

TOWN OF KENNEBUNKPORT, MAINE

—INCORPORATED 1653—

**Board of Selectmen Agenda
January 23, 2020
6:00 PM
Village Fire Station—32 Elm Street**

1. Call to Order.
2. Approve the January 9, 2020, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).
4. Consider a new liquor license application submitted by Chez Rosa, LLC, d.b.a. Chez Rosa Bistro, Building D on Cross Street and Union Street.
5. Public hearing to consider a new liquor license application submitted by The Boathouse of Kennebunkport, LLC, d.b.a. The Boathouse Hotel, 21 Ocean Avenue.
6. Public hearing to consider a new special amusement permit renewal application for The Boathouse of Kennebunkport, LLC, d.b.a. The Boathouse Hotel, 21 Ocean Avenue.
7. Public hearing to consider a new liquor license application submitted by The Kennebunkport Inn, LLC for the Kennebunkport Inn, 1 Dock Square.
8. Public hearing to consider a new special amusement permit submitted by The Kennebunkport Inn, LLC, d.b.a. the Kennebunkport Inn, 1 Dock Square.
9. Public hearing to consider a new liquor license submitted by Cape Arundel Inn, LLC, d.b.a. Cape Arundel Inn, 208 Ocean Avenue.
10. Public hearing to consider a new special amusement permit renewal application submitted by Cape Arundel Inn, LLC, d.b.a. Cape Arundel Inn, 208 Ocean Avenue.
11. Public hearing to consider a new liquor license application submitted by Ivy One, LLC., d.b.a., The Clubhouse at Cape Arundel Inn, 8 Old Fort Avenue.
12. Public hearing to consider a new special amusement application submitted by Ivy One, LLC., d.b.a., The Clubhouse at Cape Arundel Inn, 8 Old Fort Avenue.
13. Public hearing to consider a new liquor license application submitted by Hidden Pond, LLC., d.b.a. Hidden Pond, 356 Goose Rocks Road.
14. Public hearing to consider a new special amusement permit application submitted by Hidden Pond, LLC., d.b.a. Hidden Pond, 356 Goose Rocks Road.

15. Public hearing to consider a new liquor license application submitted by Tides Beach Club, LLC, d.b.a. Tides Beach Club, 254 Kings Highway.
16. Public hearing to consider a special amusement permit renewal application submitted by Tides Beach Club, LLC, d.b.a. Tides Beach Club, 254 Kings Highway.
17. Public hearing to consider a new liquor license application submitted by Lodge on the Cove, LLC., d.b.a. Lodge on the Cove, 29 South Main St.
18. Public hearing to consider a special amusement permit renewal application submitted by Lodge on the Cove, LLC., d.b.a., Lodge on the Cove, 29 South Main Street.
19. Public hearing to consider a new liquor license application submitted by Yachtsman Hospitality, LLC, d.b.a. the Yachtsman Hotel and Marina Club, 57 Ocean Avenue.
20. Public hearing to consider a special amusement renewal application submitted by Yachtsman Hospitality, LLC, d.b.a. the Yachtsman Hotel and Marina Club, 57 Ocean Avenue.
21. Presentation of annual Investment Report.
22. Consider waiving building permit and wastewater impact fees for two homes built by Habitat for Humanity at 36 Mills Road.
23. Accept a donation of \$1,000 from the Atlantic Firemen's Association to the emergency fuel fund.
24. Other business.
25. Approve the January 23, 2020, Treasurer's Warrant.
26. Adjournment.



Agenda Item Divider



**Town of Kennebunkport
Board of Selectmen Meeting
Village Fire Station – 32 North Street
January 9, 2020 – 5:00 PM**

Minutes of the Selectmen's Meeting of January 9, 2020

Selectmen Attending: Patrick A. Briggs, Allen Daggett, Edward Hutchins
Sheila Matthews-Bull, D. Michael Weston

Others: Ellen Blood, Michael Claus, Michael Davis, Jon Dykstra, John Everett, Hank Farrah, Mary Giknis, Werner Gilliam, Paul Hogan, David James, Jen Lord, Tom McClain, Arlene McMurray, Tracey O'Roak, John Ripton, Harrison Small, Laurie Smith, Kinder Wilson, and others

1. Call to Order.

Chair Daggett called the meeting to order at 5:00 PM.

2. Swearing in of newly elected member of Board of Selectmen

Town Clerk Tracey O'Roak administered the oath to new Selectman Mike Weston.

3. Executive Session pursuant to MRSA 1, §405-6E to consult with Town Attorney.

Selectmen Attending Executive Session: Patrick A. Briggs, Allen Daggett, Sheila Matthews-Bull, D. Michael Weston

Selectman Absent: Edward Hutchins

Others: Werner Gilliam, Laurie Smith, and Amy Tchao

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to go into executive session pursuant to MRSA 1, §405-6E to consult with the Town Attorney regarding legal rights and duties with respect to town property on Langsford Road. **Vote:** 4-0.

The Board went into executive session at 5:00 PM and came out at 6:14 PM.

No action was taken.

4. Approve the December 23, 2019, selectmen meeting minutes.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to approve the December 23, 2019, selectmen meeting minutes. **Vote:** 5-0.

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

There were no comments.

6. Public hearing to consider a new application for a bed and breakfast and liquor license submitted by Kennebunkport Captains Collection Holdings, LLC, DBA Captain Fairfield Inn, 8 Pleasant St.

Public hearing to consider a new application for a bed and breakfast and liquor license submitted by Kennebunkport Captains Collection Holdings, LLC, DBA Captain Fairfield Inn, 8 Pleasant Street.

Motion by Selectman Hutchins, seconded by Selectman Briggs, to open the public hearing to consider new applications for liquor licenses for:

- Captain Fairfield Inn, 8 Pleasant Street
- Maine Stay Inn and Cottages, 34 Maine Street
- Captain Lord Mansion, 6 Pleasant Street
- Captain Jeffords Inn, 5 Pearl Street

Vote: 5-0.

Chair Daggett opened the public hearing at 6:14 PM.

Ellen Blood introduced herself and said she works for Mark Hotels, a property management group, that will be running the four properties under the new moniker of Kennebunkport Captain Collections.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull to close the public hearing at 6:16 PM. **Vote:** 5-0.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull to approve the following liquor licenses for:

- Captain Fairfield Inn, 8 Pleasant Street
- Maine Stay Inn and Cottages, 34 Maine Street
- Captain Lord Mansion, 6 Pleasant Street
- Captain Jeffords Inn, 5 Pearl Street

Vote: 5-0.

Selectman Matthews-Bull added that this does not include BeBe's Fantasy at the Captain Lord's Mansion.

7. **Public hearing to consider a new application for a bed and breakfast and liquor license submitted by Kennebunkport Captains Collection Holdings, LLC, DBA the Maine Stay Inn and Cottages, 34 Maine St.**

This item was discussed in item 6.

8. **Public hearing to consider a new application for a bed and breakfast and liquor license submitted by Kennebunkport Captains Collection Holdings, LLC, DBA Captain Lord Mansion, 6 Pleasant St.**

This item was discussed in item 6.

9. **Public hearing to consider a new application for a bed and breakfast and liquor license submitted by Kennebunkport Captains Collection Holdings, LLC, DBA Captain Jeffords Inn, 5 Pearl St.**

This item was discussed in item 6.

10. Presentation of FY2019 audit by Hank Farrah of RKO.

Auditor Hank Farrah from RKO gave a PowerPoint presentation. See Exhibit A. He said the Town received a very good report and the audit found no significant deficiencies or material weaknesses. He thanked everyone for their help during the audit, especially Treasurer Jen Lord.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to accept the fiscal year 2019 audit. **Vote:** 5-0.

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

Treasurer Jen Lord explained that according to the fund balance policy, any funds in excess of the 18% target balance should be transferred to the capital reserve account each year. The Board of Selectmen reviewed the fund balance after the audit.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize the amount of \$500,576.28 to be transferred from the undesignated fund balance to the capital projects fund, under general capital improvements. **Vote:** 5-0.

12. Consider foreclosure list for taxes.

Town Manager Laurie Smith explained that the foreclosure list provided was only for the Board's information. The total due at this time is \$16,049.18. No action was needed.

13. Sign the Warrant for March 3, 2020, Special Town Meeting.

Town Clerk Tracey O'Roak explained that the Town will hold a primary election on March 3. On the ballot is one question to amend public notice requirements for the Planning Board and Board of Appeals.

Motion by Selectman Hutchins, seconded by Selectman Briggs. To sign and authorize the March 3, 2020, Special Town Meeting Warrant. **Vote:** 5-0.

14. Set public hearing for February 13, 2020, for public input on ordinance revisions.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to set the public hearing for February 13, 2020, for public input on ordinance revisions. **Vote:** 5-0.

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

Town Manager Laurie Smith read the fees recommended by the Shellfish Warden and Shellfish Conservation Committee:

<u>Recreational</u>	<u>Licenses</u>
Resident Recreational	75
Nonresident Recreational	8
Warden Recreational	1
 <u>Commercial</u>	
Resident Commercial	2
Nonresident Commercial	0
 <u>Daily</u>	
Daily Licenses	0

The committee also recommended:

The flats will only be opened from April 15 through October 15

Digging will only be allowed on Friday, Saturday, and Sunday.

Recreational diggers may only take one peck per week.

Commercial diggers may only take 2 pecks per day.

Motion by Selectman Hutchins, seconded by Selectman Weston, to approve the number of shellfish licenses, license fees, and length of season as recommended by the Shellfish Warden and Shellfish Conservation Committee. **Vote:** 5-0.

16. Discussion of recycling options.

Chair of the Shellfish Committee Jon Dykstra gave a PowerPoint presentation which contained the Committee's recommendations. See Exhibit B.

Discussion followed. Selectman Weston commented that curbside pickup would be most effective because many residents are ages 75+ and not able to drive to bring their recycling to a recycling center.

Chair Daggett would like to make sure there is hands on recycling education.

Selectman Hutchins was concerned about the difficulty of educating the weekly renters.

Paul Hogan added that the Committee understands the challenge at Goose Rocks Beach, and he would put it in his rental lease that a fee of \$20 would be added if recycling is not done correctly.

David James commented that he received many emails from the KRA. People cannot understand why a wealthy town like Kennebunkport cannot afford curbside recycling.

Mary Giknis said it is a cost issue. It cost her family \$100 to bring her recycling to the Sea Road Transfer Station in just 4 months.

17. Transfer of brush truck to Atlantic Fire Company.

Fire Chief Jay Everett said the brush truck is 45 years old. He would like authorization to transfer the old brush truck back to the Atlantic Fire Company.

Motion by Selectman Hutchins, seconded by Selectman Weston, to give the old brush truck back to the Atlantic Fire Company. **Vote:** 5-0.

18. Discuss road moratoriums.

Director of Public Works Michael Claus drafted an ordinance on road moratoriums that he would like the Board to consider. See Exhibit C.

Discussion followed:

- There was concern that someone might have to wait five years if they want to build.
- Would like it at the discretion of the Board instead of putting it in an ordinance.
- The second page covers the unforeseen.

Motion by Selectman Matthews-Bull to adopt this policy on road moratoriums. Selectman Matthews-Bull rescinded her motion.

Mr. Claus will bring it back to the Board with better language at another date.

19. Set the 2020 fees for Goose Rocks Beach parking stickers.
Current fees are:

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

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to keep the 2020 Goose Rocks Beach parking stickers rates the same as in 2019. **Vote:** 5-0.

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

The rules and regulations presented are the same as last year.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to adopt the Goose Rocks Beach Parking Sticker Rules/Regulations. **Vote:** 5-0.

21. Accept donation of \$750 from the Nonantum Resort to the emergency fuel fund.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the \$750 donation from the Nonantum Resort to the emergency fuel fund. **Vote:** 5-0.

22. Accept donation of \$389.67 from the Church on the Cape to the emergency fuel fund.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the donation of \$389.67 from the Church on the Cape to the emergency fuel fund. **Vote:** 5-0.

23. Accept donation of \$150.00 from Alex and Judith Lachiatto to the Nurses fees account.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the donation of 150.00 from Alex and Judith Lachiatto to the Nurses fees account. **Vote:** 5-0.

24. Other Business.

Selectman Weston commented that there were so many elderly people who came to the voting polls, some walked with canes, others had walkers, one had a boot on her foot, etc. They all showed that voting is a right that is very important to them.

Selectman Matthews-Bull thanked all the volunteers, Michael Claus, and the public works crew for their help during Prelude.

Selectman Hutchins welcomed Mike Weston back to the Board.

Ms. Smith thanked the Solid Waste Committee and Mike Claus for all of the hard work they did on recycling.

25. Approve the January 9, 2020, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the January 9, 2020, Treasurer's Warrant. **Vote:** 5-0.

26. Adjournment.

Motion by Selectman Hutchins, seconded by Selectman Weston, to adjourn.

The meeting adjourned at 7:35 PM.

Submitted by Arlene McMurray
Administrative Assistant

Town of Kennebunkport

FINANCIAL OVERVIEW

Presented By: Hank Farrah

[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 - 2019
9. Expenditure Distribution - 2018

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

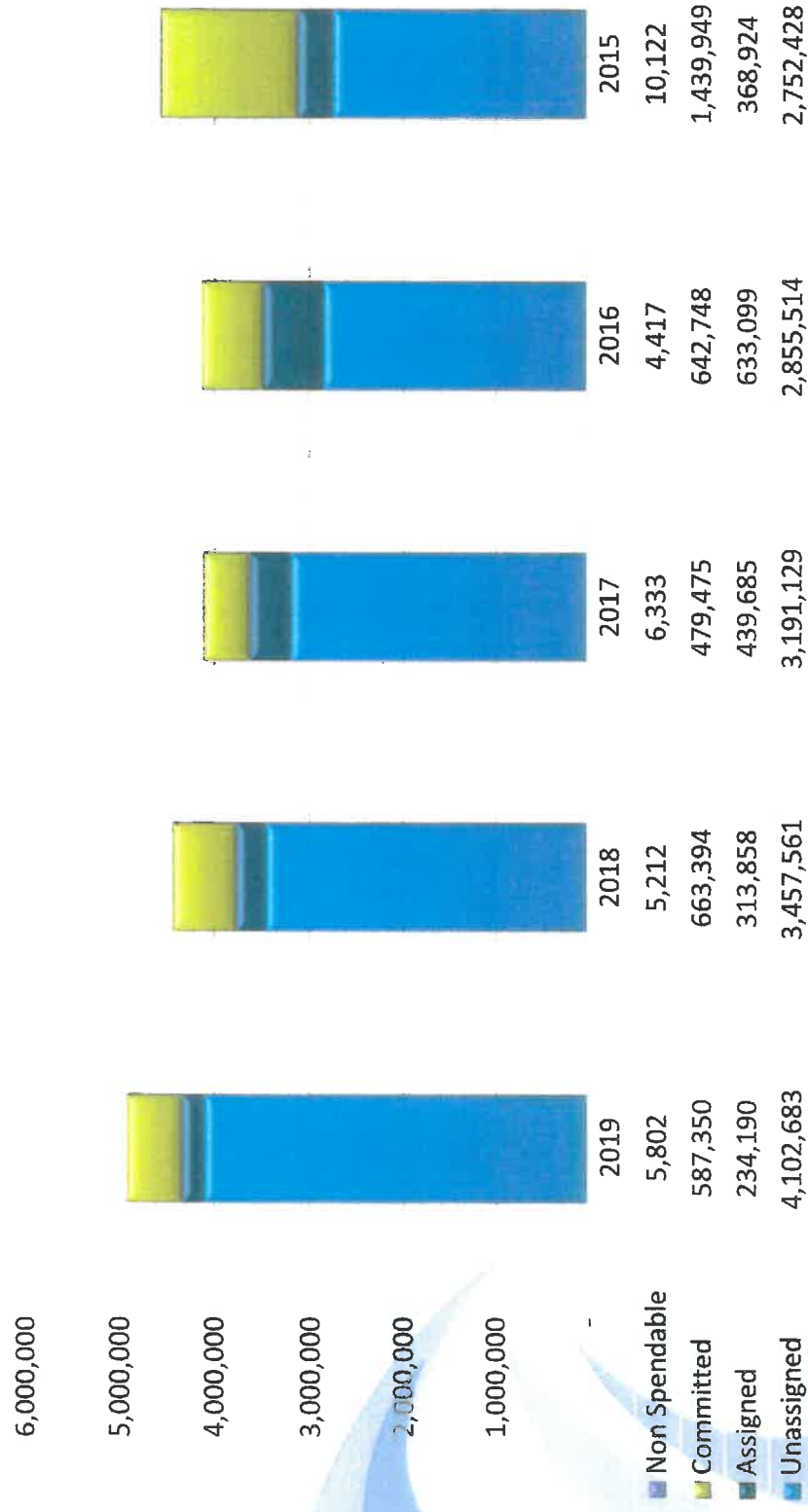
SUMMARY OF AUDIT RESULTS

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



Town of Kennebunkport

FUND BALANCES



Observations:

- Total Fund balance increased by \$490,000 to \$4,930,025 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	\$ 17,218,722	17,228,525	9,803
Excise taxes	954,500	1,068,682	114,182
Intergovernmental revenues	538,195	932,558	394,363
Licenses and permits	265,600	316,027	50,427
Charges for services	200,700	251,093	50,393
Interest earned	70,000	193,784	123,784
Other revenues	37,500	70,424	32,924
Total revenues	19,285,217	20,061,093	775,876
Transfers in	435,800	440,611	4,811
Utilization of prior year surplus	325,000	-	(325,000)
Utilization of carryforward balances	663,394	-	(663,394)
Total revenue and other financing sources	\$ 20,709,411	20,501,704	(207,707)

SUMMARY OF SIGNIFICANT VARIANCES

- Excise taxes difference due to more residents purchasing new vehicles.
- Intergovernmental was over budget as more funding became available from MDOT.
- More building permits were issued than anticipated to cause coverage in licenses and permits.
- Charges for services had more visitors to Goose Rocks due to better weather.
- Interest earned due to better interest rates with more cash in the bank.



Town of Kennebunkport

GENERAL FUND - EXPENDITURES

	Budget	Actual	Variance
General government	\$ 2,028,158	1,787,410	240,748
Public safety	2,752,389	2,611,488	140,901
Public works	1,235,591	1,229,881	5,710
Health and welfare	809,129	702,508	106,621
Recreation and culture	589,209	469,214	119,995
County tax	1,135,299	1,135,299	-
Education	10,220,198	10,220,198	-
Debt service	159,802	98,178	61,624
Capital improvements	151,001	25,025	125,976
Transfers out	1,628,635	1,677,835	49,200
Total expenditures and transfers out	\$ 20,709,411	19,957,036	752,375

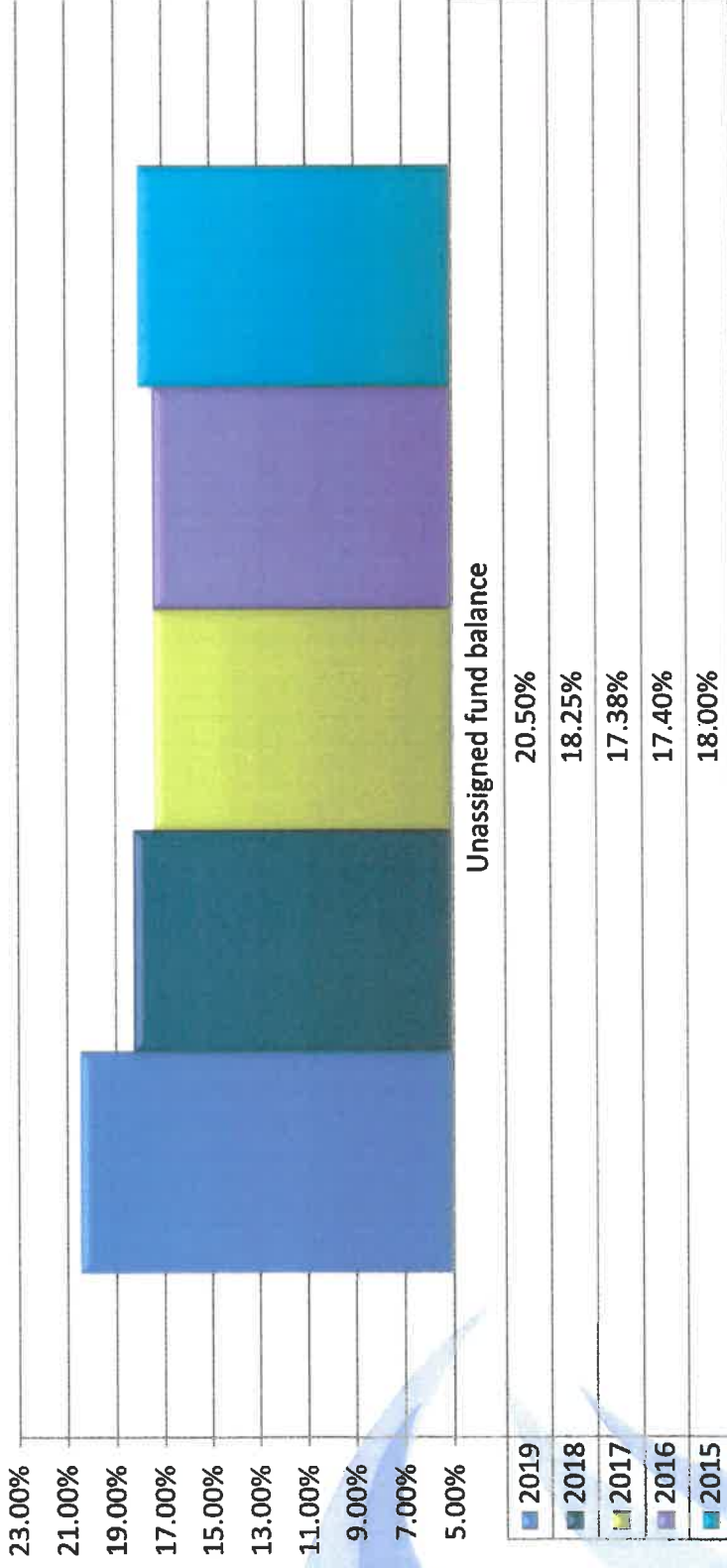
SUMMARY OF SIGNIFICANT VARIANCES

- General government was under budget due to unused contingency and overlay, with a carryforward for GRB legal fees.
- Public safety had savings in wages, OT, and benefits in Police and Communications. Fire had savings due to less calls and trainings.
- Recreation and culture, debt service, and capital improvements were carry forward amounts.



Town of Kennebunkport

GENERAL FUND – Unassigned Fund Balance as a Percentage of Expenditures



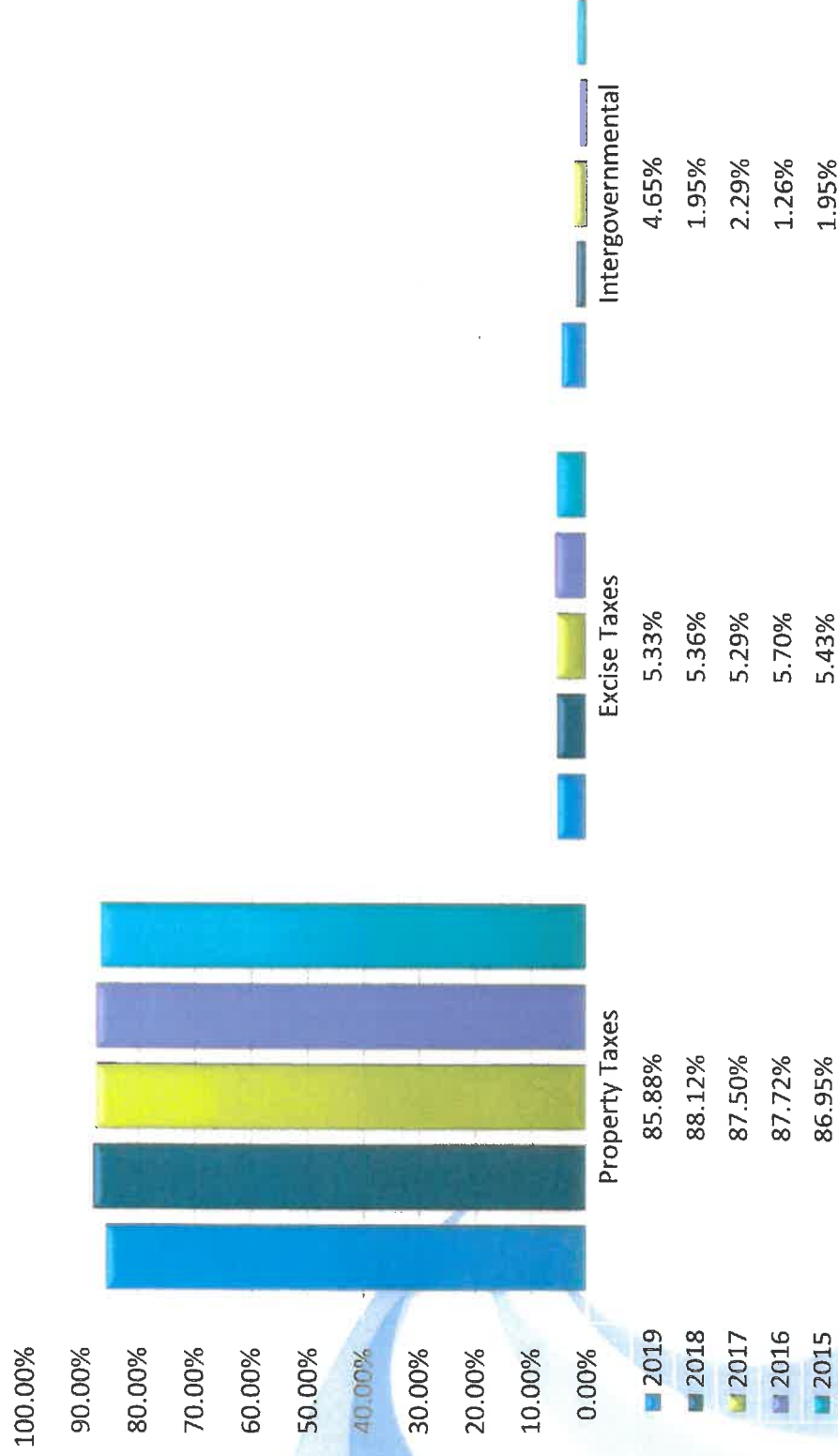
Town of Kennebunkport Minimum Fund Balance Policy:

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



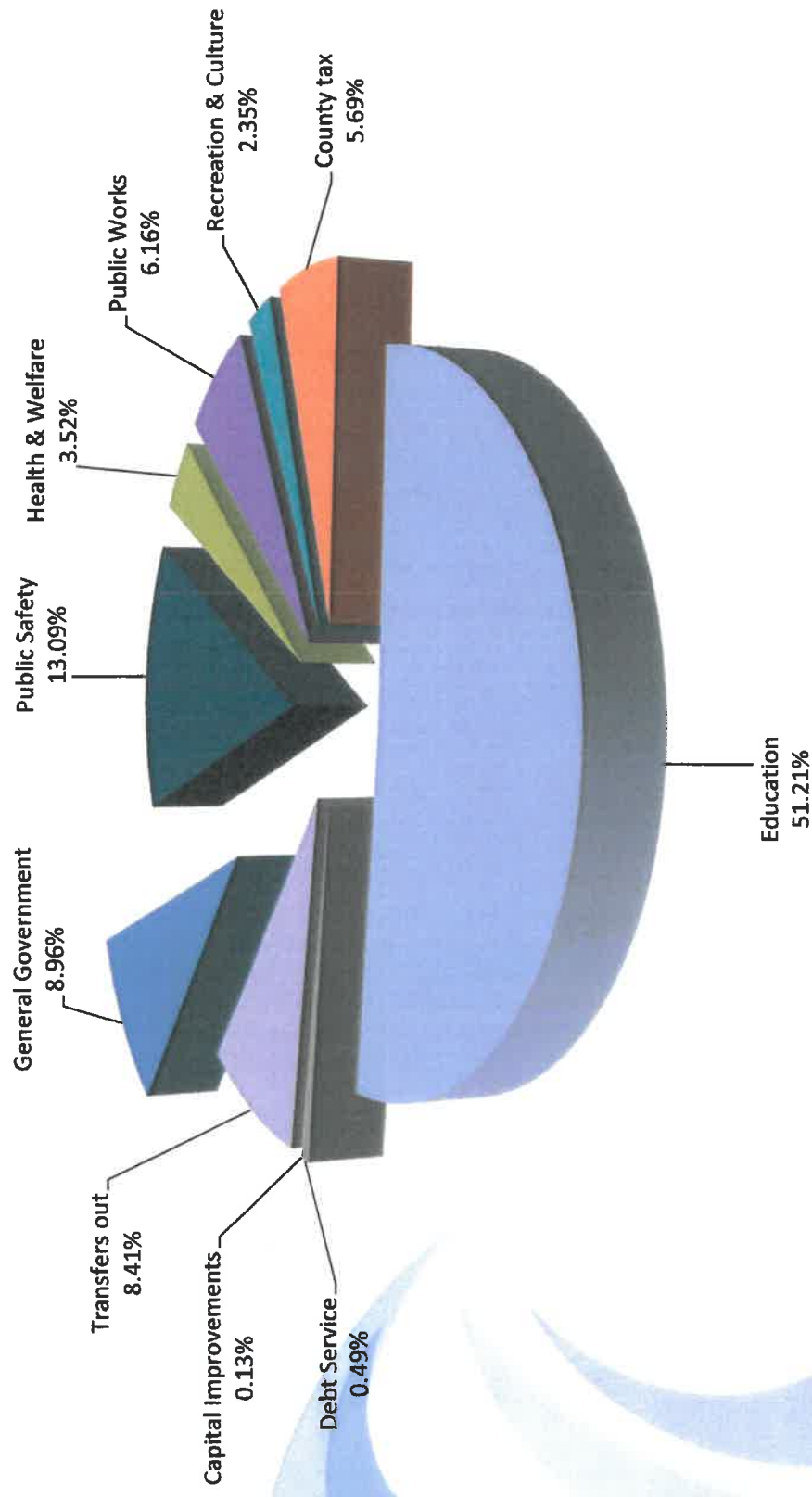
Town of Kennebunkport

GENERAL FUND – Revenue Distribution



Town of Kennebunkport

GENERAL FUND – Expenditure Distribution - 2019



Town of Kennebunkport

GENERAL FUND – Expenditure Distribution - 2018

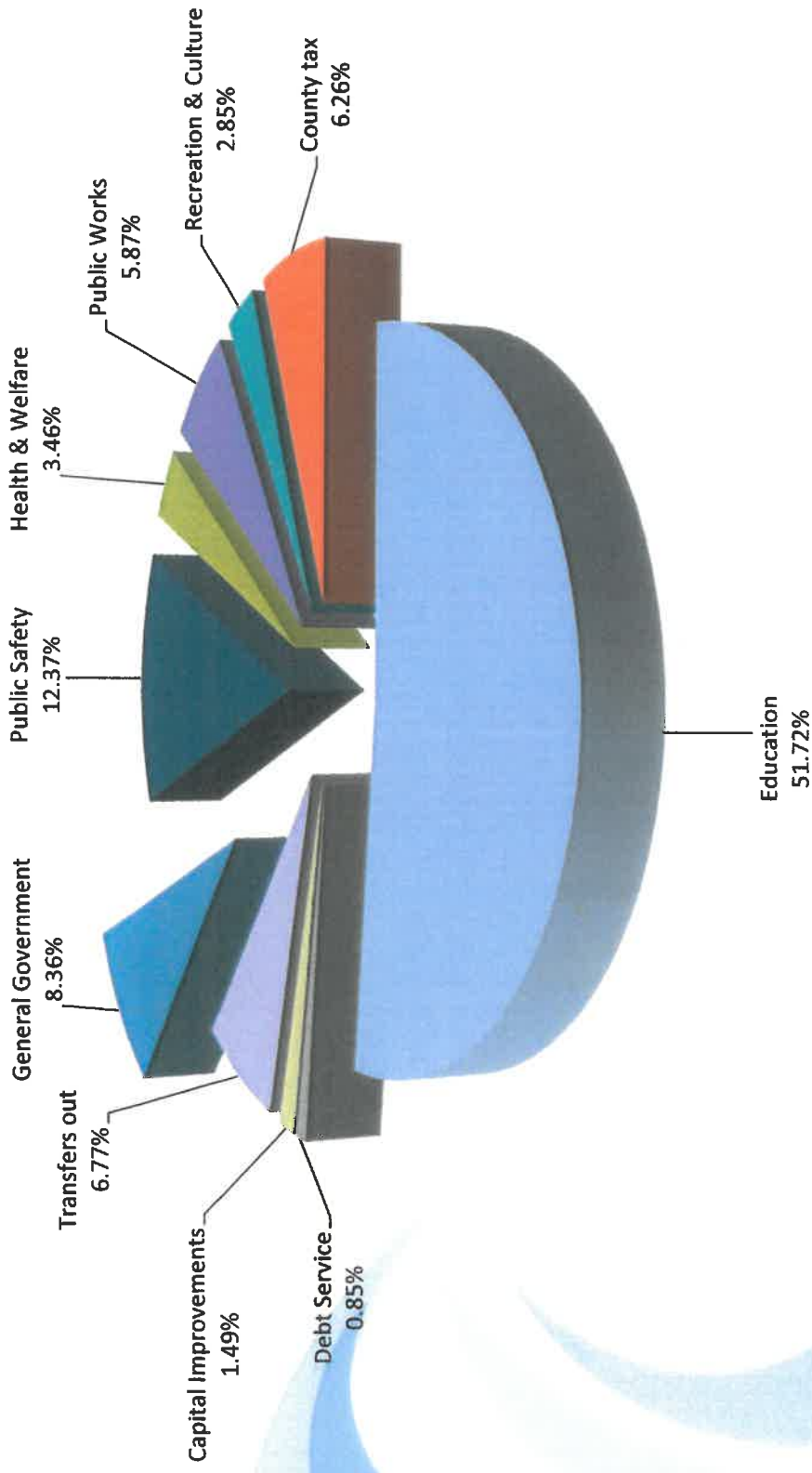


Exhibit B - 1-9-2020



Kennebunkport Recycling Options (9 January 2020)

Recycling 2020

- There are no perfect choices
- Markets for recyclables are evolving after China's exit
- Publicly funded recycling only works when residents are properly educated
- Education needs to focus on:
 - What is currently recyclable
 - How to properly remove contamination

Collection Options

- Curbside
 - Casella collects from residential bins every other week and hauls to Ecomaine
 - Ecomaine sorts, bundles, and markets recyclables
- Town Recycling Center
 - Residents drive to recycling center on Wednesday (after 3PM), Saturday, or Sunday
 - Casella hauls to either –
 - Ecomaine (single stream option)
 - The recycler of choice (sorted option)

To Sort, or Not to Sort...

- Single Stream Option –
 - Can be either Curbside or Recycling Center options
 - Recycled Materials – Paper, paste board, cardboard, #1-#7 plastics, glass, and tin & aluminum cans
- Sorted Option –
 - Recycling Center option only
 - Recycled Materials – Cardboard, #1 & #2 plastics, and tin & aluminum cans. To keep costs manageable, only recyclable items that currently have value are collected and individually hauled
 - All other potentially recyclable materials (approximately 60% of total by weight) are added to the trash load

Pros and Cons

Curbside Pickup	
Pros	Cons
No capital expenditures required	Greater dependence on education to keep contamination low
More convenient, assume significantly higher participation	Harder to monitor/enforce low contamination levels
Eliminates car trips to recycling center	
Community education provided by Ecomaine to reduce contamination	
Flexible – no sunk capital expense if markets drive changes in recycling practices	
Maximizes reduction of solid waste hauled as trash (400 tons @ \$75/ton)	

Recycling Center (Single Stream)	
Pros	Cons
Paid town employee keeps contamination low	\$57,000 upfront capital expense
Provides opportunity for composting household waste: reduced trash	Requires hiring/training a town employee
Support of Ecomaine's education department	Sunk capital costs - cannot easily respond to changes in recycling markets
Next best option to reduce solid waste hauled as trash (~300 tons @ \$75/ton)	Reduced seasonal/rental participation
	More hassle = less participation
	Potential burden for seniors
	May require Planning Board approval

Recycling Center (Sort Onsite - cardboard, #1 plastics and metals)	
Pros	Cons
Paid town employee keeps contamination low	\$57,000 upfront capital expense
Provides opportunity for composting household waste: reduced trash	Requires hiring/training a town employee
Least best option to reduce solid waste hauled as trash (~150 tons @ \$75/ton)	Sunk capital costs - cannot easily respond to changes in recycling markets
	Reduced seasonal/rental participation
	More hassle = less participation
	Potential burden for seniors
	May require Planning Board approval
	Increased trash to landfills (not recycling paper, glass and #3-#7 plastics)
	Loss of Ecomaine educational support

Cost Comparisons

Cost Element	Units	Curbside Pickup			
		\$/Unit	2020 Budget \$\$	Following Yrs \$\$/s	\$/TxUnit
Casella Pickup	1	\$	100,000.00	\$	100,000.00
Std Tipping Fee/Ton	400	\$	95.00	\$	38,000.00
Contam. Fee/Ton	400	\$	35.00	\$	14,000.00
Education Staff (.25 FTE)	500	\$	40.00	\$	20,000.00
TOTAL CURBSIDE \ Year			\$ 172,000.00	\$	\$ 56.58

Recycling Only

Cost Element	Units	Recycling Center (Single Stream)			
		\$/Unit	2020 Budget \$\$	Following Yrs \$\$/s	\$/TxUnit
Site Prep	1	\$	26,000.00	\$	-
Compactor	1	\$	31,000.00	\$	-
Ed. & Attend. (.75 FTE)	1500	\$	40.00	\$	60,000.00
Annual # Hauls	80	\$	250.00	\$	20,000.00
Std Tipping Fee/Ton	300	\$	95.00	\$	28,500.00
Contam. Fee/Ton	300	\$	-	\$	-
Increased Trash	100	\$	75.00	\$	7,500.00
TOTAL Recycling Center (Zero Sort) \ Year			\$ 173,000.00	\$	\$ 38.16

Recycling Only

Cost Element	Units	Recycling Center (Sorted Onsite - only cardboard, #1 & #2 plastics, and metals)			
		\$/Unit	2020 Budget \$\$	Following Yrs \$\$/s	\$/TxUnit
Site Prep	1	\$	26,000.00	\$	-
Compactor	1	\$	31,000.00	\$	-
2 Silver Bullets	2	\$	5,000.00	\$	-
Ed. & Attend. (.75 FTE)	1500	\$	40.00	\$	60,000.00
Annual # Hauls	57	\$	250.00	\$	14,250.00
Increased Trash	250	\$	75.00	\$	18,750.00
TOTAL Recycling Center (Sorted Onsite) \ Year			\$ 160,000.00	\$	\$ 30.59

Recycling Only

Assumptions:

- 1) Annual Recyclables = 400 tons (2018 data).
- 2) Casella biweekly pickup charge = \$100,000.
- 3) Recycling tipping fee = \$95.00/ton (\$65/ton plus variable year-end true-up).
- 4) Recycling Contamination Costs (estimates):
 - With education: \$35.00/ton.
 - With Education and staff attendants: \$0/ton.
- 5) Education and Recycling Center Staff (Ed. & Attend.): \$20/hr with 100% overhead.
- 6) Estimated hauling costs: \$250/trip.
- 7) Number of taxable units (TxUnit - Residential, Mixed, and Commercial): 3,040. Assumes 10-yr amortization of capital expenses.
- 8) Does not include additional costs (\$33,500 in 2019) for cardboard pickup at Dock Square and Bradbury's.
- 9) See separate sheet for costing backup.

Education is the Key to Success

- Proposed education plan is under development and will reflect choices made by Kennebunkport (Curbside or Recycling Center, and if at Recycling Center whether Single Stream or sorted)
 - If sorted at Recycling Center option is chosen:
 - Committee will develop a tool-kit (similar to Ecomaine's) that will guide residents in the proper mechanics of recycling so residents know what can be taken to the Recycling Center and what will go in regular garbage pails
 - Town staff member will guide residents at the Center when materials are dropped off
 - Intern will work with town staff and committee to prepare for opening date (July 2020)
 - Intern will work with realtors and owners of rental cottages to try to get owners to collect and bring recyclables to Center. Private hauler would be an option

Education is the Key to Success

- If Single Stream (Curbside or Recycling Center) option is chosen:
 - Education plan will be led by Ecomaine's 3-person education department, with materials supplied by Ecomaine (stickers for bins, Dos and Don'ts cards and fridge magnets, free Recyclopedia app, access to videos, press releases, youth education and coordination with Consolidated). The goal will be to begin operation July 2020
 - Town intern and SW Committee will work with Casella during the start-up phase to monitor recycling materials and guide residents to reduce contamination (soiled pizza boxes, plastic bags or film, plastic without recycling symbols, containers with liquid/food, batteries, etc.)
 - Intern, with Ecomaine's support, will develop literature and a plan to work with realtors and owners of rental cottages to get cooperation in the collection (and, if Recycling Center option chosen, the delivery) of recyclable materials

Committee's Recommendation

- The Solid Waste Committee recommends: Curbside (with focused education)
- Our reasoning:
 - Most flexible option for a changing recycling market
 - Largest potential reduction in solid waste volumes (costs)
 - Best option to recycle the largest variety and volume of materials
 - Best option to capture renters' recyclables
 - Most sensitive to seniors and physically challenged residents
 - Avoids need to increase town staffing
 - Only \$26/year more expensive for the average household than the cheapest option

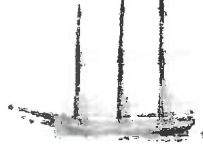
Thank You

Questions?

Solid Waste Committee

- Mike Claus (Town Representative)
- Jon Dykstra (Chairperson)
- Dave Eglinton
- Harvey Flashen
- Paul Hogan (Secretary)
- Tom McClain
- Kinder Wilson

Exhibit C - 1-9-2020



TOWN OF KENNEBUNKPORT, MAINE

~INCORPORATED 1653~

MAINE'S FINEST RESORT

To: Laurie Smith
From: Michael Claus, Public Works Director
Date: January 3, 2020
Re: Proposed Street Opening Moratorium

Michael W. Claus

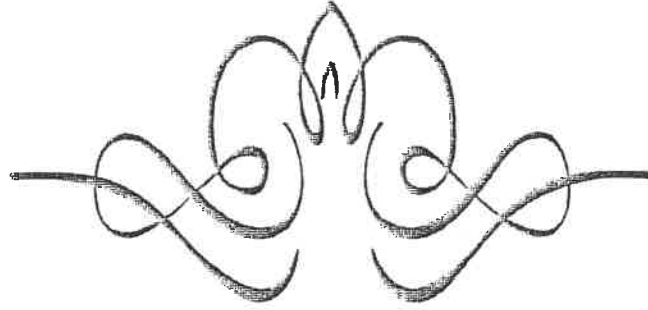
To protect Town Infrastructure Public Works is proposing a 5-year Street Opening Moratorium for newly paved Town roads. Our Moratorium would be the same length as the current MaineDOT Street Opening Moratorium for Route 9 and North Street.

Public Works will notify Utilities and Abutting Property Owners of our Annual Capital Paving Program on April 1st after our Capital Paving Plan has been reviewed by the Budget Board and Selectmen. This notification will allow a 60 day period for street opening work to be accomplished and allow for a written request of time extension for a street opening. Public Works will develop a page on the Town Website showing: Streets to be Paved / Date of Notification / Date of Actual Top Course Paving and Start of Moratorium Period / Date of End of Moratorium.

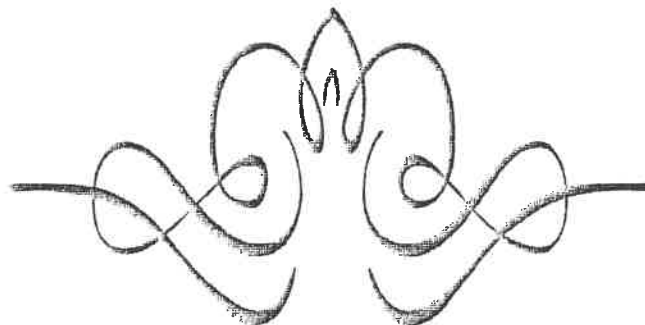
Exceptions to the Street Opening Moratorium could be granted for Emergency or Public Safety reasons. Repairs for Street Openings during the Moratorium period would require a Mill and Fill Paving repair 25 feet each side of street opening for the full width of the road.

Excavations in reconstructed or resurfaced streets:

Whenever the Town has developed plans to reconstruct or resurface 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 sixty (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 explaining fully the reasons for requesting such an extension of time. At the expiration of the time fixed and after such street has been reconstructed or resurfaced, no permit shall be granted to open such street for a period of five (5) 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 (5) 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.



Agenda Item Divider





KENNEBUNKPORT TOWN CLERK

To: Laurie Smith, Town Manager
Board of Selectmen

From: Tracey O'Roak

Date: January 16, 2020

Re: Liquor License Approvals

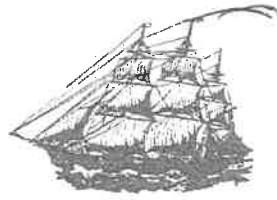
The following NEW liquor license and special amusement permits are scheduled for public hearing at the January 23rd meeting. These are all existing businesses that have had a change of shareholders; therefore, they are considered new applications for the State of Maine .

1. *The Boathouse at Kennebunkport, LLC, d/b/a The Boathouse Waterfront Hotel*
2. *The Kennebunkport Inn, LLC d/b/a The Kennebunkport Inn*
3. *Cape Arundel Inn, LLC d/b/a Cape Arundel Inn*
4. *Ivy One, LLC d/b/a The Clubhouse at Cape Arundel Inn*
5. *Hidden Pond, LLC d/b/a Hidden Pond*
6. *Lodge on the Cove d/b/a Lodge on the Cove*
7. *Tides Beach Club, LLC d/b/a Tides Beach Club*
8. *Yachtsman Hospitality, LLC d/b/a Yachtsman Hotel & Marine Club*

The following NEW liquor license and Victualer's License Application are also scheduled for public hearing at the January 23rd meeting. This is a new business going into the space previously held by Bandaloop.

1. *Chez Rosa LLC d/b/a Chez Rosa Bistro, 2 Ocean Avenue*

All applications have been reviewed and signed off by the required departments. I recommend approval. Thank you for your consideration.



TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

NOTICE OF PUBLIC HEARING

TOWN OF KENNEBUNKPORT

NOTICE is hereby given that the Municipal Officers of the Town of Kennebunkport will hold a Public Hearing at the Village Fire Station, 32 North Street, on Thursday, January 23, 2020 at 6:00 PM to act on the following applications:


Chez Rosa LLC d/b/a Chez Rosa Bistro, 2 Ocean Avenue, a *New Malt, Spirituous and Vinous Liquor License* and *Victualer's License Application*.

Tracey O'Roak
Town Clerk

4

Chez Rosa Bistro
1/23/20

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:



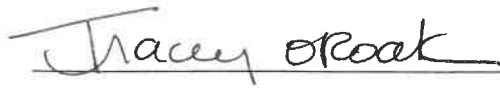
Police Chief



Fire Inspector



Code Enforcement Officer



, Town Clerk



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): <u>Chez Rosa LLC</u>	Business Name (D/B/A): <u>chez Rosa Bistro</u>
Individual or Sole Proprietor Applicant Name(s): <u>Yazmin Saraya Jean</u>	Physical Location: <u>Kennebunkport, ME</u> <u>Building D on Cross Street Union St</u>
Individual or Sole Proprietor Applicant Name(s): <u>Kyle Albert Robinson</u>	Mailing address, if different: <u>328 Flag Pond Rd, Saco, ME. 04072</u>
Mailing address, if different from DBA address: <u>328 Flag Pond Rd, Saco, ME. 04072</u>	Email Address: <u>Ky.rosa16@gmail.com</u>
Telephone # <u>970-930-5440</u> Fax #:	Business Telephone # <u>970-930-5440</u> Fax #:
Federal Tax Identification Number: <u>84-2194197</u>	Maine Seller Certificate # or Sales Tax #:
Federal Basic Permit Number:	Website address: <u>www.chezrosabistro.com</u>

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

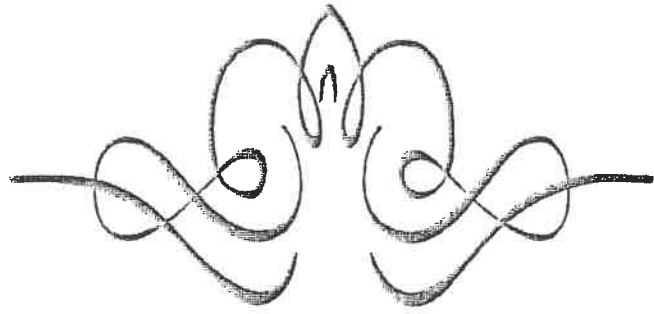
Your current license expiration date: N/A

The dollar amount of gross income for the licensure period that will end on the expiration date above:

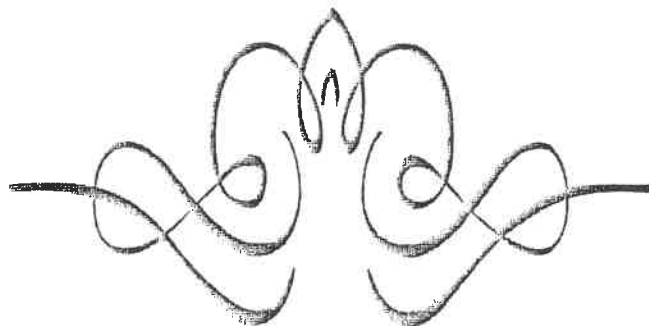
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

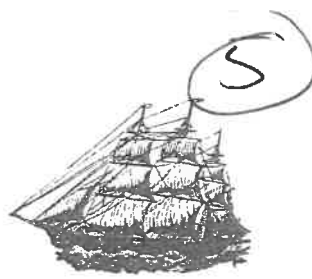
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

NOTICE OF PUBLIC HEARING

TOWN OF KENNEBUNKPORT

NOTICE is hereby given that the Municipal Officers of the Town of Kennebunkport will hold a Public Hearing at the Village Fire Station, 32 North Street, on Thursday, January 23, 2020 at 6:00 PM to act on the following applications:

The Boathouse at Kennebunkport, LLC d/b/a The Boathouse Hotel, 21 Ocean Avenue, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

The Kennebunkport Inn, LLC d/b/a The Kennebunkport Inn, 1 Dock Square, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

Cape Arundel Inn, LLC d/b/a Cape Arundel Inn, 208 Ocean Avenue, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

Ivy One, LLC d/b/a The Clubhouse at Cape Arundel Inn, 8 Old Fort Avenue, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

Hidden Pond, LLC d/b/a Hidden Pond, 356 Goose Rocks Road, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

Lodge on the Cove, LLC d/b/a The Lodge on the Cove, 29 South Main Street, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

Tides Beach Club, LLC d/b/a Tides Beach Club, 254 Kings Highway, a New Malt, Spirituous and Vinous Liquor License and Special Amusement application.

Yachtsman Hospitality, LLC d/b/a Yachtsman Hotel & Marina Club, 57 Ocean Avenue, a New Malt, Spirituous and Vinous Liquor License, Special Amusement Permit and Victualer's License Application.

Tracey O'Roak
Town Clerk

③

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Leary, Town Clerk

The Boathouse Hotel
1/23



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): The Boathouse at Kennebunkport, LLC	Business Name (D/B/A): The Boathouse Hotel
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 21 Ocean Ave Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 207-967-8223
Federal Tax Identification Number: 46-2111734	Maine Seller Certificate # or Sales Tax #: 1162111
Federal Basic Permit Number: n/a	Website address: www.boathouseme.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

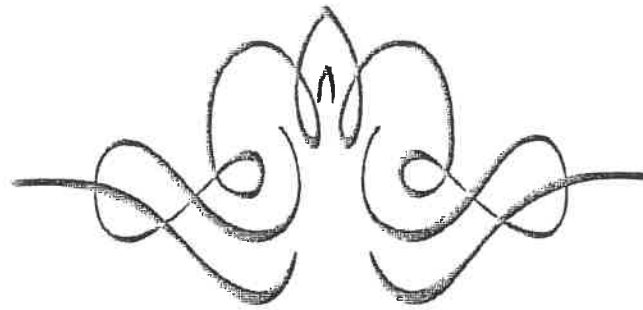
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

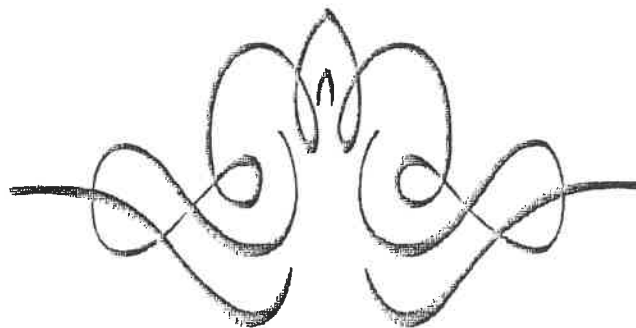
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

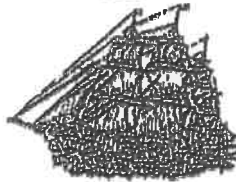
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant The boathouse at Kennebunkport, LLC
Residence Address 2 Livewell Dr. Ste 203 Kennebunk ME 0404
Home Telephone Number 207.967.1519
Name of Business The Boathouse Hotel
Business Address 21 Ocean Ave Kennebunkport, ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207.967.8223
Nature of Special Amusement Live Music / Dancing

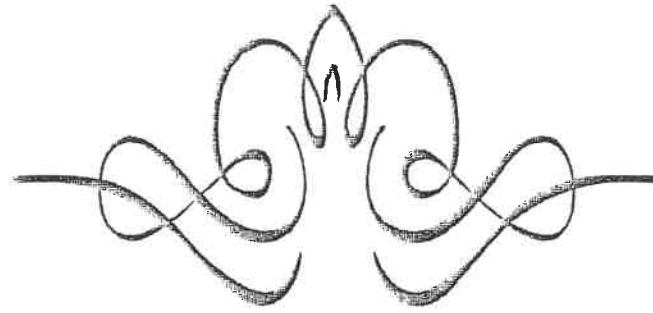
Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No X

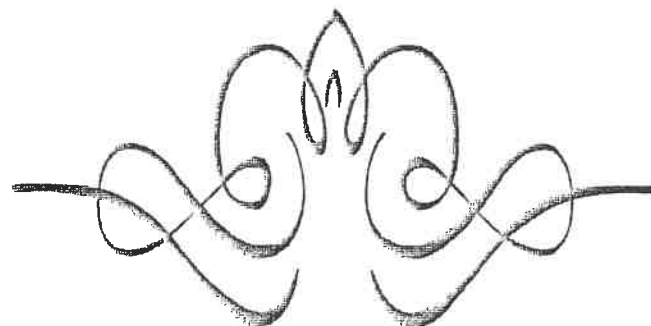
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.


applicant



Agenda Item Divider



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This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Neil, Town Clerk

Kennebunkport Tm
1/23



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Section I: Licensee/Applicant(s) Information;
Type of License and Status

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): The Kennebunkport Inn, LLC	Business Name (D/B/A): The Kennebunkport Inn
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 1 Dock Square, Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 207-967-2621
Federal Tax Identification Number: 22-3722663	Maine Seller Certificate # or Sales Tax #: 1067587
Federal Basic Permit Number: n/a	Website address: www.kennebunkportinn.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

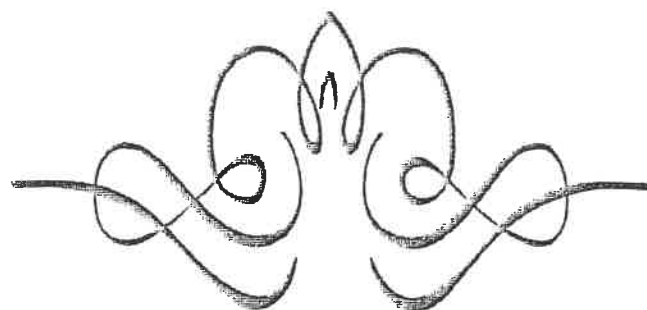
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

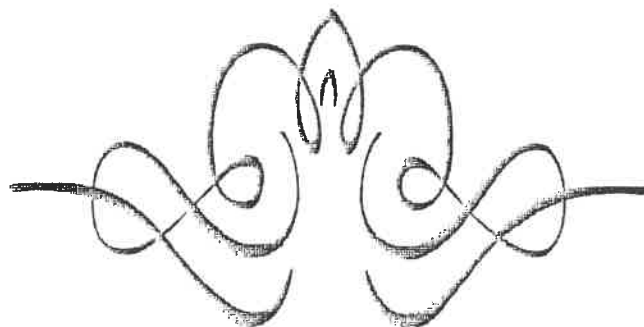
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

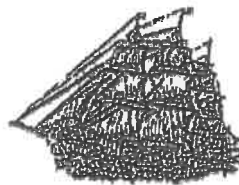
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant

The Kennebunkport Inn, LLC

Residence Address

2 Live Well Dr Ste 203 Kennebunk, ME 04041

Home Telephone Number

207.967.1519

Name of Business

The Kennebunkport Inn

Business Address

One Dock Square Kennebunkport, ME 04041

Type of Business

Hotel / Restaurant

Business Telephone Number

207.967.2621

Nature of Special Amusement

Live Music / Dancing

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

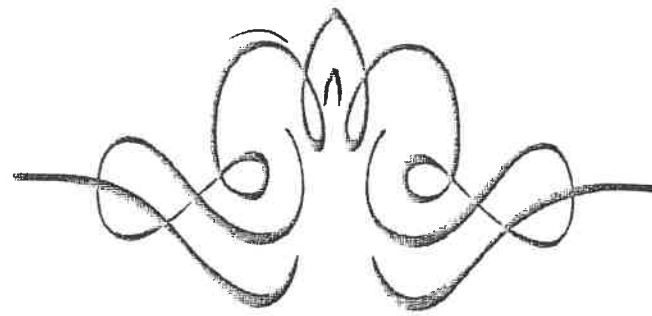
Yes

No X

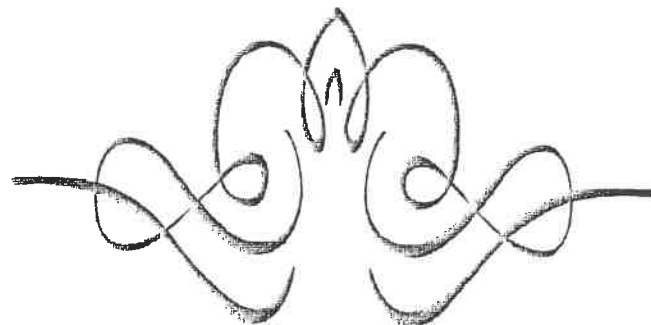
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

[Signature]
applicant



Agenda Item Divider



9

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy Oloak, Town Clerk

Cape Arundel Inn
1/23



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): Cape Arundel Inn, LLC	Business Name (D/B/A): Cape Arundel Inn
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 208 Ocean Avenue, Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 207-967-2125
Federal Tax Identification Number: 46-2133871	Maine Seller Certificate # or Sales Tax #: 1162110
Federal Basic Permit Number: n/a	Website address: www.capearundelinn.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

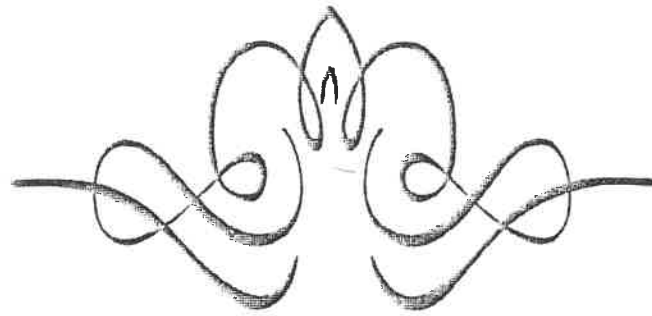
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

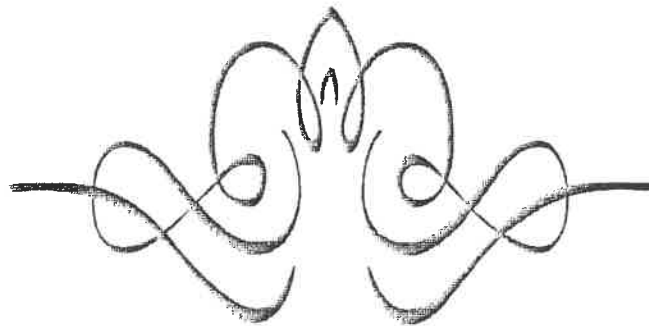
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

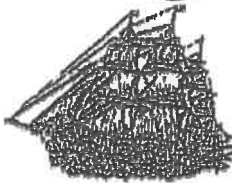
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Cape Arundel Inn LLC
Residence Address 2 Livenwell Dr Ste 203 Kennebunk 0404
Home Telephone Number 207. 967. 1519
Name of Business Cape Arundel Inn
Business Address 208 Ocean Ave Kennebunkport ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207. 967. 2125
Nature of Special Amusement Live Music / Dancing

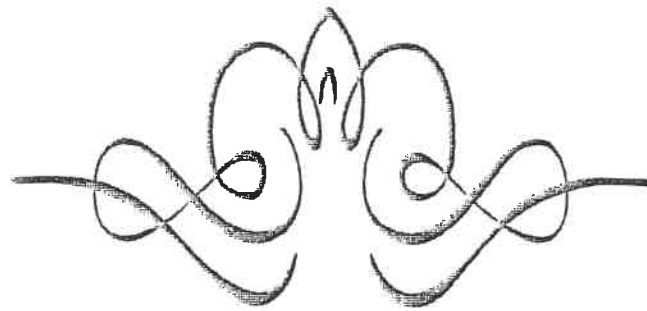
Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No X

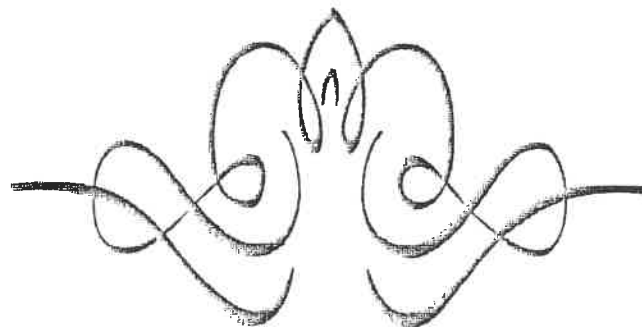
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

[Signature]
applicant



Agenda Item Divider



11

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓ Police Chief
✓ Fire Inspector
✓ Code Enforcement Officer

Tracy O'Rourke, Town Clerk

Clubhouse @ Cape
Arundel Inn 1/23



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): Ivy One, LLC	Business Name (D/B/A): The Clubhouse at Cape Arundel Inn
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 8 Old Fort Avenue, Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 207-967-5353
Federal Tax Identification Number: 27-3545804	Maine Seller Certificate # or Sales Tax #: 017970
Federal Basic Permit Number: n/a	Website address: www.capearundelinn.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

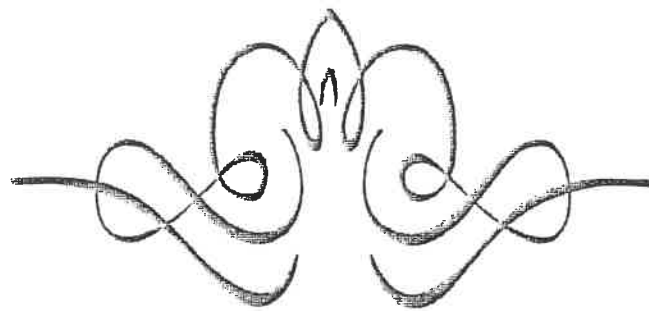
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

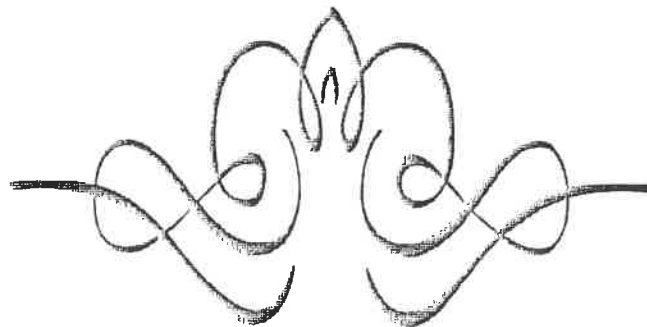
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

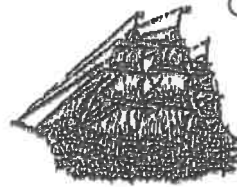
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

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

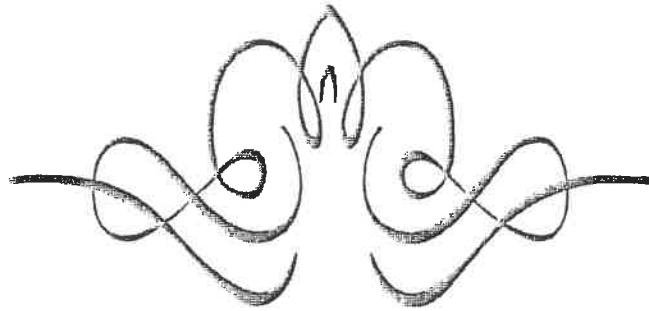
Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No X

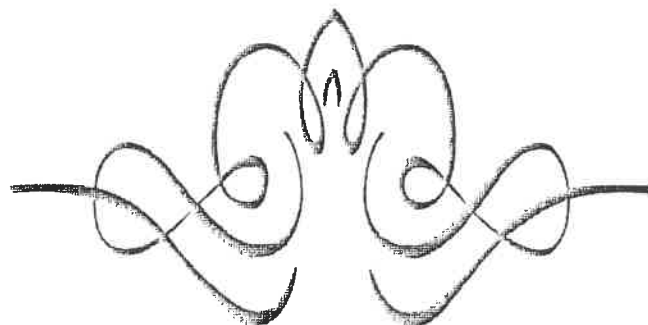
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

[Signature]
applicant

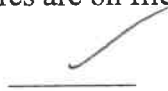


Agenda Item Divider



13

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:



Police Chief



Fire Inspector



Code Enforcement Officer

 Town Clerk

Hidden Pond
1/23



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): Hidden Pond, LLC	Business Name (D/B/A): Hidden Pond
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 356 Goose Rocks Lane, Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive, Suite 203, Kennebunk, ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 20-967-9050 N/A
Federal Tax Identification Number: 26-0629869	Maine Seller Certificate # or Sales Tax #: 1131323
Federal Basic Permit Number: N/A	Website address: www.hissenpondmaine.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

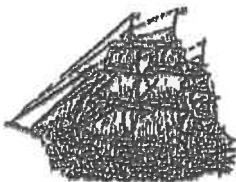
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





14

TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant

Hidden Pond, LLC

Residence Address

2 Livewell Dr Ste 203 Kennebunk ME 04043

Home Telephone Number

207.967.1519

Name of Business

Hidden Pond

Business Address

356 Goose Rocks Rd Kennebunkport ME 04046

Type of Business

Resort / Restaurant

Business Telephone Number

207.967.9050

Nature of Special Amusement

Live Music / Dancing

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

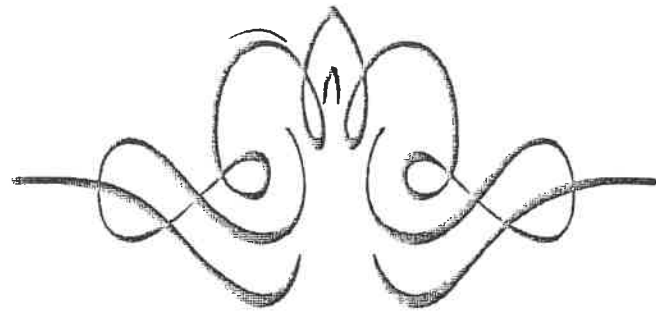
Yes

No X

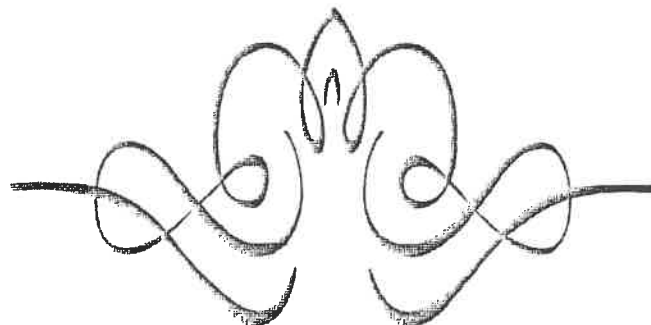
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

[Signature]
applicant



Agenda Item Divider



15

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Leary

Town Clerk

Tides Beach
1/23 Club



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): Tides Beach Club, LLC		Business Name (D/B/A): Tides Beach Club	
Individual or Sole Proprietor Applicant Name(s):		Physical Location: 254 Kings Hwy, Kennebunkport, ME 04046	
Individual or Sole Proprietor Applicant Name(s):		Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043	
Mailing address, if different from DBA address:		Email Address: licenses@krcmaine.com	
Telephone # 207-967-1519	Fax #: 207-967-1516	Business Telephone # 207-967-8223	Fax #:
Federal Tax Identification Number: 27-3545942		Maine Seller Certificate # or Sales Tax #: 1148420	
Federal Basic Permit Number: n/a		Website address: www.tidesbeachclubmaine.com	

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

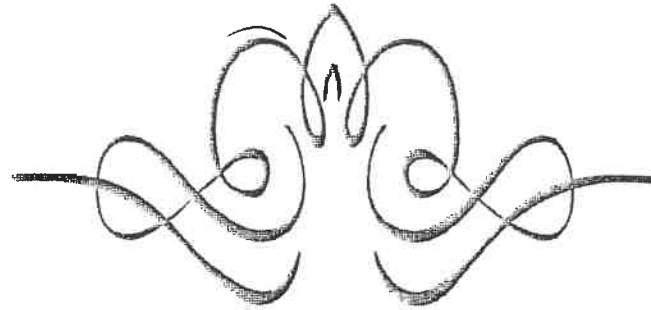
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

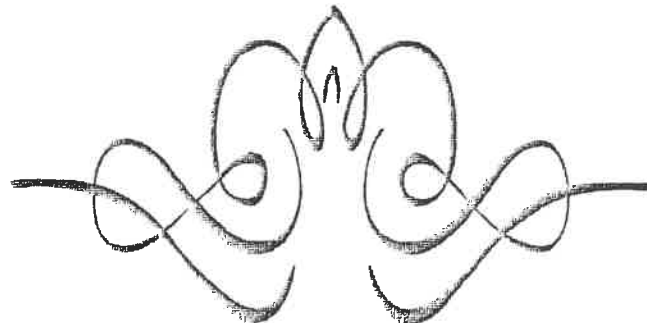
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant

Tides Beach Club, LLC

Residence Address

2 Livewell Dr Ste 203 Kennebunk ME 04046

Home Telephone Number

207. 967. 1519

Name of Business

Tides Beach Club

Business Address

254 Kings Hwy Kennebunkport ME 04046

Type of Business

Hotel / Restaurant

Business Telephone Number

207. 967. 3757

Nature of Special Amusement

Live Music / Dancing

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

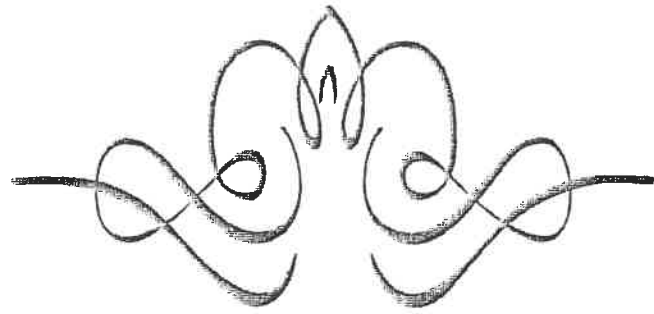
Yes

No X

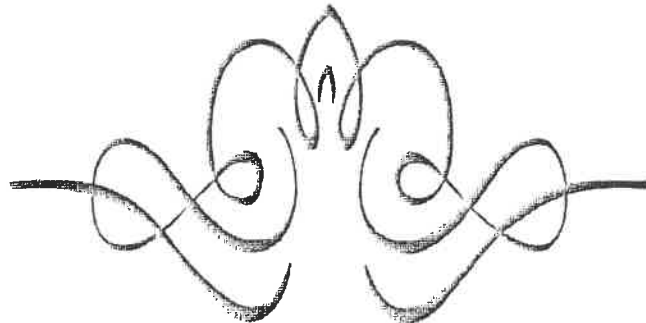
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

applicant



Agenda Item Divider



15

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Nancy

_____, Town Clerk

Lodge on the case
1/23



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;
 Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): Lodge On The Cove, LLC	Business Name (D/B/A): Lodge On The Cove
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 29 S. Main Street, Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 207-967-3993
Federal Tax Identification Number: 45-3948403	Maine Seller Certificate # or Sales Tax #: 1155294
Federal Basic Permit Number: n/a	Website address: www.lodgeonthecove.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

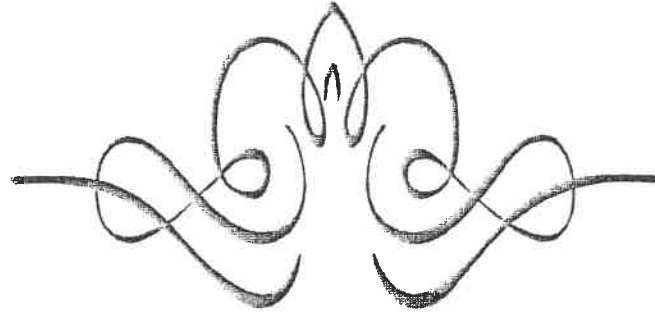
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

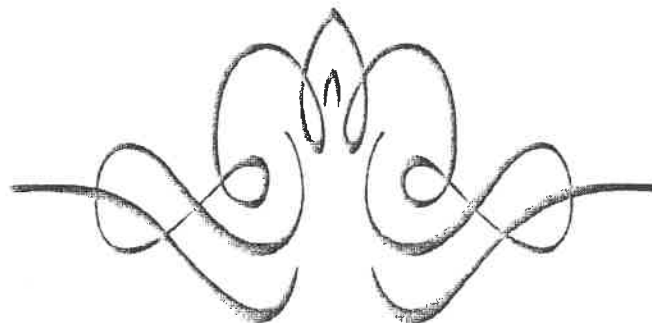
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

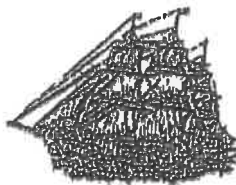
2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider





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TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Lodge On The Cove LLC
Residence Address 2 Livewell Dr Ste 203 Kennebunk ME 04046
Home Telephone Number 207.967.1519
Name of Business Lodge On The Cove
Business Address 29 South Main St Kennebunkport, ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207.967.3993
Nature of Special Amusement Live Music / Dancing

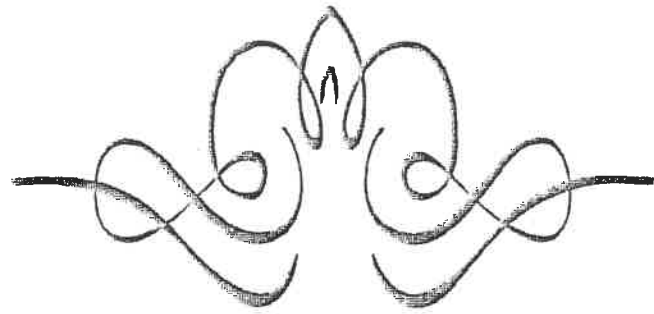
Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No X

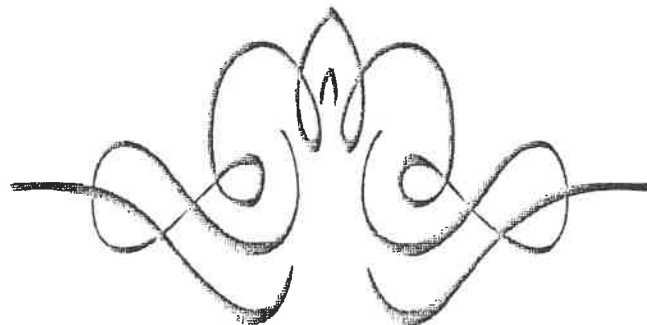
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

[Signature]
applicant



Agenda Item Divider




19

yachtman Hotel
11/23/20

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:



Police Chief



Fire Inspector



Code Enforcement Officer

Tracy Orsak, Town Clerk



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): Yachtsman Hospitality, LLC	Business Name (D/B/A): Yachtsman Hotel & Marina Club
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 57 Ocean Ave Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 2 Livewell Drive Suite 203 Kennebunk ME 04043
Mailing address, if different from DBA address:	Email Address: licenses@krcmaine.com
Telephone # Fax #: 207-967-1519 207-967-1516	Business Telephone # Fax #: 207-967-2511
Federal Tax Identification Number: 82-2988557	Maine Seller Certificate # or Sales Tax #: 1190016
Federal Basic Permit Number: n/a	Website address: www.yachtsmanlodge.com

1. New license or renewal of existing license? ☒ New ☐ Renewal

If a renewal, please provide the following information:

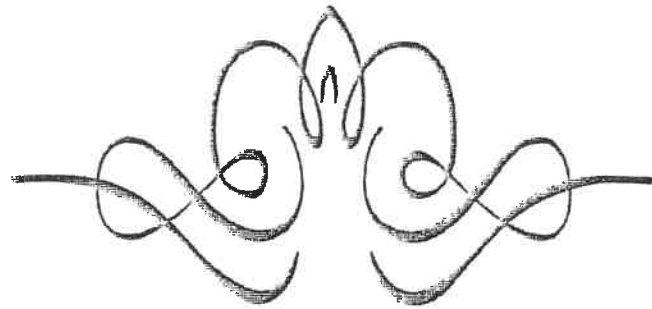
Your current license expiration date: _____

The dollar amount of gross income for the licensure period that will end on the expiration date above:

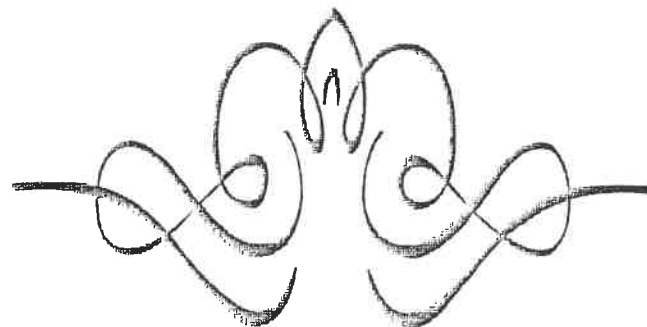
Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: _____

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider



TOWN OF KENNEBUNKPORT, MAINE

• INCORPORATED 1653.

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant

Yachtsman Hospitality, LLC

Residence Address

2 Livewell St Ste 203 Kennebunk ME 0404

Home Telephone Number

207. 967. 1519

Name of Business

Yachtsman Hotel & Marina Club

Business Address

57 Ocean Ave Kennebunkport, ME 04046

Type of Business

Hotel / Marina Bar / Marina

Business Telephone Number

201.967,2511

Nature of Special Amusement

Live Music / Dancing

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

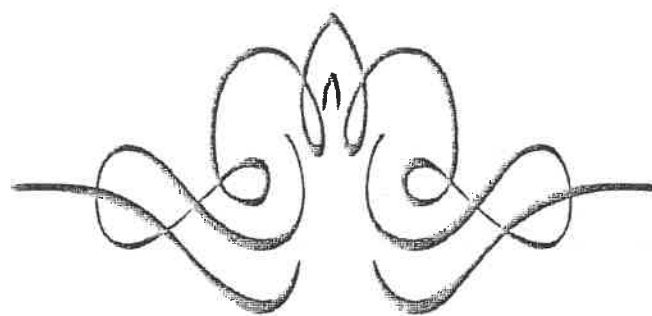
Yes

No

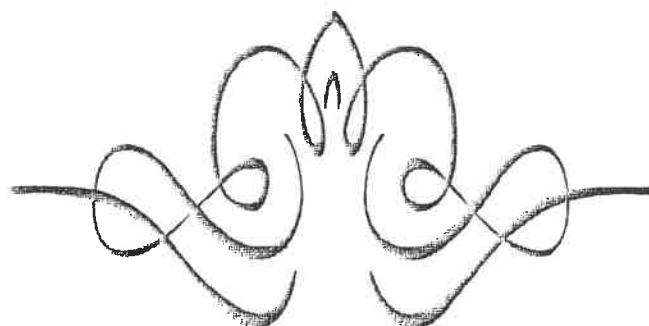
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

applicant



Agenda Item Divider





Investment Review

JANUARY 2020

PREPARED FOR

Town of Kennebunkport

21

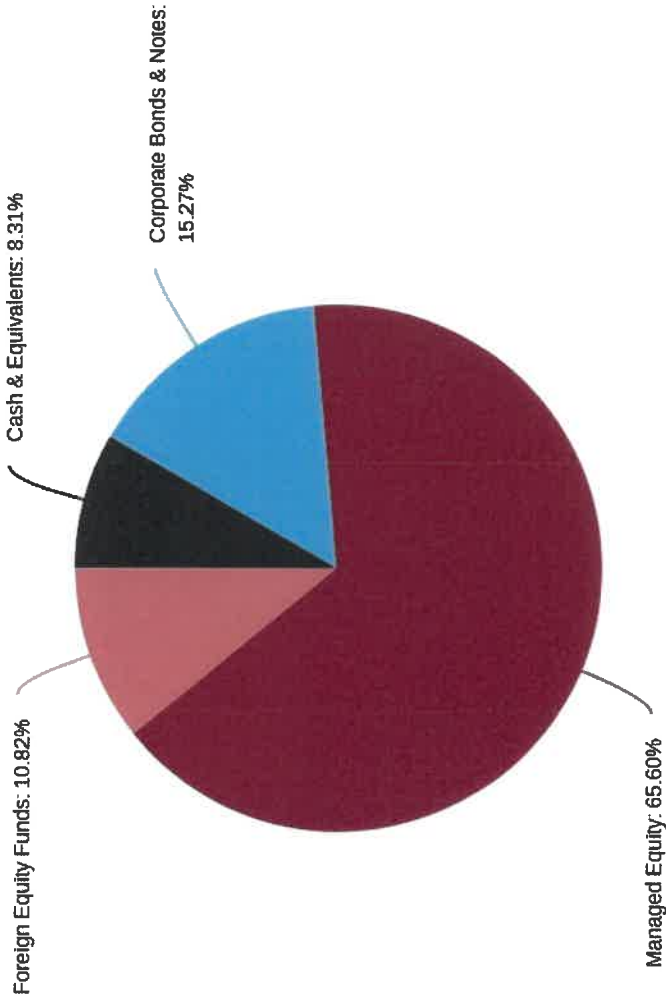
Daniel M. Lay, Esq.
PORTFOLIO MANAGER

Molly C. Reinfried, CFP®, EA
PORTFOLIO MANAGER

Jenny L Robinson
RELATIONSHIP ADMINISTRATOR

Asset Allocation by Account

TOWN OF KENNEBUNKPORT



Current Value	Current Percent
\$127,342	8.31%
\$233,923	15.27%
\$1,004,681	65.60%
\$165,669	10.82%
\$1,531,615	100.00%

Style Class
Cash & Equivalents
Corporate Bonds & Notes
Managed Equity
Foreign Equity Funds
Total

Individual Account Gross Performance

TOWN OF KENNEBUNKPORT				
Description	Fiscal YTD beginning 7/1 Gross Return	Previous 1 Year Gross Return	Previous 3 Years Gross Return	Inception to Date (02/28/2015) Gross Return
Cash & Equiv	0.95%	2.16%	1.65%	1.07%
FTSE USBIG 1 Mo. Treasury Bill	0.97%	2.20%	1.61%	1.04%
Fixed Income	2.04%	7.18%	3.59%	* 2.82%
Bloomberg Barclays US Government / Credit 1 - 5Y	1.40%	5.01%	2.54%	1.95%
Equity	13.32%	31.04%	18.03%	11.86%
75% S&P 500, 25% ACWI ex-US	9.94%	28.95%	13.96%	9.80%
Total	10.51%	23.91%	13.53%	8.93%
70% (75% S&P 500 25% ACWI exUS) 25% BB US Int Gvt/Crd 5% 3MTB	7.42%	21.85%	10.72%	7.64%

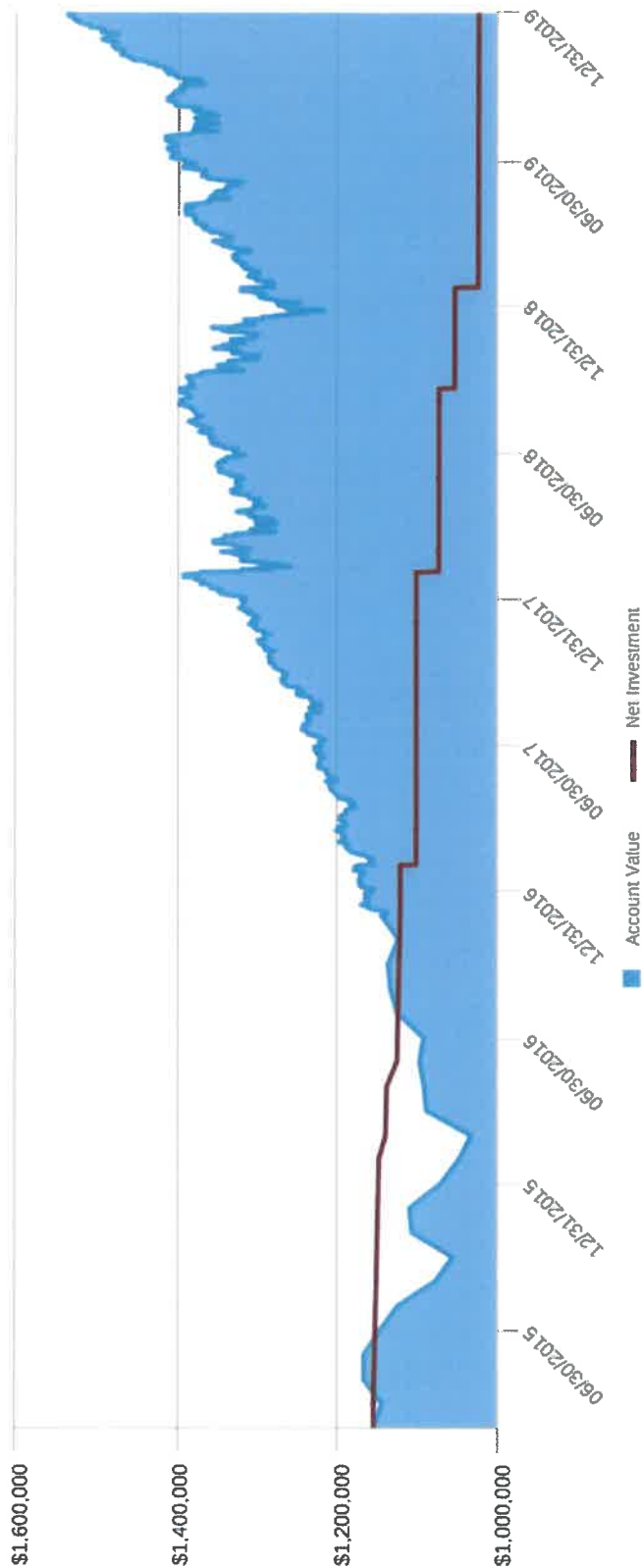
* Partial period return

Returns for periods exceeding 12 months are annualized.

As of December 31, 2019

Account Value vs. Net Investment

TOWN OF KENNEBUNKPORT



Fiscal YTD beginning 7/1		Inception to Date (02/28/2015)
Start Value	\$1,391,021	\$1,154,444
Net Contribution	(\$115)	(\$132,285)
Investment Gain/Loss	\$140,710	\$509,456
Ending Value	\$1,531,615	\$1,531,615

Town of Kennebunkport Distribution Review as of 12/31/2019

	Market Value 12/31/2019	2015	2016	2017	2018*	2019	Since Inception through 12/31/2019
Kittredge Trust	\$901,590.54	\$0.00	-\$12,021.77	-\$14,554.52	-\$27,929.65	-\$29,365.39	-\$83,871.33
Macomber Trust	\$0.00	\$0.00	-\$100.18	-\$5,869.26	\$0.00	\$0.00	-\$5,969.44
Picavet Trust	\$630,024.68	\$0.00	-\$7,914.33	\$0.00	-\$19,811.05	\$0.00	-\$27,725.38
TOTAL		\$0.00	-\$20,036.28	-\$20,423.78	-\$47,740.70	-\$29,365.39	-\$117,566.15

*Began using the 4% spending calculation in 2018

TOWN OF KENNEBUNKPORT

Holdings as of: December 31, 2019



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

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

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

Characteristics Summary	Client	S&P 500
Price to Earnings (x)	18.2	19.1
Dividend Yield (%)	2.0	1.8
Payout Ratio (%)	36	35
Return on Invested Capital (%)	7.7	6.4
Long term Debt to Capital (%)	44	47
V-Ratio	0.53	0.43

Client S&P 500



Price to Earnings Ratio (x)

Dividend Yield (%)

Dividend Payout Ratio (%)

Return on Invested Capital (%)

LT Debt to Capital Ratio (%)

HMP V-Ratio

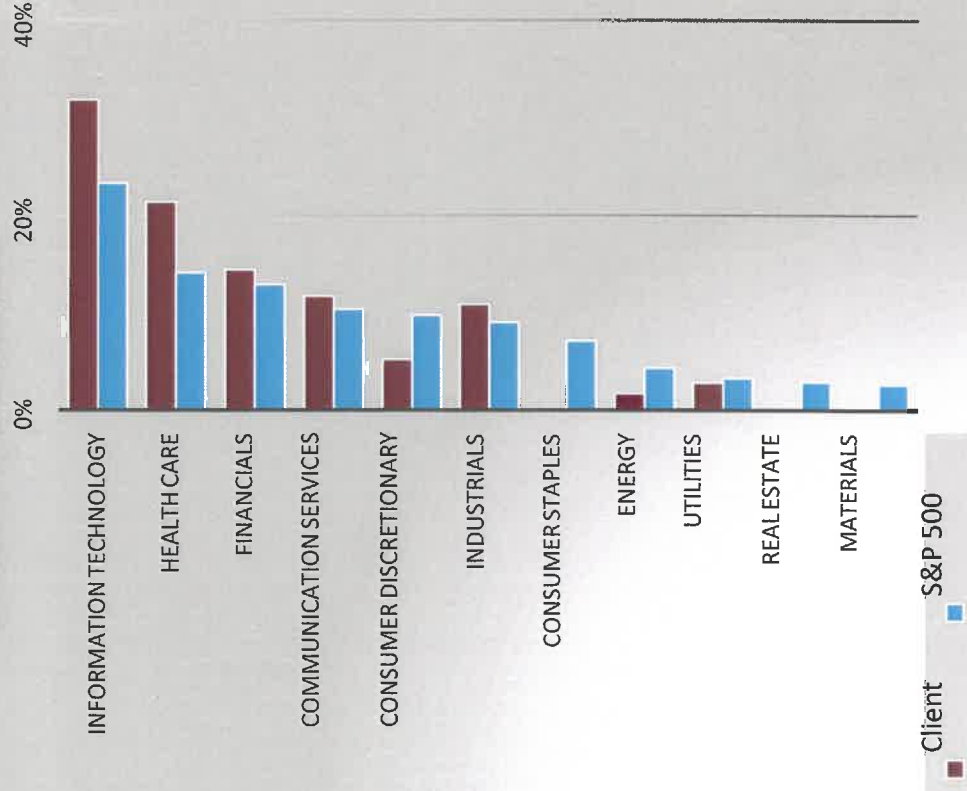
4

TOWN OF KENNEBUNKPORT

Holdings as of: December 31, 2019



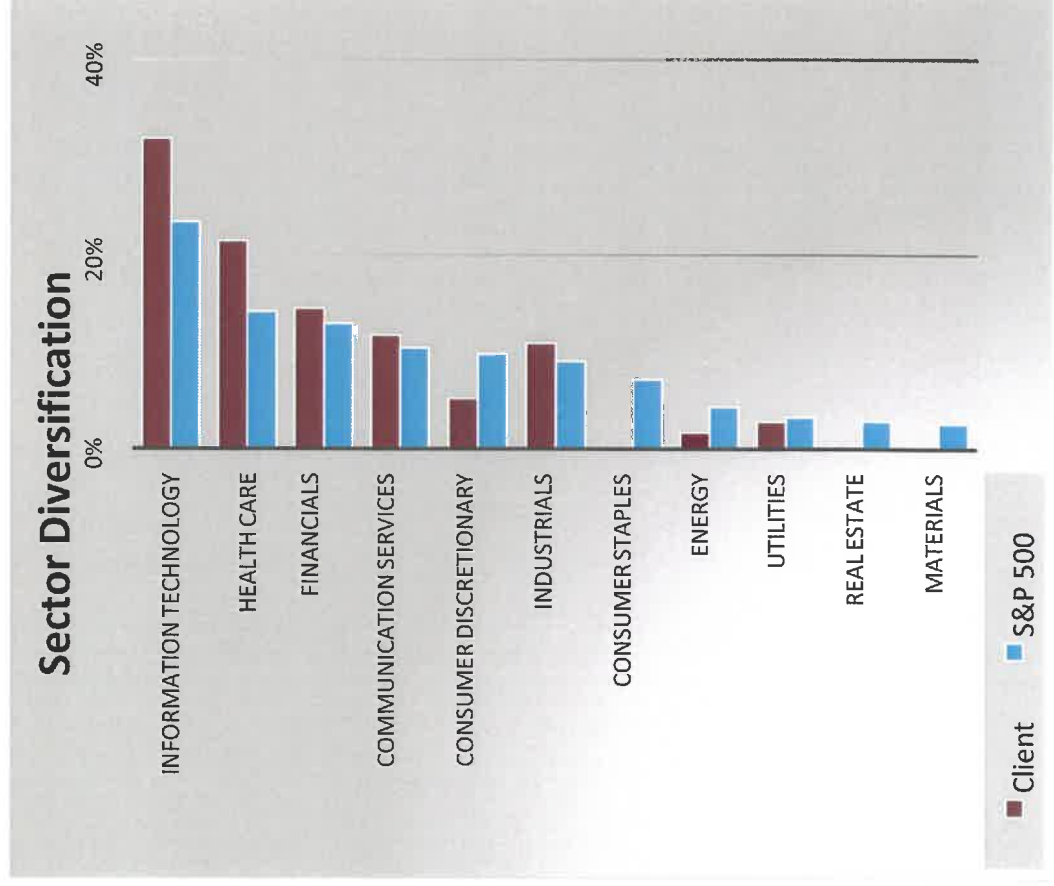
Sector Diversification



Sector	Client	S&P 500	+/-
Information Technology	31.9%	23.3%	+8.5%
Health Care	21.4%	14.1%	+7.2%
Financials	14.4%	12.9%	+1.5%
Communication Services	11.7%	10.4%	+1.3%
Consumer Discretionary	5.2%	9.8%	-4.6%
Industrials	10.9%	9.1%	+1.8%
Consumer Staples	0.0%	7.2%	-7.2%
Energy	1.7%	4.4%	-2.7%
Utilities	2.8%	3.3%	-0.5%
Real Estate	0.0%	2.9%	-2.9%
Materials	0.0%	2.7%	-2.7%

TOWN OF KENNEBUNKPORT

Holdings as of: December 31, 2019



S&P 500 Index: Median Values		
Sector	Return on Tangible Assets	*AFG Economic Margin™
Information Technology	16.7%	12.3%
Health Care	13.8%	14.6%
Financials	1.6%	5.1%
Communication Services	11.2%	9.2%
Consumer Discretionary	10.6%	6.9%
Industrials	14.7%	12.6%
Consumer Staples	14.1%	12.5%
Energy	5.9%	1.0%
Utilities	2.7%	0.3%
Real Estate	3.2%	8.6%
Materials	8.1%	4.6%
S&P 500 Index	8.9%	8.9%

Value is greater than Index Median

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

TOWN OF KENNEBUNKPORT

Holdings as of: December 31, 2019



Stock Characteristics - 10 Largest Holdings

Company	Sector	Weight	Yield	Payout	5 Yr Div Growth	5 Yr EPS Growth	P/E	ROIC	LT Debt to Capital
Amgen Inc	Health Care	4.9%	2.7%	41.6%	22.9%	13.7%	15.7	13.8%	72.0%
Berkshire Hathaway Cl B	Financials	4.6%	0.0%	0.0%	NM	-27.1%	21.3	5.1%	21.5%
Amazon.com Inc	Consumer Discretionary	4.1%	0.0%	0.0%	NM	102.6%	77.4	10.4%	51.3%
Broadcom Limited Shs	Information Technology	4.0%	4.1%	53.4%	56.5%	45.4%	13.0	8.6%	54.6%
Johnson & Johnson	Health Care	3.9%	2.6%	42.7%	6.4%	3.1%	16.4	15.8%	32.2%
Mastercard Incorporated	Information Technology	3.6%	0.5%	19.1%	30.1%	16.9%	35.7	52.7%	62.1%
Microsoft Corp	Information Technology	3.5%	1.3%	35.6%	10.4%	14.0%	27.5	15.2%	43.3%
Alphabet Inc Class C Capital Stock	Communication Services	3.4%	0.0%	0.0%	NM	19.5%	26.5	16.9%	6.6%
Cisco Systems Inc	Information Technology	3.3%	2.9%	42.2%	13.6%	11.9%	14.4	16.8%	29.6%
Apple Inc	Information Technology	3.3%	1.0%	22.1%	10.6%	13.0%	21.1	26.9%	50.4%

Top 10 Stocks

Total Stock Portfolio

38.8%	1.5%	31.7%	18.6%	9.4%	20.7	11.4%	36.8%
	2.0%	35.6%	13.4%	8.7%	18.2	7.7%	43.6%

S&P 500 Index

1.8%	35.3%	8.0%	6.3%	19.1	6.4%	47.4%
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Disclosures

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

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

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

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

As of December 31, 2019



22

January 9, 2020

Kennebunkport Board of Selectmen
PO Box 566
6 Elm Street
Kennebunkport, ME 04046

Dear Kennebunkport Board of Selectmen,

Habitat for Humanity York County is deeply appreciative of the support the town of Kennebunkport has shown for Habitat's work, most recently through the donation of property at 160 Beachwood Avenue where we completed a home for a veteran family in 2016.

We are very excited to be able to once again create affordable housing opportunities in Kennebunkport. In 2018, we were very generously donated land at 36 Mills Road in Cape Porpoise. We are happy to share that we are able to maximize the lot's potential by splitting it in two in order to build two new affordable homes in the community. We have recently submitted our building permit application to the town, and plan to start on this project in the spring.

These two homes represent our most ambitious project to date, and require significant fundraising efforts. Habitat for Humanity is respectfully requesting that Kennebunkport waive the building permit fees and wastewater impact fees for these two homes. The waiver of these fees will allow Habitat to leverage our fundraising to complete these homes and serve families more efficiently.

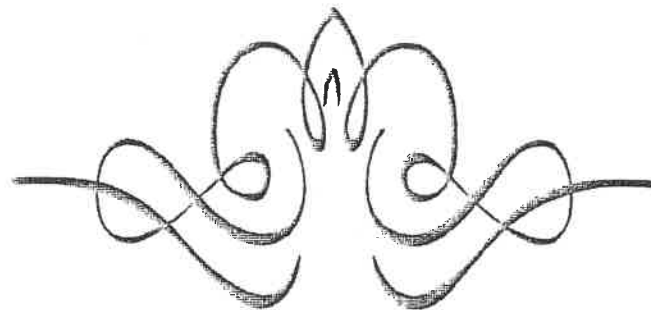
I would be happy to answer any questions the Board of Selectmen may have about the Mills Road Project or this fee waiver request. I can be reached at amy@habitatyorkcounty.org or 985-4850.

Thank you very much for your consideration of this request.

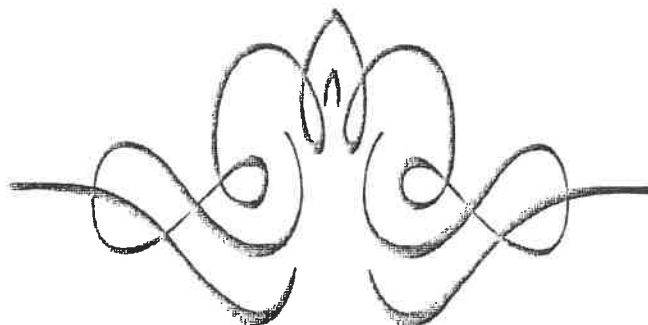
Sincerely,

A handwritten signature in black ink, appearing to read "Amy Nucci".

Amy Nucci
Executive Director



Agenda Item Divider



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Kennebunkport Public Health

January 13, 2020

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

Please accept this donation of \$1000.00 from Atlantic Firemen's Association. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

ATLANTIC FIREMENS EDUCATIONAL ASSOC
P.O. BOX 7686
CAPE PORPOISE, ME 04014

327
51-7218/2211
B0402

JANUARY 10 2020

Date

CHECK ARMOR
IMAGE PROTECTION

Pay to the Order of TOWN OF KENNEBUNKPORT - FUEL RELIEF FUND \$ 1,000.00

ONE THOUSAND AND NO/100 — Dollars



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For FUEL RELIEF DONATION

Richard L Smith MP

0327