CPI			added 7.9% CPI	
Recreational	598.50	14.00	8,379.00	645.78	16.00	10,332.42
Big boats	897.88	34.00	30,527.92	968.81	32.00	31,002.00
Punt	574.65	4.00	2,298.60	620.05	4.00	2,480.19
Dealers	1,027.20	3.00	3,081.60	1,108.34	4.00	4,433.38
extra boats	5.00	107.00	535.00	5.40	107.00	577.27
extra drums	15.00	122.00	1,830.00	16.19	122.00	1,974.57
			46,652.12			50,799.82
	<b>Lease</b>		<b>40,000</b>	<b>Lease</b>		<b>40,000</b>
	<b>Total Revenue</b>		<b>345,227</b>	<b>Total Revenue</b>		<b>465,360</b>
	<b>Total Expense</b>		<b>345,227</b>	<b>Total Expense</b>		<b>465,360</b>
	<b>Net</b>		<b>0</b>	<b>Net</b>		<b>(0)</b>

**Budget Request**

**Revenue**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
02 Mooring Fees	6,840.00	7,800.00	7,560.00	405.00	12,060.00	4,500.00	59.52%
04 Pier Miscellaneous	0.00	1,581.17	0.00	275.78	0.00	0.00	.00%
05 Pier Diesel	190,125.00	167,336.57	216,640.00	175,357.79	301,750.00	85,110.00	39.29%
06 Pier Gas	28,889.00	31,984.18	34,375.00	39,558.12	60,750.00	26,375.00	76.73%
07 Pier Dues	52,093.00	42,996.04	46,652.00	45,103.77	50,800.00	4,148.00	8.89%
09 Pier Lease	40,000.00	40,000.00	40,000.00	30,000.00	40,000.00	0.00	.00%
30 Write Offs	0.00	0.00	0.00	-1,355.09	0.00	0.00	.00%
Pier	317,947.00	291,697.96	345,227.00	289,345.37	465,360.00	120,133.00	34.80%

**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: 47-02 Enterprise Funds / Cape Porpoise Pier							
Personnel							
10-01 Salaries & Wages	64,796.00	64,980.57	66,749.00	48,088.88	57,925.00	-8,824.00	-13.22%
80% of wages for Pier Manager with the remaining 20% in the General Fund Public Safety Harbormaster account. This also funds te parking attendents.							
Benefits							
12-01 FICA	5,040.00	4,601.00	5,192.00	3,426.11	4,520.00	-672.00	-12.94%
Employer's contribution for FICA (7.65%).							
12-02 MSRS	5,514.00	5,725.29	5,793.00	4,155.57	5,908.00	115.00	1.99%
Employer's contribution for Maine State Retirement.							
12-03 ICMA	1,092.00	1,130.28	1,125.00	811.04	1,158.00	33.00	2.93%
ICMA 457 deferred compensation plan for eligible employees.							
12-05 Health	20,314.00	17,907.79	20,314.00	13,117.88	20,913.00	599.00	2.95%
Health insurance coverage - PPO 500. Premium rates are set each calendar year. This budget includes an estimated 10% increase beginning in calendar year 2023. Employee contributes 15% of the cost.							
12-07 Travel & Meetings	0.00	162.61	0.00	171.99	1,000.00	1,000.00	100.00%
12-08 Training & Education	0.00	135.00	0.00	705.00	0.00	0.00	.00%
12-16 HRA & Fees	1,386.00	1,437.99	1,386.00	2,202.72	1,386.00	0.00	.00%
HRA costs for Pier Manager.							
Utilities							
15-01 Electricity	5,000.00	6,090.45	6,800.00	4,626.21	7,000.00	200.00	2.94%

**Department Director's Requests**

**Expense**

Dept/Div:	2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %
47-02 Enterprise Funds / Cape Porpoise Pier CONT'D							
15-02 Phone/Internet	800.00	939.99	860.00	737.69	2,550.00	1,690.00	196.51%
Phone and internet service.							
15-03 Heating Fuel	920.00	531.14	750.00	626.28	750.00	0.00	.00%
15-05 Water	690.00	210.19	500.00	34.16	500.00	0.00	.00%
15-06 Internet	1,330.00	1,705.98	1,700.00	1,174.46	0.00	-1,700.00	-100.00%
Services							
20-06 Expert/Professional	800.00	2,748.91	900.00	1,080.43	1,100.00	200.00	22.22%
20-07 Audit	500.00	500.00	500.00	500.00	500.00	0.00	.00%
20-08 Technology	0.00	0.00	0.00	0.00	1,200.00	1,200.00	100.00%
20-26 Licenses	650.00	340.00	650.00	90.00	650.00	0.00	.00%
20-28 Waste Removal	4,100.00	4,616.68	4,100.00	6,758.55	9,500.00	5,400.00	131.71%
Insurance							
25-05 Liability	0.00	1,124.74	0.00	1,279.98	0.00	0.00	.00%
25-09 Other	1,695.00	4,502.00	4,600.00	2,457.00	7,020.00	2,420.00	52.61%
Supplies/Equipment							
30-01 Office Supplies	50.00	0.00	50.00	0.00	50.00	0.00	.00%
30-02 Operating Supplies	1,000.00	576.11	1,000.00	665.92	1,000.00	0.00	.00%
30-24 Gas	25,000.00	25,798.33	28,750.00	40,280.00	52,500.00	23,750.00	82.61%
15,000 gallons of gas @ \$2.50/gallon.							
30-25 Diesel	169,650.00	138,297.09	186,175.00	137,418.09	262,500.00	76,325.00	41.00%
75,000 gallons of diesel @ \$2.75/gallon.							
Repairs/Maintenance							
35-01 Buildings	750.00	90.46	750.00	166.56	750.00	0.00	.00%
35-03 Vehicles & Equipment	1,000.00	3,581.20	1,000.00	647.09	1,000.00	0.00	.00%
35-08 Float Maintenance	500.00	214.38	500.00	0.00	500.00	0.00	.00%
35-09 Pier Maintenance	625.00	2,335.04	625.00	3,801.79	2,500.00	1,875.00	300.00%



### 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: 47-02 Enterprise Funds / Cape Porpoise Pier CONT'D							
Miscellaneous							
50-26 Bad Debt Expense	0.00	-1,542.35	0.00	0.00	0.00	0.00	.00%
50-33 Diesel Tax	3,810.00	3,033.63	3,810.00	3,357.90	4,220.00	410.00	10.76%
State sales tax on taxable fuel.							
Purchases							
60-04 Capital Equipment	0.00	835.20	648.00	0.00	0.00	-648.00	-100.00%
60-05 Capital Reserve	935.00	0.00	0.00	0.00	0.00	0.00	.00%
Depreciation							
65-01 Depreciation	0.00	16,760.13	0.00	0.00	16,760.00	16,760.00	100.00%
Cape Porpoise Pier	317,947.00	309,369.83	345,227.00	278,381.30	465,360.00	120,133.00	34.80%

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# AGENDA ITEM DIVIDER

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**Municipality of Kennebunkport**  
**Conflict of Interest Policy for Local Fiscal Recovery Fund Projects**  
2 CFR § 200.318

I. **Purpose**

The purpose of this policy is to establish conflict of interest guidelines that meet requirements under 2 C.F.R. § 200.318(c)(1) for procuring goods, services, and construction or repair projects funded in whole or part by federal Local Fiscal Recovery Funds received pursuant to the American Rescue Plan Act (“ARPA”)(Pub. L. No. 117-2, March 11, 2021).

II. **Policy**

This policy applies when the municipality procures goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal Local Fiscal Recovery Funds received pursuant to the American Rescue Plan Act (ARPA). This policy also applies to any subrecipient of the ARPA funds.

The employee(s) or official(s) responsible for managing the ARPA award shall review the notice of award to identify any additional conflict of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, officials and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

**A. Conflicts of Interest.** No officer, official, employee, or agent of the municipality may participate directly or indirectly in the selection, award, or administration of a contract supported by ARPA funding if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, official or agent involved in the selection, award, or administration of a contract;
2. any member of his or her immediate family;
3. his or her partner; or
4. an organization which employs or is about to employ any of these parties.

Any officer, official, employee or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate supervisor or, in the case of a board member, shall make disclosure to at a duly noticed board meeting. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable U.S. Treasury (awarding agency) policy.

**B. Gifts.** Officers, officials, employees, and agents of the municipality are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than \$25 which fall into one of the following categories may be accepted:

1. promotional items;
2. honorariums for participation in meetings; or
3. meals furnished at banquets.

Any officer, official, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor, or in the case of a board member, to the board.

**III. Violation**

Employees or appointed officials violating this policy will be subject to discipline consistent with applicable policy, charter, ordinance or law, which may include termination or removal from office. Elected officials violating the policy may be subject to censure or other penalty consistent with any municipal charter. Violation of this policy by a contractor or subrecipient may result in breach or termination of the contract and will impact the contractor's eligibility for future contract awards.

Adopted by the Municipal Officers on April 14, 2022.

\_\_\_\_\_  
Signature

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Date

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Signature

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Date

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Date

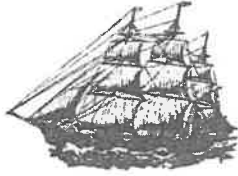
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Signature

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Date

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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: 4/14/2022  
CC: Werner Gilliam, Andrew Welch

### As of April 11th

- 405 total licenses have been issued
- \$175K generated in registration fees
- 338 unique license holders
- 7 applicants obtained 3 licenses each
- 23 applicants obtained 2 licenses each
- 109 licenses (27%) granted to town residents
- Approx. 3 unregistered STR currently advertised

### Late Registration

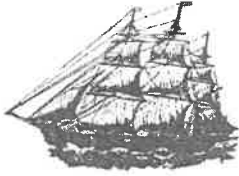
- 7 applications approved during late registration extension
- 3 applications denied for ineligibility

### Public Reminders

- Code enforcement will contact property owners and property managers to schedule rental unit inspections. The ordinance requires inspections every 5 years, therefore not every unit will be inspected every year. This process will start in May.
- To report a suspected violation at a short-term rental property please call 24/7: (207) 204-3980. Or to register a complaint online visit:
  - <https://secure.hostcompliance.com/kennebunkport-me/complaints/type>

### Setting a Cap

- Staff is seeking requests for the types of information that would be useful to help the Board in its future discussions around annual license limits.



TOWN OF KENNEBUNKPORT  
MAINE

– INCORPORATED 1653 –

**Enforcement**

- All complaints are investigated by first communicating with the property owner, property manager, and/or Police Department.
- We have been working with property owners and complainants to find resolutions to the complaints we have already received. As we work through these complaints, staff are establishing what criteria will elevate these complaints to be brought before the board.

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# AGENDA ITEM DIVIDER

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# MAINE

## Lobstermen's Association, Inc.

2 Storer St, Ste 203 • Kennebunk, ME 04043

Phone: 207-967-4555 • Fax: 866-407-3770

[www.maine lobstermen.org](http://www.maine lobstermen.org)

March 17, 2022

Laurie Smith  
Town Manager  
PO Box 566  
Kennebunkport, ME 04046

Dear Laurie,

The Maine lobster fishery is in the battle of its life, and the Maine Lobstermen's Association (MLA) is going head-to-head with the federal government to save the industry. Lobstering is important to the future of your community, instrumental to our way of life, and vital to maintaining the qualities that make Maine the place we call home.

We're asking for your help.

The problem is that the National Marine Fisheries Service (NMFS) has stamped Maine's lobster fishery with an expiration date. Our industry could be wiped out within the next decade because of a flawed 10-year plan released last year that is intended to help protect the endangered North Atlantic right whale. However, the plan is based on erroneous data, and won't protect the whale. In other words, a lose-lose.

However, we need to prove this in court. Last fall, MLA filed a lawsuit in U.S. District Court in Washington, DC and is suing NMFS and the U.S. Secretary of Commerce. We're asking the court to force the government to come up with a new plan based on sound science that would protect **both** the whale **and** the lobster industry. A win-win!

Maine's lobster fishery is made up of nearly 5,000 independently owned, small businesses from Kittery to Eastport. Commercial lobstermen live in every island and coastal town in our state, and this way of life is integrated into the fabric of the Maine coast – providing a firm economic and cultural foundation to our towns and harbors. Not only does lobstering provide a future for fishing families in our coastal towns, but lobster is also our state's top fishery. It contributes more than \$1 billion to the state's economy each year, and it has fueled tourism and economic growth for generations. Its loss in our coastal communities, would have a huge economic ripple

effect that goes far beyond our coastline and would negatively impact other businesses such as hotels, restaurants, automobile dealerships, and local banks.

As Maine's oldest and largest lobster trade association, MLA is best positioned to fight back and win, but we are battling national organizations with deep pockets and political muscle. We recently filed our latest briefs, and we are confident that we have hired the best legal team, but the bills are enormous.

We are not willing to surrender our livelihoods and our communities because we can't afford to pay the legal bills.

***Today, we ask that the Kennebunkport community consider making a significant contribution to support MLA's Legal Defense Fund to Save Maine Lobstermen.***

Maine lobstermen care about protecting the endangered whale, and in fact, we have a long and successful record of implementing an array of gear changes to keep the waters off our coast safe for these whales. These measures have worked. The last known entanglement in Maine lobster gear happened 18 years ago. In fact, there has never been a known right whale death in Maine lobster gear.

Yet despite our excellent track record, the federal government recently closed nearly one thousand square miles of prime fishing bottom to Maine lobstermen for one-third of the year, and Maine lobstermen will be removing more rope, and further weakening our remaining buoy lines later this spring. In addition, our federal waters lobstermen will be adding additional marks to all their buoy lines.

This lawsuit is a monumental task for a small organization like the MLA. But we know that NOW is the time to double down on our efforts to ensure our industry remains strong. Our court case is underway, and we simply can't let the federal government's ten-year whale plan erase Maine's lobstering heritage.

We're asking those who understand its economic importance and care about this culture to stand with us, because we believe Maine lobster is an industry worth fighting to save.

To learn more about our Save Maine Lobstermen campaign, please visit [www.savemainelobstermen.org](http://www.savemainelobstermen.org) or contact Kevin Kelley, MLA Director of Advancement at 207-967-4555, or email [kevin@mainelobstermen.org](mailto:kevin@mainelobstermen.org) with any questions.

Thank you. With your community's help and generosity, we can **Save Maine Lobstermen.**



Kevin Kelley  
Director of Advancement

Thanks for all you  
can do.



# Burdensome Federal Regulations Threaten to End Maine's Lobster Industry

New federal rules intended to protect the North Atlantic right whale have set a course to eliminate the Maine lobster fishery and end Maine's lobstering tradition.

## The plan will end the Maine lobster fishery but won't save right whales.

The Maine Lobstermen's Association (MLA) is fighting back! We are putting its 65 years of experience as the leader of the world's most sustainable fishery to work to find a solution that will protect right whales AND Maine's lobstering heritage.

### Join the Fight to Save Maine Lobstermen

Fighting the federal government and solving complex environmental problems takes resources. **We must raise \$10 million** over the next three years to lead this fight.

### What will the funding support?

Funding will directly support legal efforts to challenge flawed federal regulations through lawsuits, regulatory processes, development of innovative gear solutions, and education to save Maine lobstermen **AND** right whales.



**Join The Fight Today!**  
[SaveMaineLobstermen.org](http://SaveMaineLobstermen.org)



## The Issue:

In 2021, the National Marine Fisheries Services (NMFS) released a 10-year whale plan that requires the Maine lobster fishery to reduce risk to right whales by 98 percent. This is an unachievable goal that the lobster industry cannot survive. Now, the government is threatening to require these deep cuts even sooner.



## The Challenge:

Maine lobstermen are not to blame. There has not been a single known right whale entanglement in Maine lobster gear in almost 20 years and Maine lobster gear has never been linked to a right whale death.

**New research shows that right whales rarely visit the waters where Maine lobstermen fish. Simply put - the federal government is wrongly holding Maine lobstermen accountable for the decline of the right whale population.**

## The Solution:

The MLA is engaged in a four-prong strategy to Save Maine Lobstermen AND right whales.



**Legal and Policy** - The MLA is suing the federal government to stop the 10-year whale plan that will decimate Maine's lobster industry. MLA has asked the court to fix the plan using accurate science so that we can save right whales without sacrificing the lobster fishery.



**Science** - MLA is engaging with scientific experts to ensure that the most up to date, cutting-edge science is the basis of any right whale conservation plan.



**Conservation** - MLA is working with Maine lobstermen to continue efforts to develop innovative gear solutions that protect right whales and support the continuation of Maine's lobstering heritage.



**Communications** - MLA is building support to ensure the community understands that Maine's lobstering tradition is at risk and may disappear forever, erasing generations of locally-owned and operated fishing businesses and the economic engine of Maine's rural coastal communities.

## WE NEED YOUR HELP

TO MAINTAIN A ROBUST LOBSTER INDUSTRY TODAY AND FOR FUTURE GENERATIONS AND THE THOUSANDS OF FAMILIES THAT RELY ON IT.

#SaveMaine  
Lobstermen

[mainelobstermen.org](http://mainelobstermen.org)

Join The Fight Today!  
[SaveMaineLobstermen.org](http://SaveMaineLobstermen.org)





***Loss of Maine's Lobster Industry Would Have Huge Ripple Effect***  
*February 11, 2022*

The loss of just one small business will leave an empty storefront on Main Street and cause a ripple effect that reverberates far beyond downtown. However, Maine faces an oncoming tsunami of federal regulations targeting our lobster industry that threaten to wipe out nearly 5,000 independently-owned, small businesses from Kittery to Eastport and in every rural fishing village in between – leaving a wake of economic destruction behind that will reach far beyond our coastline.

The scenario sounds implausible, but it's very real.

Last year, the federal government announced a ten-year plan intended to help protect the endangered North Atlantic right whale. Under it, Maine lobstermen must implement whale conservation measures that the government believes will reduce our already minimal risk to the right whale by 98-percent by the year 2030. Frankly, it is an unachievable goal. Yet, if the industry does not meet this mandate, it will be illegal for the federal government to continue to permit the fishery. In other words, Maine's lobster industry has been stamped with an expiration date.

What would this mean to Maine and our economy? Lobster is our state's top fishery, contributing more than \$1 billion to the state's economy each year. Commercial fishing licenses are held in every island and coastal town in our state. The loss of the lobster industry in communities like Stonington, Cutler, and Jonesport would impact businesses that rely on a strong lobster industry far beyond the working waterfront. The iconic Maine lobster has fueled tourism and economic growth for generations. So, what would the future look like for the next generation of Mainers growing up in towns like Vinalhaven, Friendship, and Harpswell if this way of life ceases to exist?

Make no mistake. Maine lobstermen care about protecting the endangered whale. In fact, we have implemented an array of gear changes to keep the waters off our coast safe for these whales. We've implemented measures such as removing thousands of miles of rope from the water, keeping rope off the surface where a whale might feed, putting weak links at the top of our buoy lines so that a whale can break free, and marking our lines so we know if Maine lobster gear is responsible for an entanglement.

And these measures have worked. During the course of 20 years, the right whale population doubled. The last known entanglement in Maine lobster gear happened 18 years ago and that whale survived. In fact, there has never been a known right whale death in Maine lobster gear.

Yet despite our excellent track record, the federal government recently closed nearly one thousand square miles of prime fishing bottom to Maine lobstermen for one-third of the year, and Maine lobstermen will be removing more rope, and further weakening our remaining buoy lines this spring. And our federal waters lobstermen will also be adding additional marks to all of their buoy lines.

The Maine Lobstermen's Association (MLA) believes the industry's only hope to survive is to fight. The MLA has filed a lawsuit against National Marine Fisheries Service challenging the scientific basis of its ten-year whale plan with the goal of reworking risk reductions to match the risk posed by Maine's lobster fishery. And since 2018, the MLA has been an intervenor in the court case filed by environmental groups, which seeks to shut down the lobster fishery.

Suing the federal government is a monumental and unaffordable task for a small organization like the MLA. But we believe it's our last, best hope. The government's plan is wrong and not based on sound science. We are looking to the court to hold the federal government accountable and to revise the plan so that it protects whales without eliminating the lobster fishery. We have launched a campaign, [www.savemainelobstermen.org](http://www.savemainelobstermen.org), and are asking for partners in this fight.

It's almost impossible to imagine Maine without a lobster industry. We need all of you who understand its importance and care about this heritage to learn more, and to stand with us, because we believe Maine lobster is an industry worth fighting to save.

**About the Author:** *Patrice McCarron is executive director of the Maine Lobstermen's Association. To learn more, please visit [www.savemainelobstermen.org](http://www.savemainelobstermen.org).*



# Mainebiz

MAINE'S BUSINESS NEWS SOURCE

November 17, 2021

## Despite setback in court, lobstering trade group launches \$10M campaign to fight regulations



COURTESY / MAINE LOBSTERMEN'S ASSOCIATION Kristan Porter, a Cutler lobsterman and Maine Lobstermen's Association president, said lobster fishermen have stepped up to help save the right whale. Looking on is Dustin Delano, a Friendship lobsterman and vice president of the association.

By Staff

A clash of titans played out Tuesday in the latest round of actions by the nation's largest lobster fishery and the federal government.

The Maine Lobstermen's Association announced the launch of a three-year, \$10 million fundraising campaign to fight what the group says are onerous federal regulations threatening the future of the industry. The announcement came just hours before the 1st U.S. Circuit Court of Appeals in Boston reinstated a seasonal prohibition on lobster fishing in an area roughly 30 nautical miles off the coast of Maine.

The developments both stem from a plan, issued by the National Marine Fisheries Service on Aug. 31, that aims to protect the endangered North Atlantic right whale by creating new requirements affecting Maine lobstermen. The plan includes mandates for additional gear marking and gear modification, as well as a seasonal ban on lobster fishing with buoy lines across a large swath of the Gulf of Maine.

### *Industry campaign*

The Maine Lobstermen's Association's announcement came during a news conference on Widgery Wharf in Portland.

The goal was to call attention to what the association says are disastrous implications of the 10-year plan by the Fisheries Service, and which will eventually require the Maine lobster fishery to reduce risk to right whales by 98%.

"It is unthinkable to imagine what would happen to our state and coastal communities if federal regulations force these boats off the water and end our lobstering heritage," said Patrice McCarron, the association's executive director.

Maine's lobster industry directly supports more than 10,000 jobs and is worth roughly a half billion dollars at the dock each year, according to a news release. Collectively, the industry contributes \$2 billion annually to the state's economy.

The association said the fundraiser would go toward executing a number of actions.

They began in September, when the group filed a lawsuit against the federal government to stop the plan. Additional actions include:

- Working with scientists with the goal of incorporating up-to-date data as the basis of any plan to save the right whale.
- Engaging with lobstermen to continue efforts to develop innovative gear that protects right whales while ensuring the continuation of the industry.
- Communing with the public to promote broader awareness of the issues.

As part of the campaign, the association established a website, [SaveMaineLobstermen.org](http://SaveMaineLobstermen.org), which includes the proposed actions in greater detail, as well as opportunities to donate to the cause or get involved.

The association said the Fisheries Service's 98% risk-reduction target is an unachievable goal, won't save the right whales, and will decimate the industry.

"This is not a choice between saving the right whale or saving the Maine lobster industry. We can do both," said Kristan Porter, a Cutler lobsterman and the association's president.

"Lobstermen have been honest brokers and stepped up every time the federal government has required new whale conservation measures because we care deeply about the livelihood of our fishery and the whales."

### ***Restricted area***

An October-through-January lobster fishing ban across 967 square miles of offshore waters in the Gulf of Maine was due to go into effect in October.

Then, with just two days to spare, the industry won an emergency motion to stop the closure, when U.S. District Judge Lance Walker issued a temporary restraining order blocking the ban.

But now the 1st Circuit Court has reinstated the closure, after an emergency motion was filed by environmental groups Center for Biological Diversity, Conservation Law Foundation and Defenders of Wildlife.

The Fisheries Service implemented the prohibition to protect North Atlantic right whales from entanglements in lobster gear.

The 1st Circuit Court ruling said that the lower court "misapprehended the record and overstepped its role in rejecting the judgment of the agency that Congress has charged with protecting endangered marine mammals."

The ruling noted that "while there are serious stakes on both sides, Congress has placed its thumb on the scale for the whales."

"Reducing entanglements by prohibiting fishing in this area is critical to ensuring the survival of right whales," Erica Fuller, a senior attorney at Conservation Law Foundation, said in a separate news release.

"The First Circuit got it right: entanglements often can't be traced, so where whales, lots of lines, and heavy fishing lines coincide, we need fishing restrictions now."

The order means the closure will now go into effect as intended while the preliminary injunction appeal is heard by the appellate court.

The North Atlantic right whale population dropped to 336 individuals in 2020 — an 8% decline from 2019 and the lowest population number for the species in nearly 20 years.



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# AGENDA ITEM DIVIDER

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## Memorandum

To: Board of Selectmen

From: Laurie Smith, Town Manager  
Denise Brown, Finance Director

Date: April 11, 2022

Re: Request to accept Payment on Foreclosed property at 133 Main St  
and issue a Quitclaim

On January 10, 2022, the Town of Kennebunkport foreclosed on the property located at 133 Main Street, owned by Lisa Gunther. After many attempts to reach the property owner, whom we had heard was living abroad, we were contacted by her sister. Joyce Gunther, who lives in New Zealand, informed us that Lisa Gunther passed away in South Africa, bequeathing her estate/house to her sister and brother.

Joyce Gunther is requesting to pay all the taxes on this property.

Foreclosure laws rule that all taxes must be paid in full, and if done after April 1, an estimate of the new year taxes must also be added.

Attached to this memo is an account of what is owed to process a Quitclaim on this property.

We are seeking approval from the Selectmen to proceed with accepting payment via an international bank wire and to process a Quitclaim on this property.

**RE Account 1198 Detail  
as of 04/11/2022**

Name: GUNTHER, LISA C

Location: 133 MAIN STREET

Acreage: 0.35 Map/Lot: 022-003-009

Book Page: B17911P0337

Land: 111,500

Building: 149,400

Exempt 21,000

Total: 239,900

2022-1 Period Due:

1) 1,190.17

2) 1,151.52

Ref1: BP

Mailing 133 MAIN STREET

Address: KENNEBUNKPORT ME 04046

Year/Rec #	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1	R				2,303.04	38.65	0.00	2,341.69
2021-1	L *				2,252.88	150.45	47.96	2,451.29
2020-1	L *				2,282.18	480.01	71.23	2,833.42
2019-1	R				0.00	0.00	0.00	0.00
2018-1	L *				0.00	0.00	0.00	0.00
2017-1	L *				0.00	0.00	0.00	0.00
2016-1	L *				0.00	0.00	0.00	0.00
2015-1	L *				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	L *				0.00	0.00	0.00	0.00
2009-1	L *				0.00	0.00	0.00	0.00
Account Totals as of 04/11/2022					6,838.10	669.11	119.19	7,626.40

2023 RE Tax

2,303.60

\$9,930

**Per Diem**

2022-1	0.3155
2021-1	0.3086
2020-1	0.5627
Total	1.1868

Exempt Codes: 01 - Homestead Exempt

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.