

TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda
January 12, 2023 @ 6:00 PM
VILLAGE FIRE STATION
32 North Street**

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

Join by **computer or mobile device** and click on:

<https://us06web.zoom.us/j/81023791839>

or go to **ZOOM** and enter the **webinar ID**: 810 2379 1839

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

1. Call to Order.
2. Approve the December 22, 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. Audit presentation by Casey Leonard of RKO for FY 2022.
5. Consider Annual Transfer to Capital Reserve Fund balance.
6. Presentation of Capital Improvement Plan.
7. Consider Street Opening Permit for South Main Street.
8. Accept donations towards the emergency fuel fund:
 - a. \$500.00 from Richard Driver
 - b. \$700.00 from Kennebunkport Residents Association
 - c. \$1,000.00 from an anonymous donor
 - d. \$2,000.00 from Atlantic Hall
 - e. \$5,000.00 from the William J.J. Gordon Foundation
9. Accept \$50.00 from Barbara Cameron and the Madonna Chapter 144 towards the emergency food fund.

10. Accept a \$700.00 donation from the Kennebunkport Residents Association towards the general nurses' account.
11. Other Business.
12. Approve the January 12, 2023, Treasurer's Warrant.
13. Adjournment.

AGENDA ITEM DIVIDER

MINUTES

Selectmen attending: Edward Hutchins, Sheila Matthews-Bull, Allen Daggett, Jon Dykstra Michael Weston.

1. Call to Order.

Selectman Hutchins called the meeting to order at 6:01 PM.

2. Approve the December 8, 2022, meeting minutes.

Selectman Dykstra noted that item #4 had him as both making and seconding the motion. The board agreed that Selectman Dykstra made the motion and Selectman Matthews-Bull seconded it. **Motion** by Selectman Matthews-Bull, seconded by Selectman Dykstra to approve the amended December 8, 2022, selectmen meeting minutes. **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.)

No one in the community room nor attending via Zoom came forward.

No motion was necessary. No motion was taken.

4. Authorization of Confirmatory Supplemental Agreement Regarding Joinder of Beachfront Owner to Beach Use Agreement.

Town Attorney Amy Tchao explained that in 2013 there was a limited period when beachfront owners were allowed to join the beach use agreement. At that time, the countersignature of TigerEleven LLC, members of which include Gerald and Melissa Rizeieri, was misplaced and never officially recorded. The Rizeieris signed an affidavit asserting that they had signed the agreement in 2013. Attorney Tchao acknowledged there might be a concern that others will want to sign the beach use agreement if the board allows the Rizeieris to do so now. But she does not think that is likely due to the unique circumstances of this request.

Ralph Austin, representing the Rizeieris & TigerEleven agreed with Amy Tchao's recitation of the facts. He added that in the files, there was a letter dated December 10, 2013, from Brian Willing indicating that the Rizeieris' signature page was misplaced,

which corroborates their statement that they had signed the Supplemental Agreement in 2013.

Motion by Selectman Weston, seconded by Selectman Daggett, to accept the Joinder.

Voted: 5-0. **Motion passed.**

5. Update from Megan McDevitt, of Woodard & Curran, on the Pier Road causeway project:

Ms. McDevitt gave a presentation providing an update on this project with an overview of the preliminary design. Her slide show gave the details of the existing condition, roadway profile & elevation comparisons, roadway layout, opinion of probable project cost, and alternate ideas for the kayak launch area.

The Town was able to obtain a grant from the Maine Infrastructure Adaptation Fund of \$2.6 million to cover the cost of construction. The grant requires the project to be fully constructed by 2026.

The existing condition of the causeway is that the lowest point is Elevation 6.5 NAVD (North American Vertical Data). This is roughly a 5-foot difference between NAVD and a tide level. So, 6.5 NAVD is about an 11.5-foot tide. There is riprap on both sides and an existing marsh on the east side. There are vehicle guard rails on both sides but no sidewalk or pedestrian walkway. There is a sewer force main under the roadway and a water main under the marsh on the east side of the causeway. There is overhead electrical on the west side of the causeway. Those are outside the Town's right of way and on private property. There is also a beloved kayak launch on the east side.

The preliminary proposed construction would elevate the causeway to a new low point of elevation 11 NAVD, with an average of 4 feet 9 inches of additional fill above the current elevation. This would bring the entire causeway above the 10- and 50-year still water elevations and the 100-year flood elevation. This increase will improve our resilience over some storm events and sea level rise, though it is not enough to meet the projected year 2100 sea level rise. The proposed construction elevates the roadway to the best storm resilience level possible, given budgetary constraints.

The proposed construction would use precast segmented blocks to allow vertical walls with a compact horizontal footprint, as was done with the Ocean Ave project. Included is an 8-foot-wide concrete sidewalk with granite curb and combo pedestrian/vehicle guardrail on the east side and vehicle guard rail on the west side. Feedback already received is that the 8-foot sidewalk is excessively wide; it could be reduced to a 5-foot width and still meet ADA minimum standards (required for the grant).

Construction cost for the preliminary design is projected to be \$1.8 million, carrying a 10% (\$180,000) design contingency and another 10% owner's contingency. There is also an in-lieu compensation allowance of \$50,000 for possible impact to the surrounding wetlands, engineering, permit & bid services cost of \$189,700, and construction administration services cost of \$65,000. This brings the total cost of the project to \$2,470,700.

An updated rendering of the project shows a step at the top of the retaining wall and a guard rail on top to keep parts of the retaining wall as low as possible. Feedback received, however, is that it would be more aesthetically pleasing to have the entire retaining wall & guard rail at one continuous level.

Two options were presented regarding the kayak launch area:

- Granite stairs permitting hand carry only for kayaks to the launch area.
- 20-foot-wide ramp down to launch area, steeper slope and narrower than the existing ramp but with greater impacts to wetlands and natural resource areas.

Questions and discussions ensued from the Selectmen regarding the dimensions of the current and proposed kayak ramp.

Residents Elaine Carlson and Richard Perry - abutters who provided a recreational easement on their property to allow the kayak launch - expressed concern and opposition to extending the ramp further into the marsh. Mr. Perry also expressed his opposition to a road height increase of 4 feet 9 inches based on FEMA data and support for a lesser height increase of 2 feet 6 inches based on Maine Climate Council data. He feels this smaller increase would allow for a better access ramp for kayak launching and would also have less negative visual impact.

Nearby resident Dick Smith expressed concern that the lack of parking spaces for cars loading and unloading kayaks would embolden people to park on the sidewalk near the ramp, causing a pedestrian hazard. He suggested that there be a physical barrier to prevent cars from pulling up onto or parking on the sidewalk.

Mr. Smith also read a letter into the record from Doug May & Wendy Wise of 2 Stonehaven Drive, who could not attend the meeting. Their two concerns were: 1) that the height of the causeway addition was being driven by budget, not data; and 2) that an 8-foot-wide sidewalk would make pedestrians less safe because it would encourage drivers to park on the sidewalk. They support a narrower sidewalk that is 5 feet 6 inches wide.

Ed Hutchins asked the Board for feedback from Woodward & Curran on the proposed design. A majority of the Board agreed that a 5-foot-wide sidewalk should be included.

Selectmen Dykstra, Daggett & Weston agreed that the elevation increase should be the 4 feet 9 inches that Woodard & Curran is recommending, while Selectmen Hutchins & Matthews-Bull tended toward less of an increase.

Selectmen Weston, Daggett, Matthews-Bull & Hutchins agreed that the retaining wall and guard rail should be level for the length of the causeway. Selectman Dykstra was ambivalent.

No motion was necessary. No motion was taken.

6. Wildes District Road Project Update.

Eric Labelle informed the Board that an informational meeting was held with residents along Wildes District Road. Participation was good, with well over 100 residents in attendance. Feedback from that meeting was that residents on nearby streets should also be included in the process. They also held three meetings with residents along specific segments of the road to get more granular feedback and concerns for a specific location of the road. The goal is to have a maximum total road width of 28 feet, 14 feet to each side from the centerline. But they will also consider natural features such as ledge and elements like phone poles, having the road be narrower as appropriate in those places. One concern of residents was drainage, which will be addressed. There was some agreement that a sidewalk should be extended from the intersection with Ward Road to the new "Bowsprit" subdivision.

No motion was necessary. No motion was taken.

7. Waste Hauling Permits.

These once-a-year permits are needed for Waste Management of Portland and Casella.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to authorize the permits. **Voted: 5-0. Motion passed.**

8. Street Opening Permit for South Main Street.

Chris Simeoni, Public Works Director, informed the Board that he had received a street opening request on December 6th from Woods Excavating to connect a new water main for Woodland Drive 8x20 trench from Main Street into the property. The Town recently paved South Main Street on September 28th, with notice going to property owners on August 2nd. Our Ordinance currently states that there is to be a 5-year moratorium on street openings after a repaving or reconstruction.

Selectman Matthews-Bull asked if the owners requesting the street opening were owners at the time of the August notification. Tom Shoening spoke on behalf of BCD Woodland & Duncan McDougal. He stated that they purchased the property (a vacant lot) in March 2022 and said the owners have been working with the Town since May 2022 to get underground water and utilities extended from South Main Street into two lots for houses to be built at the end of Woodlawn Drive. Mr. Shoening asserts that the owners were working with KK&WWD in planning the main water extension, were not informed of the paving, and were shocked when they discovered that the street had been paved.

Selectman Weston had concerns that the bond for the street opening was for only \$2,000, not \$7,000, and that the bond contained no statement of work with specific. The Board agreed that they would table this request until the owners could come before them to provide more information.

No motion was necessary. No motion was taken.

9. Authorize purchase of Invent HyperClassic Mixers.

Chris Simeoni informed the Board that \$50,000 had been approved in FY 2023 for the replacement of these mixers, which are 20+ years old and becoming more problematic, requiring repair in one instance as they are in a harsh submerged environment. They would like to purchase new mixers that are not submerged. Aqua Solutions is the only regional provider, and the cost for purchase, installation & related services for these mixers totals \$43,000.

Motion by Selectman Dykstra, seconded by Selectman Daggett, to purchase the mixers from Aqua Solutions. **Voted: 5-0. Motion passed.**

10. Purchase of Waste Pump.

Chris Simeoni informed the Board that they just had the second of two waste pumps fail last month. He has funds in the building maintenance line item of the budget to pay for this replacement from Bow Hopkins for a total cost of \$10,120.

Motion by Selectman Weston, seconded by Selectman Daggett, to purchase the pump. **Voted: 5-0. Motion passed.**

11. Parks Master Plan Update.

Stephanie Simpson, Parks & Recreation Director, informed the Board that the online survey was now live and running through the end of January 2023. They've made a

social media, email, and postcard push to make the public aware of the survey. They will do so again after the holidays.

Stephanie had a meeting and has conducted a walkthrough of all four parks with TJD&A to provide them with familiarity with our parks. She has also scheduled meetings in January with various stakeholders to get their input. The public meeting for public comment will take place at the end of February. She hopes to have them start on a final concept design for Firefighter's Park and Parson's Field by the end of March, with a final presentation to the Board by the end of May.

No motion was necessary. No motion was taken.

12. Purchase of Ford F-350 For Fire Department Brush Truck.

Fire Chief Jay Everett stated that we have money in the current capital budget for this purchase. He received no response from dealers when requesting a bid because of fluctuating prices, so he went to 4 local dealers who would hold a price for a short time. Rowe Ford was the low bid and might have a government program discount, which puts the price between \$45,000 - \$50,000.

Motion by Selectman Weston, seconded by Selectman Daggett, to purchase the replacement truck for Brush 35 in the price range cited. **Voted: 5-0. Motion passed.**

13. Accept donations to the general nurses' account:

- a. **\$50.00 from an anonymous donor to the general nurses' account;**
- b. **\$100.00 from Janet Henry and Vernon Moore to the general nurses' account.**

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to accept \$50.00 from an anonymous donor and \$100.00 from Janet Henry and Vernon Moore for the general nurses' account. **Voted: 5-0. Motion passed.**

14. Accept donations to the emergency fuel fund:

- a. **\$100.00 from David Kling & Kathryn Sanders to the emergency fuel fund;**
- b. **\$360.00 from Church On The Cape to the emergency fuel fund.**

Motion by Selectman Daggett, seconded by Selectman Dykstra, to accept \$100.00 from David Kling & Kathryn Sanders and \$360.00 from Church On The Cape to the emergency fuel fund. **Voted: 5-0. Motion passed.**

15. Other business.

None of the Selectmen nor Town Manager Laurie Smith had any other business to discuss.

No motion was necessary. No motion was taken.

16. Approve the December 20, 2022, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the December 20, 2022, Treasurer's Warrant. **Voted: 5-0. Motion passed.**

17. Executive session (per MRSA 1 §405-6A) for discussion regarding personnel compensation.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to enter executive session (per MRSA 1 §405-6A) for discussion regarding personnel compensation. **Voted: 5-0. Motion passed.**

Chairman Hutchins resumed the meeting after the executive session.

Motion by Selectman Weston, seconded by Selectman Daggett, to award Town Manager Laurie Smith a \$10,000 bonus this year. **Voted: 5-0. Motion passed.**

18. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Dykstra, to adjourn. **Voted: 5-0. Motion passed.** The meeting adjourned at 8:13 PM.

Submitted by,
Dave Powell,
Technology Specialist

AGENDA ITEM DIVIDER

Town of Kennebunkport

Item 4

FINANCIAL OVERVIEW

Presented By: Casey Leonard

RUNYON KERSTEEN OUELLETTE

INSIDE

2. Summary of Audit Results
3. Fund Balances
4. General Fund - Revenues
5. General Fund - Expenditures
6. Unassigned Fund Balance as a Percentage of Expenditures
7. Revenue Distribution
8. Expenditure Distribution - 2022
9. Expenditure Distribution - 2021

About this presentation

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

Please contact us at 207-773-2986 or 1-800-486-1784
20 Long Creek Drive, South Portland, ME 04106



Town of Kennebunkport

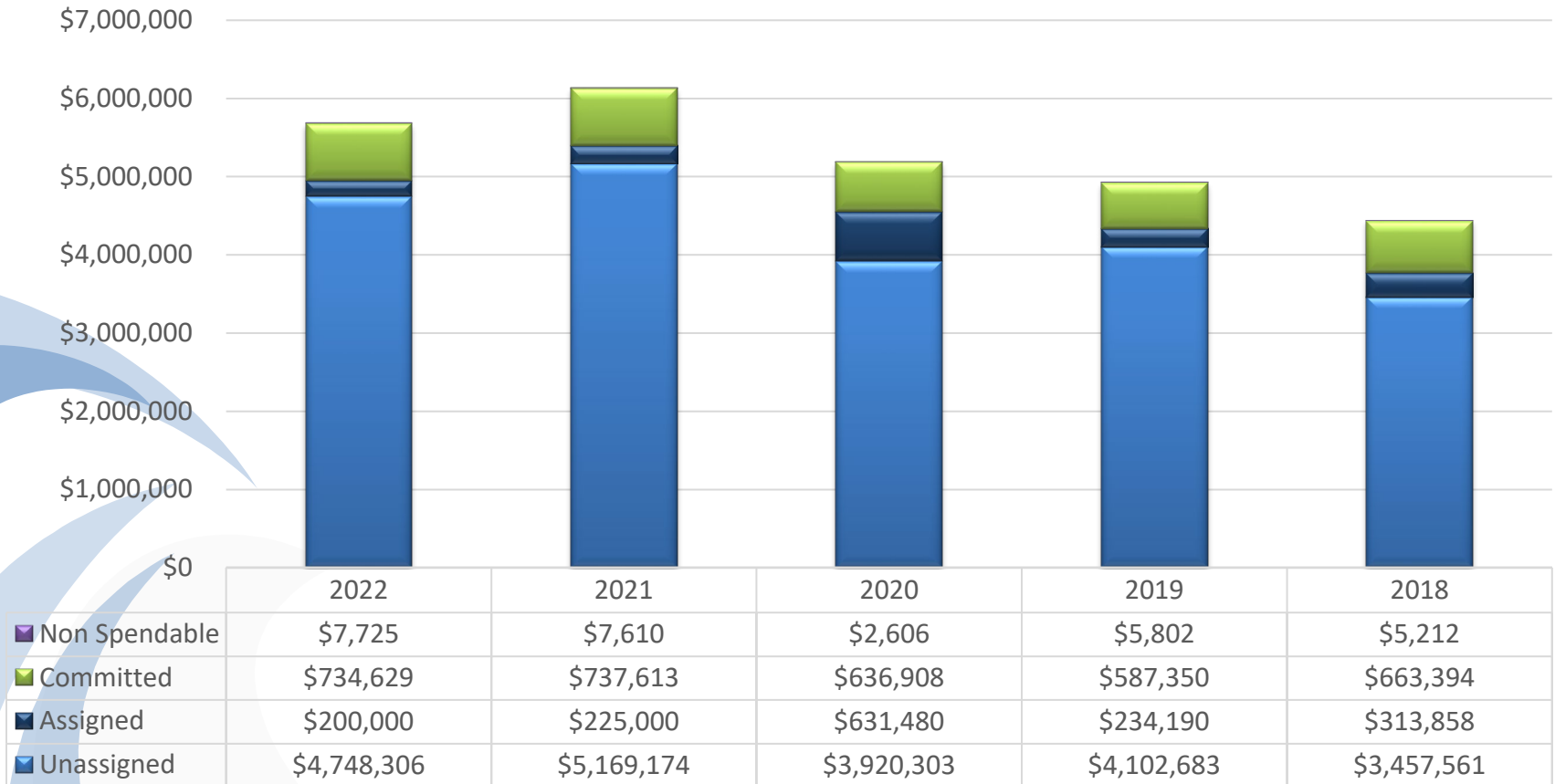
SUMMARY OF AUDIT RESULTS

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



Town of Kennebunkport

FUND BALANCES



- **Total Fund balance** decreased by \$448,737 to \$5,690,660 in the current year.
- See pages 47-49 of the financial statements for breakdown of fund balance.



Town of Kennebunkport

GENERAL FUND - REVENUES

	Budget	Actual	Variance
Property taxes	\$ 19,605,377	19,592,717	(12,660)
Excise taxes	1,064,000	1,175,887	111,887
Intergovernmental revenues	529,020	654,175	125,155
Licenses and permits	517,900	766,321	248,421
Charges for services	261,200	324,079	62,879
Interest earned	60,000	44,090	(15,910)
Other revenues	35,000	61,520	26,520
Total revenues	22,072,497	22,618,789	546,292
Transfers	710,000	710,000	-
Utilization of prior year surplus	225,000	-	(225,000)
Utilization of carryforward balances	737,613	-	(737,613)
Total revenue and other financing sources	\$ 23,745,110	23,328,789	(416,321)

SUMMARY OF SIGNIFICANT VARIANCES

- **Excise taxes** exceed its budget due to conservative budgeting.
- **Intergovernmental revenues** were over budget due to greater-than-expected revenue sharing proceeds.
- **Licenses and permits revenues** were over budget due to greater-than-expected building permit and short-term rental fees.



Town of Kennebunkport

GENERAL FUND - EXPENDITURES

	Budget	Actual	Variance
General government	\$ 2,442,113	2,040,063	402,050
Public safety	3,166,368	2,964,578	201,790
Public works	1,318,877	1,251,069	67,808
Health and welfare	840,260	777,362	62,898
Recreation and culture	532,455	530,381	2,074
County tax	1,199,997	1,199,996	1
Education	11,264,353	11,264,352	1
Debt service	937,531	939,253	(1,722)
Committed funds	508,829	11,752	497,077
Total expenditures	22,210,783	20,978,806	1,231,977
Transfers out	1,534,327	2,798,720	(1,264,393)
Total expenditures and transfers out	\$ 23,745,110	23,777,526	(32,416)

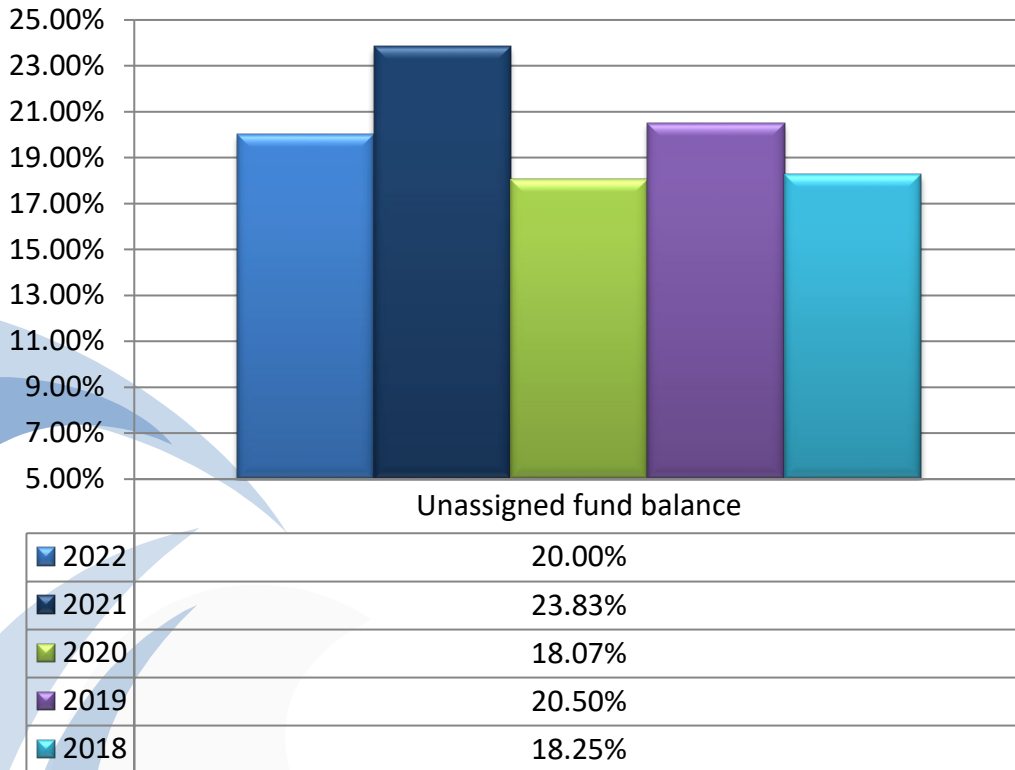
SUMMARY OF SIGNIFICANT VARIANCES

- **General government expenditures** were under budget primarily due to lower-than-expected costs related to administration, planning and development and unneeded overlay / tax abatements.
- **Public safety expenditures** were under budget primarily due to vacancies in the police department.
- **Committed funds** were under budget as they are carried forward until they are expended on their intended use.



Town of Kennebunkport

GENERAL FUND – UNASSIGNED FUND BALANCE AS PERCENTAGE OF EXPENDITURES

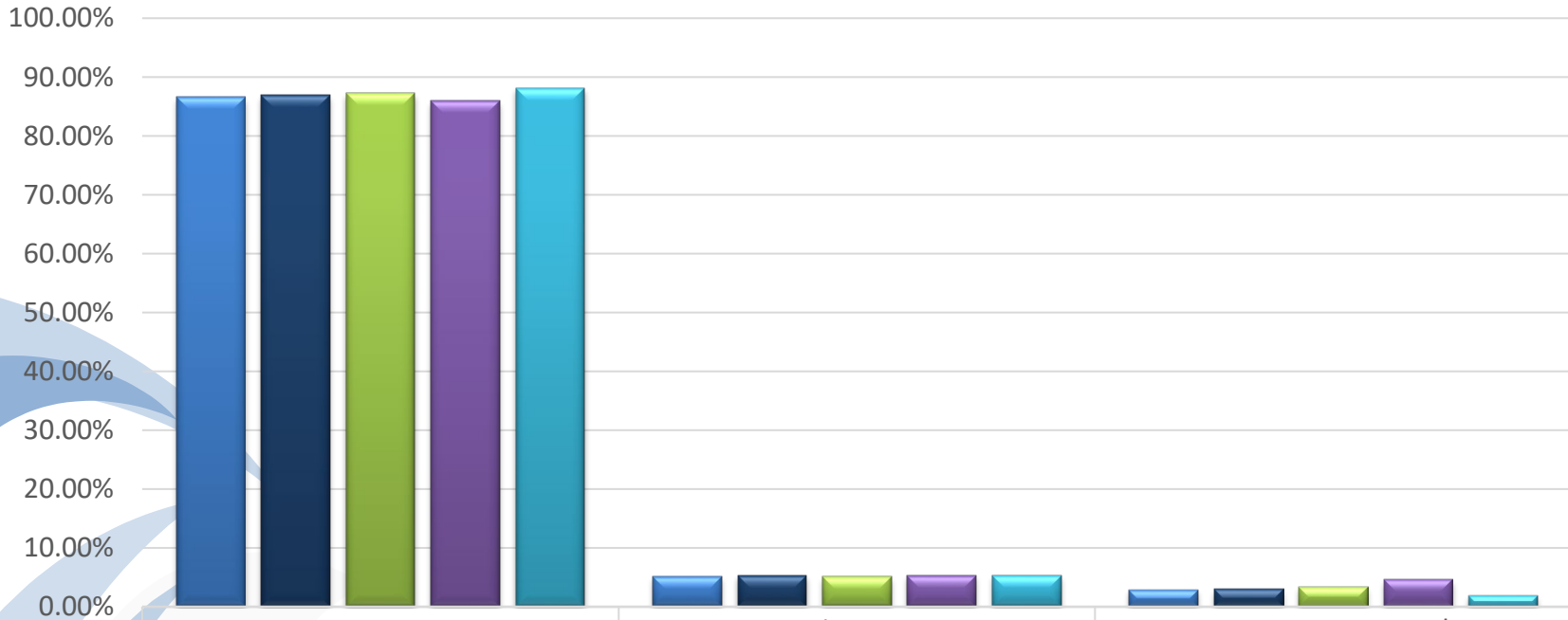


Town of Kennebunkport Minimum Fund Balance Policy:

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

Town of Kennebunkport

GENERAL FUND – REVENUE DISTRIBUTION

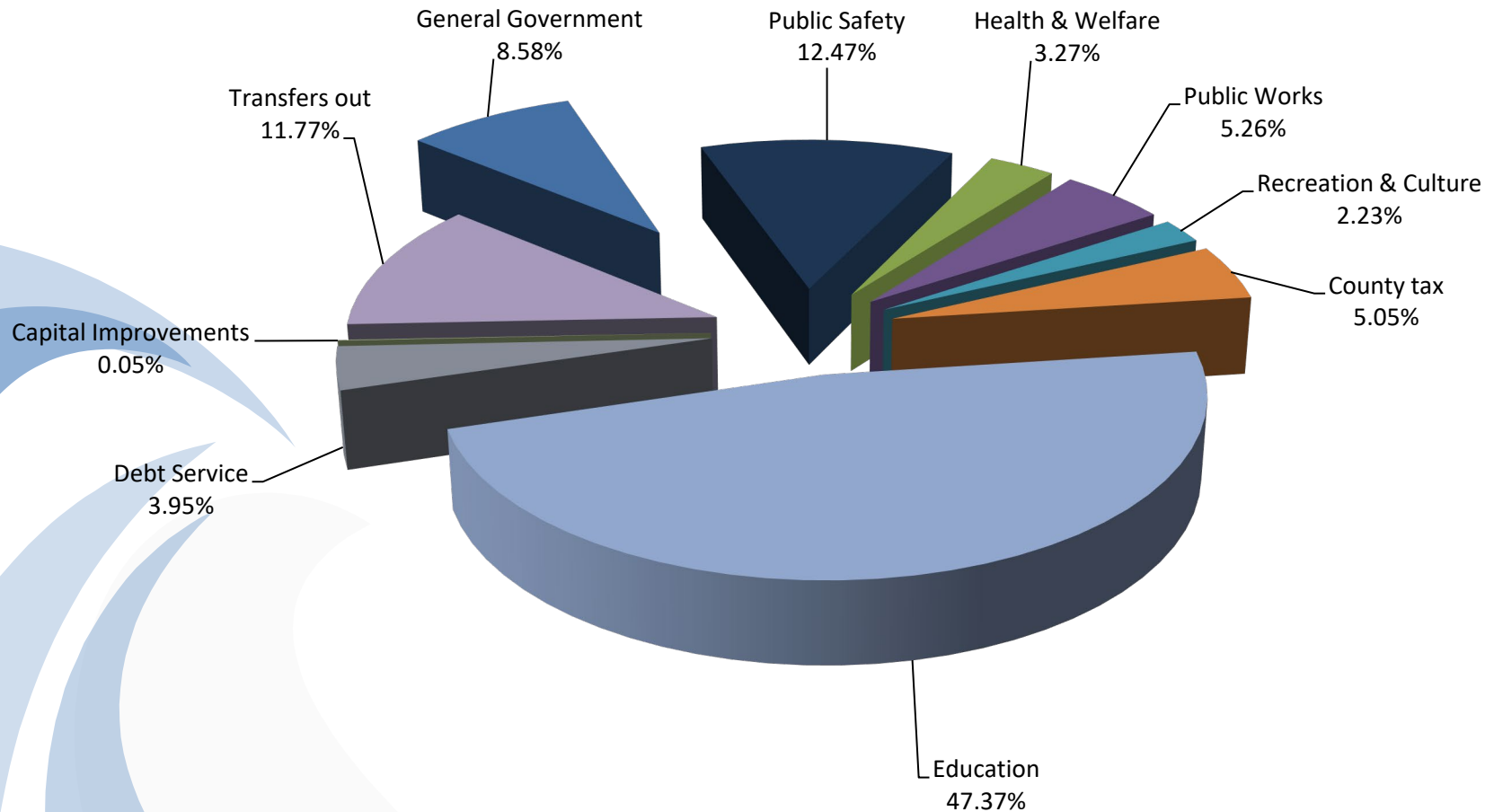


	Property Taxes	Excise Taxes	Intergovernmental
■ 2022	86.62%	5.20%	2.89%
■ 2021	86.94%	5.32%	2.97%
■ 2020	87.23%	5.11%	3.41%
■ 2019	85.88%	5.33%	4.65%
■ 2018	88.12%	5.36%	1.95%



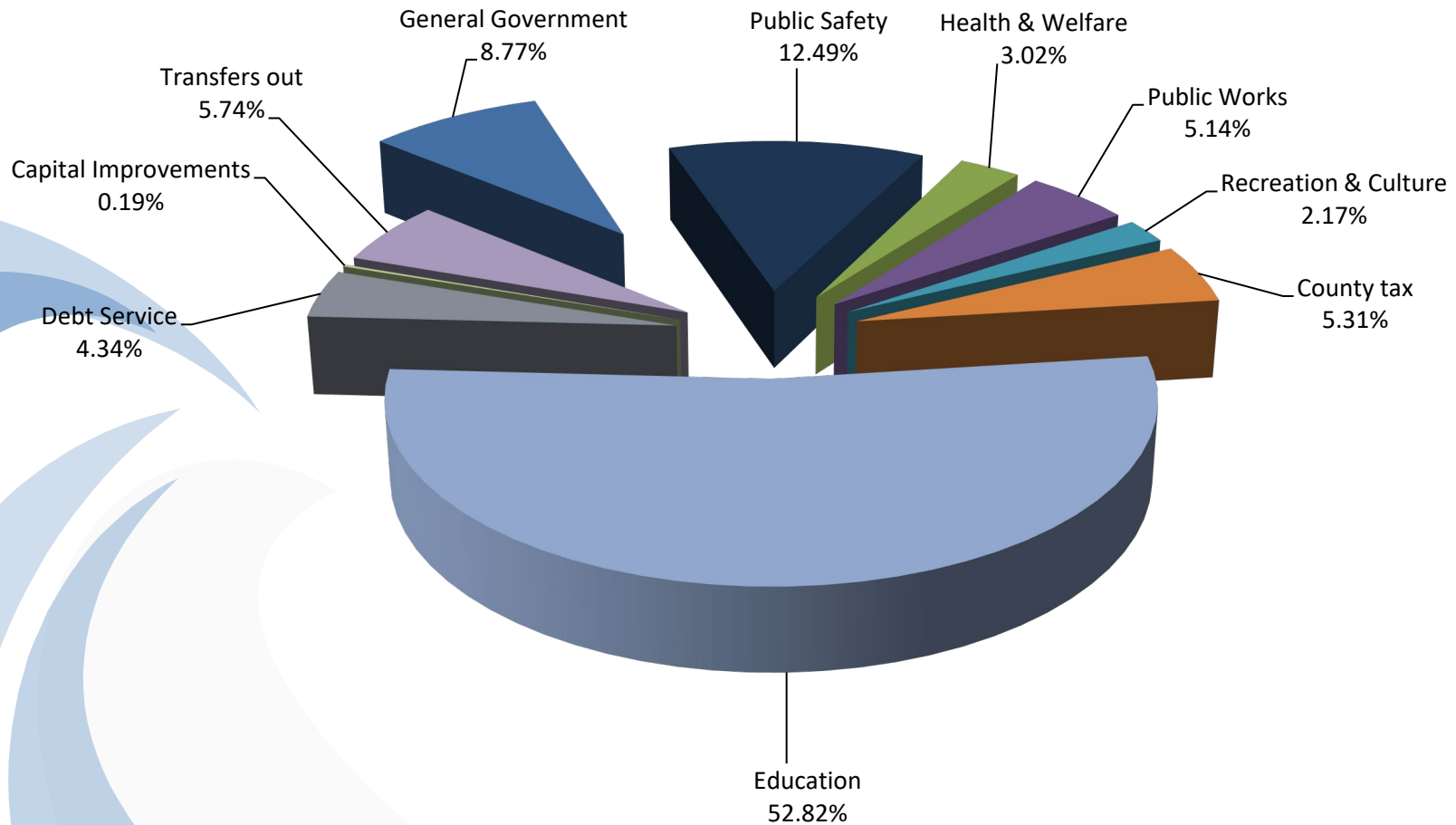
Town of Kennebunkport

GENERAL FUND – EXPENDITURE DISTRIBUTION - 2022

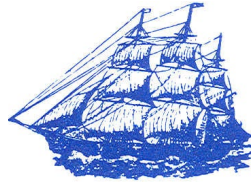


Town of Kennebunkport

GENERAL FUND – EXPENDITURE DISTRIBUTION - 2021



AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

Memorandum

Dt: January 3, 2023
To: Board of Selectmen
Fr: Laurie Smith, Town Manager; Nicole Evangelista, Finance Director
Re: Fund Balance Transfer

In accordance with the General Fund-Fund Balance Policy, we recommend that the Board of Selectmen authorize the transfer of \$468,351 to the Capital Projects Fund-General Capital Improvements account. This will adjust the General Fund Unassigned Fund Balance (Statement 3 of the Annual Finance Report) to \$4,279,955.

This addition of \$468,351 and the current year's use of \$700,000 generates a balance of \$1,177,970 in the General Capital Improvements account for future use toward Capital Improvement projects.

Town of Kennebunkport Unassigned Fund Balance	
Total Expenditures (Statement 4)	20,978,806
Transfers to Other Funds	2,798,720
Total Budget	<u>23,777,526</u>
Unassigned Fund Balance Should be 18% Budget	4,279,955
6/30/22 Unassigned Fund Balance (Statement 3)	4,748,306
Unassigned Fund Balance Should be 18% Budget	4,279,955
Amount to Transfer to Capital Improvements	<u><u>468,351</u></u>
Capital Improvements	
Balance at 6/30/2022	1,409,618
Transfer per FY23 Budget	(700,000)
Transfer per Fund Balance Policy	468,351
Adjusted Balance	<u>1,177,970</u>

AGENDA ITEM DIVIDER

Memorandum

To: Board of Selectmen

Fr: Laurie Smith, Town Manager
Nicole Evangelista, Finance Director

Re: FY 24 – FY 28 Capital Improvement Plan

Dt: January 6, 2023

What is a Capital Plan?

- A Capital Improvement Plan is a financial planning and management tool that lists proposed capital projects and capital purchases and is one of the most important responsibilities of local government officials.
- This 5-year plan identifies, coordinates, and prioritizes the need for improvements and purchases and coordinates the funding and time frames for completion.
- It also provides continuity to the repair, replacement, construction and/or expansion of Kennebunkport facilities and puts a focus on preserving our infrastructure while ensuring the efficient use of public funds.

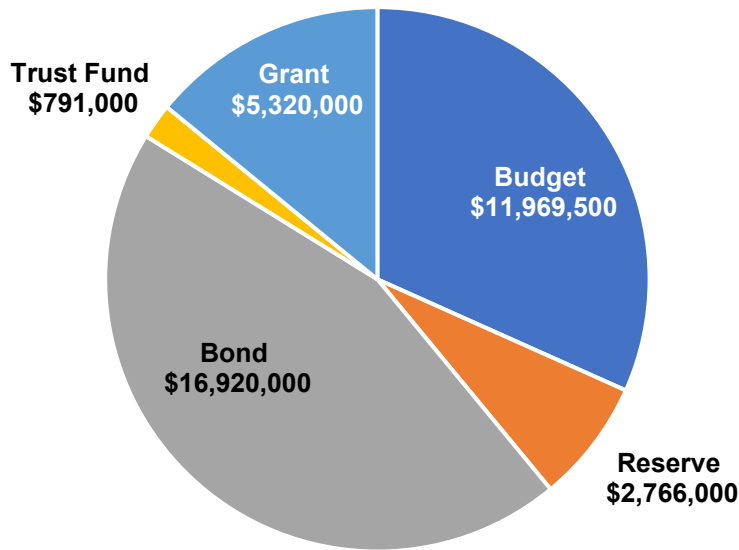
In conjunction with the review and update of departmental objectives and preparation of the annual departmental budgets, each department is required to identify and submit capital project requests to the Town Manager. Department Directors are urged to carefully assess their capital needs regarding vehicles and equipment, buildings and facilities, and infrastructure to encourage long-range planning instead of short-term, stopgap, or “emergency” repairs or rehabilitation work.

- ❖ Staff have compiled, to the best of their knowledge, a complete list of capital needs.
- ❖ While exact costs are hard to provide for future purchases, best estimates were used to prepare this plan. Construction costs have increased exorbitantly and continue to remain high.
- ❖ There are a variety of funding sources that include:
 - ✓ Operating Budget
 - ✓ Reserve Funds
 - ✓ Bonding
 - ✓ Trust Funds
 - ✓ Grants
 - ✓ Private Sources

The five-year CIP is just shy of \$37.6 million and includes equipment, buildings, and infrastructure. On the surface, this funding level appears daunting if it were to be covered solely by Kennebunkport taxpayers. The goal of planning for capital expenses is to take advantage of opportunities from grants, reserve funds, and other funding sources to keep the Town current with capital needs.

Capital assets are defined, by the Town of Kennebunkport, as assets with a cost of \$5,000 or more and a useful life in excess of two years.

CIP FY 24-28 Funding Source



Administration:

Records preservation is an ongoing item that prolongs the usable life of our archival records. Is it worth the investment? What does the future hold? We see changes daily in new and improved technology, cloud-based storage options, and electronic access to everything. However, we can be sure that accessing the tangible records from the incorporation of the Town in the 1800s, to the establishment of the KKW Water District in the early 1900s, and the Selectman's first vote to allow the sale of liquor to our beloved restaurants in the 1970s will forever remain the most reliable tool for accurate historical information.

The largest cost in administration is the construction of a new town hall. The need for a new Town Hall began over 20 years ago with the design for a combined Fire Station and Town Hall on North Street. Unfortunately, that did not move forward, and the Town Hall at Elm Street was renovated. It is estimated that the current needs are approximately 9,000 sq ft or 80% greater than the current building. The new facility would encompass a public meeting space, office space for all staff, storage for equipment and records, and adequate room to serve the public. The meeting room space becomes particularly important when the Village Fire Station is renovated to provide staffing space.

The first step in the process was the awarding of the design and engineering for the new structure. The Board of Selectmen appointed a Town Hall Building Committee in 2022. The committee's goal is to bring forward a plan for a town vote in November of 2023. The projected timeline shows that the potential construction completion would be in 2025.

Town Hall design and construction timeline



Village Fire Station design and construction timeline



Fire Department:

Equipment purchases in the next five years include a new engine to replace a 26-year-old vehicle and a ladder truck. As the department looks to the future of fire service in Kennebunkport, we are examining the best use of staffing and equipment for efficient and effective calls for service. As part of that analysis, we will be recommending a reduction in the number of vehicles – this will bring us from two ladder trucks to one and from three brush trucks to two. Our goal is to minimize the expense to the taxpayers by purchasing a ladder and engine in the same year to realize bulk purchasing discounts. The Town has reserved funding each year in the apparatus sinking fund, which, together with the Kittredge Trust fund account, should not cause a burden on the taxpayers.

Personal Protective Equipment (PPE) is an annual purchase of 7-8 sets of turnout gear, which includes a coat and pants. This replacement program replaces our interior qualified firefighters' gear every ten years. Any gear that is still worthy is then recycled for our non-interior firefighters. Helmets, boots, gloves, etc., come out of the PPE line in the operating budget.

In accordance with National Fire Protection Association (NFPA) standards, the Self-Contained Breathing Apparatus (SCBA) need to be replaced every 25 years. The Town has been setting aside funds in a reserve account for this purchase in 2027.

The largest item in the Fire Department capital plan is the renovation of the Port Village station. The Town has successfully met the fire service needs of our community for many years through the use of volunteers or on-call firefighters. As discussed with the Board previously, the days of hiring per diem firefighters are around the corner. Training demands, commuting patterns for residents, and the need for available staff during the daytime hours will require the Town to hire per diem staff eventually. In order to accommodate these staff and the necessary equipment to continue fire call times, we need to renovate our main station to accommodate overnight staff, offices, and room for additional equipment. The construction costs are currently estimated at \$1.5 million in order to add approximately 2,000 sq ft and renovate another 1,000 sq ft.

Parks and Recreation:

As we look towards the future of our parks areas, understanding the needs of the community is imperative to our planning. The Town is currently undergoing a Parks Master Plan focused primarily on Parsons field and Firefighter's Park. The master plan will engage the public in determining not only the recreational needs of each facility but what equipment and uses make the most sense in each of these neighborhood parks. Once the master plan is developed, we will complete the implementation in phases using public, private, and grant funding opportunities.

Our current 14-passenger recreation bus is scheduled for replacement in 2025. Staff continue to examine programming needs and will explore the best options for the eventual replacement of the bus.

Piers:

The largest item in the pier capital plan is the reconstruction of the Cape Porpoise Pier, which is currently in the final design. The Town has been awarded an Economic Development Administration (EDA) grant of \$2.1 million with a required local match of \$540,000. The Town has also applied for Maine DOT Small Harbor Improvement Program (SHIP) funds in order to complete the project and has been awarded two annual grants of \$250,000 each.

Police:

The police department's long-term capital plan includes the usual replacement of police vehicles. We will continue the process of looking at hybrid and or electric vehicles and incorporate them into our operation.

Building maintenance items include the replacement of the gutters along the outside of the Police and Public Health building. These gutters are original to the building, approximately 1996. The floor tile, also original to the building, needs to be replaced in the police and public health spaces. The sewer grinder pump, located under the public health office, was initially installed when that addition was constructed in the early 2000s.

The department maintains four servers and needs to replace the one which houses the police cruiser videos. All vehicles are outfitted with camera systems, and we are required to maintain all videos. This server is approximately 15 years old and is beyond its life expectancy.

The department is also planning for the replacement of all officer sidearms and holsters as the current inventory will be greater than twelve years old. The industry standard is to replace an officer's firearm every ten years.

The law enforcement records management software (Central Square) is over 20 years old and will need to be updated or replaced by the end of this 5-year plan.

Public Works:

The Town maintains over 48 miles of roads and 6.4 miles of sidewalks. The Town's capital plan includes paving, reconstruction, and maintenance to preserve the infrastructure foundation in our community. In FY 24, we will start the reconstruction work over a mile of Wildes District Road. The first phase will include the upgrades necessary to correct any drainage issues with reconstruction taking place in FY 25. FY 24 will include reclaiming and drainage work for the west, Oak, and Locke streets and overlays for Beachwood, Old Cape, Pearl, and Elm Street.

The 2012 International is showing signs of wear and rust. The 2006 Ford F-350 will be 17 years old, and rust on the frame prohibits it from passing inspection. Other equipment needs include the replacement of tires on the John Deere Loader, the addition of an equipment trailer, the replacement of the trackless and the loader, and continued truck replacements in future years.

Special Projects:

This group of projects is usually classified as “special projects” as they don’t fall within normal departmental operations. The five-year plan captures issues relative to climate change, resiliency projects, changes in service delivery, and the development of the Village Parcel.

In 2013 the Town identified the need to rebuild a portion of Pier Road known as the causeway due to flooding concerns. At the time, the estimated construction costs were about \$800,000. Over the years, we have continued to see flooding impact the public ability to access the Cape Porpoise Pier and private properties. The Town was fortunate to receive a \$2.6 grant for a resiliency project to increase the height of the road.

The current waste removal contract with Casella expires in August 2024. Due to continued labor shortages, regulations on hours worked by truck drivers, and technology changes in the industry, staff recognize that the new contract will likely be an automated system. This will require the purchase of uniform bins to be distributed to the public to conform with an automated waste pick-up system. Our estimated cost is \$310,000 for 6,200 bins (half recycling and half waste).

The lighting committee is currently examining various fixtures to replace our current streetlights. The challenge is the price difference between a “platter fixture” and a “cobra head” light. The committee is recommending the replacement of 109 fixtures with new platter lights at an estimated cost of \$250,000.

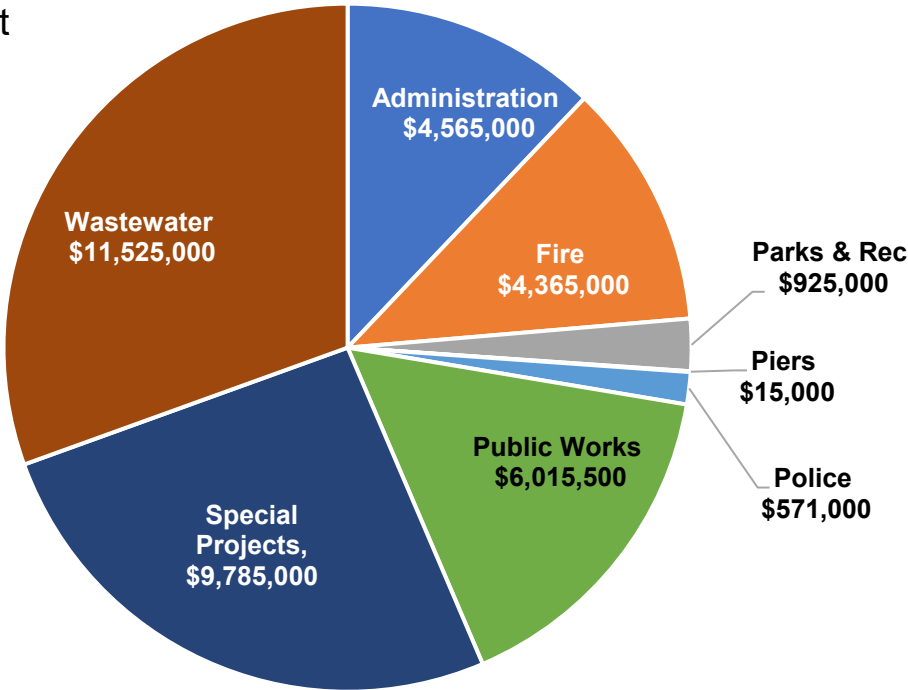
Resiliency projects are being proposed for other concerning areas in town, including the head of the harbor in Cape Porpoise, the Wandby area along Ocean Avenue, and Dock Square. Each of these projects has its own unique challenges, including the impact on private property as well as private infrastructure. Increased sea levels and storm surges are causing damage to each of these sections of town. Staff is recommending engineering design and public input to create solutions for these important public transportation networks.

Wastewater:

The wastewater system includes not only a treatment plant but also over 20 miles of sewer lines and 16 pump stations. The Town needs to continue to invest in this infrastructure as much of it has reached its useful life. In the five-year CIP, the staff is recommending the design and reconstruction of three pump stations, including Ocean Avenue, Turbat’s Creek, South Main Street, Mills Road, and King’s Highway stations.

The replacement of our SCADA (Supervisory Control and Data Acquisition) system and programmable logic controllers (PLC) is imperative to the daily operation of our treatment plant. The replacement of this system and control panels is our first priority. The failure of any of these items would result in catastrophic environmental outcomes that would endanger the Town’s license to operate.

5 Year CIP by Department



In summary, this plan is ultimately meant to serve as a long-term planning and management tool that provides a list of proposed capital improvement projects and purchases for a 5-year period. This will not only serve as a guide to plan for these types of expenditures, but it will also give our citizens the ability to see how the Town is spending tax-payers dollars as it pertains to the maintenance, upkeep, and improvement of Town-owned property, equipment, facilities, and infrastructure.

We are seeking feedback from the Selectmen on the staff recommendations, especially for the upcoming fiscal year.

Capital Improvement Program

Administration	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Records Preservation	Admin	Budget	\$ 7,000					
Town Hall Construction	Bldg/Facilities	Bond/Reserve		\$ 4,500,000				
Records Preservation	Admin	Budget		\$ 7,000				
Records Preservation	Admin	Budget			\$ 7,000			
Replace 2017 Codes Vehicle	Equipment	Budget				\$ 30,000		
Records Preservation	Admin	Budget				\$ 7,000		
Records Preservation	Admin	Budget					\$ 7,000	
Records Preservation	Admin	Budget						\$ 250,000
Totals			\$ 7,000	\$ 4,507,000	\$ 7,000	\$ 37,000	\$ 7,000	\$ 250,000
Fire	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Replace Engine 12 - 1997	Equipment	Trust	\$ 765,000					
Firefighter PPE	Equipment	Budget	\$ 22,000					
Replace Ladder 34 - GRB 1999	Equipment	Reserve/Budget	\$ 1,400,000					
Village Fire Station Design	Admin	Budget	\$ 120,000					
Firefighter PPE	Equipment	Budget		\$ 23,000				
Village Fire Station	Bldg/Facilities	Bond		\$ 1,500,000				
Replacement Overhead Doors	Bldg/Facilities	Budget		\$ 28,000				
Firefighter PPE	Equipment	Budget			\$ 24,000			
Replace Car 1 - 2015 Ford F-150 (2026)	Equipment	Budget			\$ 67,000			
Firefighter PPE	Equipment	Budget				\$ 25,000		
SCBA Air Packs (40) (2027)	Equipment	Reserve				\$ 336,000		
Rigid Inflatable Boat/engine/trailer - CP - 2008	Equipment	Reserve					\$ 30,000	
Firefighter PPE	Equipment	Budget					\$ 25,000	
Replace Squad 11 2006 Replace 2031	Equipment	Reserve						\$ 600,000
Replace Tank 1 -GRB 2008 Replace 2038	Equipment	Reserve						\$ 700,000
Engine 23 WW Replace In 2039	Equipment	Reserve						\$ 1,000,000
Generator - WD	Equipment	Budget						\$ 15,000
Generator - Village	Equipment	Budget						\$ 45,000
Hydraulic rescue tool	Equipment	Budget						\$ 80,000
Engine 33 GRB - new 2017 (2042)	Equipment	Reserve						\$ 1,200,000
Totals			\$ 2,307,000	\$ 1,551,000	\$ 91,000	\$ 361,000	\$ 55,000	\$ 3,640,000
Parks & Recreation	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Park Amenities Phase 1	Infrastructure	Budget/Grant	\$ 75,000					
Park Amenities Phase 2	Infrastructure	Budget/Grant		\$ 75,000				
Replace 2015 Bus	Equipment	Budget		\$ 75,000				
Public Boat Access	Infrastructure	Budget/Grant		\$ 500,000				
Park Amenities Phase 3	Infrastructure	Budget/Grant			\$ 150,000			
Village Parcel Trails	Infrastructure	Budget				\$50,000		
Playground Upgrades	Equipment	Budget						\$ 150,000
Totals			\$ 75,000	\$ 650,000	\$ 150,000	\$ 50,000	\$ -	\$ 150,000

Capital Improvement Program

Piers	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
#1 Hoist Replacement	Equipment	Budget	\$ 7,500					
#2 Hoist Replacement	Equipment	Budget			\$ 7,500			
Harbormaster Boat	Equipment	Reserve						\$ 30,000
Totals			\$ 7,500	\$ -	\$ 7,500	\$ -	\$ -	\$ 30,000
Police	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Replace Cruiser Video Hard Drive	Equipment	Budget	\$ 13,000					
Repair roof line and gutters at PD & PH	Bldg/Facilities	Budget	\$ 15,000					
Replace Grinder Pump (PH)	Bldg/Facilities	Budget	\$ 6,000					
Replace 2018 Cruiser (Dodge w/ Ford Hybrid)	Equipment	Budget	\$ 65,000					
Weapon Replacement	Equipment	Trust		\$ 26,000				
Replace 2019 Cruiser	Equipment	Budget		\$ 55,000				
Replace 2020 and 2021 Cruisers (2)	Equipment	Budget			\$ 120,000			
Replace flooring in PD and Offices	Bldg/Facilities	Budget				\$ 20,000		
Central Square Records Mgt Software	Equipment	Budget				\$ 75,000		
Replace 2XXX Cruiser	Equipment	Budget				\$ 56,000		
Replace 2XXX Cruiser (2)	Equipment	Budget					\$ 120,000	
Replace 2XXX Cruiser	Equipment	Budget						\$ 56,000
Police Building Renovations	Bldg/Facilities	Budget						\$ 500,000
Totals			\$ 99,000	\$ 81,000	\$ 120,000	\$ 151,000	\$ 120,000	\$ 556,000
Public Works	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Repair and reconstruct roads	Infrastructure	Budget	\$ 966,000					
Repair and construct sidewalks	Infrastructure	Budget	\$ 150,000					
Replace 2012 International	Equipment	Budget	\$ 260,000					
Replace 2006 F-350 4X4	Equipment	Budget	\$ 70,000					
Replace tires on John Deere 544 Loader	Equipment	Budget	\$ 18,000					
Replace Current Air Compressor	Equipment	Budget	\$ 4,500					
Purchase Used 20-Ton Equipment Trailer	Equipment	Budget	\$ 10,000					
Repair and reconstruct roads	Infrastructure	Budget		\$ 850,000				
Repair and construct sidewalks	Infrastructure	Budget		\$ 95,000				
Replace 2007 Trackless	Equipment	Budget		\$ 300,000				
Repair and reconstruct roads	Infrastructure	Budget			\$ 810,000			
Repair and construct sidewalks	Infrastructure	Budget			\$ 100,000			
Replace 2013 JD Loader	Equipment	Budget				\$ 250,000		
Repair and reconstruct roads	Infrastructure	Budget				\$ 453,000		
Repair and construct sidewalks	Infrastructure	Budget				\$ 105,000		
Replace 2015 International	Equipment	Budget				\$ 275,000		
Replace 2016 International	Equipment	Budget					\$ 280,000	
Replace 2016 Ford F350 4X4 Dual Rear	Equipment	Budget					\$ 80,000	
Replace 2016 Tymco 435 (re-upfitbody)	Equipment	Budget					\$ 100,000	
Replace 2017 Graco Line Striper	Equipment	Budget					\$ 14,000	
Repair and reconstruct roads	Infrastructure	Budget					\$ 725,000	
Repair and construct sidewalks	Infrastructure	Budget					\$ 100,000	
Replace 2018 Case 580 T4F Backhoe	Equipment	Budget						\$ 200,000

Capital Improvement Program

Public Works	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Replace 2018 Trackless MT7	Equipment	Budget						\$ 325,000
Replace 2020 Ford F350 4X4	Equipment	Budget						\$ 80,000
Replace 2018 Fuel Pumps	Equipment	Budget						\$ 30,000
Replace 2020 FuelMaster Fuel Controller	Equipment	Budget						\$ 30,000
Replace 2021 Western Star	Equipment	Budget						\$ 275,000
Replace 2021 Mower	Equipment	Budget						\$ 25,000
Repair and reconstruct roads	Infrastructure	Budget						\$ 5,000,000
Repair and construct sidewalks	Infrastructure	Budget						\$ 750,000
Totals			\$ 1,478,500	\$ 1,245,000	\$ 910,000	\$ 1,083,000	\$ 1,299,000	\$ 6,715,000
Special Projects	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Government Wharf Beach Landing Ramp	Infrastructure	Budget	\$ 25,000					
Pier Road Reconstruction & Sidewalks	Infrastructure	Grant	\$ 2,500,000					
Automated Waste Collection Bins (6200 bins)	Equipment	Budget	\$ 310,000					
Purchase of LED Streetlight Fixtures (109)	Infrastructure	Budget	\$ 250,000					
Resiliency Design - Ocean Ave - Wandby Area	Admin	Budget	\$ 200,000					
Resiliency Construction - Ocean Ave - Wandby	Infrastructure	Budget/Grant		\$ 2,500,000				
Resiliency Design - Head of the Harbor	Admin	Budget			\$ 200,000			
Head of the Harbor resiliency project	Infrastructure	Bond/Grant				\$ 3,500,000		
Resiliency Design - Dock Square	Admin	Budget					\$ 300,000	
Village Parcel Infrastructure Phase 1	Infrastructure	Private/Bond						\$ 3,500,000
Village Parcel Infrastructure Phase 2	Infrastructure	Private/Bond						\$ 3,500,000
Totals			\$ 3,285,000	\$ 2,500,000	\$ 200,000	\$ 3,500,000	\$ 300,000	\$ 7,000,000
Wastewater	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Ocean Ave. Pump Station #6-Engineering	Admin	Budget	\$ 50,000					
Turbat's Creek Pump Station-Engineering	Admin	Budget	\$ 50,000					
South Main St. Pump Station #5-Engineering	Admin	Budget	\$ 50,000					
Control Panels Influent/Effluent Pumps	Infrastructure	Budget	\$ 120,000					
Upgrade Variable Frequency Drives	Equipment	Budget	\$ 35,000					
Upgrade SCADA Computer & PL Circuits	Equipment	Budget	\$ 170,000					
Upgrade Control Panel - Return Activated Sludge Pump	Equipment	Budget	\$ 75,000					
Upgrade Control Panel - Chemical Feed/Blowers	Equipment	Budget	\$ 85,000					
Alarm System Upgrades	Equipment	Budget	\$ 15,000					
Mixers/Bridges in Aeration Tanks	Infrastructure	Budget	\$ 60,000					
Ocean Ave. Pump Station #6	Infrastructure	Bond		\$ 1,200,000				
Turbat's Creek Pump Station	Infrastructure	Bond		\$ 1,200,000				
South Main St. Pump Station #5	Infrastructure	Bond		\$ 500,000				
Replace 2013 Service Truck	Equipment	Budget		\$ 130,000				
Upgrade PLC - Pump Controls	Equipment	Budget		\$ 65,000				
Upgrade Control Panel - Screens	Equipment	Budget		\$ 65,000				
Lane Pump Station #2-Engineering	Admin	Bond			\$ 50,000			

Capital Improvement Program

Wastewater	Type	Funding	FY 24	FY 25	FY 26	FY27	FY28	Future
Mills Rd. Pump Station #11-Engineering	Admin	Bond			\$ 50,000			
Mills Lane Pump Station #2	Infrastructure	Bond			\$ 1,300,000			
Mills Rd. Pump Station #11	Infrastructure	Bond			\$ 1,300,000			
Kings Highway Pump Station #14-Engineering	Admin	Bond			\$ 50,000			
Kings Lane Pump Station #13-Engineering	Admin	Bond			\$ 50,000			
Kings Highway Pump Station #14	Infrastructure	Bond				\$ 1,400,000		
Kings Lane Pump Station #13	Infrastructure	Bond				\$ 1,400,000		
2006 Jetter	Equipment	Budget				\$ 135,000		
Kings Highway Pump Station #12-Engineering	Admin	Bond				\$ 120,000		
Kings Highway Pump Station #12	Infrastructure	Bond					\$ 1,800,000	
Ocean Ave Gravity Main (Nonantum to Bridge)	Infrastructure	Bond						\$ 300,000
Axial Flow Pumps (2)	Equipment	Budget						\$ 100,000
Huber fine screen #101 2011	Equipment	Budget						\$ 150,000
Huber fine screen #102 2011	Equipment	Budget						\$ 150,000
Prescott Drive Pump Station #15	Infrastructure	Bond						\$ 500,000
Washington Court Pump Station #16	Infrastructure	Bond						\$ 500,000
Wakefield Pasture Pump Station #17	Infrastructure	Bond						\$ 500,000
6.5 miles 1972 Sewer Lines	Infrastructure	Bond						\$ 6,000,000
	Totals		\$ 710,000	\$ 3,160,000	\$ 2,800,000	\$ 3,055,000	\$ 1,800,000	\$ 8,200,000
GRAND TOTAL			\$ 7,969,000	\$ 13,694,000	\$ 4,285,500	\$ 8,237,000	\$ 3,581,000	\$ 26,541,000

TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –



Capital Improvement Plan FY2024

Prepared & Presented by:

Laurie Smith, Town Manager | Department Directors



TOWN OF KENNEBUNKPORT, MAINE

What is a Capital Improvement Plan?

A multi-year financial plan that identifies capital projects and acquisitions, along with funding sources and operational costs.

- Sets priorities
- Promotes coordination of efforts
- Guides debt financing decisions
- Links other plans with the budget process
 - Does NOT authorize funding



Process

In conjunction with the review and update of departmental objectives and preparation of the annual departmental budgets, each department is required to identify and submit capital project requests to the Town Manager.

Department Directors are urged to carefully assess their capital needs regarding vehicles and equipment, buildings and facilities, and infrastructure to encourage long-range planning instead of short-term, stopgap, or “emergency” repairs or rehabilitation work.



Process

- Staff have compiled, to the best of their knowledge, a complete list of capital needs.
- While exact costs are hard to provide for future purchases, best estimates were used to prepare this plan. Construction costs have increased exorbitantly and continue to remain high.
- There are a variety of funding sources that include:
 - ✓ Operating Budget
 - ✓ Reserve Funds
 - ✓ Bonding
 - ✓ Trust Funds
 - ✓ Grants
 - ✓ Private Sources

Capital assets are defined, by the Town of Kennebunkport, as assets with a cost of \$5,000 or more and a useful life in excess of two years.



Administration

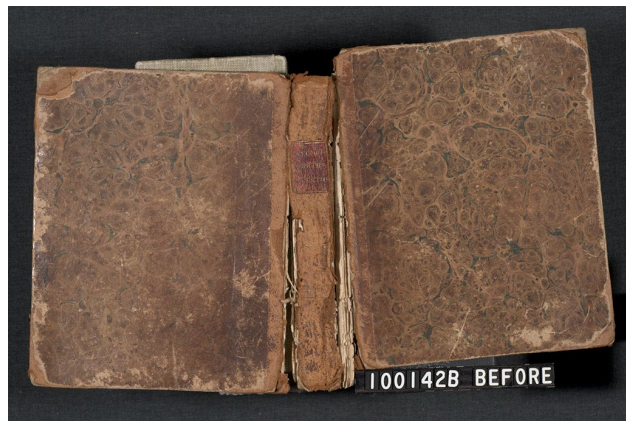
Administration	FY 24	FY 25	FY 26	FY27	FY28	Future
Records Preservation	\$ 7,000					
Town Hall Construction		\$ 4,500,000				
Records Preservation		\$ 7,000				
Records Preservation			\$ 7,000			
Replace 2017 Codes Vehicle				\$ 30,000		
Records Preservation				\$ 7,000		
Records Preservation					\$ 7,000	
Records Preservation						\$ 250,000
Totals \$	7,000 \$	4,507,000 \$	7,000 \$	37,000 \$	7,000 \$	250,000



Administration

Records Preservation - \$7,000

- Ongoing records preservation, which prolongs the life of our archival records.
- Ensures the survival of and access to hundreds of years old records.



Administration

Town Hall Construction - \$4.5M

- Funding for the planning of the building was approved in FY23
- Continuation of a 20-year-long project to build a new Town Hall to better fit the needs of the community and Town Hall staff.



Conceptual Rendering Plan A - View From North Street
Kennebunkport Town Hall

Prepared by Graham Architects & Sebago Technics, Inc
February 3, 2020



Administration

Town Hall design and construction timeline



Village Fire Station design and construction timeline



Fire



Fire	Type	Funding	FY 24
Replace Engine 12 - 1997	Equipment	Trust	\$ 765,000
Firefighter PPE	Equipment	Budget	\$ 22,000
Replace Ladder 34 - GRB 1999	Equipment	Reserve/Budget	\$ 1,400,000
Village Fire Station Design	Admin	Budget	\$ 120,000

The two largest purchases, replacements for Engine 12 and Ladder 34, will come from the reserve and lease funds (we have been planning this purchase for several years) and the Kittredge Family Fire Equipment Fund.



Fire



Fire	FY 25	FY 26	FY27	FY28	Future
Firefighter PPE	\$ 23,000				
Village Fire Station	\$ 1,500,000				
Replacement Overhead Doors	\$ 28,000				
Firefighter PPE		\$ 24,000			
Replace Car 1 - 2015 Ford F-150 (2026)		\$ 67,000			
Firefighter PPE			\$ 25,000		
SCBA Air Packs (40) (2027)			\$ 336,000		
Rigid Inflatable Boat/engine/trailer - CP - 2008				\$ 30,000	
Firefighter PPE				\$ 25,000	
Replace Squad 11 2006 Replace 2031					\$ 600,000
Replace Tank 1 -GRB 2008 Replace 2038					\$ 700,000
Engine 23 WW Replace IN 2039					\$ 1,000,000
Generator - WD					\$ 15,000
Generator - Village					\$ 45,000
Hydraulic rescue tool					\$ 80,000
Engine 33 GRB - new 2017 (2042)					\$ 1,200,000
Totals	\$ 1,551,000	\$ 91,000	\$ 361,000	\$ 55,000	\$ 3,640,000



Fire



Photo by Eric Fellows



Engine 12 Replacement - \$765,000

- 1997 (26 years old) Pierce Dash Engine. Currently stationed at Port Village. The vehicle has a 1000-gallon water tank and a 1500 GPM pump.
- Was scheduled for replacement in FY22. This was strategically postponed until FY24, when Ladder 34 will be replaced.

Originally purchased from Seavey Trust. Kittredge Trust will fund the replacement.



Fire



Ladder 34 Replacement - \$1,400,000

- 1999 (23 years old) KME/SMEAL Ladder Truck. Currently stationed at Goose Rocks Beach. The vehicle has a 75-foot aerial ladder and a 500 gallon-water tank with a 1000 GPM pump.
- Originally purchased with funding from the Kittredge Family Fire Equipment Fund. The ladder will be secured with reserve and lease funds.



Fire



Firefighter PPE - \$22,000

This is an annual purchase that ensures our interior-qualified firefighters wear gear that is less than 10 years old.



SCBA – Equipment Reserve

The estimated need in FY27 is \$336,000



- Year 5 of 8-year plan @ \$40,000 per year.
- The goal is to keep pace with the required funding for the FY27 purchase to be \$336,000

Fire



Village Fire Station Renovation Design - \$120,000



- The fire station at 32 North Street was built in 2001.
- At the time, the number of volunteer firefighters was robust. Over the years, that number has decreased drastically and the upcoming need for per diem firefighters has become clear.
- Per diem firefighters will require different staff space needs.



Fire



Major changes:

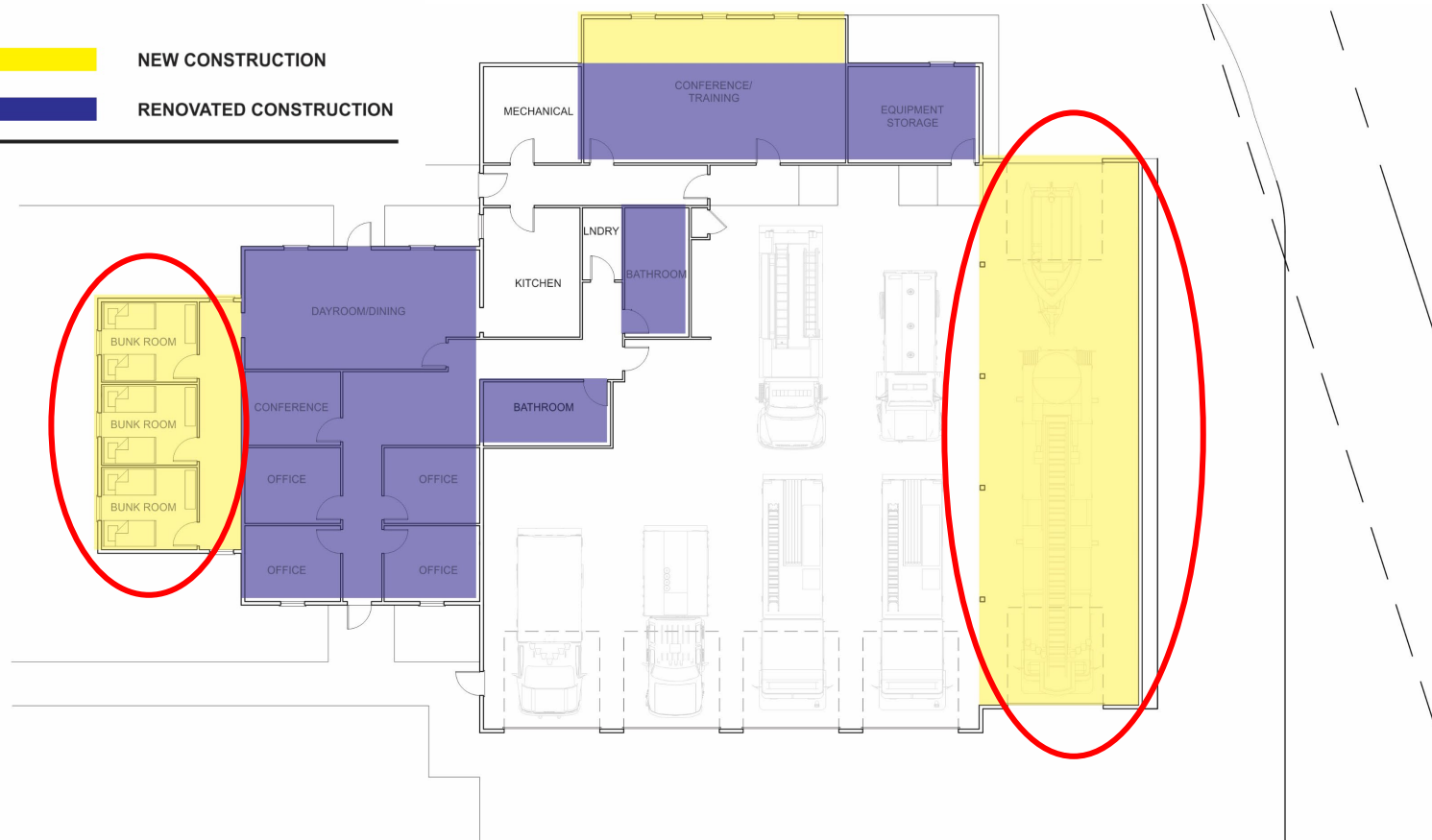
Adding staff space
(kitchen, offices,
bunk rooms.

Creating staff spaces
for the much needed
future per diem staff.

Add a vehicle bay to
consolidate stations

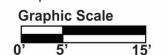
Plan Key

- 2,170 S.F. NEW CONSTRUCTION
- 992 S.F. RENOVATED CONSTRUCTION



Conceptual Plan
Kennebunkport North Street Fire Station Renovation

Prepared by Graham Architects & Sebago Technics, Inc
February 3, 2020



Fire



Village Fire Station Design and Construction Timeline



Parks & Recreation



Parks & Recreation	FY 24	FY 25	FY 26	FY27
Park Amenities Phase 1	\$ 75,000			
Park Amenities Phase 2		\$ 75,000		
Replace 2015 Bus		\$ 75,000		
Public Boat Access		\$ 500,000		
Park Amenities Phase 3			\$ 150,000	
Village Parcel Trails				\$50,000
Playground Upgrades				
Totals	\$ 75,000	\$ 650,000	\$ 150,000	\$ 50,000



Parks & Recreation



Parks Master Plan

- Approved in the FY23 budget to create a roadmap for financial investment and development as well as a vision for Firefighter's Park & Parson's Field.
- Master Plan Survey going on through January 30th
- Phased approach to capital investment over the next few years



KENNEBUNKPORT PARKS COMMUNITY SURVEY

TELL US ABOUT YOURSELF

1. Do you live in the town of Kennebunkport?

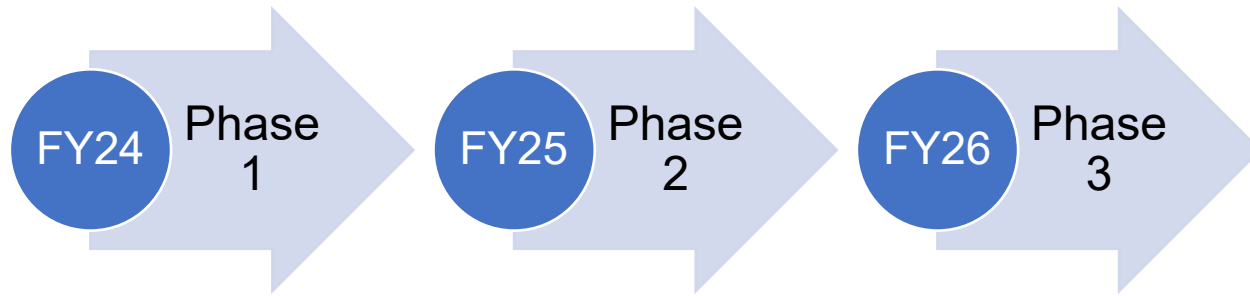
- Yes: I live here full-time/year-round
- Sometimes: I live here part-time or vacation here
- No, but I live locally in Kennebunk or Arundel
- No, I live in



Parks & Recreation



Phased Approach



Parks & Recreation



FY 25 – Replace Bus \$75,000

- Planned 10-year rotation
- The mechanic will review for any failures before the planned budget year.



Parks & Recreation



Boat Launch Committee - \$500,000 noted in the capital plan

- One-year appointment
- Reviewing potential sites for a public boat launch on townlands
- Reviewing potential private sites for a public boat launch



Piers



Replacement of Hoist - \$7,500

Part of a planned replacement as items experience wear and tear in a harsh environment.



Police



Police	FY 24	FY 25	FY 26	FY27	FY28	Future
Replace Cruiser Video Hard Drive	\$ 13,000					
Repair roof line and gutters at PD & PH	\$ 15,000					
Replace Grinder Pump (PH)	\$ 6,000					
Replace 2018 Cruiser (Dodge w/ Ford Hybrid)	\$ 65,000					
Weapon Replacement		\$ 26,000				
Replace 2019 Cruiser		\$ 55,000				
Replace 2020 and 2021 Cruisers (2)			\$ 120,000			
Replace flooring in PD and Offices				\$ 20,000		
Central Square Records Mgt Software				\$ 75,000		
Replace 2XXX Cruiser				\$ 56,000		
Replace 2XXX Cruiser (2)					\$ 120,000	
Replace 2XXX Cruiser						\$ 56,000
Police Building Renovations						\$ 500,000
Totals \$	99,000 \$	81,000 \$	120,000 \$	151,000 \$	120,000 \$	556,000





Equipment Replacement - \$13,000

The server holds and records all vehicle camera recordings. It is at the end of its useful life, and the software is no longer compatible.

Police



**Repair roof line and gutters at
PD and Nurse's Office -
\$15,000**



Police



Replace Grinder Pump at Public Health Office - \$6,000



Police



**Replace one of the
Dodge Cruisers with a
Ford Explorer - \$65,000**



Public Works



Public Works	FY 24	FY 25	FY 26
Repair and reconstruct roads	\$ 966,000		
Repair and construct sidewalks	\$ 150,000		
Replace 2012 International	\$ 260,000		
Replace 2006 F-350 4X4	\$ 70,000		
Replace tires on John Deere 544 Loader	\$ 18,000		
Replace Current Air Compressor	\$ 4,500		
Purchase Used 20-Ton Equipment Trailer	\$ 10,000		
Repair and reconstruct roads		\$ 850,000	
Repair and construct sidewalks		\$ 95,000	
Replace 2007 Trackless		\$ 300,000	
Repair and reconstruct roads			\$ 810,000
Repair and construct sidewalks			\$ 100,000



Public Works



Road Improvements FY 24 - FY 26

FY 2024	
Wildes District Drainage	\$500,000
West, Oak & Locke reclaim & drainage	\$250,000
Beachwood Overlay	\$ 93,000
Old Cape Overlay	\$ 93,000
Pearl Street Overlay	\$ 15,000
Elm Street Overlay	\$ 15,000
Total:	\$966,000

FY 2025	
Wildes District Reclaim	\$800,000
West, Oak & Locke resurface	\$ 50,000
Total:	\$850,000

FY 2026	
River Road	\$200,000
Wildes District resurface	\$200,000
Summit reclaim	\$ 85,000
Oak Ridge Overlay	\$200,000
New Biddeford Rd. Overlay	\$125,000
Total:	\$810,000



Public Works



International Workstar SA (2012) - \$260,000

- The frame has been painted and repaired, but the rails are separating, and there are a few rust issues.
- Due to ingesting contaminated gas delivery, it experiences an engine knock.
- It has a dated sander unit which is a problematic design.

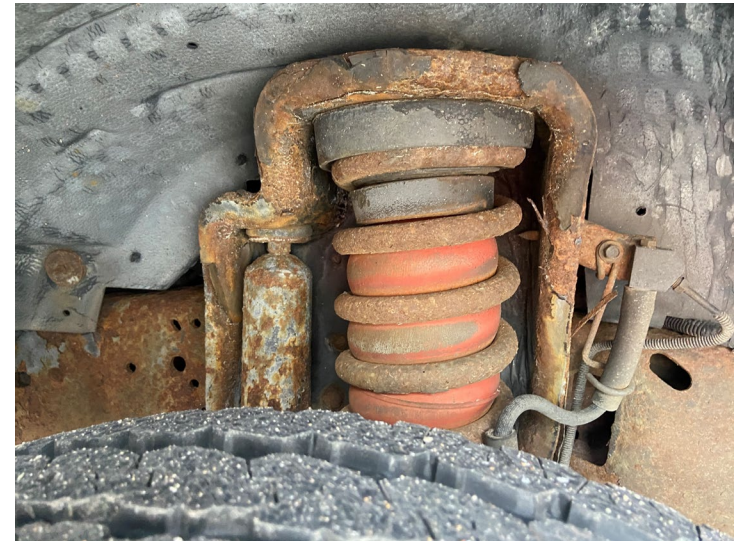


Public Works



Ford F350 4X4 (2006) - \$70,000

Much work has been done to keep this truck on the road. However, it is succumbing to rust and will not pass inspection.



Public Works



Replace Tires on 2013 JD 544K Loader - \$18,000

The wear on the tires was not initially specified for snow removal and is showing due to their age.



Public Works



Public Works	FY27	FY28	Future
Replace 2013 JD Loader	\$ 250,000		
Repair and reconstruct roads	\$ 453,000		
Repair and construct sidewalks	\$ 105,000		
Replace 2015 International	\$ 275,000		
Replace 2016 International		\$ 280,000	
Replace 2016 Ford F350 4X4 Dual Rear		\$ 80,000	
Replace 2016 Tymco 435 (re-upfitbody)		\$ 100,000	
Replace 2017 Graco Line Striper		\$ 14,000	
Repair and reconstruct roads		\$ 725,000	
Repair and construct sidewalks		\$ 100,000	
Replace 2018 Case 580 T4F Backhoe			\$ 200,000
Replace 2018 Trackless MT7			\$ 325,000
Replace 2020 Ford F350 4X4			\$ 80,000
Replace 2018 Fuel Pumps			\$ 30,000
Replace 2020 FuelMaster Fuel Controller			\$ 30,000
Replace 2021 Western Star			\$ 275,000
Replace 2021 Mower			\$ 25,000
Repair and reconstruct roads			\$ 5,000,000
Repair and construct sidewalks			\$ 750,000
Totals	\$ 1,083,000	\$ 1,299,000	\$ 6,715,000



Public Works



Road Improvements FY27 - FY28

FY 2027	
High St. Overlay	\$ 6,000
Guinea Road Overlay	\$220,000
Sherwood Overlay	\$ 12,000
Whitten Overlay	\$170,000
Wakefield Pastures Overlay	\$ 20,000
Bailey Court Overlay	\$ 25,000
Total:	\$453,000

FY 2028	
School Street reconstruction (MPI)	\$700,000
Washington Court Overlay	\$ 25,000
Total:	\$725,000



Special Projects

Special Projects	FY 24	FY 25	FY 26	FY27	FY28	Future
Government Wharf Beach Landing Ramp	\$ 25,000					
Pier Road Reconstruction & Sidewalks	\$ 2,500,000					
Automated Waste Collection Bins (6200 bins)	\$ 310,000					
Purchase of LED Streetlight Fixtures (109)	\$ 250,000					
Resiliency Design - Ocean Ave - Wandby	\$ 200,000					
Resiliency Const. - Ocean Ave - Wandby		\$ 2,500,000				
Resliency Design - Head of the Harbor			\$ 200,000			
Head of the Harbor resiliency project				\$ 3,500,000		
Resiliency Design - Dock Square					\$ 300,000	
Village Parcel Infrastructure Phase 1						\$ 3,500,000
Village Parcel Infrastructure Phase 2						\$ 3,500,000
Totals	\$ 3,285,000	\$ 2,500,000	\$ 200,000	\$ 3,500,000	\$ 300,000	\$ 7,000,000



Special Projects



Government Wharf Beach Landing Ramp - \$25,000

Repairs are needed on the access point at Government Wharf Beach.



Special Projects

Pier Road Reconstruction & Sidewalks - \$2.6 Million

- In 2013 the Town identified the need to rebuild a portion of Pier Road due to continued flooding which impacts the public's ability to access the Cape Porpoise Pier and private properties.
- Goal: Elevate Pier Road causeway to improve resiliency
- Planning and Engineering was included in the FY23 budget
- Award of \$2.6 Million for construction services from the 2022 Maine Infrastructure Adaptation Fund



Project Location and Current Condition



Special Projects – Pier Road, December 23rd Storm



Special Projects

Acquisition of Automated Waste Collection Bins (6,200 bins) - \$310,000

- Our current contract for solid waste is with Casella and will expire in August of 2024.
- There is an overall general shift in the industry toward automated trash pickup. It will require the use of specially designed waste and recycling containers to be purchased for every residence.



Special Projects



Streetlight Fixtures - \$250,000

We currently own and plan to replace 105 street light fixtures. Due to the age and style of the existing platter, radial wave light replacement parts are not available.

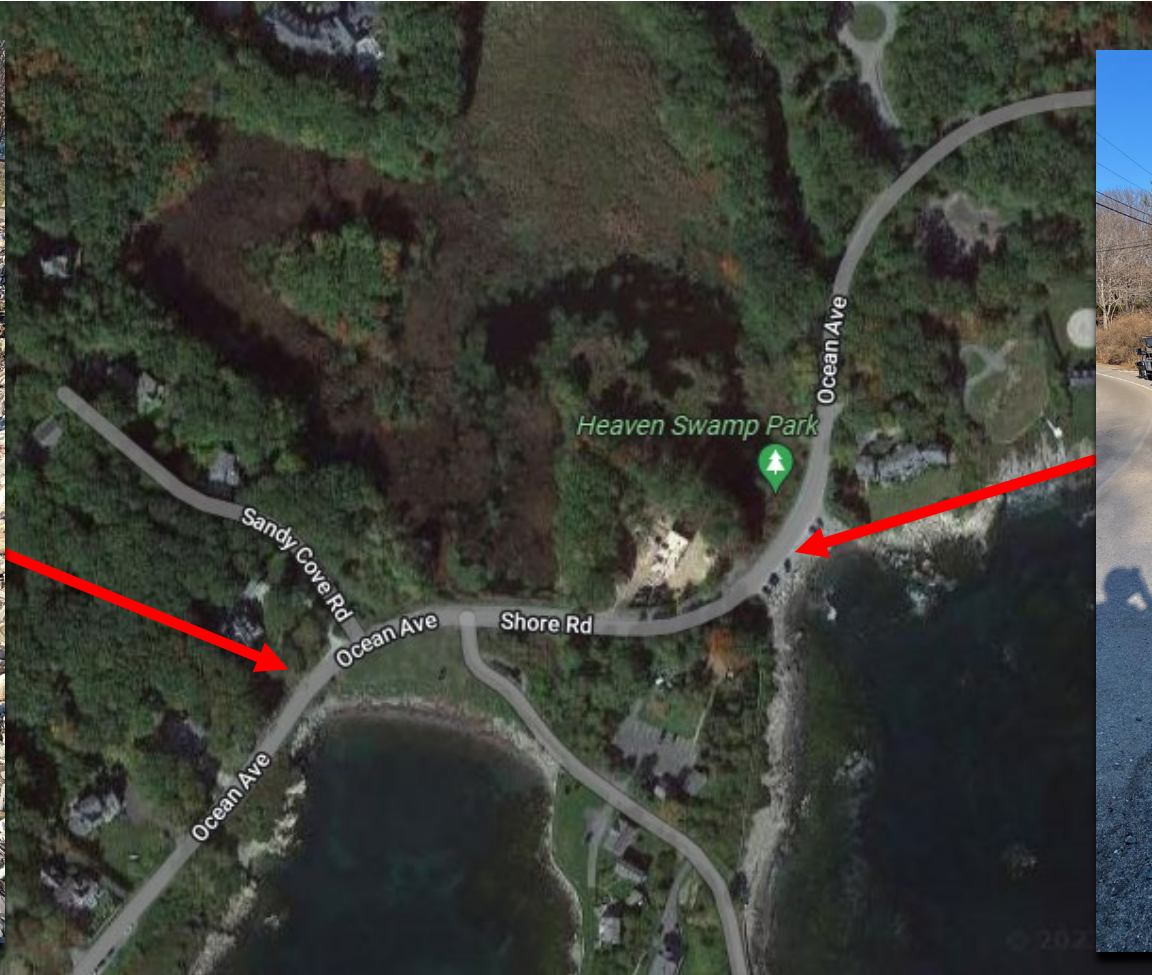


GRLF3

GlasWerks® Luminescent
LED Radial Wave®



Special Projects Ocean Ave Resiliency – Wandby Area



Special Projects - Future

Head of the Harbor Resiliency Project

Flooding of the roadway will require a resiliency project to increase the height of the road.

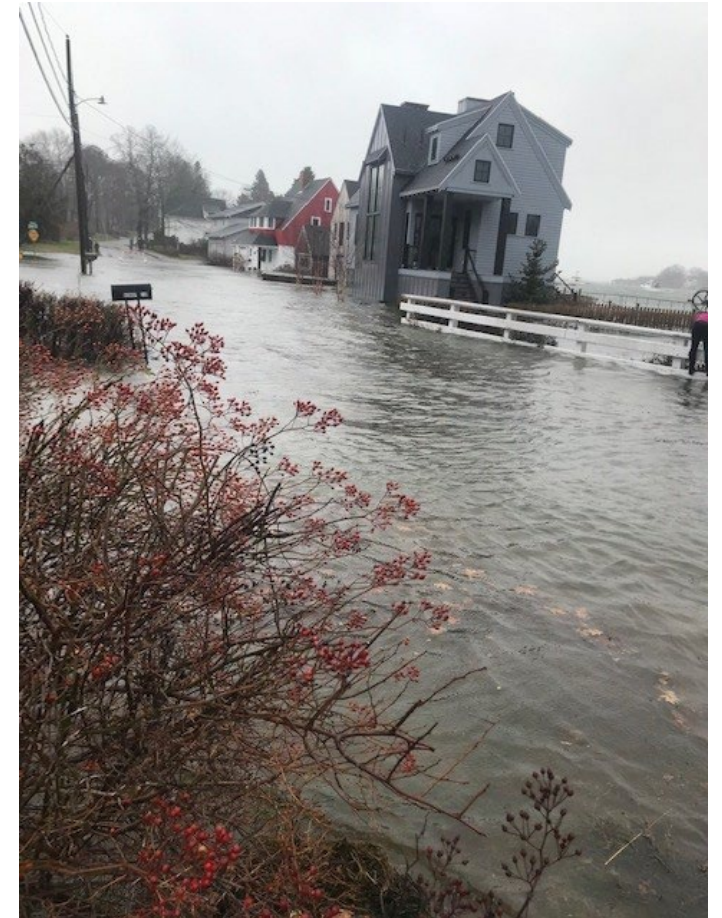


Sea Level Rise/Storm Surge Scenarios head of the harbor



Special Projects - Future

Head of the Harbor - December 23, 2022, Storm



TOWN OF KENNEBUNKPORT, MAINE

Special Projects

Resiliency – Dock Square



Wastewater



Wastewater

FY 24

Ocean Ave. Pump Station #6-Engineering	\$	50,000
Turbat's Creek Pump Station-Engineering	\$	50,000
South Main St. Pump Station #5-Engineering	\$	50,000
Control Panels Influent/Effluent Pumps	\$	120,000
Upgrade Variable Frequency Drives	\$	35,000
Upgrade SCADA Computer	\$	170,000
Upgrade Control Panel - Return Activated Sludge Pump	\$	75,000
Upgrade Control Panel - Chemical Feed/Blowers	\$	85,000
Alarm System Upgrades	\$	15,000
Mixers/Bridges in Aeration Tanks	\$	60,000



Wastewater



Pump Stations

The town has a total of 16 major pump stations:

- The oldest two were built in 1972 and replaced in 2018.
- Currently replacing Cape Porpoise, Paddy Creek, and Wildes District pump stations.

The Town has 88 individual grinder pump stations.



Wastewater



Pump Station Replacement

Old PS-06 Ocean Avenue – Built 1984



New

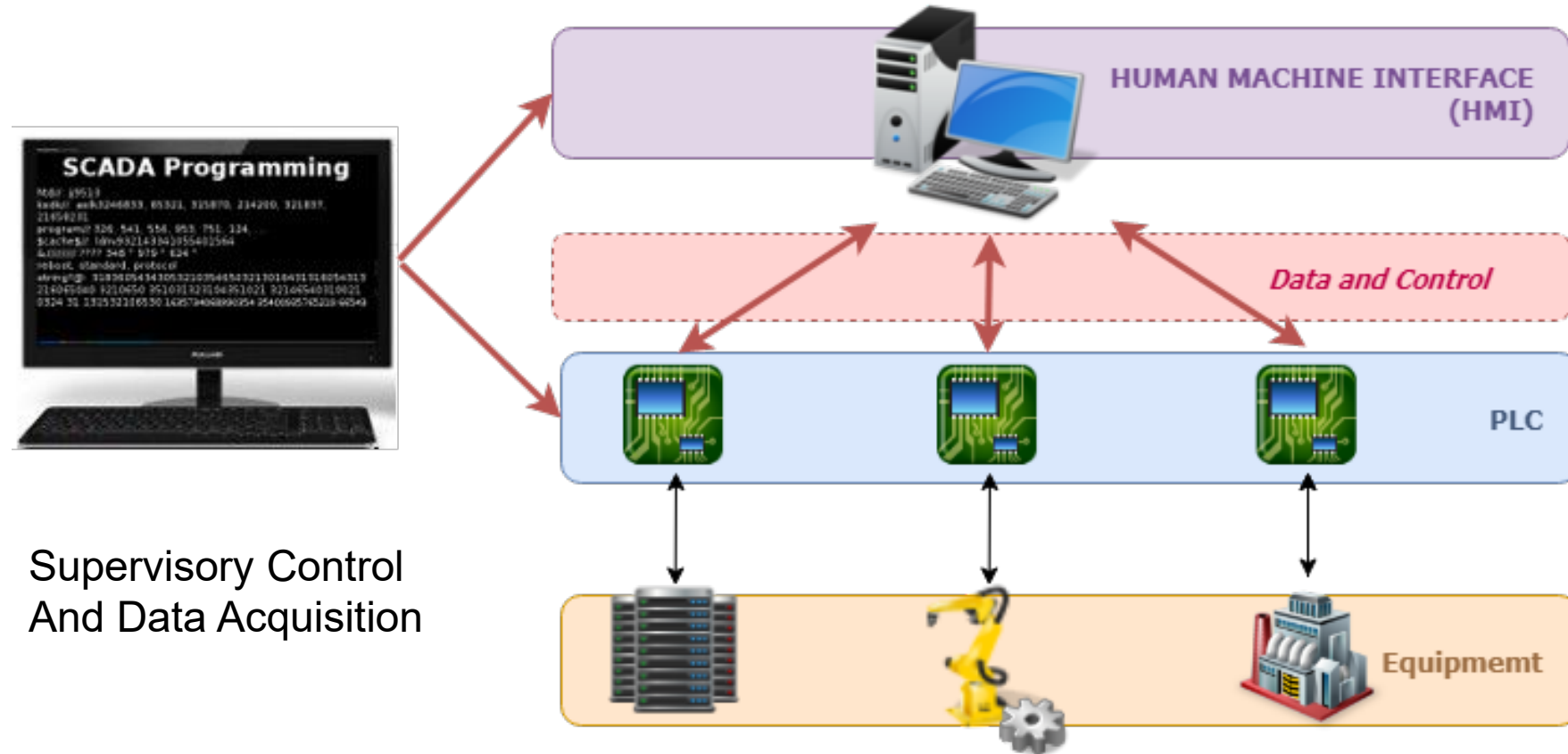
PS-04 Chick's Creek – Replaced 2018



Wastewater



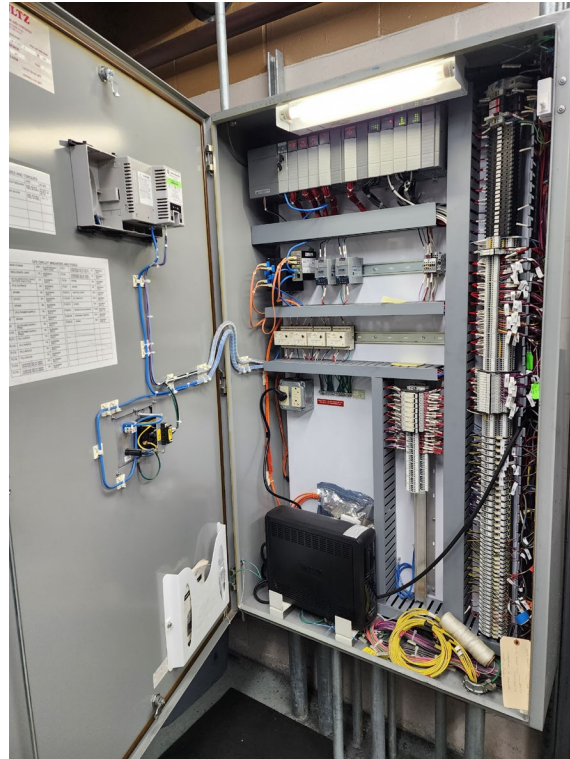
SCADA & PLC Replacement - \$170,000



Wastewater



Control Panels – Pumps, Chemical Feed, Blowers - \$280,000



The control panels with their programmable logic controllers (PLC) are no longer supported and need to be replaced to maintain operations.



Wastewater



Aeration Tank Bridges for Mixers - \$60,000

Mixers exceeded their 20-year lifespan, so we purchased new ones in FY 23.

However, the aeration bridge for mixers needs to be constructed to install mixers.



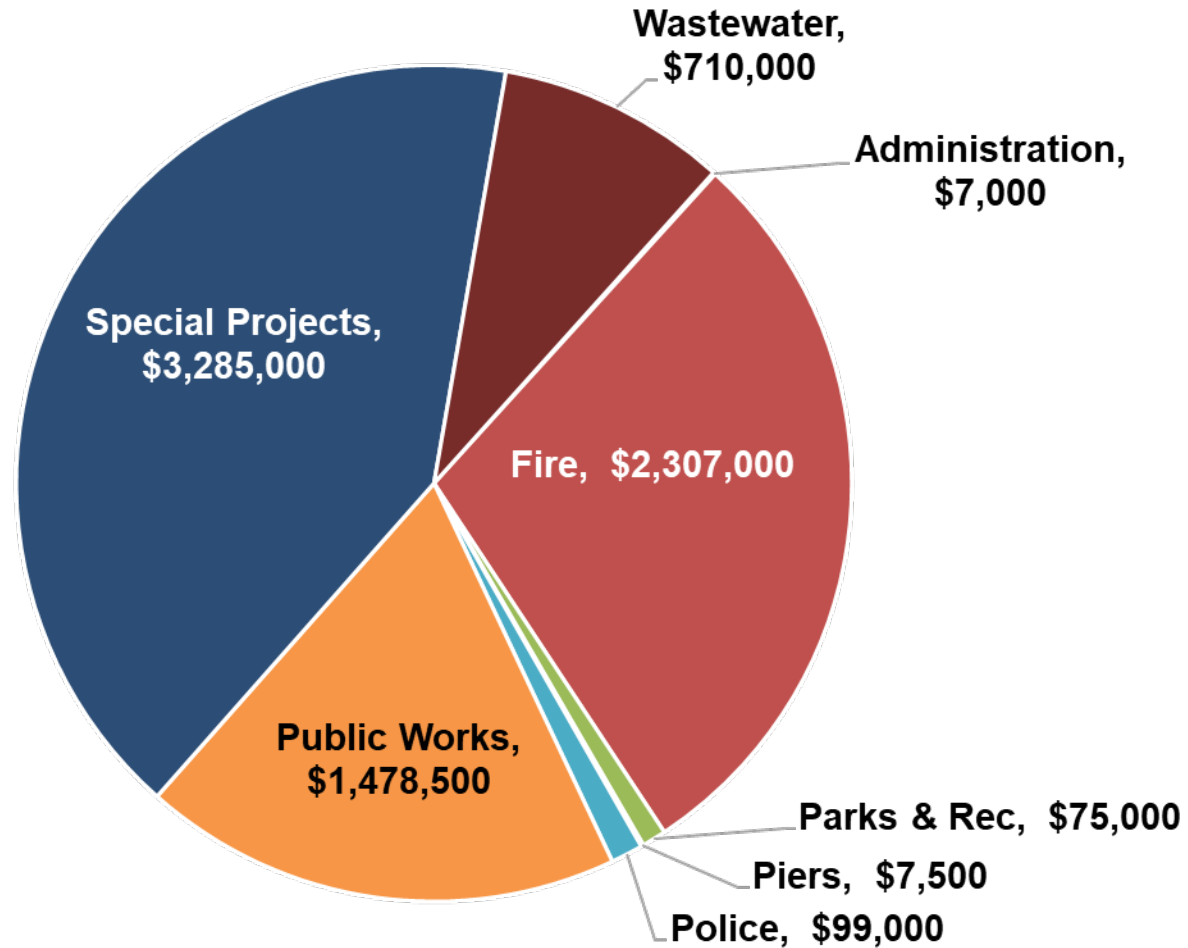
Wastewater



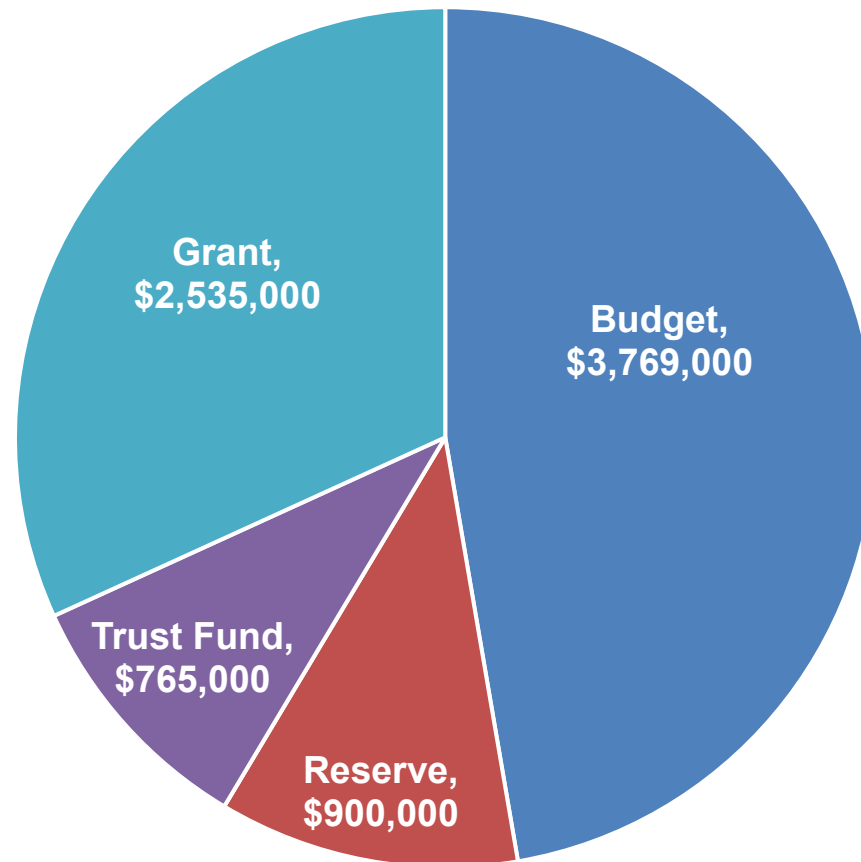
Wastewater	FY 25	FY 26	FY27	FY28
Ocean Ave. Pump Station #6	\$ 1,200,000			
Turbat's Creek Pump Station	\$ 1,200,000			
South Main St. Pump Station #5	\$ 500,000			
Replace 2013 Service Truck	\$ 130,000			
Upgrade PLC - Pump Controls	\$ 65,000			
Upgrade Control Panel - Screens	\$ 65,000			
Lane Pump Station #2-Engineering		\$ 50,000		
Mills Rd. Pump Station #11-Engineering		\$ 50,000		
Mills Lane Pump Station #2		\$ 1,300,000		
Mills Rd. Pump Station #11		\$ 1,300,000		
Kings Highway Pump Station #14-Engineering		\$ 50,000		
Kings Lane Pump Station #13-Engineering		\$ 50,000		
Kings Highway Pump Station #14			\$ 1,400,000	
Kings Lane Pump Station #13			\$ 1,400,000	
2006 Jetter			\$ 135,000	
Kings Highway Pump Station #12-Engineering			\$ 120,000	
Kings Highway Pump Station #12				\$ 1,800,000



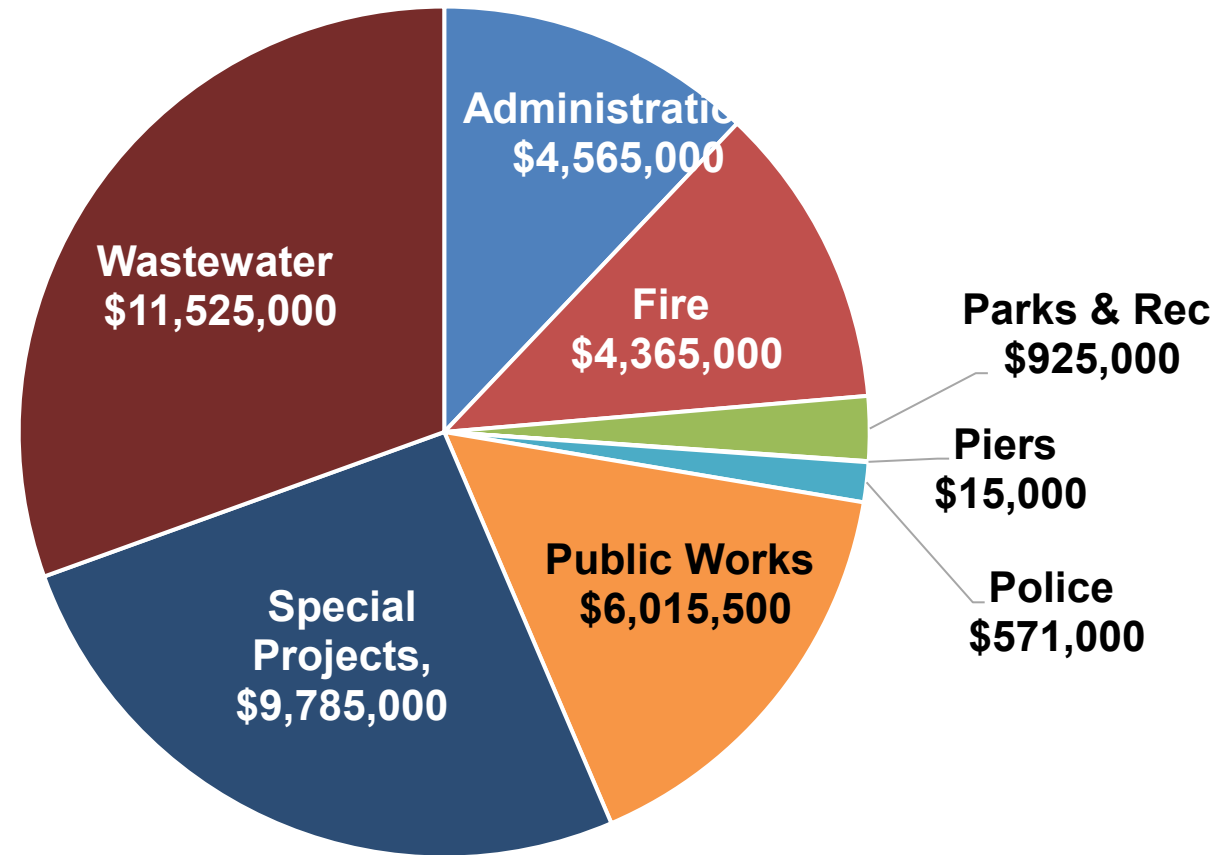
CIP FY 24 - \$7.9 million



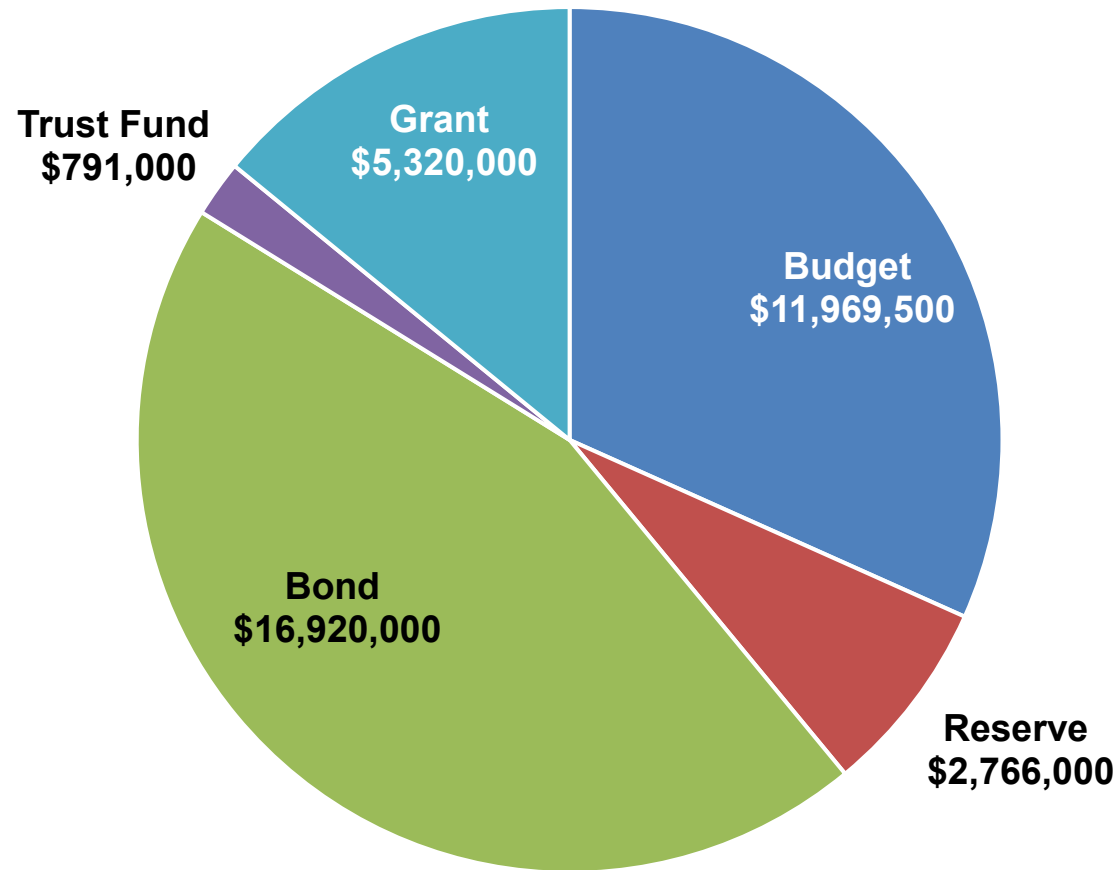
CIP FY 24 – Funding Source



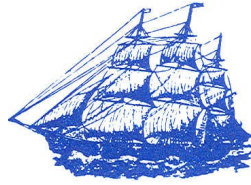
CIP FY 24-28 \$37.6 million



CIP FY 24-28 Funding Source



AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

MEMORANDUM

Dt: January 6th, 2023
To: Laurie Smith
Fr: Chris Simeoni, Director of Public Works
Re: Additional hearing on Request for Street Opening Permit by Woods Excavating for South Main Street (Woodland Drive)

On December 6th, the Public Works Department received a request from Woods Excavating for a street opening permit for South Main Street (residence will be TBD, MBL 8-3-29 Woodland Drive) to install a new water service. The extent of the work is to excavate an 8' x 20' wide trench from the existing water main on South Main Street to bring water service onto Woodland Drive. South Main Street was just recently repaved. Notice was sent to property owners regarding the impending moratorium in advance of the reconstruction and paving work. According to the ordinance:

147-21 Excavations in Reconstructed Streets: *Whenever the Town has developed plans to reconstruct a street, the Town or its representative shall give written notice thereof to all abutting property owners, to the Town departments, and to all public utilities that have or may wish to lay pipes, wires or other facilities in or under the highway. Upon receipt of such written notice, such person or utility shall have 60 days in which to install or lay any such facility. If an extension of time is needed by a person or utility for the installation of such facilities, the person or facility shall make a written application to the Town during the sixty-day notice period explaining fully the reasons for requesting such an extension of time. At the expiration of the time fixed or extended and after such street has been reconstructed, no permit shall be granted to open such street for a period of five years from installation of hot-mixed asphalt surface course layer unless an emergency condition exists or unless the necessity for making such installation could not reasonably have been foreseen at the time such notice was given. The above-mentioned five-year moratorium for street openings also pertains to all new public or private streets, i.e., new subdivisions or developments that have been accepted in accordance with Town specifications. The Town shall publish an annual street opening moratorium list with year of notice and year of expiration for each street. This section should not be construed to supersede Maine DOT street opening regulations for roads maintained by the State of Maine.*

Should the board wish to authorize the street opening, the following conditions should be met. After properly backfilling and compacting the trench cut, Wood's Excavating

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

TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

will be required to base pave in the cut with 4” of base pavement installed in 2” lifts. The cut will be allowed to sit for one year, at which point Wood’s excavating will be required to return to mill the existing pavement 25’ in either direction of the cut (curb to curb) to a depth of 1.5” and overlay the entire area with 1.5” of finish pavement. Any maintenance required on the cut prior to overlay will be the responsibility of Woods Excavating.

They have submitted a street opening permit application as required by the ordinance. (Please see attached documents.)

Following the first hearing of this matter on December 22nd, the board tabled the discussion until they could hear from the property owner, Chris Arapoglou (to be present), and see an updated bond with the scope of work indicated. (Please see attached.)

TOWN OF KENNEBUNKPORT
Street Opening Permit

PROPERTY INFORMATION

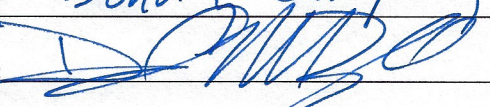
Name of Homeowner: BCD Woodland, LLC Date: 12/2/22
Address: TBD Woodland Drive
Telephone: 207 232 4991 Map, Block, Lot: 8 3 29
Street to be excavated: South Maine Street
Size of excavation (length and width): 8' x 20' +/-
Reason for excavation: Tap into water main

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

CONTRACTOR INFORMATION

Date of excavation: TBD Spring 2023
Name of Contractor: Woods Excavating - Gregg MacPherson contact
Address: 21 Cyr Drive Corham, ME
Telephone: 207 899-7093 Fax: _____

BOND & INSURANCE INFORMATION

Performance Bond: Cash Check Money Order Surety Bond Other
Bond Amount: \$2000 -
Company that issued the bond (if applicable): Merchants Bonding Company
Person or entity providing the bond to the Town (contractor, property owner, other): Woods Excavating
Insurance Company: Merchants Bonding Company
Signature of person completing the application:  Date: 12/2/22

APPROVED

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

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

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

MERCHANTS
BONDING COMPANYTM

MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

LICENSE AND PERMIT BOND

Bond No. ME6082841

KNOW ALL PERSONS BY THESE PRESENTS:

That we, Woods Excavating, LLC,
of Westbrook, State of Maine, as Principal,
and Merchants Bonding Company (Mutual), a corporation duly licensed to do business in the State of
Maine, as Surety, are held and firmly bound unto
City of Kennebunkport, Obligee, in the penal
sum of Seven Thousand Five Hundred dollars (\$7,500.00) DOLLARS.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas, the Principal has been licensed
Street Opening Base in the cut with 2- 2" lifts of base pavement material. Allowing the cut to settle for a year.
Woodland Drive Return a year later to mill 1.5" in either direction of the cut 25' and overlay the entire milled area
by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply with the laws
and ordinances, including all Amendments, appertaining to the license or permit applied for, then this obligation
to be void, otherwise to remain in full force and effect for a period commencing on the 7th day of
November, 2022, and ending on the 7th day of November,
2023, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing to the Obligee and to the
Principal, in care of the Obligee or at such other address as the Surety deems reasonable, and at the expiration of
thirty-five (35) days from the mailing of notice or as soon thereafter as permitted by applicable law, whichever is later,
this bond shall ipso facto terminate and the surety shall thereupon be relieved from any liability for any subsequent
acts or omissions of the Principal.

No right of action shall accrue on this bond to or for the use of any person or corporation other than Obligee
named herein.

Dated this 7th day of November, 2022

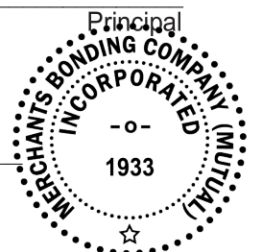
Woods Excavating, LLC Principal

Countersigned (if required):

By: _____

Merchants Bonding Company (Mutual)

By: William Warner Jr.
William Warner Jr., Attorney-in-Fact



MERCHANTS
BONDING COMPANY™

MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

LICENSE AND PERMIT BOND

Bond No. ME6082841

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That we, Woods Excavating, LLC,
of Westbrook, State of Maine, as Principal,
and Merchants Bonding Company (Mutual), a corporation duly licensed to do business in the State of
Maine, as Surety, are held and firmly bound unto
City of Kennebunkport, Oblige, in the penal
sum of Two Thousand Dollars (\$2,000.00) DOLLARS.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas, the Principal has been licensed
Street Opening
Woodland Drive

by the Oblige.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply with the laws
and ordinances, including all Amendments, appertaining to the license or permit applied for, then this obligation
to be void, otherwise to remain in full force and effect for a period commencing on the 7th day of
November, 2022, and ending on the 7th day of November,
2023, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing to the Oblige and to the
Principal, in care of the Oblige or at such other address as the Surety deems reasonable, and at the expiration of
thirty-five (35) days from the mailing of notice or as soon thereafter as permitted by applicable law, whichever is later,
this bond shall ipso facto terminate and the surety shall thereupon be relieved from any liability for any subsequent
acts or omissions of the Principal.

No right of action shall accrue on this bond to or for the use of any person or corporation other than Oblige
named herein.

Dated this 7th day of November, 2022

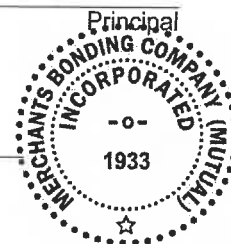
Woods Excavating, LLC Principal

Countersigned (if required):

By: _____

Merchants Bonding Company (Mutual)

By: William Warner Jr.
William Warner Jr., Attorney-in-Fact



MERCHANTS BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

William Warner Jr.

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

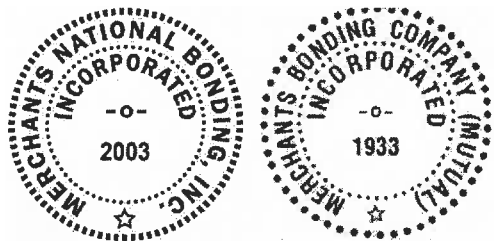
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

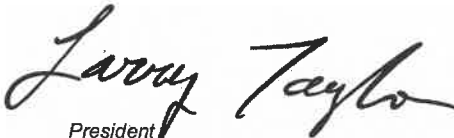
In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 7th day of November, 2022.

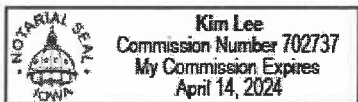


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By 
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 7th day of November, 2022, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

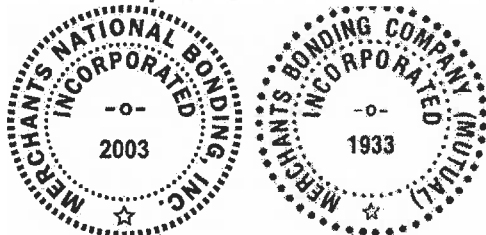



Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 7th day of November, 2022.




Secretary

MERCHANTS
BONDING COMPANY™

MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

ENDORSEMENT

It is hereby understood and agreed that Bond No.: ME6082841

Principal: Woods Excavating, LLC

Obligee: City of Kennebunkport

in the Merchants Bonding Company (Mutual), is changing this bond effective December 5, 2022

FROM:

Bond Amount: \$2,000.00

TO:

Bond Amount: \$7,500.00

All terms and conditions of said bond, except as above changed, to remain the same.

Signed, sealed and dated this 5th day of December, 2022

Merchants Bonding Company (Mutual)



By

Larry Taylor
Larry Taylor, President

FRANKENMUTH MUTUAL INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, that Frankenmuth Mutual Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the State of Michigan, having its principal office at 1 Mutual Avenue, Frankenmuth, Michigan 48787, does hereby nominate, constitute and appoint:

Anthony Villandry, Shannon Walton, Deborah Wentworth, Jeffrey Lind, Ann Morse, Matthew Greenleaf, Heather Martin, Jennifer Good

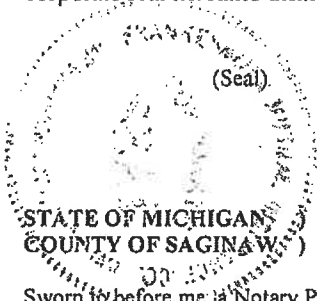
Their true and lawful attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal, acknowledge and deliver any and all bonds, contracts and undertakings of suretyship, with the exception of Financial Guaranty Insurance, provided, however, that the penal sum of any one such instrument shall not exceed the sum of:

Fifty Million and 00/100 Dollars (\$50,000,000)

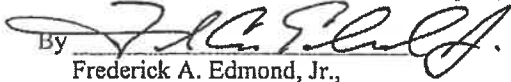
This Power of Attorney is granted pursuant to the following Resolution duly adopted at a meeting of the Board of Directors of Frankenmuth Mutual Insurance Company:

"RESOLVED, that the President, Senior Vice President or Vice President and each of them under their respective designations, hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer of the Company, qualifying the attorney(s) named in the given power of attorney, to execute on behalf of, and acknowledge as the act and deed of Frankenmuth Mutual Insurance Company on all bonds, contracts and undertakings of suretyship, and to affix the corporate seal thereto."

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 10th day of September, 2018.



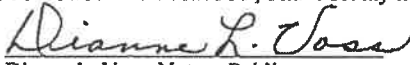
Frankenmuth Mutual Insurance Company

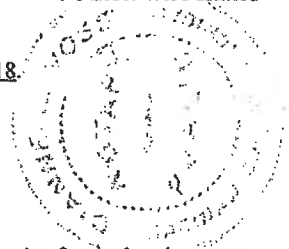
By 
Frederick A. Edmond, Jr.,
President and Chief Operating Officer

STATE OF MICHIGAN)
COUNTY OF SAGINAW) ss:

Sworn to before me, a Notary Public in the State of Michigan, by Frederick A. Edmond, Jr., to me personally known to be the individual and officer described in, and who executed the preceding instrument, deposed and said the Corporate Seal and his signature as Officer were affixed and subscribed to said instrument by the authority of the Company.


IN TESTIMONY WHEREOF, I have set my hand, and affixed my Official Seal this 10th day of September, 2018.

 (Seal)
Dianne L. Voss, Notary Public
Saginaw County, State of Michigan
My Commission Expires July 23, 2024

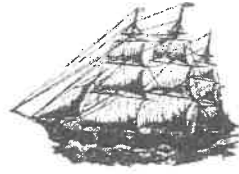


I, the undersigned, Vice President of Frankenmuth Mutual Insurance Company, do hereby certify that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and is in full force and effect as of this date.

IN WITNESS WHEREOF, I have set my hand and affixed the Seal of the Company, this 5th day of December, 20 22.


Andrew H. Knudsen, Vice President

AGENDA ITEM DIVIDER



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

December 27, 2022

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

Please accept this donation of \$500.00 from Richard Driver. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

RICHARD J. DRIVER
6 MARSHVIEW CIRCLE
KENNEBUNKPORT, ME 04046

52-7450/2112

1898

DATE Dec 19, 2022 MP

DELIVER DELIVER COMPASSIONERS
SPECIALTY RELIEF HIGH SECURITY



PAY TO THE ORDER OF

Town of Kennebunkport
Fine Henderson

\$ 500.00 ~~74~~

DOLLARS

Heat Reactive Ink



Kennebunk Savings

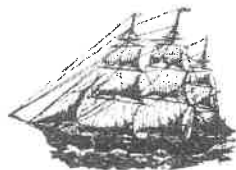
MEMO

Fuel Assistance

Richard J. Driver MP

898

AND HEAT-REACTIVE INK. DETAILS ON BACK.



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

December 19, 2022

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

Please accept this donation of \$1000.00 from anonymous donor. Also- please accept this donation of \$700.00 from Kennebunkport Residents Association. These gifts are dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Residents Association
Dave Powell, Treasurer
P.O. Box 323
Kennebunkport, ME 04046

December 15, 2022

Alison Kenneway, Director of Public Health
Town of Kennebunkport
P.O. Box 566
6 Elm Street
Kennebunkport, ME 04046

Dear Alison,

Please accept the enclosed check from the Kennebunkport Residents Association for \$1,400 with \$700 of that as a donation to the Kennebunkport Nurses' General Fund and \$700 as a donation to the Emergency Fuel Fund. We thank you and the nurses in the Health Department for your continuing efforts looking out for the health and well being of the citizens of Kennebunkport.


Fond regards,




Dave Powell
Kennebunkport Residents Association

KENNEBUNKPORT RESIDENTS ASSOCIATION 52-7450/2112 1118
66437155
DATE Dec 15, 2022

\$700 to fuel

PAY TO Kennebunkport Health Department \$ 1,400.00
ORDER OF One thousand four hundred DOLLARS  Security Features
Include Dollars on Back

 Kennebunk Savings Bank
Community Roots Since 1871



MP

PLEASE CONSIDER THIS
AN ADDITIONAL DONATION.
THANK YOU —

1162

Date DEC 14, 2022 80-568/1012

Pay to the Order of TOWN OF KENNEBUNKPORT \$ 1000.00

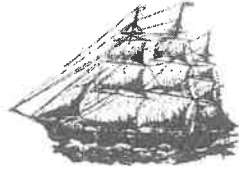
ONE THOUSAND AND NO
EXPENSE CODE 100 Dollars



UMB Bank
Warsaw, National Association



For FUEL ASSISTANCE DONATION



Kennebunkport Public Health

– INCORPORATED 1653 –

Kennebunkport Public Health

December 22, 2022

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

Please accept this donation of \$2000.00 from Atlantic Hall. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

ATLANTIC FIREMENS EDUCATIONAL ASSOCIATION

P.O. BOX 7686
CAPE PORPOISE, ME 04014

People's United
Bank

51-7218/2211

DEC 22, 2022

0497

PAY TO THE
ORDER OF

TOWN OF KENNEBUNKPORT

\$ 2,000.⁰⁰

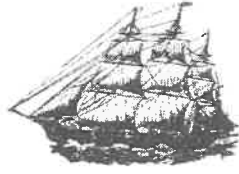
TWO THOUSAND AND ^{NO}/₁₀₀

DOLLARS

MEMO DONATION: FUEL RELIEF FUND

Richard L. Smith
AUTHORIZED SIGNATURE

Security features. Details on back.



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

December 29, 2022

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

Please accept this donation of \$3000.00 from The William J. J. Gordon Foundation.
This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

101-A Main Street, Kennebunkport, Maine 04046
Tel: (207) 967-4401 Fax: (207) 967-3633

Reference No.	Description	Date	Amount
539564	Grant Purpose: for fuel assistance		3,000.00
Check Date	Check No.	Payee	Check Amount
12/22/2022	370593	TOWN OF KENNEBUNKPORT	\$3,000.00

The William J. J. Gordon Family Foundation
 Foundation Source, Administrator
 501 Silverside Road, Suite 123
 Wilmington, DE 19809
 (800) 839-1754

WEBSTER BANK
 360 HAMILTON AVENUE
 WHITE PLAINS, NY 10601
 50-7044/2219

370593
12/22/2022

PAY ***Three Thousand Dollars And 00 Cents*******

\$3,000.00

VOID AFTER 180 DAYS

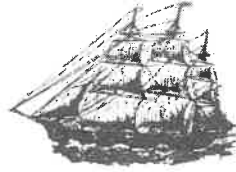
To The **TOWN OF KENNEBUNKPORT**
 Order Of: **PO BOX 566**
KENNEBUNKPORT, ME 04046

Sunil Garga

 Sunil Garga

Memo:

⑈370593⑈ ⑆221970443⑆ 3310001201⑈



Kennebunkport Public Health

– INCORPORATED 1653 –

Kennebunkport Public Health

December 29, 2022

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

Please accept this donation of \$2000.00 from The William J. J. Gordon Foundation.
This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

The William J. J. Gordon Family Foundation

Foundation Source, Administrator **370592**

Reference No.	Description	Date	Amount
539185	Grant Purpose: Fuel Assistance Program		2,000.00
Check Date	Check No.	Payee	Check Amount
12/22/2022	370592	TOWN OF KENNEBUNKPORT	\$2,000.00

The William J. J. Gordon Family Foundation
 Foundation Source, Administrator
 501 Silverside Road, Suite 123
 Wilmington, DE 19809
 (800) 839-1754

WEBSTER BANK
 360 HAMILTON AVENUE
 WHITE PLAINS, NY 10601
 50-7044/2219

370592
12/22/2022

PAY *****Two Thousand Dollars And 00 Cents*****

\$2,000.00

To The **TOWN OF KENNEBUNKPORT**
 Order Of: **PO BOX 566**
KENNEBUNKPORT, ME 04046

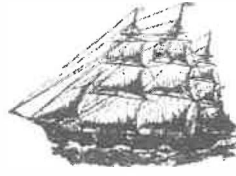
VOID AFTER 180 DAYS

Sunil Garga
 Sunil Garga

Memo:

⑈ 370592 ⑈ ⑆ 221970443 ⑆ 3310001201 ⑈

AGENDA ITEM DIVIDER



Kennebunkport Public Health

—INCORPORATED 1653—

Kennebunkport Public Health

December 22, 2022

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

Please accept this generous donation of \$50.00 from Barbara Cameron and the Madonna Chapter 144. This gift is dedicated towards the emergency food fund. This fund will provide emergency food to a family in need upon request. This fund will work alongside Community Outreach Services who provides food to our residents upon request along with the weekly food pantry in Kennebunk.

Thank you!

Alison Kenneway RN, BSN

MADONNA CHAPTER 144, O. E. S.

925

51-7218/2211
B0403

12/1/22

Date

Pay to the
Order of

Kennelport Food Bank

\$ 50⁰⁰/₁₀₀

Fifty and ^{no}/₁₀₀

Dollars



Photo
Safe
Deposit
Details on back

**Peoples United
Bank**

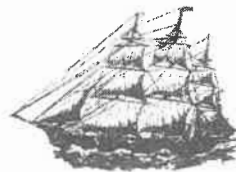
peoples.com

Barbara Carver

MP

0925

AGENDA ITEM DIVIDER



Kennebunkport Public Health

—INCORPORATED 1653—

Kennebunkport Public Health

December 19, 2022

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

Please accept this generous gift of \$700.00 from the Kennebunkport Residents Association to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health nurses to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

Kennebunkport Residents Association
Dave Powell, Treasurer
P.O. Box 323
Kennebunkport, ME 04046

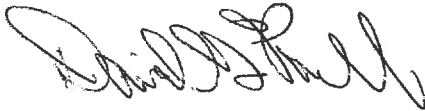
December 15, 2022

Alison Kenneway, Director of Public Health
Town of Kennebunkport
P.O. Box 566
6 Elm Street
Kennebunkport, ME 04046

Dear Alison,

Please accept the enclosed check from the Kennebunkport Residents Association for \$1,400 with \$700 of that as a donation to the Kennebunkport Nurses' General Fund and \$700 as a donation to the Emergency Fuel Fund. We thank you and the nurses in the Health Department for your continuing efforts looking out for the health and well being of the citizens of Kennebunkport.

Fond regards,



Dave Powell
Kennebunkport Residents Association

KENNEBUNKPORT RESIDENTS ASSOCIATION 52-7450/2112 1118
66437155

DATE Dec 15, 2022

*\$700⁰⁰ to
Nurses*

PAY TO THE ORDER OF Kennebunkport Health Department \$ 1,400.00
One thousand four hundred DOLLARS



MEMO 2022 Donation

