

TOWN OF KENNEBUNKPORT, MAINE

Board of Selectmen Agenda May 28, 2020 @ 6:00 PM VIRTUAL MEETING (VIA ZOOM)

This meeting will be conducted through the electronic platform Zoom.

ZOOM MEETING/WEBINAR INSTRUCTIONS

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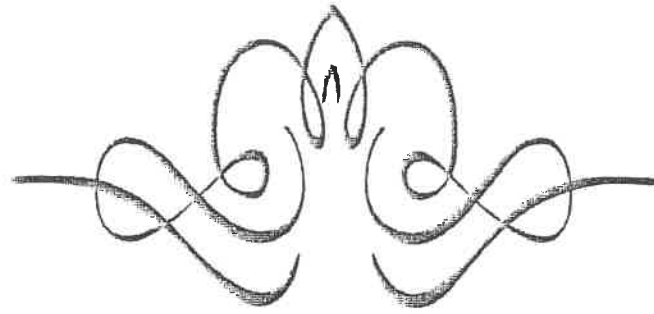
NOTE: During the meeting, only the Selectmen and Town Manager will be on screen with audio connected. All other participants will be blacked out and audio muted except when the Board solicits public input.

PUBLIC COMMENTS: If you wish to speak on an agenda item and you are:

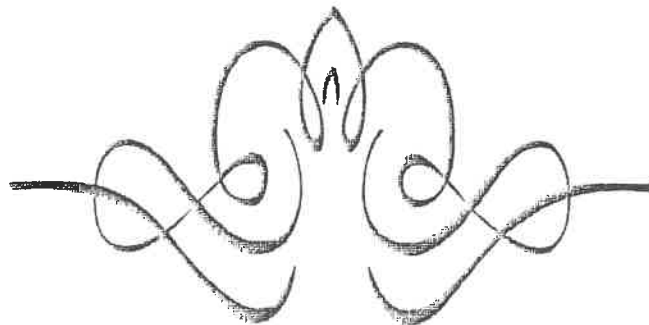
- **Joining via your computer or cell phone**
 - Please use the "raise your hand" feature by clicking "participants" (computer). The host will be notified and will identify you when it is your turn to comment.
- **Joining via landline phone:**
 - The following commands can be entered using your phone's dial pad while in a Zoom meeting. The host will be notified and will identify you when it is your turn to comment.
 - *6 - Toggle mute/unmute
 - *9 - Raise Hand

Written Public Comments: With the shift to remote meetings, we are encouraging written public comments in place of in-person participation. Written public comments must be e-mailed to Town Manager Laurie Smith at LSmith@kennebunkportme.gov, or mailed to Public Comment, Town Manager Office, P.O. Box 566, Kennebunkport, Maine 04046, or dropped in the Town Office "drop box" and must be received by 2 hours prior to the start of a meeting on the date of the Board of Selectmen meeting. These comments will become a part of the permanent record of the meetings. If e-mailing, please note "Public Comment" and the meeting date in the Subject field. *This method is subject to change. Any updates will be communicated.

1. Call to Order.
2. Approve the May 14, 2020, selectmen meeting minutes.
3. Public Hearing to amend the Traffic and Parking Control Ordinance.
4. 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.).
5. Consider application to renew liquor license submitted by Arundel Marine Service, d.b.a., Arundel Wharf Restaurant, 43 Ocean Avenue.
6. Consider the deck agreement with Hurricane Restaurant.
7. Award the gravel bid.
8. Award Final Engineering and Construction Administration Contract for Cape Porpoise Pier Work
9. Presentation of the FY2021 Wastewater Department budget.
10. Authorize the sewer commitment.
11. Presentation of the FY2021 Cape Porpoise Pier budget.
12. Accept a \$100 donation in memory of Nancy Buchanan to the nurses general account.
13. Other Business.
14. Approve the May 28, 2020, Treasurer's Warrant.
15. Adjournment.



Agenda Item Divider



**Town of Kennebunkport
Board of Selectmen Meeting VIA Zoom
May 14, 2020
6:00 PM**

Minutes of the Selectmen's Meeting of May 14, 2020

Selectmen attending via Zoom: Patrick A. Briggs, Allen A. Daggett, Ed Hutchins, Sheila Mathews-Bull, and D. Michael Weston.

Others attending via Zoom: Ralph Austin, Michael Davis, Richard Driver, Paul Hogan, Arlene McMurray, Tracey O'Roak, Bob Pearce, Dave Powell, Craig Sanford, Stedman Seavey, Laurie Smith, and others

1. Call to Order.

Chair Daggett called the meeting to order at 6:06 PM. He took **roll call** of Selectmen present: Patrick A. Briggs, Allen Daggett, Edward Hutchins, Sheila Matthews-Bull, and D. Michael Weston.

2. Approve the April 21, 23, and 27, 2020, and May 4, and 7, 2020, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the April 21, 23, and 27, 2020, and May 4, and 7, 2020, selectmen meeting minutes. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

3. Sign the Warrant for the July 14, and 18, 2020, Annual Town Meeting.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to sign the July 14, and 18, 2020, Annual Town Meeting Warrant. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed**

4. 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.).

Town Manager Laurie Smith said she did not receive any comments.

5. Consider Goose Rocks Beach Advisory Committee Reopening Recommendations for Goose Rocks Beach.

Chair of the Beach Advisory Committee Richard Driver presented the Committees recommendations (See Exhibit A). Discussion followed.

Selectman Matthews-Bull supported the third recommendation to open 39 spaces between Broadway and Belvidere from May 15 to May 31 but disagreed with the fourth recommendation because she wanted to see more parking spaces open.

Selectman Weston disagreed. He said the Selectmen should follow the Beach Advisory Committee's (BAC) recommendations because the BAC met for 3 ½ hours and discussed it thoroughly.

Other Selectmen agreed that if it is not safe, they can always change it.

Town Clerk Tracey O'Roak said the clambers would like four parking spaces at the West End of the beach at the end of Kings Highway. She stated she will be selling clam licenses on June 11.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to issue special parking passes for four parking spaces at the West end of Kings Highway reserved for clambers. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

Ms. Smith said they could hold those four spaces with highway cones. Selectman Briggs suggested giving them a sign to put in their car. Ms. O'Roak agreed to make a sign.

The Selectmen discussed different variations of which parking spaces to open and when.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to open 39 parking spaces on June 1, a third more spaces on June 15, and the final third on July 1.

Roll Call Vote to approve: Briggs, Daggett, Matthews-Bull, Hutchins. **Roll Call Vote to oppose:** Weston. **Voted:** 4-1. **Motion passed.**

It was agreed that the Town Manager and Chair Daggett can check on the parking on a weekly basis, and if it does not work, they can always reduce spaces.

The Town attorney drafted Emergency Regulations Governing Goose Rocks Beach During State of Emergency Due to COVID-19 Pandemic (GRB Order #2). See Exhibit B

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to adopt the Emergency Regulations Governing Goose Rocks Beach During State of Emergency Due to COVID-19 Pandemic (GRB Order #2) as written with the parking spaces amendments. **Roll Call Vote to approve:** Briggs, Daggett, Matthews-Bull, Hutchins. **Roll Call Vote to oppose:** Weston. **Voted:** 4-1. **Motion passed.**

Ms. Smith asked if they would support the staking and roping of the dune grass.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize the Beach Advisory Committee to stake and rope the dune grass. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

6. Consider request from Hurricane's Restaurant to reconstruct the back deck on town property and use the space for outdoor seating.

Ralph Austin spoke on behalf of new owner of Hurricane's Restaurant Taylor Benenti. The Dock Square Parking Lot property boundary runs right behind the buildings abutting the lot. Hurricane's back deck is on the Town property. The Town does not currently

have an agreement with Hurricane's that allows for the use of Town property. Mr. Benenti requests that the Town authorize the use of the property for a deck, allow for the reconstruction of the deck with a handicap ramp, and the use of the property for outdoor dining for 25% of the seating. Mr. Austin also asked if the Town Attorney could amend the agreement to provide 30 days' notice to stop outside dining on the deck and to allow 90 days' notice instead of 30 days to eliminate the whole deck if things don't work out.

Ms. Smith said the Town Attorney is fine with this proposal as long as the Town has no legal responsibility for any injuries, etc. The Board agrees with Mr. Austin's revisions, and Ms. Smith will bring a new agreement to the next meeting.

7. Consider Dock Square Parking Lot Operations.

Ms. Smith said the Dock Square Parking Lot usually opens at the beginning of May, but this year is very different. She asked the Board for suggestions on the following:

1. Date to begin charging for charging for parking.
2. Cost per hour for parking.
3. Allow the first hour of parking to be free to encourage local traffic in Dock Square when traffic may be light this summer season.
4. Close off the lane of parking (6 spaces) abutting the Kennebunk River to allow for the expansion of seating for restaurants who abut Dock Square Parking Lot. This would lower the density inside restaurants and promote public health during the pandemic for the month of June and reevaluate for the month of July.
5. Open the Dock Square Parking Lot restrooms on June 15.

Motion by Selectman Weston, seconded by Selectman Hutchins, to amend the Dock Square Parking Lot operations to open June 1; charge \$4 an hour; close off the lane of parking abutting the Kennebunk River to allow for the expansion of seating for restaurants who abut Dock Square Parking Lot; and to open the Dock Square Parking Lot restrooms with the parking lot. The Town will continue to allow for a free 30-minute visit to Dock Square Parking Lot. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

8. Review of Kennebunkport Reentry Plan.

Ms. Smith went over the Kennebunkport Reentry Plan. (See Exhibit C)

The Board approved the Plan.

9. Accept Donations.

- a. **Nurses' memorial tree from Linda Hannah and the Health Council.**

Motion by Selectman Hutchins, seconded by Selectman Briggs, to accept the donation of the nurses' memorial tree from Linda Hannah and the Health Council. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

b. Lisa and Brian Smith donated \$50 to the emergency food fund.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the \$50 donation from Lisa and Brian Smith to the emergency food fund. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

c. Karen Bubar donated \$125 to the general needs account.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to accept the \$125 donation from Karen Bubar to the general needs account. **Roll Call Vote:** Briggs, Daggett, Matthews-Bull, Hutchins, and Weston. **Voted:** 5-0. **Motion passed.**

10. Other Business.

Selectman Matthews-Bull thanked the businesses for their hard work on a reentry plan.

Chair Daggett read a Proclamation Recognizing the Retirement of Chris Fernald, a postal worker at the Kennebunkport Post Office who worked there for 34 years.

11. Adjournment.

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

The meeting adjourned at 7:26 PM.

Submitted by Arlene McMurray
Administrative Assistant

GRBAC RECOMMENDATIONS TO BOS

May 7, 2020

1. Funding Volunteer Coordinator for \$3,000 – adopted 8/0
2. No daily parking stickers until 6/15 and reconsider before that date –adopted 7/1
3. May 15 to 5/31 open 39 spaces between Broadway and Belvidere for K'Port residents only - 8/0
4. Open parking to all stickers in the following phases: adopted 7/1
 - June 1: open the 39 spaces between Broadway and Belvidere and 19 spaces on Dyke Road
 - June 15: open 28 spaces between New Biddeford Road and Broadway;
 - July 1 or July 15 (depending on beach crowding): open 35 spaces between Belvidere and Bellwood
5. No fire permits this season - adopted 8/0
6. No overnight storing of beach equipment such as umbrellas, chairs, tents and any left are to be tagged indicating equipment is subject to confiscation – adopted 7/1
7. Enact an ordinance giving the police authority to tow vehicles that are illegally parked – adopted 7/1

Exhibit B - 5-14-2020

**EMERGENCY REGULATIONS
GOVERNING GOOSE ROCKS BEACH
DURING STATE OF EMERGENCY
DUE TO COVID-19 PANDEMIC
("GRB ORDER #2")**

Pursuant to Sections IV.D and V of the Beach Use Ordinance for Goose Rocks Beach, Kennebunkport, Maine ("Beach Use Ordinance"), the Town of Kennebunkport Board of Selectmen hereby finds and orders the following:

WHEREAS, on March 15, 2020, the Governor of the State of Maine declared a Civil State of Emergency due to the spread of the novel Coronavirus Disease ("COVID-19"), which State of Emergency is still in effect;

WHEREAS, the continued community spread of COVID-19 threatens the public health, safety, and welfare of the citizens of the Town of Kennebunkport;

WHEREAS, the Town's beaches, including specifically Goose Rocks Beach, are popular destinations for members of the public;

WHEREAS, the Board of Selectmen adopted "Emergency Regulations Governing Temporary Closure of Goose Rocks Beach During COVID-19 Pandemic" on March 30, 2020 ("GRB Order #1), granting authority to the Town Manager, in consultation with the Chair of the Board of Selectmen, to expeditiously promulgate regulations and take emergency measures on and in the vicinity of Goose Rocks Beach to prevent members of the public from congregating in a manner that will risk further community spread of COVID-19, and to otherwise protect public health, safety, and welfare and to preserve critical resources within this area of Town;

WHEREAS, the Board of Selectmen has consulted with the Beach Advisory Committee, pursuant to Section IV.D of the Beach Use Ordinance, regarding adoption of emergency regulations governing Goose Rocks Beach during this State of Emergency due to the COVID-19 pandemic;

NOW THEREFORE, pursuant to the aforesaid authority and recitals, which are incorporated herein by reference, the Board of Selectmen hereby promulgates the following emergency regulations by this Order ("GRB Order #2") governing use of and access to Goose Rocks Beach as follows:

1. Daily and weekly parking stickers under the Goose Rocks Beach Parking Sticker Rules/Regulations shall not be made available until June 15, 2020.
2. From May 15th through May 31st, 2020, parking will be allowed for Kennebunkport residents and taxpayers who hold seasonal parking stickers in 39 designated parking spaces located on Kings Highway between Broadway and Belvidere Avenues.

3. Starting on June 1st, 2020, parking will be allowed for Kennebunkport residents and taxpayers who hold seasonal parking stickers in 19 designated parking spaces along Dyke Road as well as the 39 spaces on Kings Highway located between Broadway and Belvidere Avenues.
4. Starting on June 15th, 2020, parking will be allowed for residents and non-residents alike who hold daily, weekly or seasonal parking stickers in 28 parking spaces located on Kings Highway between Broadway Avenue and New Biddeford Road, as well as the parking spaces referenced in Paragraph 3 above.
5. Starting on July 1st, 2020, parking will be allowed for all holding daily, weekly or seasonal parking stickers in the parking spaces referenced in Paragraph 4 above, as well as an additional 35 parking spaces located on Kings Highway between Belvidere and Bellewood Avenues.
6. Starting immediately, no fire permits shall be issued by the Town for fires on Goose Rocks Beach.
7. Starting immediately, no overnight storage of beach equipment such as umbrellas, chairs, tents, toys and watercraft is permitted on the Beach unless by permission of the beachfront owner and consistent with further restrictions to prevent interference with the walking rights of others using the Beach under Section IV.B.2 of the Goose Rocks Beach Use Ordinance. Beach equipment left overnight on the Beach in a location or manner prohibited by the Beach Use Ordinance or this Order may be tagged by the Kennebunkport Police Department providing warning to the owner/user thereof of a violation of town ordinances, orders, rules and/or state law.
8. This Order and the rules contained herein shall remain in effect until the termination of the State of Emergency by the Governor of Maine, unless sooner revised by the Town Manager, in consultation with the Chair of the Board of Selectmen, pursuant to the authority granted in GRB Order #1, or unless sooner terminated by the Board of Selectmen pursuant to the authority granted herein.

Dated this ____ day of May, 2020.

Allen Daggett, Chair

Sheila Matthews-Bull, Vice Chair

Patrick Briggs

Edward Hutchins

Michael Weston



KENNEBUNKPORT COVID-19 REENTRY PLAN

PHASE 1 – BEGINNING MAY 4

1. General Cleaning and Disinfection:

All areas where staff and/or customers will be allowed are to be disinfected and cleaned daily or at the end of each shift.

Common areas should be disinfected more frequently during our hours of operations. This should include all departments and be carried out by staff on a rotating schedule. Disinfecting of customer areas should be done before opening and approximately every 2 hours. Common areas for disinfecting should include, but not limited to: door handles, door knobs, light switches, phones, keyboards, panic bars, glass doors, table tops, counter tops, desks, plexi guards, and restrooms. This disinfecting will be done using a CDC approved cleaner appropriate to the application. It is a slow process while the public is in the building, as it requires the manufacturer's required application time to be effective. Treated surfaces should not be allowed to "Air Dry" while the building is occupied but allow enough time on the surface to be effective before being wiped dry. People should not be touching or stepping on wet surfaces.

The use of electrostatic cleaners may be used in offices, facilities, and vehicles on a regular basis as equipment and supplies allow.

2. Non-Customer Facing Operations:

Resume normal schedules and shifts. **Operations will not include in-person transactions with the public.** Exceptions to schedules and in-person operations will be considered for those who can perform their full work duties remotely.

3. Customer Facing Operations:

Resume full staff operations immediately. Operations will include limited in-person transactions with the public beginning May 21. Exceptions to schedules and in-person operations will be considered for those who can perform their work duties remotely. All customers will be required to wear face coverings unless due to a medical condition. Customers who do not have a face covering will be provided one.

4. Town Clerk Customer Service Center:

Services: Staff will encourage customers to perform any services online that can be accomplished in that manner. Office visits should be restricted to only those services that cannot be done via phone or online (marriage, new vehicles, etc.). Staff will continue to refine and develop additional online and phone service options for the public.

Only two customers will be allowed at the front counters at a time.

Pens will be placed in "used" container, to be cleaned before reuse; or a single pen should be used and disinfected with wipes between uses

Customers will line up with 6 feet of distance from each other. Flow in and out of the building will be altered to avoid customers coming within six feet entering and exiting. Only one person per transaction unless the transaction needs more than one person signing/present.

Week 1 will be used as a gauge for the need in our community for additional hours. We will evaluate how additional hours may accommodate customer needs prior to the end of the "State of Emergency" grace periods and adjust customer service hours accordingly.

The rest of Town Hall will be closed to visitors, including the main administrative offices, Finance, Planning and Code Office, and Public Restrooms.

Public protocols will be established and advertised in advance and on site. These will include the use of face coverings, encouraging customers to be prepared with all necessary documentation, and physical distancing standards.

Staff: Two customer service clerks and a supervisor. Staff will be provided masks and gloves but not required to wear them if they are protected by a plexi guard shield. Staff will be supplied with hand sanitizer for use after each customer transaction.

Physical space alterations: Plexi guards installed at the service counter across all three front counter desks. Doors will be propped open to reduce the number of surfaces being touched by customers. Signage, markers, and stanchions will need to be setup and positioned to provide separation and direction on customer flow both inside and outside of the building. Chairs will be removed as will all other hindrances to physical distancing and sanitization protocols.

Stations will be numbered to clearly communicate where customers should stand.

Sanitizing gel will be offered to customers as they enter and exit the facility.

5. Planning and Code:

Services: Only those services that cannot be done via phone or online (Planning Board and BOA applications).

Plans will be dropped off in a box outside of the Planning and Codes Office. Staff will retrieve and communicate with the applicant via phone, Zoom, or email.

Inspections will be scheduled and attended to by staff using physical distancing standards, virtual inspections, and other methods necessary to continue operations.

Staff: Planning Office will remain closed to customers.

Physical space alterations: A window with the ability to receive materials and communicate with the public will be installed in the door.

6. Finance/Administration:

Services: All services can be provided via email, phone, and online.

Staff: Finance and administrative office will remain closed to customers.

Physical space alterations: A window with the ability to receive materials and communicate with the public will be installed in the door.

7. Human Resources:

Services: Most services can be provided via email, phone, and online. Any functions that need to take place in person (i.e., new employee enrollment or employees without access to technology) will be allowed via appointment only. Only one person will be scheduled at a time.

Staff: Human Resource staff will remain closed except by appointment only. When staff are meeting via appointment all parties shall use appropriate face coverings and all possible physical distancing protocols.

Physical space alterations: A window with the ability to receive materials and communicate with the public will be installed in the door.

8. Police Department:

Services: Burn permits will be issued online or through phone only.

Staff: Officers will wear appropriate PPE and follow sanitation and hygiene guidelines. Sanitizer will be supplied to all officers.

Physical space alterations: None needed.

9. Harbormaster – Cape Porpoise Pier:

Services: Mooring applications, pier fees, and fuel charges can be done online or via phone or mail.

Signs will be posted in the parking area reminding all that “social distancing” must be maintained at all times in/on parking lot, piers, and docks.

All recreational fishing on piers and floats shall be prohibited.

Public Restrooms will remain closed in phase 1.

Staff: No customers will be allowed in the Harbormaster Office. Staff will be required to use masks when in a public setting and physical distancing cannot be maintained. Hand sanitizer will be available for staff to use between customer transactions. Collections can be done online, phone, and via drop box at Finance.

Physical space alterations: Parking, benches, and tables will be limited to avoid congregating. Will use the current window facing the front of the pier as a service window. Its current configuration allows for the passing of paperwork, discussion, and credit card transactions without the need for alterations. A sign will alert the public to the location of the service window. Bench in current location will be moved off site and stored for now. Signs will notify customers of services and the need to physical distance. Ensure both locations have secure drop boxes and add envelope dispensers for people to pay without direct contact.

10. Fire Department:

Services: Continue to respond to emergency calls for service. No meetings or trainings unless conducted on ZOOM or similar platform. Inspections by Fire Chief will happen as needed if social distancing measures can be in place. PPE of at least a surgical or cloth mask will be worn. No fire prevention details or other educational programs. Firefighters will respond to calls as required.

Staff: Staff will still respond to calls. All firefighters responding in a fire department vehicle with more than one person on board will wear a surgical type or cloth mask. Any areas of the vehicle that may have been touched both inside and out are to be cleaned with disinfectant cleaner upon returning to the station. These areas include but are not limited to all door handles, window handles, dash buttons, steering wheels, seats, seatbelts and iPads.

Physical space alterations: All stations continue to be locked and no outside personnel allowed to enter. Our own staff will only be in the stations when necessary for the job. No alterations needed.

11. Wastewater Department

Services: Facility remains a controlled access facility with locked gate during business hours. We are providing all services/tasks with modified operations. These tasks/services are recognized, defined, and prioritized by the Deputy Director or Chief Operator. These tasks/services include, but are not limited to:

- Laboratory testing
- Process control
- Electronic records submission
- Solids handling
- Critical repairs
- Pump station checks
- Preventative/corrective maintenance
- Time sensitive operations to include jetting (cleaning) problem mains due to fats, oil, and grease deposits prior to increased seasonal vehicle traffic to prevent blockages and sanitary sewer overflows.
- Cleaning of pump station wet wells after the jetting process to prevent pump clog/failure.
- As time progresses and upon completion of priority tasks, we will resume with non-urgent repairs, non-critical maintenance items, cleaning of all remote facilities, and grounds maintenance at plant and all pump stations and installation of replacement grinder pump setups.

Staff: Each task varies by the number of crew needed to complete the task/service. The minimum number of staff will be assigned to complete the task/service to be provided. Crews will continue to be assigned by the Deputy Director or Chief Operator for certain tasks to be completed on certain days.

We will continue operating with split crews when possible to avoid exposure and cross-contamination of crews. Staff may be present or necessary at several locations within the plant or collections system as necessary for task/service completion. However, supervisors will be responsible to monitor activities to prevent social gatherings and keep crew numbers to required levels for the task/service. Crew members will operate separate vehicles when it is necessary to drive for a job function/task. Physical distancing practices will be enforced.

Supervisors will be responsible for limiting break room spaces to two or fewer employees at a time in order to practice physical distancing. Lunch and union breaks will be split by crew so there is adequate space to maintain social distancing and prevent cross contamination of crews.

Members of the public will be excluded from access to the treatment plant. Contractors will be screened prior to granting entrance to the plant. Contractors will be expected to adhere to similar best/safe practices while completing work within the plant.

Varying levels of PPE is used based on task performed. Supervisors shall enforce use of appropriate levels of PPE depending on task/service assigned. To reduce the replacement of limited N95 masks, face coverings will be sought by administration and used by crew. N95 masks will be disinfected every day for a period of one work week. A new mask will be issued at the beginning of the following work week.

Cleaning and sanitizing the common surfaces of the administrative and lab buildings, as well as vehicles at the beginning and end of shift by use of disinfecting wipes and aerosols will continue. The press room and screen room will be disinfected through initial hose down and use of pressurized utility/home and garden sprayer to dispense a 10% bleach solution to spray down surfaces.

This same procedure will be used for work in the field/collections system that has the potential to leave wastewater residue on hard surfaces in public areas. (Such as the mist that is created and settles on pavement surfaces during jetting operations.) These activities will have to be closely monitored and controlled to eliminate contact with the public and/or exposure of the public to non-chlorinated wastewater.

Physical space alterations: At this time, we will remain a controlled access department with locked gate at all hours. The gate will remain closed unless access is necessary and authorized by the

Deputy Director of Public Works or Chief Treatment Plant Operator. Signage is currently posted at the gated entrance to advise the public that the plant is closed to the public. Phone numbers are also provided on the signage for people to call. No other physical alterations are necessary currently.

12. Public Works Department – Highway Division

Services: Facility remains closed to the public during business hours. Barricades with signage have been placed at the entrance gate expressing the same. We are providing all services/tasks with modified operations. These tasks/services are recognized, defined, and prioritized by the Director or Deputy Director. These tasks/service include, but are not limited to:

- Snowplowing
- Snow removal
- Emergency debris removal
- Roadway and/or safety issues to include infrastructure, signage, etc.
- Seasonal tasks to include signage, groundskeeping, maintenance, etc.
- Assisting with other departments with potential needs
- Critical and non-critical maintenance
- Critical and non-critical equipment/vehicle repairs

Staff: Sanitizer will be supplied for staff to use while responding to service and maintenance calls. Each task varies by the number of crew needed to complete the task/service. The minimum number of staff will be assigned to complete the task/service to be provided. Crews will continue to be assigned by the Director or Deputy Director for certain tasks to be completed on certain days.

We will continue operating with split crews when possible to avoid exposure and cross-contamination of crews. Staff may be present or necessary at several locations within the facility, at other department facilities, or in public as necessary for task/service completion. However, supervisors will be responsible to monitor activities to prevent social gatherings and keep crew numbers to required levels for the task/service. Crew members will operate separate vehicles when it is necessary to drive for a job function/task. Physical distancing practices will be enforced.

Supervisors will be responsible for limiting break room spaces to two or fewer employees at a time in order to practice physical distancing. Lunch and union breaks will be split by crew or location so there is adequate space to maintain social distancing and prevent cross contamination of crews.

Members of the public will be excluded from access to the highway department facility. Contractors will be screened prior to granting entrance to the facility. Contractors will be expected to adhere to similar best/safe practices while completing work within the facility.

Varying levels of PPE is used based on task performed. Supervisors shall enforce use of appropriate levels of PPE depending on task/service assigned. To reduce the replacement of limited N95 masks, face coverings will be sought by administration and used by crew. N95 masks will be disinfected every day for a period of one work week. A new mask will be issued at the beginning of the following work week.

Cleaning and sanitizing the common surfaces of the highway building, as well as vehicles at the beginning and end of shift by use of disinfecting wipes

Physical space alterations: At this time, we will remain closed to the public. Signage is currently posted at the gated entrance to advise the public that the facility is closed to the public. Phone numbers are also provided on the signage for people to call. No other physical alterations are necessary currently.

13. Goose Rocks Beach:

Services: Parking will be open to *residents only* until Phase 2. Visitors with current or last year's resident seasonal will be allowed to park. A limited number of parking spaces, 39 on King's Highway and 19 on Dyke Road, will be allowed to assure no overcrowding at the beach. No port-a-potties will be available. Daily and weekly passes will not be sold. Fire permits will not be allowed in order to limit the congregation of people and maintain physical distancing. No overnight storage of equipment will be allowed. Phases 1 and 2 signage will remind people to remain physically distant. Other beach rules will remain consistent.

Staff: Police officers will patrol area and take enforcement action as necessary.

Physical space alterations: Signage will be installed reminding the public about physical distancing and any temporary rules. Some parking spaces will be eliminated.

14. Colony Beach and Parsons Way:

Services: Limited hours of operation from 8 a.m. to 6 p.m. daily. Staff will open and close the beach through the use of the gate. Parking will be limited to beach side and not along seawall. Signage will require physical distancing and limited parking. Parking outside of the gate will remain restricted to provide safe turnaround and avoid inundation from outside visitors, and to avoid unsafe contact at the gate pinch point.

Staff: Police Officers will enforce all necessary rules.

Physical space alterations: Signage will be installed reminding the public about physical distancing and any temporary rules. Some parking spaces will be eliminated.

15. Parks and Recreation:

Services: Programs that require in-person attendance will be cancelled or postponed until Phase 2. Staff will continue to develop virtual programs and programs that serve seniors with our public health staff.

Staff: Staff will work both remotely and at the Kennebunkport Community Center in order to enable physical distancing and maintain safe work practices. Staff will use face coverings anytime that physical distancing cannot be maintained between staff or the public. Sanitizer will be supplied for staff to use while responding to calls.

Physical space alterations: Plexi-guard divider between two workstations in recreation office to safeguard staff.

16. Public Health

Services: Continue to see patients as needed. Front door will always remain locked. Patients will either call or ring doorbell to gain access. There will only be one patient inside at a time. Patient visits will be spaced out to facilitate proper cleaning between patients. Directional signage will be placed at the front door. If a patient shows signs and symptoms of COVID-19, they will not be allowed into the office. They will be advised to contact their primary doctor. Each patient will have their temperature taken using a touchless thermometer prior to entry.

Staff: Remains at the current staffing of one. This may will change as a part-time nurse may be hired soon. Staff will wear PPE whenever meeting with a patient, at a minimum, mask and gloves. A surgical mask will be worn by the patient as well. PPE level for staff will be determined by the nurse based on procedure being performed along with both the patient's and the nurse's comfort level.

Physical space alterations: Since the facility is always going to be locked and there is only one patient at a time, there is no need for any alterations.

17. Dock Square Parking Lot

Services: The parking lot will continue to remain open. Some portions of the parking lot may close to vehicular traffic in order to accommodate lowering the densities in abutting restaurants.

Staff: There will be no staffing at the parking lot.

Physical space alterations: None needed.

18. Boards, Commissions and Committees

Services: Jurisdictional and decision-making boards, commissions, and committees will continue to operate via Zoom meetings (Board of Selectmen, Planning Board, Zoning Board of Appeals, Goose Rocks Beach Committee). Other boards, commissions, and committees that are decision-making (not advisory only) can meet via the Town's Zoom account. Agendas will need to be posted on the normal timelines.

Items requiring public hearings should be held over two meetings. The first meeting will be used to open the public hearing and read any comments into the record as well as hear any from the public. The public hearing will be continued to the next meeting. At the second meeting, any additional comments will be read into the record and recorded from the public. The board will close the public hearing. Action can proceed as normal from there.

Site walks should be scheduled and coordinated in a manner where participants can practice safe social distancing. Members are strongly encouraged to wear face masks.

Jurisdictional boards (BOS, GRBAC, PB, ZBA) are being broadcast on Channel 1301, the website, and YouTube. Non-jurisdictional boards, commissions, and committees should continue to keep a record of remote meetings held and produce minutes as normal.

Staff: participation in meetings will occur remotely. Exceptions will be made for site walks and require proper social distancing standards.

Physical space alterations: The Village Fire Station Meeting Room has been setup to broadcast meetings via the Town laptop and projector.

PHASE 2 – APPROXIMATELY JUNE 15

1. **General Cleaning and Disinfection:**

All areas where staff and/or customers will be allowed are to be disinfected and cleaned daily per Phase 1.

2. **Non-Customer Facing Operations:**

No changes from Phase 1.

3. **Customer Facing Operations:**

Continue full staff operations. In-person transactions will remain limited and will depend on the particular department and transaction. Maine CDC guidelines will remain in effect for all in-person transactions including physical distancing and face coverings. All customers will be required to wear face coverings unless due to a medical condition. Customers who do not have a face covering will be provided one.

4. **Town Clerk Customer Service Center:**

Services: No change from Phase 1.

Staff: No change from Phase 1.

Physical space alterations: No change from Phase 1.

5. **Planning and Code:**

Services: Counter service will resume, but customers will be encouraged to use phone or online when possible.

Only one customer will be allowed in the Planning office at a time and should be arranged via appointment. Customers will be notified of this protocol through communication and signage. Pens will be placed in "used" container, to be cleaned before reuse; or a single pen should be used and disinfected with wipes between uses.

Inspections will be scheduled and attended to by staff using physical distancing standards, virtual inspections, and other methods necessary to continue operations.

Staff: Staff will be provided masks and gloves but not required to wear them if they are protected by a plexi guard. Staff will be supplied with hand sanitizer for use after each customer transaction.

Physical space alterations: Plexi guard will be installed at the counter. A barrier between the public space and the staff space will be defined.

6. **Finance/Administration:**

Services: Service will resume, but customers will be encouraged to use phone or online when possible.

Only one customer will be allowed in the Finance/Administration office at a time and should be arranged via appointment. Customers will be notified of this protocol through communication and signage.

Pens will be placed in "used" container to be cleaned before reuse; or a single pen should be used and disinfected with wipes between uses.

Staff: Staff will be provided masks and gloves but are not required to wear them if they are protected by a plexi guard. Staff will be supplied with hand sanitizer for use after each customer transaction.

Staff: When staff are meeting via appointment all parties shall use appropriate face coverings and all possible physical distancing protocols.

Physical space alterations: Plexi guard will be installed at the counter. A barrier between the public space and the staff space will be defined.

7. Human Resources:

Services: Most services can be provided via email, phone, and online. Any functions that need to take place in person (i.e. new employee enrollment or employees without access to technology) will be allowed via appointment only. Only one person will be scheduled at a time.

Staff: Human Resource staff will remain closed except by appointment only. When staff are meeting via appointment all parties shall use appropriate face coverings and all possible physical distancing protocols.

Physical space alterations: Same as Phase 1.

8. Police Department:

Services: No change from Phase 1

Staff: No change from Phase 1.

Physical space alterations: None needed.

9. Harbormaster – Cape Porpoise Pier:

Services: Continue as in Phase 1.
Public Restrooms will open in mid-June.

Staff: Continue as in Phase 1.

Physical space alterations: Continue as in Phase 1.

10. Fire Department:

Services: Continue as in Phase 1.

Staff: Continue as in Phase 1.

Physical space alterations: Continue as in Phase 1.

11. Wastewater Department

Services: Continue as in Phase 1.

Staff: Continue as in Phase 1.

Physical space alterations: Continue as in Phase 1.

12. Public Works Department – Highway Division

Services: Continue as in Phase 1.

Staff: Continue as in Phase 2.

Physical space alterations: Continue as in Phase 2.

13. Goose Rocks Beach:

Services: Parking will be open to residents and visitors with a corresponding sticker. A limited number of parking spaces will be available on a phased approach to assure no overcrowding at the beach. Parking will be increased by 28 spaces on King's Highway and another 35 spaces on King's Highway in mid-July. No fire permits will be allowed. Port-a-potties will be available by mid-June. Daily and weekly passes will be sold on a limited basis, after consideration by the Goose Rocks Beach Advisory Committee and the Board of Selectmen. Phases 1 signage will remind people to remain physically distant. Other beach rules will remain consistent.

Staff: Police officers and community safety officers will patrol area and take enforcement action as necessary.

Physical space alterations: Signage will be installed reminding the public about physical distancing and any temporary rules. Parking spaces will be limited in alignment with a phased approach to opening.

14. Colony Beach and Parsons Way:

Services: Continue as in Phase 1.

Staff: Continue as in Phase 1.

Services: Continue as in Phase 1.

15. Parks and Recreation Center:

Services: Staff will continue to develop programs on a limited basis that meet the criteria from the Maine Center for Disease Control and available resources.

Summer Camp will begin in Phase 2 meeting the criteria established by the Maine CDC and Governor's orders. Staff will begin with a "pre-camp" with a limited amount of campers and full-time personnel. By the end of June we anticipate opening summer camp with a maximum of 90 campers. Ratios of 9 youth to 1 counselor will be maintained throughout camp to limit exposure and maintain public health and safety guidelines in effect for daycares. A group will consist of no more than two counselors and 18 campers who will remain as an isolated group throughout the summer camp experience. Field trips will be cancelled, but on-site experiences will be explored and encouraged. Staff will be responsible for teaching hygiene protocols to campers and enforcing them throughout camp. Sanitation protocols will be maintained throughout any spaces occupied or used by campers or staff. Electrostatic cleaning devices will be used in large spaces or heavily used areas where normal cleaning protocols would prove ineffective. We are seeking guidance from medical professionals and the center for disease control on the practice of having campers wearing face coverings.

Staff: Staff will work at the Kennebunkport Community Center and Kennebunkport Consolidated School. Staff will use face coverings anytime that physical distancing cannot be maintained between staff, campers or the public. Staff will use regular cleaning and sanitation protocols for common touch point areas and restrooms. Counselors will use regular hygiene protocols including hand washing and sanitizer for themselves and campers.

Physical space alterations: Staff will use divided spaces both inside and outside to separate campers. A plex-guard barrier will separate staff from parents as they check-in and out campers at the beginning and end of each day. Staff may use varied drop-off and pick-up times as well as multiple check in stations to prevent congregating and to allow for physical distancing.

16. Public Health

Services: Continue as in Phase 1.

Staff: Continue as in Phase 1.

Facility Alteration Needs: Continue as in Phase 1.

17. Dock Square Parking Lot

Services: The parking lot will continue to remain open. Some portions of the parking lot may close to vehicular traffic in order to accommodate lowering the densities in abutting restaurants. The lot will begin charging on an hourly basis on June 15, 2020. The Board of Selectmen voted earlier this year to charge \$4.00 per hour to align with charges in other regional lots. For the summer of 2020 staff are considering limiting charges to the 2019 levels and remaining at \$3.00 per hour. Consideration may be given to allowing the first hour of parking to be free. The touch points on parking machines will be cleaned on a regular basis by staff. The public restrooms will also be opened beginning on June 15, 2020 and the Town will maintain health and sanitation protocols in accordance with the Maine Center for Disease Control. An electrostatic cleaning device may be used on a daily basis to disinfect and sanitize the restrooms.

Staff: Staffing at the lot will be limited based on availability of personnel and the demand for additional services. Staff will use CDC guidelines and manufacturer recommendations when cleaning touch points at the parking lot. Staff will abide by physical distancing protocols which may require the wearing of PPE and face coverings.

Physical space alterations: Physical distancing standards will be marked on the pavement for people to line up for restroom or parking machine payment use.

18. Boards, Commissions and Committees

Services: Planning Board and ZBA proposed to meet in June. All the rest, continue as in Phase 1.

Staff: Continue as in Phase 1.

Physical space alterations: Continue as in Phase 1.

PHASE 3 – APPROXIMATELY JULY 15

1. **General Cleaning and Disinfection:**

All areas where staff and/or customers will be allowed are to be disinfected and cleaned daily per Phases 1 and 2.

2. **Non-Customer Facing Operations:**

No changes planned from Phases 1 and 2; however, the Town Manager will review operations in light of new Center for Disease Control guidance.

3. **Customer Facing Operations:**

Continue full staff operations. In-person transactions will remain limited and will depend on the particular department and transaction. Maine CDC guidelines will remain in effect for all in-person transactions including physical distancing and face coverings. The Town Manager will review operations in light of new Center for Disease Control guidance.

4. **Town Clerk Customer Service Center:**

Services: No change from Phases 1 and 2.

Staff: No change from Phases 1 and 2.

Physical space alterations: No change from Phases 1 and 2.

5. **Planning and Code:**

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

6. **Finance/Administration:**

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

7. **Human Resources:**

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

8. **Police Department:**

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

9. **Harbormaster – Cape Porpoise Pier:**

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

10. Fire Department:

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

11. Wastewater Department

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

12. Public Works Department – Highway Division

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

13. Goose Rocks Beach:

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

14. Colony Beach and Parsons Way:

Services: No change from Phase 2.

Staff: No change from Phase 2.

Services: No change from Phase 2.

15. Parks and Recreation Center:

Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.

16. Public Health

Services: Move toward getting back to new normal. Possibly having more than one patient and immediate family in the office at the same time. Social distancing will be enforced. Possibly relaxing the always locked-door policy. Also, possibly transitioning back into home visits. The home visits could return based on the science of the pandemic. Local, State, and Federal guidance will be used to help make that decision at the appropriate time.

Staff: Continued as in Phases 1 and 2.

Facility Alteration Needs: If door is unlocked, markings on the floor at 6 feet for social distancing. Possibly rearranging waiting room area as well to promote social distancing. Red tape would be the only supply needed to mark 6 feet apart.

17. Dock Square Parking Lot

Services: Continue as in Phase 2.

Staff: Continue as in Phase 2.

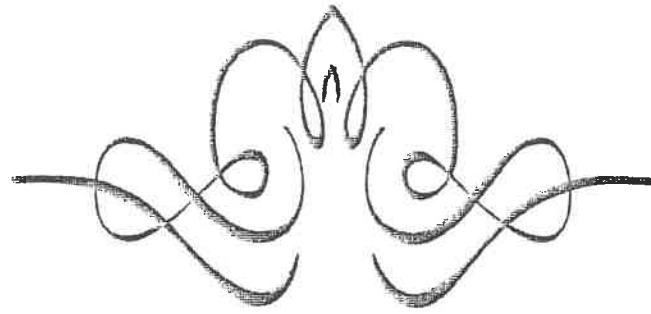
Physical space alterations: Continue as in Phase 2.

18. Boards, Commissions and Committees

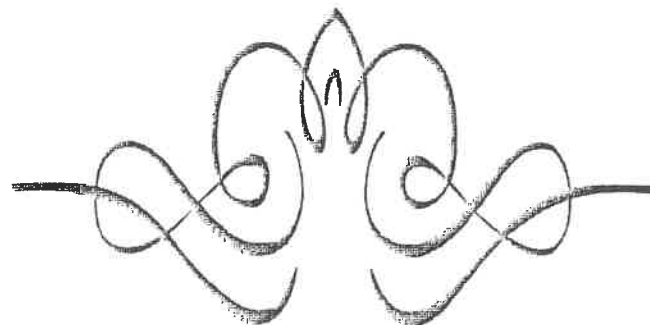
Services: No change from Phase 2.

Staff: No change from Phase 2.

Physical space alterations: No change from Phase 2.



Agenda Item Divider



Traffic & Parking Control Ordinance

*Town of Kennebunkport - Traffic and Parking Control Ordinance
Adopted August 13, 1987 with Amendments Through September 10, 2015.*

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- **Section #16: Enforcement**
- **Section #17: Legal Status Provisions**

Section 1. Unlawful Parking

- A. No person within the limits of the Town of Kennebunkport shall stop, stand, or park any motor vehicle or self-propelled machinery in any street, way, highway, road, parking area or public place under control of the Town so that:
1. It in any way blocks a public way, sidewalk, a private driveway or pedestrian crosswalk;
 2. It is double-parked, so called, except by the verbal permission of the Chief of Police or one of his/her duly authorized Police Officers while on traffic control;
 3. Any part of said vehicle is in, over, or on the area of the sidewalk or any adjoining or adjacent marked parking space;
 4. Any part of said vehicle is within twelve (12) feet of a fire hydrant;

5. Any part of said vehicle is within twenty (20) feet of the corner of an intersecting street or way except where designated parking is allowed by signs or markings;
 6. It is in that section or part of any street, way, highway, road, parking area, or public place that is designated as a "No Parking" area or space and clearly marked "No Parking" by signs and/or painting;
 7. It is parked in such a manner as to be against the flow of traffic (i.e. drivers side of the vehicle against the curb or side of street).
- B. No recreational vehicle or bus may park on any street located in the Village Residential Zone, except tour buses in designated areas on Cross Street.
- C. No parking, standing or off-loading of passengers for buses, recreational vehicles and cars with trailers on Ocean Avenue from the Colony Hotel to Wandby Beach.
- D. The fact that a vehicle is unlawfully parked shall be prima facie evidence of the unlawful parking of such vehicle by the person in whose name such vehicle is registered.
- E. It is unlawful for vehicles using the 30 North Street parking area to have anything in tow. No commercial bus parking allowed at 30 North Street. No recreation vehicles larger than those that will fit – bumper to bumper – in an existing 10' x 20' parking space at 30 North Street. Running engines while parked is prohibited.
- F. No motor vehicle, self propelled machine, or trailer (whether attached or unattached) shall be parked overnight in any town-owned off-street parking area.
- G. Emergency and Spot/or Temporary Parking Regulations in the Interest of Public Safety: In the case of a special event or emergency which may cause a parking overflow, obstruction to the normal traffic movement, or unsafe vehicle or pedestrian congestion, the Chief of Police or his/her designee may choose areas and roadways in Kennebunkport to park vehicles temporarily beyond areas described in this ordinance and may cause or order the removal of vehicles, at owner expense, that are left unattended in violation of such temporary or emergency regulations deemed necessary in the interest of public safety, in order to keep open pedestrian and vehicular lanes of traffic and to insure the immediate response of emergency vehicles.

Section 2. Parking Control Regulations

No person shall stop, stand, or park any motor vehicle or self-propelled machinery in any of the following described "No Parking" zones:

1. **ATLANTIC AVENUE:** No parking on the southwesterly side of Atlantic Avenue. No parking on the northeasterly side of Atlantic Avenue from CMP Pole 81 to Ocean Avenue. Parking is allowed on the northeasterly side of Atlantic Avenue from CMP Pole 81 to Summit Avenue.
2. **BELVIDERE AVENUE:** No parking on the northerly side of Belvidere Avenue.
3. **BROADWAY:** No parking on either side of Broadway.

4. **CENTRAL AVENUE:** No parking on either side of Central Avenue.
5. **CHESTNUT STREET:** No parking on the southerly side of Chestnut Street, except in designated areas adjacent to the Town Office for municipal employees from 8 a.m. to 5 p.m. Monday through Friday – the general public may park in said designated areas during all other hours Monday through Friday and any time on Saturday and Sunday. No parking on the westerly side of Chestnut Street, except in designated areas adjacent to the Town Office for municipal employees from 8 a.m. to 5 p.m. Monday through Friday – the general public may park in said designated areas during all other hours Monday through Friday and anytime on Saturday or Sunday. No parking on the easterly side of Chestnut Street. No parking within the Town Office parking area in front of the garage bay doors located on the easterly side of the Town Office building, except for municipal business from 8:00 a.m. to 5:00 p.m. Monday through Friday – the general public may park in said designated areas during all other hours Monday through Friday and anytime on Saturday and Sunday. No parking twenty (20) feet from the intersections of Chestnut Street and Ocean Avenue.
6. **CHURCH LANE:** No parking on Church Lane from the intersection of Church Lane and Temple Street (westerly side of Church Lane) including the traffic circle up to Carter Harris's driveway. Parking is allowed on the easterly side of Church Lane from the end of the granite curbing by the South Congregational Church up to Carter Harris's driveway.
7. **COMMUNITY HOUSE ROAD:** No parking on either side of Community House Road from property located on map 35, block 18, lot 2 to the intersection of Wildwood Avenue Extension. No parking on the pavement from property located on map 35, block 18, lot 2 to Community House Road and Skyline Drive intersection.
8. **CROSS STREET:** No parking on either side of Cross Street, except for designated spots for the purpose of unloading and loading of people from buses and trolleys, and delivery vehicles.
9. **DYKE ROAD:** No parking **tow-away zone** on the easterly side from Route 9 to the intersection of Kings Highway. No parking on the westerly side from Route 9 to CMP Pole 103. No parking on the pavement from CMP Pole 103 to the bridge over Batson's River. No parking continuing from (and including) the bridge over Batson's River to the intersection of Kings Highway (excepting one handicapped parking space and four regular parking spaces) at the intersection of Dyke Road and Kings Highway.
10. **EAST AVENUE:** No parking on either side of East Avenue.
11. **ELM STREET:** No parking on either side of Elm Street, from Maine Street to Ocean Avenue, except the area immediately adjacent to the Town Office for Town Business (specifically, the area of the north side of Elm Street and the driveway beside the Town Office).
12. **GRANDVIEW AVENUE:** No parking on either side of Grandview Avenue.
13. **GREEN STREET:** No parking on the southerly side of Green Street from Ocean Avenue to Maine Street. Parking is allowed on the northerly side of Green Street from Ocean Avenue to Maine Street.

14. **HIGH STREET:** No parking on the easterly side of High Street from the intersection of School Street to the end of the road.
15. **JEFFREY'S WAY:** No non-handicapped parking on either side of the road. Briefly stopping (less than 15 minutes) on the westerly side of the road to load or unload a vehicle, does not constitute parking under this subsection, providing the operator stays with the vehicle. There will be one handicapped parking space on the westerly side of the road, as close to the beach as practical.
16. **KINGS HIGHWAY:** No parking on pavement on Kings Highway from the intersection of South Main Street to the intersection of Ocean Avenue.
 - o **16a. KINGS HIGHWAY:** No parking on pavement on the northerly side of Kings Highway from the intersection of Dyke Road to CMP Pole J-79-1. Five minute parking or standing is allowed on the northerly side in the designated space opposite CMP Pole J-42. Parking is allowed for four (4) vehicles on the northerly side of Kings Highway, in designated spaces, between CMP Pole J-79-1 and a point opposite CMP Pole J-80. No parking — ~~tow away zone~~ will be marked on the southerly side between CMP Pole J-42 and J-44. No parking on the southerly side of the road from CMP Pole J-42 to a point opposite CMP Pole J-80.
 - o **16b. KINGS HIGHWAY:** No parking on the southerly side of Kings Highway from the intersection of Dyke Road to CMP Pole J-34. No parking on the northerly side of Kings Highway from the intersection of New Biddeford Road to the Goose Rocks Beach General Store so-called.
 - o **16c. KINGS HIGHWAY:** No parking on the southerly side of Kings Highway from the intersection of Jeffrey's Way to a point 100' beyond the bridge over the creek from Little River. No parking on the northerly side of Kings Highway from the bridge over the creek from Little River, to a point opposite CMP Pole J-3. No parking on the northerly side of Kings Highway, from a point opposite CMP Pole J-1 to the intersection of the New Biddeford Road.
17. **LANGSFORD ROAD:** No parking on the westerly side of the road from the intersection with Pier Road to 15' from CMP Pole J-1. No parking easterly side of the road from the intersection with Pier Road to the end of the ledge abutting the Captain's Restaurant property so-called.
18. **LOCKE STREET:** No parking on either side of Locke Street from the intersection of Locke Street and North Street to the intersection of Locke Street and Oak Street.
19. **MAINE STREET:** No parking on the easterly side of Maine Street from the intersection of Maine Street and Wildes District Road. Exception: Thirty-minute parking in three well marked, posted spaces for library patrons directly in front of the library. No parking on the westerly side of Maine Street from the intersection of Maine Street and Green Street to the intersection of Maine Street and Wildes District Road. On the westerly side of Maine Street, the two parking spaces located between the intersection of Maine Street and Union Street and CMP Pole J-9 shall be designated thirty-minute parking spaces for

patrons of the library. Also, the eight (8) spaces between Spring Street and Union Street shall be designated as three (3) hour parking spaces from the start of Memorial Day weekend until the end of Columbus Day until 7:00 pm each day. Such spaces will be well marked and posted.

20. **MAST COVE LANE:** No parking on the southerly side of Mast Cove Lane from the intersection with Maine Street to the end of the Lane. No parking on the northerly side of Mast Cove Lane from Brigg's driveway so-called to the end of the Lane.
21. **MESERVE LANE:** No parking on either side of Meserve Lane.
22. **MILL LANE:** No parking on either side of Mill Lane.
23. **MUNCIPAL LOT EXIT:** No parking on either side of the exit road.
24. **NEW BIDDEFORD ROAD:** No parking on the westerly side of the road from the intersection of Winter Harbor Road to Kings Highway. No parking on the easterly side of the road from CMP Pole J-1 to the intersection of Kings Highway.
25. **NORTH STREET:** No parking on the easterly side of North Street from Spring Street to River Road. No parking on the westerly side of North Street from Spring Street to West Street. No parking on the westerly side of North Street from Locke Street to River Road. Parking is allowed on the westerly side of North Street from West Street to Locke Street.
26. **OAK STREET:** No parking on either side of Oak Street from the intersection of Oak Street and Locke Street to the intersection of Oak Street and West Street.
27. **OCEAN AVENUE:** No parking on the easterly side of Ocean Avenue starting from Spring Street to CMP Pole J-33. No parking continuing on the easterly side of Ocean Avenue from CMP Pole J-35 to and including the bridge at Fairfield Creek (excepting two parking spaces by the driveway at the Kennebunk River Club closest to the Fairfield Creek Bridge). No parking continuing on the easterly side of Ocean Avenue from Kings Highway to Haverhill Street. No parking on the northerly side of Ocean Avenue from Haverhill Street to a point approximately fifty (50) feet before Spouting Rock Avenue. No parking on the pavement starting at a point approximately fifty (50) feet before Spouting Rock Avenue and continuing to Atlantic Avenue, excepting that area by the Atlantic Avenue sewer pumping station. No parking continuing on the northerly side of Ocean Avenue from Atlantic Avenue to Summit Avenue. No parking continuing on the westerly side of Ocean Avenue from Summit Avenue to CMP Pole J-010. No parking continuing on the easterly side of Ocean Avenue from CMP Pole J-08 to the intersection of the Turbats Creek Road. No parking on the westerly side of Ocean Avenue starting from Spring Street to CMP Pole J-3 (intersection with Union Street). One hour parking from May 1st to the end of the Columbus Day weekend, unrestricted parking before and after, allowed on the westerly side of Ocean Avenue starting from CMP Pole J-3 to the entrance of the Landing Restaurant so-called. No parking continuing on the westerly side of Ocean Avenue from the entrance of the Landing Restaurant so-called (excepting a trolley/shuttle bus stop adjacent to this entrance) to a point approximately twenty (20) feet beyond the bridge at Fairfield Creek. No parking on the westerly side of Ocean

Avenue from a point approximately twenty (20) feet on the northerly side of the intersection of Wharf Street to the entrance of the Colony Beach. No parking on the pavement on the westerly side of Ocean Avenue starting from the entrance of the Colony Beach and continuing to the first driveway into St. Ann's Church so-called. No parking continuing on the southerly side of Ocean Avenue from the first driveway of St. Ann's Church so-called to Summit Avenue. No parking continuing on the southerly side of Ocean Avenue from Summit Avenue to the end of the stone wall closest to Blowing Cave. Fifteen minute parking is allowed on the southerly side of Ocean Avenue in the designated parking area, starting at the end of the above wall to a point opposite CMP Pole J-94. No parking continuing on the southerly side of Ocean Avenue from a point opposite CMP Pole J-94 to the Wandby Beach parking area so-called. No parking on the easterly side of Ocean Avenue from the eastern most end of the Wandby Beach parking area so-called to a point opposite CMP Pole J-010. No parking continuing on the easterly side of Ocean Avenue from a point opposite CMP Pole J-08 to the intersection of the Turbats Creek Road.

28. **OLD CAPE ROAD:** No parking on the northerly side of the road from the intersection of Route 9 to CMP Pole J-9. No parking on the pavement on the southerly side of the road from CMP Pole J-4 to the intersection of Route 9.
29. **PEARL STREET:** No parking on the southerly side of Pearl Street from Maine Street to Ocean Avenue.
30. **PIER ROAD:** No parking on the pavement on the southerly side of the road from the intersection of the Langsford Road to a point opposite Fishers Lane excepting no parking between CMP Pole J-97 and CMP Pole J-98. No parking on the south west side of the Pier Road from Fishers Lane to the end of the Spicer Property so-called except between CMP Poles J-126 and J-129. No parking on the northerly side of the Pier Road from a point opposite CMP Pole J-97 to Fisher's Lane except that 10 minute parking is permitted between CMP Pole J-103 and CMP Pole J-104 (in front of 24 Pier Road). No parking continuing on the north east side of the Pier Road to the stone wall abutting the pier parking area. Excepting off pavement parking on the Town Right of Way is allowed, where possible, between CMP Pole J-109 and CMP Pole J-110 (one space), between CMP Pole J-113 and CMP Pole J-117.1 (by the entrance road to the Stone Haven Hill development), and the small boat launch area adjacent to the causeway. Blocking access to the boat launch is prohibited and subject to fine and towing. No overnight parking is permitted adjacent to the causeway boat launch area. No parking – loading zone only, for the service ramp from the pier parking area to Cape Porpoise Pier. Additionally, no parking 11 p.m. to 4 a.m. for the service ramp. The pier parking area consists of those areas suitable for parking located on Town-owned property on the Cape Porpoise Pier, subject to the limitations above and in the Cape Porpoise Pier Ordinance.

Parking in the pier parking area shall be permitted for the following uses, in order of priority: (1) individuals paying pier dues to the Town: (2) users of the

Cape Porpoise Pier for its primary use as a public fish pier, such as fishermen, vendors and others conducting business or performing services associated with the Pier; (3) users (including staff) of any businesses leased by the Town and located on Town-owned property on the Cape Porpoise Pier for the operation of businesses incidental to a public fish pier such as food take-out, restaurant, ship store, retail and wholesale, and lobster pounds; and (4) members of the general public who wish to access the Pier for sightseeing or recreation; and (5) other users by permission of the Town. No vehicle may stop, stand or park in the Pier parking area between the dates of May 15 and September 15 for the purpose of launching a kayak, canoe or other hand-carry boat or flotation device. The Town may assign personnel to permit, manage and direct the parking of vehicles in the Pier parking area.

31. **PLEASANT STREET BETWEEN PEARL STREET AND GREEN**

STREET: No parking on the easterly side of Pleasant Street between Green and South Streets.

32. **PLEASANT STREET BETWEEN GREEN STREET AND SOUTH**

STREET: No parking on the easterly side of Pleasant Street between Green and South Streets.

33. **SOUTH STREET:** No parking on southerly side of street from the intersection of Maine Street to the intersection of Pleasant Street.

34. **SOUTH MAIN STREET:** No parking on either side of South Main Street from the intersection of Wildes District Road to the intersection of Kings Highway.

35. **SPRING STREET:** No parking on the northerly side of Spring Street from the intersection of Spring Street and Maine Street to the intersection of Spring Street with the entrance of the Municipal Parking Lot. No parking on the southerly side of Spring Street from the intersection of Spring Street and Maine Street to the intersection of Spring Street and Ocean Avenue. One-hour parking, from May 1st to the end of the Columbus Day weekend, unrestricted parking before and after, on the northerly side of Spring Street, from the Municipal Parking Lot entrance to the swing bridge, excepting the last parking space before the swing bridge will be a loading zone from 7 a.m. to 10 a.m. and 3 p.m. to 5 p.m. One-hour parking, from May 1st to the end of the Columbus Day weekend, unrestricted parking before and after, from the pharmacy front facing the Monument to Ocean Avenue, excepting four (4) 15 minute parking spaces immediately adjacent to the handicapped parking space. No parking on the southerly side of Spring Street from the swing bridge to the corner of the pharmacy building adjacent to the monument. One POLICE PARKING ONLY on the southerly side of Spring Street at the intersection with Ocean Avenue.

36. **SUMMIT AVENUE:** No parking on the southerly side of Summit Avenue from Central Avenue to Ocean Avenue. No parking on the northerly side of Summit Avenue from Central Avenue to the fire hydrant adjacent to CMP Pole J9. No parking on pavement from hydrant adjacent to CMP Pole J9 to CMP Pole J8. No parking continuing on the northerly side of Summit Avenue from CMP Pole J8 to Ocean Avenue.

37. **TEMPLE STREET:** No parking on either side of Temple Street twenty (20) feet from the intersection of Temple Street and Spring Street. No parking in front of the South Congregational Church the length of the granite curbing. Parking, one hour parking from May 1st to the end of the Columbus Day weekend, unrestricted parking before and after, on the westerly side of Temple Street to the exit of the Municipal Parking Lot, excepting one handicapped parking space nearest the fire hydrant. Parking is allowed on the easterly side of Temple Street. Parking is allowed on the westerly side of Temple Street from the end of the granite curbing in front of the South Congregational Church to the intersection of Temple and North Streets. One hour parking from May 1st to the end of the Columbus Day weekend, unrestricted parking before and after, on the easterly side of Temple Street from the intersection with Spring Street to the entrance of the United States Post Office parking area. Fifteen (15) minute parking between 8 a.m. and 6 p.m., from the entrance of the Post Office Parking area to the exit of the Post Office Parking area. Parking is allowed on the easterly side of Temple Street from the exit of the Post Office Parking area to the intersection of North Street.
38. **TURBATS CREEK ROAD:** No parking on the southerly side of the road, from the intersection of Ocean Avenue to Turbats Creek. No parking on the northerly side of the road, from CMP Pole J-24 to Ocean Avenue.
39. **UNION STREET:** No parking on either side of Union Street, from Ocean Avenue to Maine Street.
40. **WESMORE LANE:** No parking (~~tow-away zone~~) on the northerly side of the street. Parking (7 spaces) is allowed on the southerly side of the street from the intersection of North Street to a point twenty-one (21) feet beyond CMP Pole J-2 as marked.
41. **WEST STREET:** No parking on the northerly side of West Street. Parking allowed on the southerly side of West Street.
42. **WHARF LANE:** No parking on either side of Wharf Lane.
43. **WILDWOOD AVENUE:** No parking on either side of Wildwood Avenue, from the intersection of Bellewood Avenue to BelAir Avenue. No parking on the pavement on either side of Wildwood Avenue, from the easterly side of the intersection of BelAir Avenue to the intersection of Proctor Avenue.
- o **43a. WILDWOOD AVENUE EXTENSION:** No parking on either side of Wildwood Avenue Extension from Proctor Avenue to Broadway.

Section 3. Stopping at Intersections

Except when directed to proceed by a police officer, every driver or operator of a motor vehicle or self-propelled machinery shall, when approaching a through way or a stop intersection indicated by a stop sign, bring such vehicle to a full stop before proceeding through the intersection. The following intersections shall be controlled by stop signs for the purpose of regulating and controlling traffic moving in the direction designated:

1. Acacia Road & School Street: For traffic moving from Acacia Road onto School Street.

2. Arundel Road & North Street: For traffic moving from Arundel Road onto North Street.
3. Arundel Road & Goose Rocks Road: For traffic moving from Arundel Road onto Goose Rocks Road.
4. Atlantic Avenue & Ocean Avenue: For traffic moving from Atlantic Avenue onto Ocean Avenue.
5. Bailey Court & School Street: For traffic moving from Bailey Court onto School Street.
6. Beachwood Avenue Ext. & Beachwood Avenue: For traffic moving from Beachwood Avenue extension onto Beachwood Avenue.
7. Beachwood Avenue & Mills Road: For traffic moving from Beachwood Avenue onto Mills Road.
8. Beachwood Avenue & North Street: For traffic moving from Beachwood Avenue onto North Street.
9. Beacon Avenue & Guinea Road: For traffic moving from Beacon Avenue onto Guinea Road.
10. Bellewood Avenue & Kings Highway: For traffic moving from Bellewood Avenue onto Kings Highway.
11. Birch Court & School Street: For traffic moving from Birch Court onto School Street.
12. Central Avenue & Ocean Avenue: For traffic moving from Central Avenue onto Ocean Avenue.
13. Clover Leaf Farm Road & Mills Road: For traffic moving from Clover Leaf Farm Road onto Mills Road.
14. Chestnut Street & Ocean Avenue: For traffic moving from Chestnut Street onto Ocean Avenue.
15. Church Lane & Temple Street: For traffic moving from Church Lane onto Temple Street.
16. Community House Road & Wildwood Avenue: For traffic moving from Community House Road onto Wildwood Avenue.
17. Crescent Avenue & Bartlett Avenue: For traffic moving in an easterly and westerly direction on Crescent Avenue.
18. Cross Street & Union Avenue: For traffic moving from Cross Street onto Union Avenue.
19. Dyke Road & Mills Road: For traffic moving from Dyke Road onto Mills Road.
20. East Avenue & Ocean Avenue: For traffic moving from East Avenue onto Ocean Avenue.
21. East Avenue & South Main Street: For traffic moving from East Avenue onto South Main Street.
22. Eel Bridge Lane & Mills Road: For traffic moving from Eel Bridge Lane onto Mills Road.
23. Elm Street & Maine Street: For traffic moving from Elm Street onto Maine Street.
24. Elm Street & Ocean Avenue: For traffic moving from Elm Street onto Ocean Avenue.

25. Fishers Lane & Pier Road: For traffic moving from Fishers Lane onto Pier Road.
26. Goose Rocks Road & Log Cabin Road: For traffic moving from Goose Rocks Road onto Log Cabin Road.
27. Goose Rocks Road & Mills Road: For traffic moving from Goose Rocks Road onto Mills Road.
28. Grandview Avenue & South Main Street: For traffic moving from Grandview Avenue onto South Main Street.
29. Grandview Avenue & Ocean Avenue: For traffic moving from Grandview Avenue onto Ocean Avenue.
30. Green Street & Maine Street: For traffic moving from Green Street onto Maine Street.
31. Green Street & Ocean Avenue: For traffic moving from Green Street onto Ocean Avenue.
32. Guinea Road & Goose Rocks Road: For traffic moving from Guinea Road onto Goose Rocks Road.
33. Guinea Road & Whitten Hills Road: For traffic moving from Guinea Road right onto Whitten Hills Road and left continuing on Guinea Road.
34. Haverhill Street & Ocean Avenue: For traffic moving from Haverhill Street onto Ocean Avenue.
35. High Street & School Street: For traffic moving from High Street onto School Street.
36. Highpoint Drive & Wildes District Road: For traffic moving from Highpoint Drive onto Wildes District Road.
37. Jeffrey's Way & Kings Highway: For traffic moving from Jeffrey's Way onto Kings Highway.
38. Kings Highway (from East End) & New Biddeford Road: For traffic moving from Kings Highway onto New Biddeford Road.
39. Kings Highway (from West End) & New Biddeford Road: For traffic moving in an easterly direction onto New Biddeford Road, Jeffrey's Way or continuing straight.
40. Kings Highway (from West End) & Dyke Road: For traffic moving from Kings Highway onto Dyke Road or continuing in an easterly direction onto Kings Highway.
41. Kings Highway & Ocean Avenue: For traffic moving from Kings Highway onto Ocean Avenue.
42. Kings Highway & South Main Street: For traffic moving from Kings Highway onto South Main Street.
43. Langsford Road & Cape Porpoise Square: For traffic moving from Langsford Road into Cape Porpoise Square.
44. Locke Street & North Street: For traffic moving from Locke Street onto North Street.
45. Magnolia Drive & School Street: For traffic moving from Magnolia Drive onto School Street.
46. Maplevue Avenue & Guinea Road: For traffic moving from Maplevue Avenue onto Guinea Road.

47. Mast Cove Lane & Maine Street: For traffic moving from Mast Cove Lane onto Maine Street.
48. Meserve Lane & North Street: For traffic moving from Meserve Lane onto North Street.
49. Mill Lane & North Street: For traffic moving from Mill Lane onto North Street.
50. Mount Kineo Road & Arundel Road: For traffic moving from Mount Kineo Road onto Arundel Road.
51. Municipal Parking Lot Exit & Temple Street: For traffic moving from Municipal Parking Lot Exit onto Temple Street.
52. New Biddeford Road & Mills Road: For traffic moving from New Biddeford Road onto Mills Road.
53. New Biddeford Road & Kings Highway: For traffic moving from New Biddeford Road onto Kings Highway.
54. Northwood Drive & Old Cape Road: For traffic moving from Northwood Drive onto Old Cape Road.
55. Northwood Drive & North Street: For traffic moving from Northwood Drive onto North Street.
56. Norwood Lane & Kings Highway: For traffic moving from Norwood Lane onto Kings Highway.
57. Oak Ridge Road & Goose Rocks Road: For traffic moving from Oak Ridge Road onto Goose Rocks Road.
58. Old Cape Road & School Street: For traffic moving from Old Cape Road onto School Street.
59. Old Cape Road & Beachwood Avenue: For traffic moving from Old Cape Road onto Beachwood Avenue.
60. Pearl Street & Maine Street: For traffic moving from Pearl Street onto Maine Street.
61. Pearl Street & Ocean Avenue: For traffic moving from Pearl Street onto Ocean Avenue.
62. Pier Road & Cape Porpoise Square: For traffic moving from Pier Road into Cape Porpoise Square.
63. Pleasant Street & Green Street: For traffic moving from Pleasant Street onto Green Street.
64. Port Farm Road & Wildes District Road: For traffic moving from Port Farm Road onto Wildes District Road.
65. Proctor Road & Wildwood Avenue: For traffic moving from Proctor Road onto Wildwood Avenue.
66. River Road & North Street: For traffic moving from River Road onto North Street.
67. River Road & Arundel Road: For traffic moving from River Road onto Arundel Road.
68. Saddle Way & Highpoint Drive: For traffic moving from Saddle Way onto Highpoint Drive.
69. Sand Point Road & Kings Highway: For traffic moving from Sand Point Road onto Kings Highway.

70. School Street & Maine Street: For traffic moving from School Street onto Maine Street.
71. South Street & Maine Street: For traffic moving from South Street onto Maine Street.
72. South Street & Green Street: For traffic moving from South Street onto Green Street.
73. South Main Street & Wildes District Road: For traffic moving from South Main Street onto Wildes District Road.
74. South Main Street & Kings Highway: For traffic moving from South Main Street onto Kings Highway.
75. Spouting Rock Road & Ocean Avenue: For traffic moving from Spouting Rock Road onto Ocean Avenue.
76. Spring Street & Maine Street: A Three Way Stop Sign for traffic moving from Spring Street onto Maine Street and from Maine Street onto Spring Street.
77. Stone Road & Beachwood Avenue: For traffic moving from Stone Road onto Beachwood Avenue.
78. Stone Road & Goose Rocks Road: For traffic moving from Stone Road onto Goose Rocks Road.
79. Stonewood Lane & Northwood Drive: For traffic moving from Stonewood Lane onto Northwood Drive.
80. Summit Avenue & Central Avenue: For traffic moving from Summit Avenue onto Central Avenue.
81. Summit Avenue & Ocean Avenue: For traffic moving from Summit Avenue onto Ocean Avenue.
82. Temple Street & Maine Street: For traffic moving from Temple Street onto Maine Street.
83. Touchstone Drive & South Main Street: For traffic moving from Touchstone Drive onto South Main Street.
84. Towne Street & School Street: For traffic moving from Towne Street onto School Street.
85. Turbats Creek Road & Ocean Avenue: For traffic moving from Turbats Creek Road onto Ocean Avenue.
86. Turbats Creek Road & Wildes District Road: For traffic moving from Turbats Creek Road onto Wildes District Road.
87. Union Street & Maine Street: For traffic moving from Union Street onto Maine Street.
88. Wakefield Pasture Road & Wildes District Road: For traffic moving from Wakefield Pasture Road onto Wildes District Road.
89. Walkers Lane & North Street: For traffic moving from Walkers Lane onto North Street.
90. Walkers Lane & Beachwood Avenue: For traffic moving from Walkers Lane onto Beachwood Avenue.
91. Ward Road & Maine Street: For traffic moving from Ward Road onto Main Street.
92. Ward Road & Langsford Road: For traffic moving from Ward Road onto Langsford Road.

93. Washington Court & School Street: For traffic moving from Washington Court onto School Street.
94. West Street & North Street: For traffic moving from West Street onto North Street.
95. Whitten Hills Road & Goose Rocks Road: For traffic moving from Whitten Hills Road onto Goose Rocks Road.
96. Wildes District Road & Main Street: For traffic moving from Wildes District Road onto Main Street.
97. Willey Road & Goose Rocks Road: For traffic moving from Willey Road onto Goose Rocks Road.
98. Windmere Place & Ocean Avenue: For traffic moving from Windmere Place onto Ocean Avenue.
99. Winslow Lane & Highpoint Drive: For traffic moving from Winslow Lane onto Highpoint Drive.
100. Winter Harbor Road & Mills Road: For traffic moving from Winter Harbor Road onto Mills Road.
101. Winter Harbor Road & New Biddeford Road: For traffic moving from Winter Harbor Road onto New Biddeford Road.
102. Woodlawn Avenue & Wildes District Road: For traffic moving from Woodlawn Avenue onto Wildes District Road.

Section 4. One Way Traffic

1. Cross Street: from Spring Street toward Union Street.
2. East Avenue: from South Main Street toward Ocean Avenue.
3. Green Street: from Ocean Avenue toward Maine Street.
4. Haverhill Street: from Arlington Street toward Ocean Avenue.
5. Municipal Parking Lot Exit: from parking lot toward Temple Street.
6. Pearl Street: from Maine Street toward Ocean Avenue.
7. Spouting Rock Avenue: from Summit Avenue toward Ocean Avenue.
8. Temple Street: from Spring Street toward North Street.

Section 5. Fire Lanes

1. Access Road: Both sides of the road.
2. Bartlett Avenue: Both sides of the road.
3. BelAir Avenue: Both sides of the road.
4. Bellewood Avenue: Both sides of the road.
5. Chestnut Street: Southerly side only.
6. Dorrance Road: Both sides of the road.
7. Edgewood Avenue: Both sides of the road.
8. Elm Street: The northerly side of Elm Street except for limited parking spaces in front of the Town Office.
9. Haywood Avenue: Both Sides of the road.
10. Proctor Avenue: Both sides of the road.
11. Summer Street: Easterly side only.

Section 6. Handicapped Parking

The Town of Kennebunkport will provide for the maintenance and policing of parking stalls or spaces designated for handicapped persons. There shall be immediately adjacent to and visible from, a wheelchair with occupant in white on a blue background with the wording "Handicapped Parking". Any vehicle parked in such a stall or space that does not have a special registration plate or placard issued under M.R.S.A. Title 29, Section 252, or a similar plate issued by another state, shall be cited for a fine of two hundred dollars (\$200.00) and towed away at the owner's expense.

The Selectmen of Kennebunkport may enter into agreement with the owners of private off-street parking facilities for the policing, when notified, of stalls and spaces dedicated for handicapped persons' vehicles, under which agreements the owner of the vehicle shall be cited for a fine of two hundred dollars (\$200.00) and the unauthorized vehicle shall be towed away at the owner's expense.

Spaces shall be designated for handicapped persons at the following locations:

1. One space on the southerly side of Spring Street at the intersection of Spring Street with Austin's Alley so-called.
2. Two non-parallel spaces at the southerly end of Parson's Way abutting St. Ann's Church.
3. Three spaces nearest the entrance in the Municipal Parking Lot on the easterly side of the lot.
4. One space on the westerly side of the Municipal Parking Lot.
5. One space on the westerly side of Dyke Road, at the intersection of Dyke Road and Kings Highway.
6. One space on Jeffrey's Way at the intersection of Kings Highway.
7. Two spaces on Kings Highway, opposite Edgewood Avenue.
8. One space at the Municipal Office Building.
9. One space on the Pier Road, at the Cape Porpoise Pier.
10. One space on the westerly side of Temple Street, nearest the fire hydrant.

Section 7. Emergency Vehicles

Authorized emergency vehicles shall include private automobiles or trucks owned by and operated by members of the Fire and Police Departments, and the cars, trucks and equipment owned by Fire Police, Public Utility, and other similar emergency organizations, while employed on emergency duty and having their emergency lights in operation.

The provisions of this Ordinance shall apply to authorized emergency vehicles as follows:

A driver operating any such vehicle in an emergency, except when otherwise directed by a Police Officer, may:

1. Park or stand such emergency vehicle notwithstanding the provisions of this Ordinance.
2. Proceed past a red light or stop signal, but only after slowing down as may be necessary for safe operation.
3. Exceed the posted speed limit, as long as he/she does not endanger life or property.
4. Disregard regulations specifying direction or movement or turning, as long as he/she does not endanger life or property.
5. Proceed with caution past a school bus that is stopped and that has red lights flashing, only:
 1. After coming to a complete stop; and
 2. When signaled by the school bus operator to proceed.

The foregoing exceptions, however, shall not protect the driver of any such vehicle from the consequences of reckless disregard for the safety of others.

Section 8. Tampering With Signs

No person shall maliciously tamper with, deface, alter or destroy any traffic or parking sign, printing or painting posted by the Town of Kennebunkport.

Section 9. Snow Removal

Parking is prohibited on any public way between 12:00 midnight and 6:00 a.m. from December 1st to April 15th the next following year. Exception: In the event that a snow emergency is declared by the Chairman of the Board of Selectmen, or his/her designated representative, based upon a recommendation of the Highway Superintendent or his/her representative, then parking on any public way will be prohibited for the time or period indicated in the declaration. The emergency declaration can be for the Town as a whole, or a portion thereof, depending upon the needs of the Highway Superintendent. Any vehicle found in violation of this section, by either the Highway or Police Departments may be removed by the Chief of Police or one of his/her authorized officers. Any towing or garage expense shall be paid by the owner of any vehicle so removed.

Section 10. Sleeping in Vehicles

It shall be unlawful for any person to sleep overnight in any vehicle or trailer, so-called, parked upon any public park, parking lot, road, street or highway within the limits of the Town of Kennebunkport without first obtaining permission from the Chief of Police or his/her representative.

Section 11. Motor Vehicles Prohibited on Sidewalk

No person shall operate a motor vehicle upon a sidewalk in the Town of Kennebunkport. This section does not prohibit the crossing over a sidewalk to enter any way, drive, or other property.

Section 12. Violations

Any vehicle of any kind or description found stopped, standing, or parked upon any street, way, highway, road, parking area, or public place under the control of the Town in a manner or for a length of time prohibited by the Ordinance, is hereby declared to be an obstruction in such place and a menace to the safe and proper regulation of traffic.

Section 12A. Commercial Operation of a Horse Drawn Vehicle

1. **Purpose:** The purpose of this Ordinance is to provide for public safety and convenience as well as the welfare of the animal(s), and to preclude added traffic congestion in the downtown area during the crowded summer season. This Ordinance applies only to commercial operations as defined below. Commercial operation of horse drawn vehicles in other areas of the Town may be allowed upon request and on approval of the Chief of Police so long as he/she determines that there is no threat to public safety.
2. **Definitions:** For purposes of this Ordinance, Operation of a Horse Drawn Vehicle shall mean any carriage, wagon, cart, sled or sleigh, or other device, whose principal means of propulsion is a single or a two horse hitch. Commercial Operation, for purposes of this Ordinance, means a business enterprise which provides or offers to the public, for a fee, the ability to ride a horse drawn vehicle. Business Enterprise, for the purposes of this Ordinance, shall mean any individual, partnership, corporation, association or other legal entity.
3. **Regulations:**
 1. From June 15 to October 15 the commercial operation of a horse drawn vehicle without a permit is prohibited in the following areas:
 1. Village Residential Zone
 2. Village Residential East Zone
 3. Dock Square Zone
 4. River Front Zone
 5. Cape Arundel Zone
 6. *Exception: The operation of a horse drawn vehicle when it is used for the movement of wedding parties.*
 2. The Town Clerk shall issue a maximum of two carriage permits (but no more than one carriage for each permit) annually for the commercial operation of horse drawn vehicles between June 15 and October 15 along the specific route described below.
 1. Two permits (but no more than one carriage for each permit) will be available on the first Monday in January at the Town Clerk's office during the Clerk's regular business hours. If there are more

qualified applicants than permits as of the close of business on that Monday (or such later date until all permits are issued), then the permits shall be issued on a first come, first served basis with priority preference to Kennebunkport taxpayers; provided, however, there shall be a right of first refusal for existing permit holders for an overall term not to exceed five (5) years. Permits will be Twenty-Five Dollars (\$25). Permits are non-transferable, except where there is a change of ownership of the business, in which case the permit is transferable to the new owner for the balance of that permit period.

2. Permit holders are restricted in operation to the following route:
 1. Maine Street between Spring Street and South Street
 2. Dock Square (without stopping)
 3. Ocean Avenue between Dock Square and Green Street
 4. Spring, Union, Chestnut, Elm, Pearl, Pleasant, Green and South Streets
3. Except as otherwise provided for weddings, passenger pick up and discharge may be done only in front of the Trolley Stop so-called, on Ocean Avenue.
3. The vehicle to be used must be inspected by the Police Department before a permit is granted. Prior to the issuance of a permit, the operator of the horse drawn vehicle must certify in writing prior to operation, that the horses will be equipped with either leather, rubber or Borium horse shoes in order to prevent damage to the road surface. Note: The use of metal shoes is prohibited on a year round basis on any street within the Town of Kennebunkport. (This provision does not apply to recreational horse riding.)
4. Liability insurance must be carried by the owner of the horse(s) and vehicle in at least the following amount: \$500,000 general liability combined single limit. Evidence of insurance must be presented prior to the issuance of a permit, with the Town as an additional named certificate holder. Thirty (30) days advance notice of cancellation shall be required.
5. Prior to the issuance of a permit, a veterinary certificate showing that the horse(s) is(are) capable of performing the work required, and that it is (they are) in suitable health shall be presented.
6. Horse drawn vehicles shall not operate when the temperature is 90 degrees or over, or in a combined temperature and humidity of 140 degrees or over, or in weather detrimental to either the horse or the public.
7. Horses shall not be worked more than eight (8) hours in any continuous twenty-four (24) hour period. There shall be rest of fifteen (15) minutes after each two (2) hour working period.
8. A manure catching device shall be used. The operator shall be responsible for cleaning up any spillage immediately. Failure to clean up spillage will result in revocation of the permit. Disposal of such spillage

shall be in a covered container provided by the operator. The operator shall ensure that the container is emptied on a daily basis, but not into the town's receptacles.

4. **Severability:** The invalidity of any section or provision of this Ordinance shall not affect the validity of any other section or provision of this Ordinance.
5. **Enforcement:** The Chief of Police or any of his/her designated officers will enforce this Ordinance. Any officer who observes a violation of this Ordinance may summons that individual to the District Court. Any officer who receives a complaint of a violation of this Ordinance from a citizen may, after investigation of the complaint and determining that sufficient evidence exists to conclude that a violation of the Ordinance occurred, summons the offender to the District Court.
6. **Civil Penalty:** Any person adjudicated in violation of this Ordinance shall be liable for a civil penalty.
 - o First Offense: Written Warning and a copy of this Ordinance.
 - o Second and Subsequent Offenses: Fine of One Hundred Dollars (\$100.00)
 - o Any second or subsequent offender of this Ordinance who is summonsed for violation may waive all court action by payment of the civil penalty to the Town within ten (10) days of the date of the summons. *If the penalty is not paid and/or if court action ensues, the offender shall be liable for any and all costs incurred by the Town in enforcing this Ordinance, including but not limited to court filing fees and the cost of legal counsel.*
7. **Penalties Accrue to the Town:** All civil penalties collected under this Ordinance shall accrue to the Town of Kennebunkport.
8. **Effective Date:** This Ordinance shall become effective immediately upon approval by a majority vote of the Kennebunkport Board of Selectmen.

Section 12B. Commercial Operation of a Tour Bus:

1. **Purpose:** The purpose of this Ordinance is for public safety and convenience, for the welfare of the citizens and is intended to provide for safe passage and to reduce traffic congestion of vehicles on the Town's narrow and winding roads. This Ordinance applies only to operations as defined below.
2. **Definition:** For purposes of this Ordinance a commercial tour bus is defined as a motor vehicle designed for carrying more than 15 persons, including the operator.
3. **Exceptions:** a) School buses; and b) The "Trolley" and "Shuttle Bus" so-called, used for the conveyance of persons within the Kennebunks at the time of the adoption of this Ordinance shall continue to utilize the designated "Trolley Stops" for pick up and discharge of passengers. Expansion of either existing service within the communities will be governed by this Section (Exceptions).
4. **Regulations:**

1. Commercial Tour Buses may utilize Cross Street to discharge or pick up passengers and are limited to ten (10) minutes to accomplish their task. Bus engines are required to be turned off at this location while performing either function. Tour Buses shall only discharge and pick up passengers on the south side of Cross Street.
2. Commercial Tour Buses utilizing any area designated by the Town to discharge or pick up passengers are limited to ten (10) minutes to accomplish their task. Bus engines are required to be turned off at the location while performing either function.
3. Commercial Tour Buses are prohibited from stopping, standing, parking, loading or unloading on any street or way bounded by Elm Street, Maine Street, North Street, Church Lane, Temple Street, Spring Street and Ocean Avenue, except as otherwise expressly authorized by this Ordinance.
4. Commercial Tour Buses are prohibited from stopping, standing, parking, loading or unloading on Ocean Avenue.
5. Commercial tour buses are prohibited from turning around and retracing their route while operating on the following roads; on Ocean Avenue starting from the Colony Hotel so-called, along the Turbats Creek Road and Wildes District Road.
5. **Notification:** Beginning August 15, 2003, between May 1st and October 31st each year, commercial tour buses utilizing any expressly authorized location on any public way, street or other Town owned property to discharge or pick up passengers are required to notify the Town of their intent to utilize an expressly authorized location, by notifying the town or its authorized designated person or entity. Notification must be provided to the Town at least three (3) days in advance to allow the town to prepare for each arrival and departure. Permits will be made available to parties, on a first come first serve basis, which shall be valid for one (1) arrival and one (1) departure. No more than ten (10) commercial tour buses (any combination of arrivals and departures provided the total number of trips does not exceed ten) that have made the required advanced notification will be scheduled per hour each day between the hours of 9:00 am and 7:00 pm. Commercial tour buses arriving without having made the required notification and without having received a permit are subject to space availability (not to exceed the ten (10) bus limit per hour). When issuing permits, the Town shall take into consideration that no more than four (4) commercial buses should be parked simultaneously on Cross Street.
6. **Enforcement:** The Chief of Police or any of his/her designated officers will enforce this Ordinance. Any officer who observes a violation of this Ordinance may summons that individual to the District court. Any officer who receives a complaint of a violation of this Ordinance from a citizen may, after investigation of the complaint and determining that sufficient evidence exists to conclude that a violation of the Ordinance occurred, summons the offender to the District Court.

7. **Civil Penalty:** Any person adjudicated in violation of this Ordinance shall be liable for a civil penalty.
8. **Penalties:**
 - o First Offense: A fine of One Hundred Dollars (\$100.00) be imposed. (Note: Officers have the discretion of issuing a warning depending on the circumstances.)
 - o Second and Subsequent Offenses: A fine of Two Hundred and Fifty Dollars (\$250.00) be imposed. Any second or subsequent offender of this Ordinance who is summonsed for violation may waive all court action by payment of the civil penalty to the Town within ten (10) days of the date of the summons. If the penalty is not paid and/or if court action ensues, the offender shall be liable for any and all costs incurred by the Town in enforcing this Ordinance, including but not limited to court filing fees and the cost of legal counsel.
9. **Penalties Accrue to the Town:** All civil penalties collected under this Ordinance shall accrue to the Town of Kennebunkport.
10. **Effective Date:** This Ordinance shall become effective immediately upon approval by a majority vote of the Kennebunkport Board of Selectmen.
11. **Severability:** Should any section or part of a section or any provision of this Ordinance be declared by the Courts to be unconstitutional or invalid, such declaration shall not affect the validity of the Ordinance as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid.

Section 12C. Commercial Operation of a Trolley.

1. **Purpose:** The purpose of this Ordinance is to provide for public safety and convenience, and to preclude added traffic congestion in the downtown area during the crowded summer season. This Ordinance applies only to commercial operations as defined below that utilize the Town Trolley stop on Ocean Avenue.
2. **Definitions:** For purposes of this Ordinance, Operation of a Trolley shall mean any vehicle or other device whose principal means of propulsion is an internal combustion engine. Commercial Operation, for purposes of this Ordinance, means a business enterprise which provides or offers to the public for a fee the ability to ride a trolley. Business Enterprise, for purposes of this Ordinance, shall mean any individual, partnership, corporation, association or other legal entity.
3. **Regulations:**
 1. From June 15 to October 15 the commercial operation of a trolley without a permit is prohibited in the following areas:
 1. Village Residential Zone
 2. Village Residential East Zone
 3. Dock Square Zone
 4. River Front Zone
 5. Cape Arundel Zone

6. *Exception: The operation of a trolley when it is used for the movement of wedding parties or one-time special events.*
2. The Town Clerk will issue a maximum of two (2) trolley permits yearly for the commercial operation of a trolley between June 15 and October 15. Two (2) permits (but no more than one trolley for each permit) will be available on the first Monday in January at the Town Clerk's office during the Clerk's regular business hours. If there are more qualified applicants than permits as of the close of business on that Monday (or such later date until all permits are issued), then the permits shall be issued on a first come, first served basis with priority preference to Kennebunkport taxpayers; provided, however, there shall be a right of first refusal for existing permit holders for an overall term not to exceed five (5) years. Permits will be Twenty-Five Dollars (\$25). Permits are non-transferable, except where there is a change of ownership of the business, in which case the permit is transferable to the new owner for the balance of that permit period. Permit holders are restricted to loading and unloading at (a) the trolley stop, so-called, located on Ocean Avenue; (b) hotels and motels, inns, and other lodging establishments along the route.
3. Before a permit is granted, the vehicle operator must show written proof that the Trolley used is registered, inspected and insured in accordance with the laws of the State of Maine.
4. **Severability:** The invalidity of any section or provision of this Ordinance shall not affect the validity of any other section or provision of this Ordinance.
5. **Enforcement:** The Chief of Police or any of his/her designated officers will enforce this Ordinance. Any officer who observes a violation of this Ordinance may summons that individual to the District Court. Any officer who receives a complaint of a violation of this Ordinance from a citizen may, after investigation of the complaint and determining that sufficient evidence exists to conclude that a violation of the Ordinance occurred, may summons the offender to the District Court.
6. **Civil Penalty:** Any person adjudicated in violation of this Ordinance shall be liable for a civil penalty.
 1. First Offense: Written Warning and a copy of this Ordinance.
 2. Second and Subsequent Offenses: Shall be at the discretion of the officer up to and including a fine of One Hundred Dollars (\$100.00) Any second or subsequent offender of this Ordinance who is summonsed for violation may waive all court action by payment of the civil penalty to the Town within ten (10) days of the date of the summons. If the penalty is not paid and/or if court action ensues, the offender shall be liable for any and all costs incurred by the Town in enforcing this Ordinance, including but not limited to court filing fees and the cost of legal counsel.
7. **Penalties accrue to the Town:** All civil penalties collected under this Ordinance shall accrue to the Town of Kennebunkport.
8. **Effective Date:** This Ordinance shall become effective immediately upon approval by a majority vote of the Kennebunkport Board of Selectmen.

Section 12D. Restricting Vehicle Weight on Posted Ways

1. **Purpose and Authority:** The purpose of this Section "Restricting Vehicle Weight on Posted Ways" (hereinafter, the Section) is to prevent damage to town ways and bridges in the Town of Kennebunkport which may be caused by vehicles of excessive weight, to lessen safety hazards and the risk of injury to the traveling public, to extend the life expectancy of Town ways and bridges, and to reduce the public expense of their maintenance and repair. This Section is adopted pursuant to 30-A M.R.S.A. Section 3009 and 29-A M.R.S.A. Sections 2395 and 2388.
2. **Definitions:** The definitions contained in Title 29-A M.R.S.A. shall govern the construction of words contained in this Section. Any words not defined therein shall be given their common and ordinary meaning.
3. **Restrictions and Notices:** The municipal officers may, either permanently or seasonally, impose such restrictions on the gross registered weight of vehicles as may, in their judgment, be necessary to protect the traveling public and prevent abuse of the highways, and designate the town ways and bridges to which the restrictions shall apply. Whenever notice has been posted as provided herein, no person may thereafter operate any vehicle with a gross registered weight in excess of the restriction during any applicable time period on any way or bridge so posted unless otherwise exempt as provided herein. The notice shall contain, at a minimum, the following information: the name of the way or bridge, the gross registered weight limit, the time period during which the restriction applies, the date on which the notice was posted, and the signatures of the municipal officers, or their designee. The notice shall be conspicuously posted at each end of the restricted portion of the way or bridge in a location clearly visible from the traveled way. Whenever a restriction expires or is lifted, the notices shall be removed wherever posted. Whenever a restriction is revised or extended, existing notices shall be removed and replaced with new notices. No person may remove, obscure or otherwise tamper with any notice so posted except as provided herein.
4. **Exemptions:** Vehicles that are exempt from the Maine Department of Transportation's (MDOT) "Rules and Regulations Restricting Heavy Loads on Closed Ways" dated December 31, 1996 and amended on March 4, 1998, a copy of which is attached hereto and is hereby incorporated as part of this Section (Attachment A), are exempt from this Section. In addition, any vehicle delivering home heating fuel and operating in accordance with a permit issued by the MDOT under 29-A M.R.S.A. Section 2395 (4) and, when necessary during a period of drought emergency declared by the governor, any vehicle transporting well-drilling equipment for the purpose of drilling a replacement well or for improving an existing well on property where that well is no longer supplying sufficient water for residential or agricultural purpose and operating in accordance with a permit issued by the MDOT under 29-A M.R.S.A. Section 2395 (4-A).
5. **Permits:** The owner or operator of any vehicle not otherwise exempt as provided herein may apply in writing to the municipal officers, or their

designee, for a permit to operate on a posted way or bridge notwithstanding the restriction. The municipal officers, or their designee, may issue a permit only upon all of the following findings:

1. No other route is reasonably available to the applicant;
 2. It is a matter of economic necessity and not mere convenience that the applicant use the way or bridge; and
 3. The applicant has tendered cash, a bond or other suitable security running to the municipality in an amount sufficient, in their judgment, to repair any damage to the way or bridge which may reasonably result from the applicant's use of same. Even if the municipal officers, or their designee, make the foregoing findings, they need not issue a permit if they determine the applicant's use of the way or bridge could reasonably be expected to create or aggravate a safety hazard or cause substantial damage to a way or bridge maintained by the municipality. They may also limit the number of permits issued or outstanding as may, in their judgment, be necessary to preserve and protect the highways and bridges. In determining whether to issue a permit, the municipal officers, or their designee, shall consider the following factors:
 1. The gross registered weight of the vehicle;
 2. The current and anticipated condition of the way or bridge;
 3. The number and frequency of vehicle trips proposed;
 4. The cost and availability of materials and equipment for repairs;
 5. The extent of use by other exempt vehicles; and
 6. Such other circumstances as may, in their judgment, be relevant. The municipal officers, or their designee, may issue permits subject to reasonable conditions, including but not limited to restrictions on the actual load weight and the number of frequency of vehicle trips, which shall be clearly noted on the permit.
6. **Administration and Enforcement:** This Section shall be administered and may be enforced by the municipal officers or the Kennebunkport Police Department.
 7. **Penalties:** Any violation of this Section shall be a civil infraction subject to a fine of not less than \$250.00 or more than \$1000.00. Each violation shall be deemed a separate offense. In addition to any fine, the municipality may seek restitution for the cost of repairs to any damaged way or bridge and all other costs incurred by the Town in enforcing this ordinance. Prosecution shall be in the name of the municipality and shall be brought in the Maine District Court.
 8. **Amendments:** This Section may be amended by the municipal officers at any properly noticed meeting.
 9. **Severability; Effective Date:** In the event any portion of this Section is declared invalid by a court of competent jurisdiction, the remaining portions shall continue in full force and effect. This Section shall take effect immediately upon enactment by the municipal officers at any properly noticed meeting.

Attachment A - Department Of Transportation

RULES AND REGULATIONS RESTRICTING HEAVY LOADS ON CLOSED WAYS

SUMMARY: The following rules and regulations restrict heavy loads on posted State and State Aid Highways from November 15 to June 1, pursuant to the Department's authority under Title 29-A M.R.S.A., Section 2395.

1. DEFINITIONS:

1. The definitions contained in Title 29-A, Section 101 of the Maine Revised Statutes Annotated shall govern the construction of the words contained in this regulation.
2. Gross weight is the combined weight of the vehicle and its load.
3. Special Mobile Equipment. "Special Mobile Equipment" shall mean every self-propelled vehicle not designed or used primarily for the transportation of persons or property but which is operated over the highways, including road construction or maintenance machinery, ditch-digging apparatus, stone crushers, air compressors, power shovels, cranes, graders, rollers, trucks used only as snowplows and for carrying sand for ballast only, well drillers and wood-sawing equipment used for hire. This enumeration shall be deemed partial and shall not operate to exclude other such vehicles which are within the general terms of this section.

2. DESIGNATED CLOSED WAYS: In order to prevent excessive damage to State and State-Aid Highways, the Director of Bureau of Maintenance and Operations or the Division Engineer in whose Division the highway lies may close all or part of a highway to heavy vehicles during any time from November 15 to June 1. No vehicles shall travel over closed ways except those permitted by this regulation.

3. NOTICE: Notice shall be given by erecting at each end of the closed highway a poster indicating the following: (1) the date of the posting; (2) a description of the highway closed; (3) a summary of the vehicles exempt from the closing; (4) the name of the Division Engineer; and (5) statutory and regulatory references.

4. EXEMPTION – FROZEN HIGHWAYS: This regulation shall not apply to any closed highway which is solidly frozen. The highway is considered "solidly frozen" only when the air temperature is 32 degrees Fahrenheit or below and no water is showing in the cracks of the road. Both conditions must be met.

5. EXEMPT VEHICLES: The following vehicles are exempt from this regulation:

1. Any vehicle or combination of vehicles registered for a gross weight of 23,000 pounds or less.
2. Any vehicle or combination of vehicles registered for a gross weight in excess of 23,000 pounds and traveling without a load other than tools or equipment necessary for the proper operation of the vehicle. This exemption does not apply to special mobile equipment. It shall be a defense to a violation of this sub-section if the combined weight of any

- vehicle or combination of vehicles registered for a gross weight in excess of 23,000 pounds and its load is in fact less than 23,000 pounds.
3. Maine Department of Transportation highway maintenance vehicles or vehicles under the direction of a public jurisdiction with permission of the Department engaged in emergency maintenance of public highways or appurtenances thereto.
 4. Passenger cars, pickup trucks, emergency vehicles, school buses, and vehicles with three axles or less under the direction of a public utility and engaged in plant maintenance or repair. See: Amendment, Posted Road Rules
 5. Any vehicle transporting home heating fuel (oil, gas, coal, stove-size wood) to a private consumer, gasoline, groceries, bulk milk, bulk feed, solid waste, rubbish, or medical gases may apply for an exemption certificate (included). These vehicles must be registered in excess of 23,000 pounds and must be carrying a partial load with a weight equal to or less than that indicated on an exemption certificate issued by the Maine Department of Transportation (included). This certificate shall accompany the vehicle at all times as shall weigh slips, delivery slips, or bills of lading for the load being carried. The allowable weight indicated on the exemption certificate will be based on weights listed in the table included. Applicants for exemption certificates must present a certified weigh slip for the empty weight of the unloaded vehicle as a prerequisite to obtaining an exemption certificate.
 6. Any combination vehicle of five axles or more weighing 80,000 pounds gross or less hauling perishable products. A permit issued by the Department of Transportation shall accompany any load of perishable products. (See STATE OF MAINE Trip Ticket for Perishable Products).
 7. Division Engineers, at their discretion and in extraordinary circumstances, may allow heavy loads over posted roadways involving singular, nonrecurring moves. Such permission shall be made in writing and shall accompany the vehicle at all times.
6. **PROCEDURES FOR OBTAINING AND USING TRIP TICKETS FOR HAULING PERISHABLE PRODUCTS OVER SEASONALLY POSTED ROADS:**
1. It is now possible for a shipper to haul perishable products over seasonally closed ways by securing a permit from the Maine Department of Transportation at any one of MDOT's seven Division Offices.
 2. The permit issued will be in the form of individual pre-numbered trip tickets for hauling of perishable products by 5-axle-or-more combination vehicles and will be limited to a combined weight of 80,000 lbs. and may, on occasion, be further limited by time, route, and temperature.
 3. These trip tickets for hauling perishable products over seasonally closed ways will cost \$5.00 each. (Checks payable to Treasurer, State of Maine) These trip tickets will consist of three copies each with the following distribution: (1) original copy (white) – for driver; (2) second

- copy (green) – to be returned immediately to the Maine Department of Transportation; and (3) third copy (pink) – to be retained by the shipper.
4. The shipper or shipper's agent will call the appropriate Division Office and complete his/her form simultaneously with, and under guidance of the Permit Clerk. The customer is to have all the information that is required on the trip ticket before he/she makes the call. Trip tickets are to be made out in ink.
 5. After routing check and verification, the customer will be given a permit number which must be entered on the form in order to make it valid for law enforcement purposes. When the required information is entered and the call is completed, the Permit is issued and the move may be made. The original trip ticket must accompany the load.
 6. Each time a trip ticket is filled out, the green copy must be mailed immediately to the Maine Department of Transportation.
 7. MDOT clerks will be available to take information for these trip tickets between the hours of 8 A.M. and 4 P.M., Monday through Friday at the appropriate Division Office.
 8. Additional trip tickets will not be issued to shippers in continual violation of any of the required procedures.
 9. The Department will retain the right to close any posted road to the hauling of perishable products in extreme circumstances.

EFFECTIVE DATE: _____, 1996
SIGNED _____
JOHN G. MELROSE, COMMISSIONER
MAINE DEPARTMENT OF TRANSPORTATION

Amendment, Posted Road Rules. The Commissioner concurred in the action taken by Marc H. Guimont, Director, Bureau of Maintenance and Operations when on March 3, 1998, he amended the Posted Roads Rules to specifically exempt tow trucks from hauling otherwise legal vehicles over a posted road. Such a combination of vehicles will not be considered a loaded vehicle for purposes of subsection D of the exemptions. Subsection D is amended to read: "Passenger cars, pickup trucks, emergency vehicles, school buses, a wrecker towing a disabled vehicle of legal weight from a posted highway and vehicles with three axles or less under the direction of a public utility and engaged in plant maintenance and repair."

3/04/98

ITEM FOR COMMISSION RECORD

2/20/91

The Commissioner repealed rule 17-229-303 "Rules And Regulations Restricting Heavy Loads On Closed Ways" as last amended on June 26, 1985.

The Commissioner has enacted a new rule pursuant to M.R.S.A. Title 29, Sections 902 and 903 entitled "Rules and Regulations Restricting Heavy Loads On Closed Ways." This new rule replaces the old rule and is not being adopted under the Administrative Procedures Act rulemaking process because the new rule is now exempt from that process as provided by M.R.S.A. Title 29, Section 903. The old rule is rescinded and the new rule is effective as of February 20, 1991.

Approved by Commissioner of Transportation 2/20/91

• Transportation Exemption Certificate Application

Section 12E. Commercial Operation of a Pedicab

1. **Purpose:** The purpose of this Ordinance is to provide for public safety and convenience and to prevent added traffic congestion in the downtown area during the crowded summer season. This Ordinance applies only to commercial operations as defined below. Commercial operation of Pedicab vehicles in other areas of the Town may be allowed upon request and on approval of the Chief of Police or his/her designee so long as he/she determines that there is no threat to public safety.
2. **Definitions:** For purposes of this Ordinance, Operation of a Pedicab Vehicle shall mean a carriage type tricycle whose principal means of propulsion is pedaling by a single person. Commercial Operation, for purposes of this Ordinance, means a business enterprise which provides or offers to the public, for a fee, the ability to ride a humanly propelled vehicle. Business Enterprise, for purposes of this Ordinance, shall mean any individual, partnership, corporation, association or other legal entity.
3. **Regulations:**
 - A. From June 15th to October 15th the commercial operation of Pedicab type vehicles without a permit is prohibited in all areas of Kennebunkport. From October 16th to June 14th commercial operation of Pedicab type vehicles is prohibited.
 - B. The Town Clerk shall issue a minimum of one (1) and a maximum of three (3) Pedicab permits (but no more than one (1) Pedicab for each permit) annually for the commercial operation of Pedicab vehicles between June 15th and October 15th along the specific routes described below. Three (3) permits (but no more than one (1) Pedicab for each permit) will be available on the first business day in January at the Town Clerk's office during the Clerk's regular business hours. If there are more qualified applicants than permits as of the close of business on that day (or such later date until all permits are issued), then the permits shall be issued on a first come, first served basis. Permits will be Twenty-Five Dollars (\$25). Permits are non-transferable, except where there is a change of ownership of the business, in which case the permit is transferable to the new owner for the balance of that

permit period. The permit issued shall be valid only during the calendar year for which they are issued. Pedicab Operators:

1. Operators must be 18 years of age or older;
2. The applicant must have a valid State driver's license and present a copy to the police department;
3. A certificate of physical fitness issued by a practicing physician will be presented to the Police Department prior to operating a pedicab;
4. A neat and clean appearance is expected of all pedicab drivers while on duty; and
5. Drivers shall not, when otherwise available for hire, refuse to transport any one requesting a ride except under the following circumstances:
 1. The transportation requested is such that the driver may not legally accept such passenger;
 2. The driver has reasonable cause to believe that the proposed passenger will refuse to pay or cannot pay the fare; or
 3. The proposed passenger is disorderly, engaged in the commission of any crime, or is otherwise unfit to be transported as a passenger.

C. Permit holders are restricted in operation to the following routes:

1. Maine Street between Spring Street and South Street;
2. Dock Square, North Street to 30 North Street (Municipal Lot);
3. 3. Ocean Ave. between Dock Square and the Rhumb Line, including Kings Highway; and
4. Temple Street, Church Lane, Mill Lane, Spring Street, Union Street, Chestnut Street, Elm Street, Pearl Street, Pleasant Street, Green Street, South Street and School Street to the Consolidated School, High Street, Towne Street and Birch Lane.

D. The vehicle(s) to be used and the operators of said vehicles must comply with provisions set forth in the Maine Motor Vehicle Statutes and state and local traffic laws and regulations. All Pedicabs will be inspected by the police department prior to June 15th of each year. The following will be grounds for removal of the permit:

1. Failing to complete an inspection prior to the above date;
2. Operating a Pedicab while under the influence of alcoholic beverages or controlled substances other than medication prescribed by a physician as long as it does not impair operation;
3. Operating a Pedicab in any manner which impedes or blocks the normal or reasonable movement of pedestrian or vehicular traffic; and

4. Operating or causing to be operated any Pedicab upon or along any route unless the Chief of Police or his designee approves such route.
 - E. Liability insurance must be carried by the owner of the Pedicab vehicles in at least the following amount; \$500,000 general liability combined single limit. Evidence of insurance must be presented prior to the issuance of a permit, with the Town as an additional named certificate holder. Thirty (30) days advance notice of cancellation shall be required.
 - F. Pedicab hours of operation shall be from 8:00 a.m. to 1:30 a.m. within the stated dates.
 - G. Rates and Prices: A rate card bearing the following statement shall be displayed on each vehicle as to be visible to passengers at all times while the vehicle is in service:
 - Passenger Information
 - Cab No. _____
 - The Maximum fare for any trip in this vehicle is \$5.00 per passenger per quarter hour or fraction thereof, regardless of the distance of the trip. If you have questions or complaints about the fare you have been charged or the service you have received please call the Kennebunkport Police Department at 207-967-2700.
4. **Solicitation of Business:** No person shall solicit business in any manner for any licensed Pedicab while on route. Prohibited solicitation while standing shall include shouting, hollering, whistling, clapping or making other loud noises, grabbing or otherwise annoying or harassing passersby, or any other conduct detrimental to the image or reputation of the trade or the public safety or disturbance of the peace.
5. **Severability:** The invalidity of any section or provision of this Ordinance shall not affect the validity of any other section or provision of this Ordinance.
6. **Enforcement:** The Chief of Police or any of his/her designated officers will enforce this Ordinance. Any officer who observes a violation of this Ordinance may summons that individual to the District Court. Any officer who receives a complaint of a violation of this Ordinance from a citizen may, after investigation of the complaint and determining that sufficient evidence exists to conclude that a violation of the Ordinance occurred, summons the offender to the District Court.
7. **Civil Penalty:** Any person adjudicated in violation of this Ordinance shall be liable for a civil penalty.
 1. First Offense: Written Warning and a copy of this Ordinance.
 2. Second and Subsequent Offenses: Shall be at the discretion of the officer up to and including a fine of One Hundred Dollars (\$100.00).
 3. Any second or subsequent offender of this Ordinance who is summonsed for violation may waive all court action by payment of the civil penalty to the Town within ten (10) days of the date of summons. If the penalty is not paid and/or if court action ensues, the offender shall be liable for any and all costs incurred by the Town in enforcing this

Ordinance, including but not limited to court filing fee and the cost of legal counsel.

8. **Penalties Accrue to Town:** All civil penalties collected under this Ordinance shall accrue to the Town of Kennebunkport.
9. **Effective Date:** This Ordinance shall become effective immediately upon approval by a majority vote of the Kennebunkport Board of Selectmen.

Section 13. Goose Rocks Beach Parking Stickers

1. **Restrictions:** In order to promote public safety and the social and aesthetic well-being of the residents and guests of the Town of Kennebunkport, the following restrictions are placed upon vehicles parked in the Goose Rocks Beach area, such area to include public roads that are located in the area which is south of Route 9 and east of the Batson River and west of Little River.
 - A. Parking in the designated area of Goose Rocks Beach (public roads that are located in the area which is south of Route 9 and east of the Batson River and west of Little River) by sticker permit only will be in effect daily between the hours of 8:00 a.m. and 6:00 p.m. from the beginning of the Memorial Day weekend through the Labor Day weekend of each year. For the 2020 season only, due to the COVID-19 pandemic, parking by sticker permit only will go into effect on May 15th. Parking during all other times shall be in compliance with any other applicable sections of the Kennebunkport Traffic and Parking Control Ordinance.
 1. No vehicle shall display a Goose Rocks Beach parking sticker if that vehicle is greater than seven feet (7') in height and/or eighteen feet (18') in length. (The length of a vehicle includes any attached appurtenances, such as trailers.)
 2. Stickers shall be affixed to motorized vehicles only.
 - B. The operator of any vehicle, or the registered owner of said vehicle if the operator cannot be determined, violating this ordinance shall be punished by a fine of not more than Two Hundred Dollars (\$200.00) and not less than Fifty Dollars (\$50.00) for each offense, to be recovered to the use of the Town of Kennebunkport, provided however, that any such person or registered owner who violates this Ordinance and is issued a parking ticket, may within forty-eight (48) hours from time of issuance pay a fine of Fifty Dollars (\$50.00); or after forty-eight (48) hours from time of issuance and before a Court Summons is issued, pay a fine of Sixty Dollars (\$60.00) to the Chief of Police or his/her representative for full satisfaction of such parking violation. In the course of an Appeal from such parking fine, such person shall appear before the 10th District Court, Biddeford, Maine, and shall be fined not more than Two Hundred Dollars (\$200.00) and not less than Fifty Dollars (\$50.00) to the Town of Kennebunkport. Any Parking Tag fines paid to the Chief of Police or his/her representative during the fiscal year of the Town of Kennebunkport shall be turned over to the Treasurer of the Town of

Kennebunkport and credited to the general revenues of the Town of Kennebunkport.

- C. During days in the summer when weather conditions are optimal for recreation at Goose Rocks Beach, the Chief of Police or his/her designee may at his/her discretion, issue an advisory to the general public via sticker sales agents that buying a sticker does not guarantee a place to park at Goose Rocks Beach. The buyer will be advised that they can return to the place of purchase and surrender the sticker for a refund. Other information will be made available for alternative locations to recreate.
2. **Governing Body:** The Board of Selectmen shall establish by authority of this Ordinance, such rules and regulations as they deem necessary or convenient to carry out the purposes of this, Section 13, of the Kennebunkport Traffic and Parking Control Ordinance. Such rules and regulations may include but not be limited to: setting fees for the acquisition of parking permits/stickers and determining authorized employees or agents responsible for selling and/or distributing parking permits/stickers. Rules and regulations may only be adopted at a duly called public meeting.

Section 14. Impoundment ~~of Motor Vehicles For Failure to Pay Parking Tickets.~~

1. **Applicability:** The Kennebunkport Police Department is authorized to remove or order the removal of a vehicle from a street, way, highway, road, parking area or public place under control of the Town to a garage or other place of safety at the expense of the registered owner of such vehicle(s) under the following circumstances:
 - A. When any vehicle is left unattended upon a bridge or causeway, where such vehicle constitutes an obstruction to traffic;
 - B. When a vehicle upon a street, way, highway or road is so disabled as to constitute an obstruction to traffic and the person or persons in charge of such vehicle are by reason of physical injury incapacitated to such an extent as to be unable to provide for its custody or removal;
 - C. When any vehicle is left unattended upon a street, way, highway or road, parking area or public place under control of the Town and is so parked illegally as to constitute a hazard or obstruction to the normal movement of traffic;
 - D. When a vehicle is parked in a manner obstructing snow removal; and
 - E. When a vehicle is parked in violation of emergency and/or temporary parking regulations in the interest of public safety adopted by the Chief of Police or his/her designee in accordance with Section 1.G herein; and
 - 1.F. When a ~~Any~~ vehicle that is registered to an individual who has accumulated, for this or any other vehicle, a combined total of three (3) or more notices of violation of any parking regulation or regulations made pursuant to this Ordinance issued after July 1, 1983, for which there has

been neither payment or waiver fees nor issuance of court process, and which is then parked in violation of any such provision, ~~may at the option of any Town of Kennebunkport Police or other officer authorized to enforce the parking regulations of the Town of Kennebunkport, be immobilized in place or may be removed and stored until all waiver fees for all such outstanding notices of violations have been paid, including all costs for towing, notice preservation and storage of said vehicle.~~

2. **Procedure:** The Police Officer requesting ~~such~~ removal of a vehicle pursuant to Section 14.1 above shall at the time of such removal notify the dispatcher of the intended storage location of the subject's motor vehicle. Such information shall be recorded by the dispatcher for the use of the Chief of Police or his/her duly authorized representative. The Chief of Police shall notify by registered mail the registered owner of such vehicle within five business days of the impoundment thereof, the storage location of such vehicle and the requirements for release.
3. **Release of Vehicles:** Any person having custody of a motor vehicle, pursuant to the provisions of this Ordinance or of the means to release such immobilized vehicle, shall not release it until the individual requesting its release presents satisfactory evidence of his or her right to possession and signs a receipt therefore and the Chief of Police or his/her duly authorized representative certifies that all waiver-applicable fees and all charges have been paid including, where applicable, waiver fees, all costs for towing, notice preservation and storage of said vehicle as established pursuant to the Ordinance.
4. **Fees:**
 - o Towing: Actual charge by contractor
 - o Storage: Actual charge by contractor for vehicles stored by private garage. For impounded vehicles stored on Town property, the charge ~~The charges by the Town for vehicles impounded or stored on Town property~~ shall be Twenty-Five Dollars (\$25.00) per day ~~for the impoundment and storage.~~
5. **Bond:** Whenever any person requests the right to post bond, such bond shall be given in cash and a receipt given therefore. Such bond money shall be refunded in the amount of the waiver fee for each alleged violation upon acceptance by such person of service of process initiating a court proceeding to determine his or her liability for the prescribed penalty for such alleged violation. Any bond shall be forfeited unless the person posting it requests and accepts service of such process from the Chief of Police or his/her designated representative within thirty (30) days of posting unless prevented from doing so by the actions or inaction of the Town of Kennebunkport.
6. **Refund of Charges for Impoundment:** Whenever any person obtains a determination from a Court of competent jurisdiction that the vehicle was not parked in violation at the time it was impounded pursuant to this ordinance, such person shall be reimbursed for the charges for immobilization, or for

towing and storage if paid, and if such charges have not been paid they shall be promptly paid or cancelled by the Town.

7. **Violations:** It shall be a violation of this ordinance for any person to tamper with or to attempt to remove any immobilizing device attached to a vehicle or to obstruct or attempt to prevent the removal of a vehicle as provided herein. The penalty for any such violation shall be not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1000.00).

Section 15. Penalties

Fine amounts can be set by the Board of Selectmen to comply with State Law. The operator of any vehicle, or the registered owner of said vehicle if the operator cannot be determined, violating Section #1, Section #2, Section #5, Section #6 (if a private parking area), Section #9, Section #11, and Section #12 of this Ordinance shall be punished by a fine of not more than Fifty Dollars (\$50.00) and not less than Twenty-Five Dollars (\$25.00) for each offense. Section #6 fine amount is Two Hundred Dollars (\$200.00) in a municipal parking area, to be recovered for the use of the Town of Kennebunkport, provided, however, that any such person or registered owner who violates one of the parking sections of this chapter (excepting Section #6 municipal parking area), and is issued a Parking Tag, may within forty-eight (48) hours from time of issuance pay a fine of Twenty-Five Dollars (\$25.00); or after forty-eight (48) hours from time of issuance and before a Court Summons is issued, pay a fine of Thirty Dollars (\$30.00); Section #13 fine amount is Fifty Dollars (\$50.00); or after forty-eight (48) hours from the time of issuance and before a Court Summons is issued, pay a fine of Sixty Dollars (\$60.00) to the Chief of Police or his/her representative for full satisfaction of such parking violation. In the course of an Appeal from such parking fine, such person shall appear before the 10th District Court, Biddeford, Maine and shall be fined not more than Two Hundred Dollars (\$200.00) and not less than One Hundred Dollars (\$100.00) to the Town of Kennebunkport.

Any Parking Tag fines paid to the Chief of Police or his/her representative during the fiscal year of the Town of Kennebunkport shall be turned over to the Treasurer of the Town of Kennebunkport and credited to the general revenues of the Town of Kennebunkport.

Section 15A. Penalties: The operator of any vehicle violating Section #4, Section #8 or Section #10 of this Ordinance shall be punished by a fine of not more than Thirty Dollars (\$30.00) and not less than Twenty-Five Dollars (\$25.00) for each offense, to be recovered to the use of the Town of Kennebunkport, provided, however, that any such person who violates one of the parking sections of this chapter, and is issued a Parking Tag, may within forty-eight (48) hours from time of issuance pay a fine of Twenty-Five Dollars (\$25.00); or after forty-eight (48) hours from time of issuance and before a Court Summons is issued pay a fine of Thirty Dollars (\$30.00) to the Chief of Police or his/her representative for full satisfaction of such parking violation. In the course of an Appeal from such parking fine, such person shall appear before the 10th District Court,

Biddeford, Maine and shall be fined not more than Two Hundred Dollars (\$200.00) and not less than One Hundred Dollars (\$100.00) to the use of the Town of Kennebunkport.

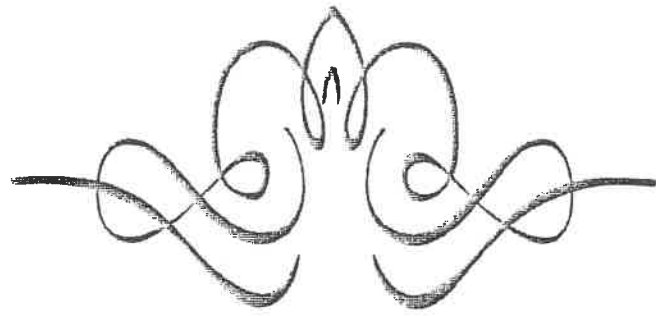
Any Parking Tag fines paid to the Chief of Police or his/her representative during the fiscal year of the Town of Kennebunkport shall be turned over to the Treasurer of the Town of Kennebunkport and credited to the general revenues of the Town of Kennebunkport.

Section 16. Enforcement

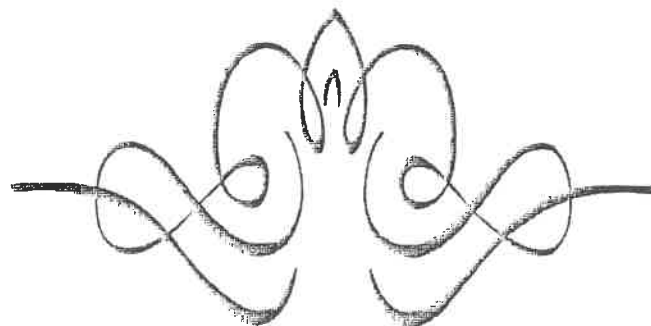
The Town of Kennebunkport authorizes the Chief of Police to represent the Town in District Court in the prosecution of alleged violations of those ordinances that the Police Department is empowered to enforce, if duly certified in accordance with 25 M.R.S.A., §2803-A, subsection 8, or successor statute. The Chief of Police may designate any officer under his/her command, if the officer is so certified, to perform this prosecutorial function.

Section 17. Legal Status Provisions

1. **Effective Date:** This Ordinance shall take effect and be in force immediately after its approval and upon posting of appropriate signs, and supersedes all previous traffic and parking control ordinances governing the streets covered by this ordinance.
2. **Severability:** Should any section or part of a section or any provision of this Ordinance be declared by the Courts to be unconstitutional or invalid, such declaration shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.



Agenda Item Divider





5

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): Arundel Marine Service	Business Name (D/B/A): Arundel Wharf Restaurant
Individual or Sole Proprietor Applicant Name(s): Robert Williamson	Physical Location: 43 Ocean Avenue Kennebunkport, Maine 04046
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address: PO Box 1950 Kennebunkport, MAINE 04046	Email Address: wharfkpt@gmail.com
Telephone # Fax #: 207 967-3444 207 967-5462	Business Telephone # Fax #: 207 967-3444
Federal Tax Identification Number: 01-0324798	Maine Seller Certificate # or Sales Tax #: 0147714
Retail Beverage Alcohol Dealers Permit:	Website address: arundelwharf.com

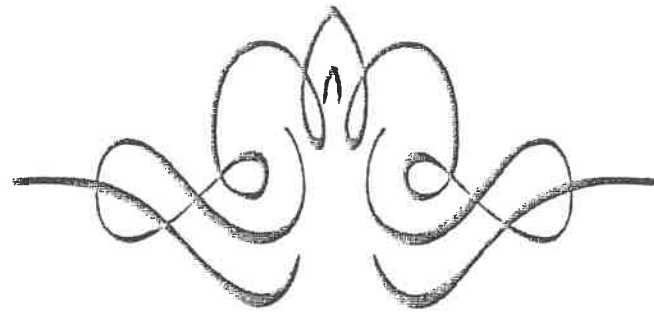
1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 07/19/2020

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

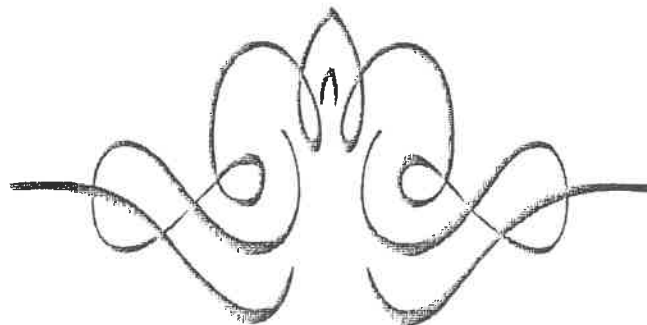
Food: \$ 1,448,896.00 Beer, Wine or Spirits: \$ 522,608.00 Guest Rooms: \$ 0.00 N/A

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

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits



Agenda Item Divider



6

USE AND INDEMNIFICATION AGREEMENT

Agreement made this ____ day of ____, 2020, by and between **TAYLORMADE HOSPITALITY, LLC**, a Maine limited liability company with a place of business in Kennebunkport, Maine, and doing business as Hurricane Restaurant (hereafter "Hurricane") and the **INHABITANTS OF THE TOWN OF KENNEBUNKPORT**, a municipal corporation located in Kennebunkport, in the County of York and State of Maine (hereafter "Town").

WHEREAS, Hurricane owns and operates a restaurant business located at 29 Dock Square in Kennebunkport; and

WHEREAS, there is a deck located at the rear entrance to Hurricane (hereafter the "Deck"). Although the Deck is located on Town property, it has historically been used for access to the rear of Hurricane, as well as prior businesses in that location; and

WHEREAS, Hurricane desires to rebuild the Deck and provide food and beverage service on the Deck, and is prepared to obtain the necessary municipal approvals therefor; and

WHEREAS, the Town is agreeable to such use of the Deck by Hurricane provided that: (a) Hurricane obtains all necessary municipal approvals for the desired use and reconstruction of the Deck, including final approval by the Board of Selectmen of the Deck reconstruction site plan prior to any commencement of construction, (b) the use of the Deck does not impede use of the Town's adjacent parking lot or the parking spaces contained therein, (c) the Town is not liable in the event that customers of Hurricane are injured in their use of the Deck; and

WHEREAS, Hurricane acknowledges that the Deck is located on Town property, but that the maintenance of the Deck is Hurricane's sole responsibility, and that the Town has no liability for any injuries due to use of the Deck by customers of Hurricane; and

WHEREAS, Hurricane and Town desire to formalize their agreements in regard to the use of the Deck by Hurricane, and to put their understandings and agreements in writing.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, the sufficiency of which is acknowledged, the parties hereto do hereby agree as follows:

1. Use of Deck. The Town agrees that it shall allow Hurricane to continue its use of the Deck, subject to the terms and conditions hereinafter set forth. The Town

further consents to Hurricane providing food and beverage service on the Deck, again subject to the terms and conditions hereinafter set forth.

2. Rebuilding. Hurricane will make improvements to the existing deck, which is located on Town property, in accordance with plans that are approved by the municipal permitting authority (e.g., Town Code Enforcement Office, Planning Board) and subsequently approved by the Board of Selectmen, provided that the size of the new Deck is no larger than the current Deck, and that the Deck meets all Federal and State standards for handicapped accessibility. Hurricane agrees that there will be no material changes to the deck improvements depicted on the approved plan (other than removing any of the improvements) without the prior written approval of the Board of Selectmen.

3. Maintenance and Repair. Hurricane understands and agrees that it shall be solely responsible to maintain and repair the Deck as necessary, to keep it in a safe and sound structural condition in compliance with all local and State requirements, and to keep it passable at all times while the restaurant is open to the public. Hurricane agrees that the Town will have no responsibility for any such maintenance, repair or upkeep, and no liability whatsoever for the repair of any damage caused to the Deck by users of the adjacent Town parking lot.

4. Termination. Hurricane agrees that it has not acquired any rights in or to any portion of the Town property on which the Deck improvements have been located, and further acknowledges that, by virtue of the Board of Selectmen's decision under this Agreement to allow the Deck improvements on Town property, Hurricane shall not acquire any rights in or to any portion of the Town property on which the improvements are or have been located. Hurricane further understands and agrees that the Town shall have the right to require that Hurricane cease all food and beverage service on the Deck upon thirty (30) days written notice to Hurricane, and that the Town shall have the right to require that Hurricane remove any and all of the Deck improvements upon ninety (90) days written notice to Hurricane.

5. Indemnification. Hurricane hereby covenants and agrees, at its sole cost and expense, to indemnify, protect, defend and save harmless the Town, and its officers, officials, agents, subcontractors and employees (hereafter "Indemnitees"), from and against any and all damages, losses, liabilities, obligations, penalties, claims, litigation, demands, defenses, judgments, suits, actions, proceedings, costs, disbursements and/or expenses (including, without limitation, reasonable attorneys, paralegals, and consultants' fees, expenses and disbursements) of any kind or nature whatsoever by whomever asserted which may at any time be imposed upon, incurred by, or asserted or awarded against any Indemnatee relating to, resulting from, or arising out of use of the Deck by members of the general public.

6. Insurance. Hurricane agrees that it shall maintain general liability and liquor liability insurance on its business that includes the Deck, and it shall name the Town as an additional insured under such policy or policies. Hurricane further agrees to provide a copy of such insurance policy, or a certificate thereof, to the Town Manager each year.

7. Maine Tort Claims Act. Nothing contained in this Agreement shall in any way alter or lessen the Town's immunity from lawsuit as set forth in the Maine Tort Claims Act, 14 M.R.S.A. § 8101 et seq., as the same may be amended from time to time, and the Town is not waiving any defense, immunity or limitation of liability which may be available to it, its officers, agents or employees, under the Maine Tort Claims Act, or any other defenses, privileges or immunities as may be provided by law.

8. Local Ordinance Applicability. Nothing contained in this Agreement shall be deemed to waive the applicability of any requirements under local ordinances or regulations, as those provisions may be amended from time to time, for construction, alteration, repair, expansion or replacement of the Deck or for the use thereof.

9. Notices. Any notices required to be sent pursuant to this Agreement, or in the application or enforcement thereof, shall be sent by certified mail, return receipt requested, or sent by federal express or similar overnight express mail service, prepaid, each to the addresses listed below:

To Town:

Town Manager
Town of Kennebunkport
6 Elm Street
P.O. Box 566
Kennebunkport, ME 04046

To Hurricane:

General Manager
Hurricane Restaurant
29 Dock Square
P.O. Box 1801
Kennebunkport, ME 04046

Any party may change its address for purposes of this Paragraph by giving the other parties notice of the new address in the manner described herein.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the day, month and year first above written.

Taylormade Hospitality, LLC
dba Hurricane Restaurant

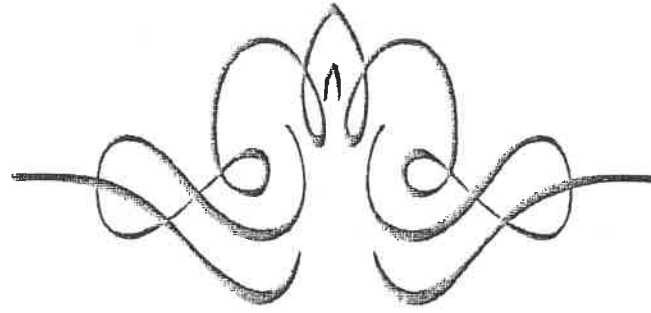
By: _____
Taylor Benenti, Manager

Witness:

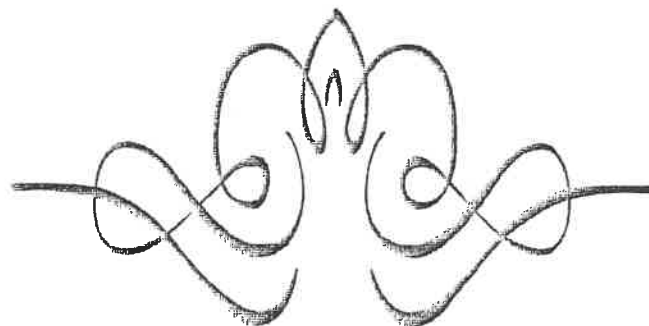
TOWN OF KENNEBUNKPORT

By: _____
Laurie A. Smith, Town Manager
Duly authorized

Witness



Agenda Item Divider



⑦



TOWN OF KENNEBUNKPORT, MAINE

~INCORPORATED 1653~

MAINE'S FINEST RESORT

To: Laurie Smith

From: Michael Claus, Public Works Director

Michael W. Claus

Date: May 15, 2020

Re: Gravel Purchasing Bid Recommendation

We have obtained 3 prices for ¾" crushed gravel purchasing for road work this year: Last year we expended \$12,700 on gravel purchases for roadwork with Stonefield Aggregate as the low bidder at \$7.88 per ton + \$5.00 per ton delivery.

Stonefield Aggregates (Lyman): \$8.75 per ton + \$3.50 per ton delivery

Shaw Brothers (Dayton): \$9.50 per ton + \$6.50 per ton delivery

Pike Industries (Wells) \$13.75 per ton + 6.00 per ton delivery

I recommend that a contract for gravel be awarded to Stonefield Quarry for \$8.75 per ton + \$3.50 per ton delivery.

Stonefield Aggregates

Operated by Hissong Ready-Mix & Aggregates, LLC

Old Kennebunk Road Lyman, Maine

2020 Loaded Aggregate - Town of Kennebunk

Effective May 1, 2020 to March 31, 2021

Hours of operation are Monday-Friday from 7:00 am - 3:30 pm
Saturday morning loading available by appointment only

We manufacture all of the products listed below

Stone Products	Price per ton
3/8" Crushed Stone (washed)	\$19.00
3/4" Crushed Stone (washed)	\$17.00
1 1/2" Crushed Stone (washed)	\$19.00
Rip Rap	\$18.00
Big Rocks	\$30.00
Stone Dust	\$4.00
Gravel Products	Price per ton
3/4" Crushed Gravel	\$8.75
1 1/2" Minus Gravel	\$8.75
4" Minus Gravel	\$8.50
3/4" Reclaimed Asphalt	\$11.00
4" Minus Recycled Concrete	\$6.00
Screened Loam	\$17.00
Screened Sand	\$12.00
Common Borrow	\$4.50
Tipping Fees	Price per ton
Clean Asphalt Demo	No Charge
Concrete without Steel	\$9.00
Delivery to Town Garage	Price per ton
Add per ton	\$3.50

Minimum load charge \$25.00

Job quantity pricing available upon request

Please contact us at:

Sales (207) 423-2006
Billing (207) 985-9345



Hissong Ready Mix & Aggregates, LLC

48 York Street, Suite 2
Kennebunk, Maine 04108

Website: www.shawbrothers.com

Product Code	Materials	B-Pit	F-Pit	H-Pit	I-Pit	N-Pit	O-Pit	S-Pit	W-Pit
		Rte 237/Brickyard	Gay Road	Route 237	Route 35	Route 35	Route 302	Methodist Rd	Route 132
		Gorham	Freeport	Gorham	Dayton	Standish	Windham	Westbrook	Wales

Main Office 207-839-2552

Product Code	Materials	B-Pit Rte 237/Brickyard Gorham	F-Pit Gay Road Freeport	H-Pit Route 237 Gorham	I-Pit Route 35 Dayton	N-Pit Route 35 Standish	O-Pit Route 302 Windham	S-Pit Methodist Rd Westbrook	W-Pit Route 132 Wales
Rip Rap Products									
350	3" Stone				20.00/Ton	24.00/Yrd	24.00/Yrd	24.00/Yrd	
360	3" to 6" Stone	19.75/Ton	24.00/Yrd	19.75/Ton	19.75/Ton	24.00/Yrd	24.00/Yrd	24.00/Yrd	
370	6" to 12" Stone	19.75/Ton	24.00/Yrd	19.75/Ton	19.75/Ton	24.00/Yrd	24.00/Yrd	24.00/Yrd	
380	12" to 24" Stone	21.00/Ton	25.00/Yrd	21.00/Ton	21.00/Ton	25.00/Yrd	25.00/Yrd	25.00/Yrd	25.00/Yrd
390	24" to 48" Stone	25.00/Ton	29.00/Yrd		25.00/Ton		29.00/Yrd	29.00/Yrd	
Landscape Products									
392	Cobblestones - Small			3.75/Each					
	Cobblestones - Large			7.25/Each					
	Cobblestones - Bulk			234.00/Ton					
393	Hand Split Granite Blocks			239.00/Ton					
394	Miscellaneous Granite (Curb)			13.50/Foot					
400	Clay/Low permeability	10.50/Ton	10.50/Yrd						10.50/Yrd
500	Screened Loam		18.00/Yrd	18.00/Yrd	18.00/Yrd	18.00/Yrd	18.00/Yrd	18.00/Yrd	18.00/Yrd
510	Unscreened Loam	10.50/Yrd	10.50/Yrd	10.50/Yrd	10.50/Yrd	10.50/Yrd	10.50/Yrd	10.50/Yrd	10.50/Yrd
520	Loam Tailings	6.25/Yrd	6.25/Yrd	6.25/Yrd	6.25/Yrd	6.25/Yrd	6.25/Yrd	6.25/Yrd	6.25/Yrd
525	Compost			41.50/Yrd	41.50/Yrd				
530	Ball Field Mix		35.25/Yrd	35.25/Yrd	35.25/Yrd	35.25/Yrd	35.25/Yrd	35.25/Yrd	35.25/Yrd
600	Erosion Control Material	23.00/Yrd	23.00/Yrd	23.00/Yrd	23.00/Yrd	23.00/Yrd	23.00/Yrd	23.00/Yrd	23.00/Yrd
605	Bark Mulch			47.00/Yrd					
615	Soil Filter Media			41.500/Yrd	41.500/Yrd	41.500/Yrd			41.50/Yrd
Concrete Products									
	Bridge Deck Slabs - Used	\$100.00/Each							
	2'x4'x4' Concrete Blocks			\$75.00/Each					
Recycling Center									
610	Stump / Brush Disposal		15.50/Yrd	15.50/Yrd	15.50/Yrd	15.50/Yrd	15.50/Yrd	15.50/Yrd	15.50/Yrd
611	Non-contaminated Soil Disposal		9.50/Yrd	9.50/Yrd	4.00/Ton	5.25/Yrd	9.50/Yrd	5.25/Yrd	9.50/Yrd
700	Concrete Disposal		9.50/Yrd	7.25/Ton	7.25/Ton	9.50/Yrd	9.50/Yrd	9.50/Yrd	9.50/Yrd
710	Concrete w/ Rebar Disposal		23.00/Yrd	19.75/Ton	19.75/Ton	23.00/Yrd	23.00/Yrd	23.00/Yrd	23.00/Yrd
800	Pavement Disposal	N/C	N/C	N/C	N/C	N/C	N/C	N/C	N/C
405	Clay/Unsuitable Non-Hazardous Material Disposal - Call for pricing and locations								
Environmentally Friendly or Recycled Products									
Delivery Rates									
	Screened Loam - 14 yards or more - \$24.00 per yard								
	Screened Loam - 7 yard minimum - \$28.00 per yard								
	10 miles or less \$5.00 per ton or \$6.00 per yard is added to the loaded price.								
	11 to 15 miles \$6.00 per ton or \$7.00 per yard is added to the loaded price.								
	Deliveries beyond 15 miles call for pricing.								
Other Aggregate Locations ~ Call for availability and pricing									
	E-Pit Webster Road Buxton	G-Pit Weymouth Road Gray	J-Pit Route. 114 Gorham	L-Pit Sebago Lake Road Sebago	M-Pit Methodist Road Westbrook				
★ MINIMUM AGGREGATE PURCHASE \$30.00 ★									



PIKE INDUSTRIES
A CRH COMPANY

ESTABLISHED 1872

Wells 624

81 Boyd Road
Wells, ME 04090
Phone 207-676-9973
Fax 207-676-3230

2020 Price List Pricing Effective January 2, 2020

- Material And Pricing F.O.B. Wells
- Prices Are Subject To Change Without Notice
- All Products Are Subject To Availability
- Minimum Load Charge \$15.00

Deliveries:
Call 207-676-9973

Please schedule deliveries 2-3 days in advance

Website: www.pikeindustries.com

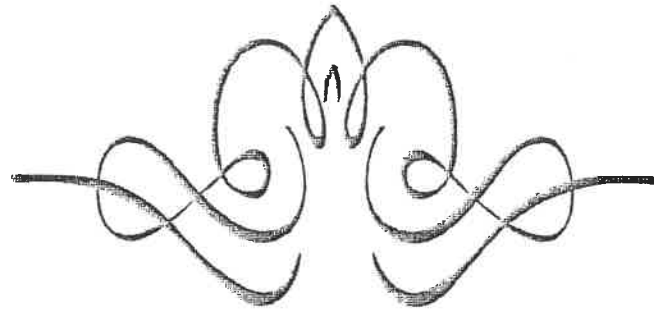
	Crushed Stone		
6214	1 1/2" Washed Ledge	TON	\$21.00
6223	1 1/2 - 2" Railroad Ballast	TON	\$31.50
6303	3/8" Crushed Ledge	TON	\$22.05
6306	1/2" Crushed Ledge	TON	\$20.80
6310	3/4" Crushed Ledge	TON	\$16.00

	Base Products		
6328	3/4" Crushed Stone Base	TON	\$13.75
6327	3/4" Cr. Stone Base Type A	TON	\$14.25
6331	1 1/2 - 2" Crushed Stone Base	TON	\$9.90
6342	1 1/2" Cr. Stone Base Type A	TON	\$13.65

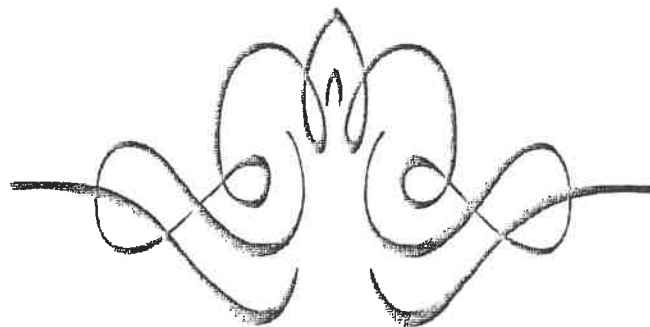
	Erosion / Rip-Rap		
6102	3 - 12" Erosion Stone	TON	\$21.85
6106	Shot Rock/Quarry Run	TON	\$21.00

	Sands/Fill		
6215	Washed Stone Dust	TON	\$18.65
6218	Dry Stone Dust	TON	\$7.00
7206	Washed Sand	TON	\$17.85
7307	Underdrain Sand	TON	\$15.00
7401	Screened Sand	TON	\$14.50
7409	Fill	TON	\$5.25

	Miscellaneous		
904/908	High Performance Cold Patch	TON	\$123.00
46002	Tack Coat (5 gallons)	Pail	\$60.00
6402	Salt & Sand Mix	TON	\$70.00



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

To: Laurie Smith

From: Michael Claus, Public Works Director *Mike W Claus*

Date: May 22, 2020

Re: Cape Porpoise Pier
Engineering and Construction Administration Recommendation

We received only 1 response to our Quality Based Selection Request for Proposals for Final Engineering and Construction Administration for the Cape Porpoise Pier. I sent the QBS proposal to 15 firms on the MaineDOT Minor Marine Facilities Prequalified list. I think the lack of response is because:

1. Consulting Firms are busy.
2. Short response period.
3. Firms feel disadvantaged when competing with the firm who completed the Preliminary Engineering Work.

I have reviewed the Baker Design Consultants Services and Cost proposals with Chris Mayo and we both think it is a good Services proposal and the Cost for Engineering Services is at a fair percentage.

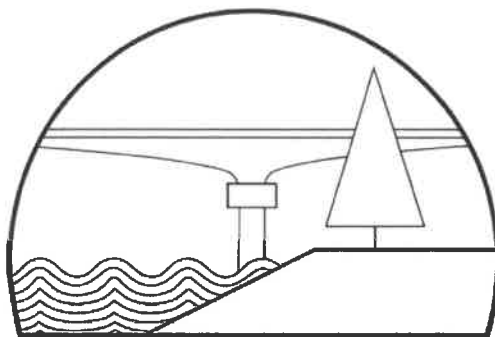
I recommend we award the Engineering and Construction Administration consulting services for Cape Porpoise Pier Reconstruction to Baker Design Consultants with a negotiated maximum fee based on their submitted Cost and Services Proposals.

ENGINEERING AND SURVEY SERVICES PROPOSAL
Final Design, Permitting, Construction Documents

Cape Porpoise Pier Reconstruction
Town of Kennebunkport, Maine



Birds Eye of Cape Porpoise Pier.



BAKER DESIGN CONSULTANTS
Civil, Marine, & Structural Engineering

Submitted By:

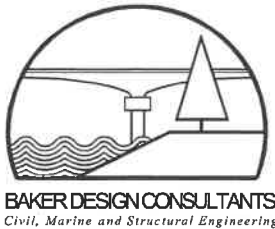
Barney Baker, PE, Principal
Baker Design Consultants
7 Spruce Road
Freeport, ME 04032-6202
Tel: 207-846-9724
b.baker@bakerdesignconsultants.com

Submitted To:

Laurie Smith-Town Manager
Town of Kennebunkport
PO Box 566
Kennebunkport, ME 04046

May 18, 2020

Add: 7 Spruce Road, Freeport, Maine 04032 Tel: (207) 846-9724



May 18, 2020

Laurie Smith-Town Manager
Town of Kennebunkport
PO Box 566
Kennebunkport, ME 04046

Subject: Firm Qualifications and Proposal for Engineering Services
Final Engineering and Construction Administration
Cape Porpoise Pier Reconstruction; Town of Kennebunkport, Maine

Dear Laurie,

I am pleased to submit Qualifications and a Proposal for Engineering Services from Baker Design Consultants (BDC) for the Cape Porpoise Town Pier. Our proposal follows the requested Scope of Services and also features our first-hand knowledge of the planning and concept design development that has taken place to date on this project. The fee estimate for these services is provided in a separate sealed envelope.

The key features of the Baker Design Consultants team that make us uniquely qualified to do this project are outlined below.

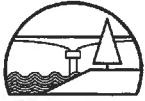
We know how important this facility is to Kennebunkport and the regional fishing industry. BDC recognizes that the value of seafood landings at the Cape Porpoise Harbor ranks third in the state and that the town pier provides waterfront access for more than 55 commercial fishermen from Kennebunkport and surrounding Towns.

We have the staff to complete the job. BDC has staff with expertise in planning, civil/site design, marine structures, coastal resiliency, environmental permitting, and construction management with a focus on waterfront design. If necessary, as part of the regulatory review process, we can also draw from a group of specialized environmental firms that we have worked with to address perceived environmental impacts.

We have expertise in municipal waterfront projects from Eastport to Kittery. BDC has built a reputation on a 20-plus year portfolio of successful municipal marine projects that provide commercial working waterfront infrastructure and public access along the Maine coast. Many of these projects have layouts and features that are similar to the concept design prepared for the Cape Porpoise Dock. In Kennebunkport, the firm were the project engineers for the recently completed Government Wharf rehabilitation.

All designs are tailored to the unique setting and exposure of each site. The work completed to date on the planning and concept development for the Cape Porpoise pier reconstruction have not only drawn from the extensive marine expertise of BDC staff, but from the input received from Town staff, Fisherman and other stakeholders in a series of workshops and public meetings.

Baker Design Consultants has a proven track record of successful grant funding opportunities for working and recreational waterfront. The design plans developed to date has matched construction



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

phasing with anticipated grant opportunities to package a successful project that allows the fishermen to continue to use the Cape Porpoise Pier for what will likely be a multi-year construction program.

Please let me know if you have any questions on this proposal and the information provided. We look forward this great opportunity to work with this Town on the project.

Sincerely,

BAKER DESIGN CONSULTANTS, Inc.

A handwritten signature in black ink, appearing to read "Barney Baker". The script is fluid and cursive, with the first name "Barney" being more prominent than the last name "Baker".

Barney Baker, PE

Principal

BJB

16-68

CC

Mike Claus- Kennebunkport Public Works Director

Chris Mayo- Cape Porpoise Harbor Master/Pier Manager



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

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Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

SCOPE OF SERVICES

This Scope of Work is presented in outline form with task items that correspond to the Scope of Services requested in the Town proposal request. Task Items may run concurrently to achieve the project schedule. The following key assumptions have been made.

- The concept design phase for the Town Dock is complete. This work is defined in a drawing set prepared by Baker Design Consultants. The work was presented at a Fishermans Public Forum on March 11, 2020 and is the basis for pending and future grant applications with Town matching funds.
- The proposal is based on a three-phase construction program that has been conceived to keep pace with Town funding and anticipated grant opportunities.

Task 1 -Finalize Engineering Design Plan and Grant Applications

The Preliminary Design Plan has been reviewed by local commercial fishermen and at a public hearing and comments made. These comments should be reviewed and taken into consideration in the final engineering work. The purpose of this task is to review and refine as necessary the preliminary design to serve as the basis for the final design.

1. Review the preliminary design, pier information, related documents and available information and meet with the Cape Porpoise Harbormaster and Town Staff involved in the project.
2. Work with the Town to obtain available grant funds from the State of Maine or stimulus funds from the United States Government.
3. Prepare a final design plan and cost estimate and review with Town Staff.
4. Meet with the Board of Selectmen to review the proposed final plan and cost estimate and to determine if any revisions should be made to the plan.

Task 2 -Permitting

This task involves obtaining all necessary local, state, and federal permits needed for the project including meeting with state and federal regulators if necessary. Permit Fees -An allowance of \$1500 is included with the budget estimate for permit application fees, statutory advertising and notifications, and printing of submittal documents. Costs will be passed on to the Town at cost.

1. Undertake a review of the benthic habitat and address any potential permitting issues with the environment impact of the pier reconstruction.
2. Assist the Town in obtaining a Maine DEP NRPA permit
3. Assist the Town in obtaining an Army Corps of Engineers permit
4. Prepare an application for a Town of Kennebunkport Site Plan approval and attend a public meeting of the Planning Board.



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

5. Prepare an application for a Kennebunk Flood Hazard Development Permit.

Permit Fees -An allowance of \$1500 is included with the budget estimate for permit application fees, statutory advertising and notifications, and printing of submittal documents. Costs will be passed on to the Town at cost.

Task 3 -Final Design

This task involves developing the final design drawings and specifications stamped by a licensed Maine Professional Engineer.

1. Revise the preliminary design drawings to address any feedback from fishermen and Town staff.
2. Prepare final design plans and engineer's cost estimate (90% review submittal). Review the final design and estimate with the Town Staff and the Board of Selectmen.
3. Submit the final design to MaineDOT for review.
4. Revise the final design to address any feedback from MaineDOT.
5. Prepare and submit the final design plans, cost estimate, and bid documents/book meeting Locally Administered Project standards to MaineDOT.

Task 4 -Bid Process

This task involves assisting the Town with the bidding of the project and selecting a contractor after the Town receives MaineDOT authorization to advertise the project.

1. Assist the Town in preparing and placing advertisements for bids.
2. Assist the Town in reviewing and evaluating bids and selecting a contractor to perform the work.

Task 5 -Construction Administration

This task involves providing administration and oversight during the construction of the project to assure that all work conforms to the plans and specifications and that documentation required by MaineDOT is prepared and submitted.

1. Organize, hold, and document a pre-construction meeting.
2. Establish quality control protocols and submissions with the contractor. Provide periodic on-site inspections of the work being performed.
3. Create and maintain records of the project meeting MaineDOT requirements. Prepare any needed change orders.
4. Prepare monthly progress payment requisitions.



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

Work Not Included in the current Scope of Services

Because of the level of development on site and based on a preapplication meeting with Maine DEP, the need for specialized environmental consultants is not anticipated at this time. Should the regulatory review process demand supplement surveys or site assessment, Baker Design Consultants can coordinate the extra services required.



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

TECHNICAL PROPOSAL

The Technical proposal is based on the Concept Design completed for the project that was provided with the RFP and the Scope of Services requested as outlined in the prior section.

As requested in the RFP, in the following sections we have included a description of the firm, contact information, recent experience and references for SHIP projects undertaken by the firm, Key personnel working on the project and a timeline for completion of the Tasks identified in the scope of services.

Understanding of the project

The Cape Porpoise Pier is owned and managed by the Town of Kennebunkport. Over 55 commercial fishing vessels use the facility which currently provides a 186-ft deep-water wharf face with three (3) separate hoists, dinghy landing floats, fuel, a refrigerated bait shed and parking. The landing also provides limited waterfront access for recreational boat moorings and visitors.

Working with Town staff, fishermen and stakeholders, Baker Design Consultants has developed a program of necessary repairs, upgrades and improvements that include the following elements that are the basis of the preliminary plans provided in Appendix B.

- Repair of the existing pier which has sections that are in poor condition.
- Expansion of the existing fixed pier and float system to meet the needs of the harbor commercial fishing fleet and recreational boaters.
- The addition of dedicated seasonal floats and an ADA gangway to serve transient recreational boaters that visit the harbor.
- Demolition and replacement of the existing building which is in poor structural condition. The structure comprises a bait shed, storage workshop and a Harbormaster/Pier Managers Office with floor level below the Base Flood Elevation. The new building will be a flood resilient, code compliant structure and energy efficient.
- Upgrading existing fuel, power, and lighting services. Adding sewer and water service to the pier.

To date a meeting was held with the Maine Department of Environmental Protection and Army Corps of Engineers and the Town planner to review the regulatory permitting requirements for the project. Project options were presented to obtain comments and feedback to minimize environmental impacts and to ensure compliance with land use and flood zone ordinances.

Funding of the project has been studied to determine the availability of grants and the necessary local matching funds. Meetings have been held with MaineDOT staff that sponsor/support Small Harbor Improvement Program (SHIP) and the federal Boating Infrastructure Grant (BIG) grant applications.

Based on work completed to date, the Cape Porpoise Pier Rehabilitation project will need to be a multi-phase project to accommodate available funding and to maintain a threshold level of facilities to sustain year-round fishing fleet during the work. To accommodate these requirements, the concept design drawings and the proposed budget are based on a construction program that includes the three (3) construction phases outlined below. Refer to the drawings provided in APPENDIX B.



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

PHASE I- TRANSIENT BOAT FACILITY (Refer to Sheet C-2i)

1. Widen pier sections with 42-in handrail on pier edge to segregate pedestrian recreational access from working waterfront areas.
2. Add 80-ft gangway that meets the requirements of the Americans with Disabilities Act (ADA).
3. Add 5 No. 10-ft x 20-ft seasonal floats to serve transient recreational boaters.
4. Decommission existing fuel tanks which are located below the 100-year flood.
5. Installation of a replacement fuel system that meets current fuel standards to serve commercial fisherman and transient boats that is located above the 100-year flood elevation.

PHASE 2- MAIN PIER REPAIR (Refer to Sheet C-2ii)

1. Modify existing bait shed to allow access for the renovation of the main pier.
2. Remove pier superstructure and set aside for reuse.
3. Reconstruct failing pier substructure.
4. Reinstall main superstructure framing and replace pier decking.

PHASE 3- MAIN PIER REPAIR (Refer to Sheet C-2iii)

1. Demolish existing Bait Shed.
2. construct new Bait Shed and Harbor Masters Office that meets current State and Municipal flood standards.
3. Complete site improvements that include utility additions and upgrades.

Description of Baker Design Consultants.

Baker Design Consultants (BDC) is a civil and structural engineering firm that specializes in waterfront work for federal, Maine and municipal clients from Eastport to Kittery. The range of firm expertise includes port facilities, bridges, coastal walkways, bulkheads, retaining walls, shorefront stabilization and waterfront planning. A Qualification package is in Appendix A. The firm website is <http://www.bakerdesignconsultants.com>.

Contact information for the person responsible for the proposal

Mr. Baker will serve as the project manager and Engineer of Record for the project, overseeing all engineering activities and participating in all client and public meetings. Mr. Baker will be the primary contact for the project. Contact information is provided below.

Barney Baker, PE
Baker Design Consultants



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

7 Spruce Road
Freeport, Maine 04032-6202
B.Baker@bakerdesignconsultants.com
phone.207.846.9724 cell 207.838.3636
<http://www.bakerdesignconsultants.com>

BDC similar project experience (Design/Permitting/Maine DOT-LAP and Federal Grants)

As noted in the Qualification package located in Appendix A, Baker Design Consultants has provided project management, design and permitting services to Federal, State, municipal, institutional, and private clients for more than 20 years. Recent construction ongoing or completed in 2019 and 2020 include the following projects and clients. The most recent Boating Infrastructure Grant (BIG) assisted project is also indicated.

Current- Fort Popham Pier Improvements; Town of Phippsburg; Amber Jones- Town Administrator; Land and Water Conservation Fund; DACF Submerged Lands Funding; SHIP Grant

Current- Mitchell Field Town Landing- Town of Harpswell; Kristi Eiane- Town Administrator; Maine Coastal Community Grant Funding and SHIP Grant

1998 to 2019 Falmouth Town Landing with Masterplan Upgrades-Town of Falmouth; Police Chief John Kilbride; multiple SHIP grants.

2019 Broad Cove Reserve Pier- Town of Cumberland- Town Manager Bill Shane; Maine Coastal Community Planning Grant; SHIP grant.

2019 Ram Island Ramp; University of New England; Alan Thibeault; Funded by the University.

2001 to 2019 Coastal Studies Center Pier with Sailing Program Additions- Bowdoin College; John Simoneau; Capital Projects Manager, Funded by the University.

2015- Kittery Point Yacht Yard Waterfront Improvements; Tom Allan; Owner; BIG Grant, SHIP Grant-

Qualifications of BDC staff assigned to work

Baker Design consultants is a multi-disciplined engineering firm that is well set up to provide the engineering services necessary to complete the Cape Porpoise Pier reconstruction project. BDC staff have the necessary experience and expertise in planning, permitting, design and construction administration. Resumes of key staff are provided in Appendix A. A brief accounting of roles and responsibilities on the project is provided below.

Barney Baker, P.E. – Project Manager/Engineer of Record/Principal

Barney Baker is the Principal Engineer and founder of Baker Design Consultants. In his over 30 years of experience he has designed and supervised projects that include site development, buildings, bridges, dams, bulkheads, retaining walls, revetments, waterfront structures, and site development. A portfolio of Maine



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

projects undertaken by Barney include work for public agencies, municipalities, and private clients. In addition to design services, this work often includes concept planning and facilitation for a cost-effective design, Masterplan development to serve long-term needs, grant writing to support project funding and local, state, and federal permitting to move projects to construction. He is a licensed Professional Engineer in Maine, a Maine DOT certified Local Project Administrator, and an active participant in numerous organizations and committees related to the Maine Waterfront.

Mr. Baker will continue in the capacity of Project Manager and Engineer of Record. He will provide structural engineering expertise and a high-level oversight and guidance to the project team through all stages of project development.

Spencer Hallowell, PhD, FE. –Structural Engineer

Dr. Hallowell earned his graduate degree in Civil Engineering from Bucknell University in 2010, his master's degree from the University of Colorado in 2011 and his PhD in Civil Engineering from Northeastern University in 2016. His doctorate dissertation and collaborative work has been published in journal publications and conference proceedings. Areas of specialty include site wind and wave hazard quantification and offshore structural analysis.

Dr. Hallowell will be assisting with design development, cost estimates, and report/construction document preparation.

Travis Pryor, LA LEED Planner

Mr. Pryor has two decades of design and project management experience in a wide variety of community revitalization and infrastructure projects for public, private, and institutional clients throughout the Northeast and Florida. He has been involved in all phases of project development, from master planning through public participation, design development, permitting, funding assistance and construction.

Mr. Pryor will assist with grant applications and project management.

Morgan Clements, FE. – Civil Engineer

Morgan Clements is a graduate of the University of Maine engineering program as has been with Baker Design Consultants since 2018. She fills the role of junior engineer involved in all aspects of project development on projects that include coastal stabilization, pier, bridge, and roadway design. Ms. Clements is very competent with CAD Civil 3D and land development modeling.

Ms. Clements will provide engineering support on the project.

Jessy Doyle, P.E. – CAD/GIS Technician



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

Jessy Doyle is responsible for maintenance of electronic files and GIS support mapping that is used to generate Auto CAD Civil 3D plans for the range of bridge, building, site, and waterfront projects undertaken by the firm.

In her capacity as CAD Technician she will support the project team with design development and project modeling to support accurate, informed, and efficient project drawings and documentation.

Subconsultants used for the project.

Subconsultants used to date on the project include Little River Land Survey of Lisbon Maine for topographic and bathymetric survey and RW Gillespie of Biddeford, Maine for a geotechnical investigation. An Allowance has been provided in the cost proposal to these firms as needed for construction phase layout (Little River Land Survey) and final design review (RW Gillespie). Their final scope of this work will be finalized once the construction program has been finalized.

On the Kennebunkport Government Wharf project, BDC retained WH Demmons (refrigeration system design) and Bennett Engineering for Mechanical Electrical support for the building. These services are currently presented as an Allowance with the final scope of work tailored to building type and equipment selection.

In addition, Baker Design Consultants will draw on expertise of Vendors and Suppliers for specialized equipment that includes the fuel system, Lighting, refrigeration, and active flood control vents.



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

References for Baker Design Consultants

A comprehensive list of projects and clients is provided in Appendix A. Three client references that can speak to work with a similar scope to that required for the Cape Porpoise Pier project are provided below.



Steve Johnson, P.E.
Town Engineer
Town of Yarmouth
200 Main Street
Yarmouth, Maine 04096
(207) 846-2401
sjohnson@yarmouth.me.us

Representative Projects:

Elm Street Pedestrian Bridge,
Memorial Library Site Design,
Davis Landing Bridge, 2019
Bridge Inventory & Inspection,
Madeleine Point Landing; Town
Landing Masterplan, US Route 1
Underpass. Waterfront
Masterplan



Nathan Poore,
Town Manager.
Town of Falmouth
271 Falmouth Road
Falmouth, Maine 04105
(207) 781 5253
npoore@town.falmouth.me.us

Representative Projects:

Falmouth Town Landing, Boat
ramp, Pier & Float System
expansion, Riverpoint Bridge
Replacement, Underwood
Drainage Outfall and Coastal
Embankment Stabilization



Laurie Smith
Town/City Manager
Formerly-Boothbay Harbor,
Auburn, Damariscotta,
Current- Kennebunkport
6 Elm Street
Kennebunkport, ME 04046
207-967-1606
lsmith@kennebunkportme.gov

Representative Projects:

Boothbay Harbor Mooring Plan,
Auburn Riverwalk, Damariscotta
Town Commercial Pier
Replacement, Government Wharf
Reconstruction. Cape Porpoise
Pier Rehabilitation



Cape Porpoise Pier Reconstruction- Final Engineering and Construction Administration Services
Town of Kennebunkport, Maine

Project Timeline and Funding

The project timeline for construction the Cape Porpoise project is largely dependent on available project grant funding and the need to keep the facility operational during construction. This is anticipated to result in a project that will be constructed in phases. The following dates may need to be revised to meet grant funding opportunities and requirements. Fiscal years indicated for grants

2021 \$100,000 SHIP Grant

June 2020	Start Final Design and Permitting for all Phases of the project
July 2020	Submit Project Permits
Aug 2020	Apply for BIG Tier II Grant
Oct 2020	Obtain Project Permits
Feb 2021	Complete Final Design and Phasing Program
Mar 2021	Phase I Bid Documents to MDOT for authorization

2022 \$567,500 BIG Grant

Jul 2021	Bid Phase I Construction
Dec 2021	Start Construction Phase I
May 2022	Complete Construction Phase I

2023 \$250,000 SHIP Grant

Jul 2022-	Bid Phase II Construction
Dec 2022-	Start Construction Phase II
May 2023-	Complete Construction Phase II

2024 \$250,000 SHIP Grant

Jul 2023-	Bid Phase III Construction
Dec 2023-	Start Construction Phase III
May 2024-	Complete Construction Phase III

Cost Proposal

As required in the Request for Proposal, the cost proposal is provided in a separate envelope.

The Proposal as based on direct salary cost, overhead and fixed profit in accordance with MaineDOT procedures. The Cost Proposal includes a breakdown of the estimated hours to be spent on each task in the Scope of Services by each employee assigned to the project and the total estimated number of hours.

The proposal provides actual 2020 hourly pay rates for each employee that have been prorated for future years of the project. The firm's overhead rate is the same as has been used for recent Locally Administered Projects with other Maine municipalities. The applied profit factor does not exceed ten percent (10%).



Mitchell Field Town Dock- Final Design, Permitting, Construction Documents
Town of Harpswell, Maine

APPENDIX A General Qualifications, Resumes & Representative Projects





GENERAL QUALIFICATIONS

GENERAL QUALIFICATIONS

MISSION STATEMENT

Baker Design Consultants is a firm dedicated to providing planning and design services to clients and communities on projects that make our infrastructure safer and on programs that encourage access to ocean, estuary, river, lake, and wilderness recreational resources in an economic, safe, and environmentally responsible manner.

SMALL FIRM WITH TRACK RECORD

Established in 1996, Baker Design Consultants Inc. has remained a small engineering firm with a select listing of projects and clients. The firm has an extensive portfolio of civil, marine, and structural engineering design projects that include buildings, bridges, dams, waterfront improvements, and site development.

CLIENT/COMMUNITY PARTNERSHIP

Baker Design Consultants will establish the short and long-term goals of each project through client workshops and public participation. Early identification of program expectations and design requirements will establish a realistic program budget.

Under the guidance of Barney Baker PE, cost effective technical designs are provided for each community that consider potential grant sources, environmental constraints, construction schedule, and long-term maintenance and safety.

TEAM TAILORED TO PROJECT NEEDS

With Federal, State, and Local regulations for design, environmental impact, and accessibility constantly being updated and expanded, consultant service requirements for engineering projects have become increasingly complex and costly. Baker Design Consultants has countered this trend by remaining a small versatile shop with the ability to supplement expertise from an extensive portfolio of specialized Subconsultants in the region. The resulting Project Team is tailored to meet the needs of the client efficiently and economically.

TOOLS FOR THE JOB

The firm has state of the art project management and design software, drafting (AutoCAD Infrastructure Design Suite 2018) and color plotting capabilities to support the technical and graphic demands of any project.

PLANNING

Waterfront

Masterplans

Space Planning

Site Development

Bridge Inspection

Ferry Operations

PERMITTING

Local, State,
Federal

Flood Hazard
Development

DESIGN

Bridges &
Highway
Approaches

Beach
Nourishment

Buildings

Coastal
Protection

Dams, Water
Retaining
Structures

Embankment
Stabilization

Parks, Boat
Launch Sites

Parking and
Shoreside
Infrastructure

Piers, Docks,
Wharves

Travel Lifts,
Marinas

PROJECT ECONOMICS

Grant Application
Support

Life Cycle
Analysis

CONSTRUCTION ADMINISTRATION

GENERAL QUALIFICATIONS CONTINUED

PROJECTS SPEAK FOR THEMSELVES

Our clients include the organizations below.

Architech	CLIENTS
Anderson Landscaping	
Barton and Gingold	Architects
Bowdoin College	
Buell Heminway and Associates	
Bureau of General Services	
By Design	
Chicks Marina	
City of Auburn	Contractors
City of Belfast	
City of Portland	
Custom Float Services	
Deluca Hoffman Associates	
Dirigo Management Company	
Doanes Wharf Project	Commercial
Earle Noyes & Sons	Businesses
Earthscapes Limited	
Eastern Maine Development Corporation	
Eider Construction	
Even Keel Marine Specialties	
Federal Aviation Administration	Developers
First Congregational Church of Gray	
Florida Power and Light	
Fore River Dock and Dredge, Inc.	
RW Gillespie and Associates	Engineers
Harding ESE	
Harraseeket Yacht Club	
HB Fleming	
Lower Falls Landing Associates	Federal Agencies
Maine Department of Conservation	
Maine Department of Corrections	
Maine Department of Economic and Community Development	
Maine Department of Inland Fisheries and Wildlife	Home Owners
Maine Department of Marine Resources	
Maine Department of Transportation	
Maine-ly Hydroponics	
Maine Maritime Academy	
Maine Municipal Association	Island
New England Organics	Corporations
Portland Yacht Services	
Prouts Neck Bathing Club	
Richardson & Associates	
Scott Vogel Contracting	Marketing
Southern Maine Community College	Analysts
S W Cole Engineering	
Tacoma Lakes Association	
Terrence J. DeWan & Associates	
Tuchenhagen-Zajac	Non-profit
TY Lin International	Organizations
Town of Boothbay	
Town of Boothbay Harbor	
Town of Castine	
Town of Chebeague Island	
Town of Cumberland	Regional
Town of Durham	Development
Town of Falmouth	Corporations
Town of Kennebunk	
Town of Kennebunkport	
Town of Kittery	
Town of Harpswell	Schools, Colleges
Town of Long Island	& Universities
Town of Machiasport	
Town of Northport	
Town of Scarborough	
Town of Stonington	
Town of Tremont	State Agencies
Town of Wiscasset	
Town of Yarmouth	
Town of York	
Turners Island LLC	Towns, Cities,
Washington County Community College	Utilities
Wright-Pierce	
WH Shurtleff Company	
Yankee Marina & Boatyard	
Yarmouth Boat Yard	
University of Maine, Ira C Darling Center	
University of New England	

BARNEY J. BAKER PE

1996 to Present Baker Design Consultants, Inc. -Freeport, Maine

Mr. Baker established Baker Design Consultants, Inc. in 1996 to serve the civil and structural engineering needs of public and private clients in the region. In more than 25 years as a practicing professional engineer, he has designed and supervised projects that include site development, buildings, bridges, dams, river walks, and waterfront facilities.

A portfolio of Maine projects undertaken by Mr. Baker includes work for public agencies, municipalities and private clients. In addition to design services, this work often includes concept planning and facilitation for a cost-effective design, Masterplan development to serve long-term needs, grant writing to support project funding and local, state and federal permitting to move projects to construction.

In his capacity as principal and chief engineer, Mr. Baker personally supervises all projects undertaken by the firm.

1985 T.Y. Lin International -Falmouth, Maine

In his tenure with this internationally renowned company specializing in transportation structures, Mr. Baker's responsibilities progressed to that of Senior Structural Engineer and Project Manager for the Maine office. In this capacity, he supervised planning, permitting, design, and construction administration for transportation structures and waterfront projects undertaken in the region.

Bridge projects included highway, rail, and pedestrian structures for federal, state and municipal clients in the region. Structure types comprised prefabricated arches, multi-plate culverts, rigid frames, single and multiple span bridges, and access walkways.

Building projects undertaken by Mr. Baker included a precast concrete parking garage, municipal treatment plant buildings and tankage, fire stations, hatcheries, and public works facilities.

1980 WA Fairhurst and Partners -Edinburgh, Scotland

Mr. Baker worked as team project structural engineer on a variety of bridge, roadway and historic building rehabilitation projects.

REGISTRATIONS

Licensed
Professional
Engineer in the
State of Maine
(5737)

CERTIFICATIONS

MaineDOT Level II
Local Project
Certification

PROFESSIONAL ACTIVITIES:

Member:
American Society
of Civil Engineers

Consulting
Engineers of
Maine

Friends of Casco
Bay

Maine Better
Transportation
Association

Maine Island
Trails

Structural
Engineering
Association of
Maine

Island Institute

ACADEMIC ACHIEVEMENTS:

BS (Hon) Civil
Engineering,
University of
Edinburgh,
Scotland, 1980

Thesis: Fabric in
Reinforced Earth

TRAVIS J. PRYOR, LA / LEED-AP / PLANNER

2019 to Present Baker Design Consultants, Inc. - Freeport, Maine

Mr. Pryor utilizes his training in landscape architecture, community planning and environmental engineering towards the development of sustainable, context sensitive project outcomes for a wide variety of infrastructure and development projects. He is also an accredited professional under the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED).

Travis has two decades of design and project management experience in a wide variety of community revitalization and infrastructure projects for public, private and institutional clients throughout the Northeast and Florida. He has been involved in all phases of project development, from master planning through public participation, design development, permitting, funding assistance and construction.

As a senior project manager, Mr. Pryor supervises many project types and leads land use and community planning efforts by the firm.

2004 to 2019 Wright-Pierce -Topsham & Portland, Maine

In his tenure with Wright-Pierce, a leading engineering firm focused on municipal infrastructure projects, Mr. Pryor served as the Land Use Planning and Community Revitalization practice group leader. In this role, he oversaw a team of planners, landscape architects and civil engineers that led Wright-Pierce's award-winning community revitalization efforts, in collaboration with the company's other core Water, Wastewater and Civil Infrastructure focus areas.

His project experience focused on downtown revitalization, parks, recreation and open space systems, waterfront development, coastal resiliency, bicycle and pedestrian systems and site development projects.

2002 to 2004 Orcutt Associates -Yarmouth, Maine

Travis began his professional design career at Orcutt Associates, a small architecture company formed by prior Sasaki Associates leadership staff. His work included design support for municipal, residential, commercial and institutional / university clients including several YMCA facilities and the federal border crossing station between the United States and Canada in Jackman, Maine.

REGISTRATIONS

Licensed
Landscape
Architect

Maine (3290)

New Hampshire
(103)

Rhode Island
(471)

CERTIFICATIONS

USGBC LEED
Accredited
Professional

MaineDOT Local
Project Admin.

10-Hour
Occupational
Health & Safety
Administration

Exterior Computer
Lighting
Calculations

PROFESSIONAL ACTIVITIES:

Member:

Maine Society of
Landscape
Architects

Maine Association
of Planners

GrowSmart Maine

Freeport
Conservation
Trust (Board of
Directors)

ME Beaches Conf.
(Presenter)

ACADEMIC ACHIEVEMENTS:

BS, Landscape
Architecture,
Virginia
Polytechnic
Institute & State
University, 2001

SPENCER T. HALLOWELL, PHD, EI

2019 to Present Baker Design Consultants, Inc. -Freeport, Maine

Dr. Hallowell joined Baker Design Consultants as a structural engineer in May of 2019. In his time at Baker Design Consultants he has gained experience in a variety of areas, including steel, glulam, and aluminum bridge design, analysis, and project management.

Engineering Consultant and

2018-2019 Adjunct Professor -West Bath, ME

After moving back to his hometown in Maine, Dr. Hallowell consulted in private industry while teaching an online course at the University of Massachusetts Amherst. He consulted for various aquaculture projects, including kelp, mussel and salmon farms. His work with the mussel farms was published in the OMAE 2019 Conference Proceedings. He is the lead instructor for MIE/CEE 597WT: Simulating Wind Turbines Using FAST.

2016-2018 Postdoctoral Fellow, -Amherst, MA

During his postdoctoral appointment, Dr. Hallowell researched the reliability of multiline anchors for floating offshore wind turbines and investigated the breaking wave hazard and exposure of offshore wind turbines. He was the lead author on numerous journal publications and gave presentations in multiple conferences and seminars.

2012-2016 Research Fellow, -Amherst, MA

Dr. Hallowell earned his PhD from Northeastern University, where his dissertation was focused on *Hurricane Hazard of Offshore Wind Turbines on the U.S. Atlantic Coast*. His dissertation work included wind and wave hazard quantification, dynamic structural analysis of offshore wind turbines, and the development of fragility functions for steel tube sections. Results from his dissertation have been published in journal publications and conference proceedings.

REGISTRATIONS

Engineer in
Training in Maine
and Pennsylvania

PROFESSIONAL ACTIVITIES:

Member:

StEER: Structural
Extreme Events
Reconnaissance
Member

Maine GIS Users
Group

Structural
Engineering
Association of
Maine

ACADEMIC ACHIEVEMENTS:

PhD, Civil
Engineering,
Northeastern
University, 2016

MS, Civil
Engineering,
University of
Colorado, 2011

BS, Civil
Engineering,
Bucknell
University, 2010

MORGAN M. CLEMENTS, EI

2018 to Present Baker Design Consultants, Inc. – Freeport, Maine

Ms. Clements joined Baker Design Consultants (BDC) as a graduate engineer in January of 2018. At Baker Design Consultants, she has worked on a wide range of projects that include coastal resiliency planning, site development, and coastal structure design. Ms. Clements works on design development, technical drafting, permitting, and construction oversight for various project types at BDC.

REGISTRATIONS

Engineer in
Training in the
State of Maine

CERTIFICATIONS

MaineDOT Local
Project
Administrator

PROFESSIONAL ACTIVITIES:

Member:

American Society
of Civil Engineers

Association of
State Flood Plain
Managers

ACADEMIC ACHIEVEMENTS:

BS Civil
Engineering,
University of
Maine, 2017

2013 to 2017 University of Maine – Orono, Maine

During her time at the University of Maine, Ms. Clements majored in civil engineering and took specialty coursework in geotechnical engineering, roadway design and hydrology. She was project manager for her Senior Capstone team and was involved in the American Society of Civil Engineers Student Chapter as the Outreach & Service Project Chairperson.

Ms. Clements also worked as a Laboratory Assistant on campus assisting a professor with his research on concrete. Her work was mainly in analyzing concrete cross sections using programs such as Matla. She learned the basics of laboratory procedures, including maintaining a laboratory record of procedures and analysis outcomes.

2016 T.Y. Lin International – Falmouth, Maine

At her summer internship as a General Inspector with T.Y. Lin International, Ms. Clements assisted field engineers and oversaw Maine Department of Transportation projects throughout the state of Maine. She worked primarily on paving projects, helping to hold all work up to DOT standards. Here, she gained significant knowledge of how construction is executed within a government project.

JESSY L. DOYLE, CAD/GIS TECHNICIAN

2019 to Present Baker Design Consultants, Inc. – Freeport, Maine

Ms. Doyle is a designer, joining Baker Design Consultants as a CAD/GIS Technician. Jessy is responsible for maintenance of electronic files and GIS support mapping that is used to generate Auto CAD Civil 3D plans for the range of bridge, building, site and waterfront projects undertaken by the firm.

In her capacity as Cad Technician she will support the project team with design development and project modeling to support accurate, informed and efficient project development.

PROFESSIONAL ACTIVITIES:

Member:
American Society
of Civil Engineers

ACADEMIC ACHIEVEMENTS:

A.S. Architectural
and Engineering
Design, Southern
Maine Community
College, 2017

2018-2019 General Dynamics Bath Iron Works – Bath, Maine

At General Dynamics' Bath Iron Works, Ms. Doyle worked as a designer creating and modify existing structures and foundations associated with Naval Ship fabrication and erection including the DDG-51. She is proficient in CATIA, a 3D Modeling software, as well as drafting through CATIA and AutoCAD.

2015-2017 Southern Maine Community College– South Portland, Maine

During her time at Southern Maine's Community College, Jessy received an Associates in Science with a focus in Architectural and Engineering Design. Throughout her time with SMCC, she became well-versed in efficient 3D design and 2D drafting techniques as well as working with various design programs including but not limited to; AutoCAD, SOLIDWORKS, Autodesk 3ds Max, ArcGIS. Her projects ranged from residential and commercial building creations to mechanical and industrial designs.



Mitchell Field Town Dock- Final Design, Permitting, Construction Documents
Town of Harpswell, Maine

APPENDIX B Preliminary Project Plans

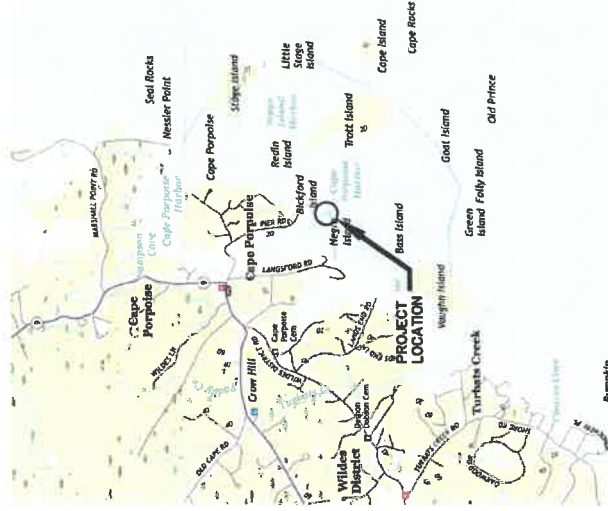
- G-1 Cover Sheet
- G-2 Notes and Schedules
- C-1 Existing Conditions
- C-2 Proposed Site Plan
- C-2i Phase 1- Transient Boat Facility
- C-2ii Phase 2- Main Pier Repair
- C-2iii Phase 3- Bait Shed Reconstruction
- B-1 Building Elevations
- B-2 Building Floor Plans

TOWN OF KENNEBUNKPORT

CAPE PORPOISE PIER REHABILITATION

KENNEBUNKPORT, MAINE

PROJECT NO. 16-68

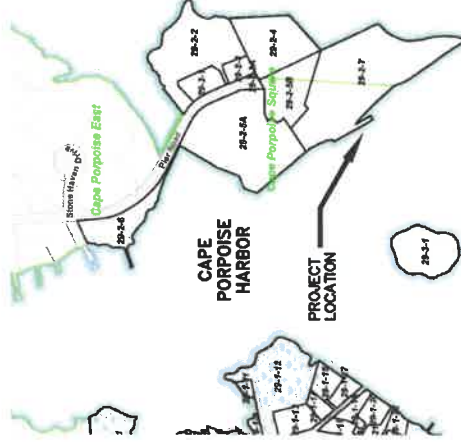


river Point

USGS LOCATION MAP

INDEX OF SHEETS

DESCRIPTION	COVER SHEET
EXISTING CONDITIONS	0-1
PROPOSED SITE PLAN	0-2
PHASE 1 - BAY FILL	0-3
PHASE 2 - BAY FILL	0-4
PHASE 3 - BAY FILL	0-5
BUILDING ELEVATIONS	0-6
BUILDING FLOOR PLANS	0-7
BUILDING SECTION	0-8



NOT FOR CONSTRUCTION

PRELIMINARY
FOR REVIEW ONLY

TAX MAP: 29

PROJECT: CAPE PORPOISE PIER REHABILITATION		TOWN OF KENNEBUNKPORT, MAINE	
DATE: JAN 2020	CONTRACT NO. 16-68	SHEET NO. REV. 16-68	
DESIGNED BY: JLD		DRAWN BY: JLD	
CHECKED BY: JLD		AS SHOWN: JLD	
NO. 1		NO. 2	
NO. 3		NO. 4	
NO. 5		NO. 6	
NO. 7		NO. 8	
NO. 9		NO. 10	
NO. 11		NO. 12	
NO. 13		NO. 14	
NO. 15		NO. 16	
NO. 17		NO. 18	
NO. 19		NO. 20	
NO. 21		NO. 22	
NO. 23		NO. 24	
NO. 25		NO. 26	
NO. 27		NO. 28	
NO. 29		NO. 30	
NO. 31		NO. 32	
NO. 33		NO. 34	
NO. 35		NO. 36	
NO. 37		NO. 38	
NO. 39		NO. 40	
NO. 41		NO. 42	
NO. 43		NO. 44	
NO. 45		NO. 46	
NO. 47		NO. 48	
NO. 49		NO. 50	
NO. 51		NO. 52	
NO. 53		NO. 54	
NO. 55		NO. 56	
NO. 57		NO. 58	
NO. 59		NO. 60	
NO. 61		NO. 62	
NO. 63		NO. 64	
NO. 65		NO. 66	
NO. 67		NO. 68	
NO. 69		NO. 70	
NO. 71		NO. 72	
NO. 73		NO. 74	
NO. 75		NO. 76	
NO. 77		NO. 78	
NO. 79		NO. 80	
NO. 81		NO. 82	
NO. 83		NO. 84	
NO. 85		NO. 86	
NO. 87		NO. 88	
NO. 89		NO. 90	
NO. 91		NO. 92	
NO. 93		NO. 94	
NO. 95		NO. 96	
NO. 97		NO. 98	
NO. 99		NO. 100	

BAKER DESIGN CONSULTANTS

Civil, Marine, and Structural Engineering

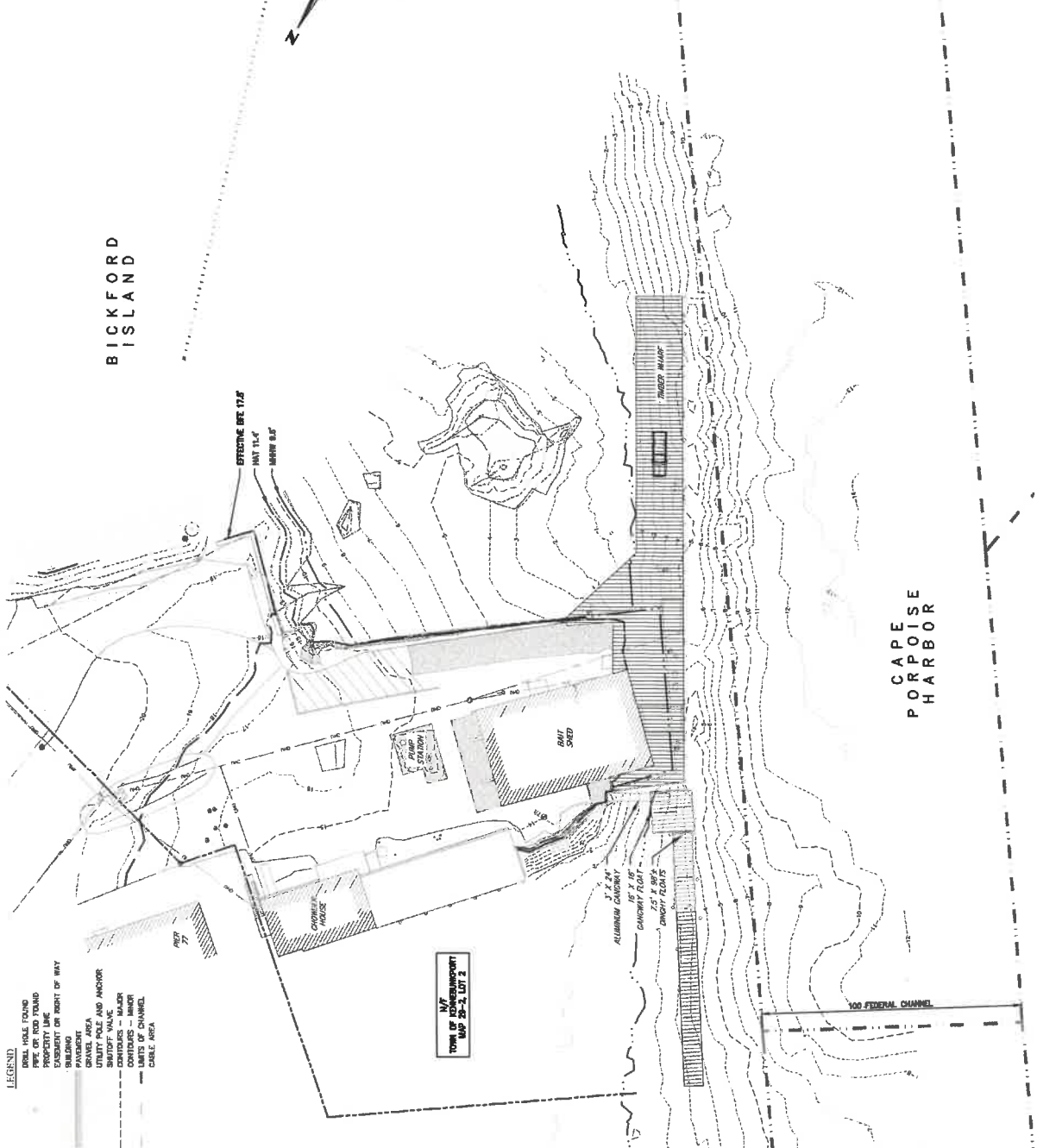
7 Source Road • Freeport • Maine • 04032 • 207-546-9724 • info@bakerdesign.com



SECTION OF NOAA CHART 13286:
CAPE ELIZABETH TO PORTSMOUTH
CAPE PORPOISE HARBOR INSET

SURVEYOR'S NOTES:

1. RECORD OWNER, THE INHABITANTS OF THE TOWN OF KENNEBUNKPORT, NEW HAMPSHIRE, DEED BOOK 2162, PAGE 2, DATED FEBRUARY 4, 1883, THE PROPERTY LINES SHOWN HEREON ARE BASED SOLELY ON SAID DEED. NO OTHER RECORDS OF THE PROPERTY LINES OF THIS PROJECT HAVE BEEN LOCATED.
2. MEASUREMENTS ARE REFERENCED TO THE STATE PLANE COORDINATE SYSTEM OF 1983. MAINE ZONE 18, AS DETERMINED BY STATIC-GNSS OBSERVATION WITH POST PROCESSING BY THE NATIONAL GEODETIC SURVEY ONLINE POSITIONING SERVICE.
3. ELEVATIONS WERE ORIGINALLY DETERMINED IN REFERENCE TO THE STATE PLANE VERTICAL DATUM OF 1988 (NAVD83) AS DETERMINED BY STATIC GNSS OBSERVATION AND POST PROCESSING WITH THE NATIONAL GEODETIC SURVEY ONLINE POSITIONING SERVICE. ELEVATIONS WERE SUBSEQUENTLY CONVERSION TO THE MEAN LOW WATER DATUM (MLWD) AS DESCRIBED IN GENERAL NOTE 3 ON A PLAN DATED 1997 BY THE U.S. ARMY CORP OF ENGINEERS NEW ENGLAND DISTRICT OFFICE. THE 1988 DATUM OF 1988 (NAVD83) FOOT ANCHORAGE WAS DATED JULY 22, 2015 BY THE U.S. ARMY CORP OF ENGINEERS NEW ENGLAND DISTRICT OFFICE.
4. THE HIGHEST MEAN LOW ELEVATION (HANT) OF 11.4 FEET IN MLLW WAS SHOWN FROM THE TIDES TALLIES PUBLISHED BY THE MAINE DEPARTMENT OF MARINE AND FISHERIES. THE HIGHEST MEAN LOW ELEVATION WAS NOT BEEN CLEARLY IDENTIFIED.
5. A PORTION OF THE PROJECT AREA IS SHOWN IN A SPECIAL FLOOD HAZARD ACTION ZONE (SFAZ) ZONE WITH VELOCITY HAZARD WAVE AS DETERMINED BY BASE FLOOD ELEVATIONS AND FLOOD HAZARD FACTORS DETERMINED ON THE FLOOD INSURANCE RATE MAP FOR THE TOWN OF KENNEBUNKPORT, NEW HAMPSHIRE, DATED APRIL 14, 2017. THE EFFECTIVE DATE OF APRIL 14, 1983, THE BASE FLOOD ELEVATION OF 13 FEET IN NAVD83 SHOWN THEREON IS EFFECTIVELY THE SAME AS AN ELEVATION OF 11 FEET IN MLLW. THE PROJECT IN NAVD83 IN 1983 AND 1/2 IN MLLW. THE ELEVATION IS DELETED HEREON.
6. A PORTION OF THE PROJECT AREA IS SHOWN IN A SPECIAL FLOOD HAZARD ACTION ZONE VELOCITY HAZARD WAVE WITH VELOCITY HAZARD WAVE INSURANCE RATE MAP FOR THE TOWN OF KENNEBUNKPORT, NEW HAMPSHIRE, DATED APRIL 14, 2017. THE BASE FLOOD ELEVATION OF 13 FEET IN NAVD83 SHOWN THEREON IS EFFECTIVELY THE SAME AS AN ELEVATION OF 11 FEET IN MLLW. THE PROJECT IN NAVD83 IN 1983 AND 1/2 IN MLLW. THE ELEVATION IS DELETED HEREON.
7. THE MEAN HIGHER LOW WATER (MHW) ELEVATION OF 9.8 FEET IN THE MLLW DATUM WAS DERIVED FROM THE VERTICAL DATUM TRANSLATION UTILITY OF THE NATIONAL GEODETIC SURVEY. THE MEAN HIGHER LOW WATER WAS USED FOR COAST SURVEY AND CENTER FOR OPERATIONAL OCEANOGRAPHIC PRODUCTS AND SERVICES.
8. BATHYMETRIC DATA WAS ACQUIRED BY USE OF SONAR SINGLE BEAM ECHOSOUNDING WITH A CHIRP-180 SONAR. THE SONAR DATA WAS STORED IN AN ALLEGRA CSV DATA COLLECTION.



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PRELIMINARY
FOR REVIEW ONLY[illegible]

SHEET TITLE:

020	NO.	REV.
	1B	B

PRELIMINARY
FOR REVIEW ONLY

Age Group	Total (%)	Female (%)	Male (%)	Unknown (%)
0-10	55	0	0	0
11-20	55	10	10	10
21-30	55	20	20	20
31-40	55	30	30	30
41-50	55	40	40	40
51-60	55	50	50	50
61-70	55	60	60	60

BICKFORD ISLAND

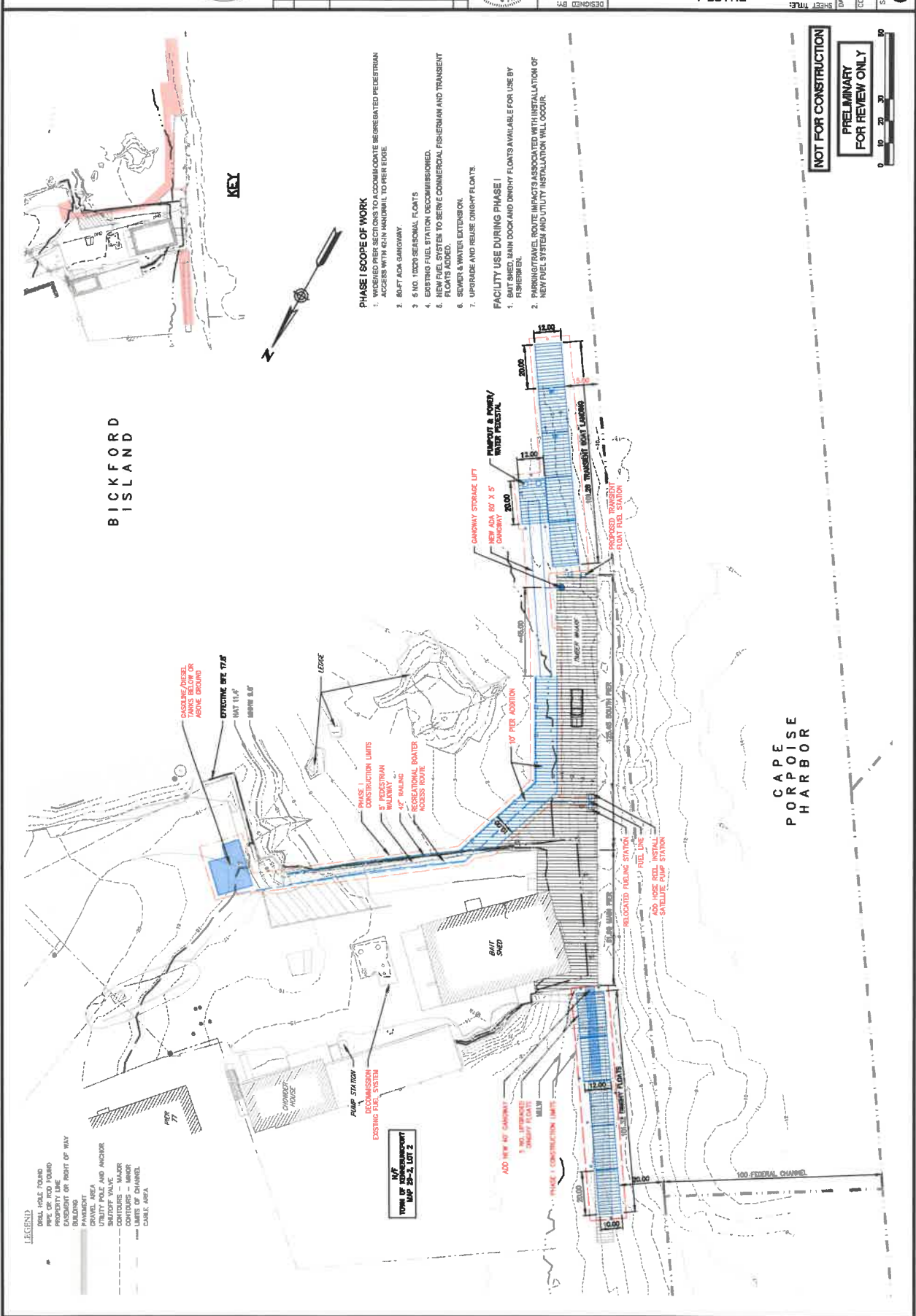
CAPE
POISE
HARBOR

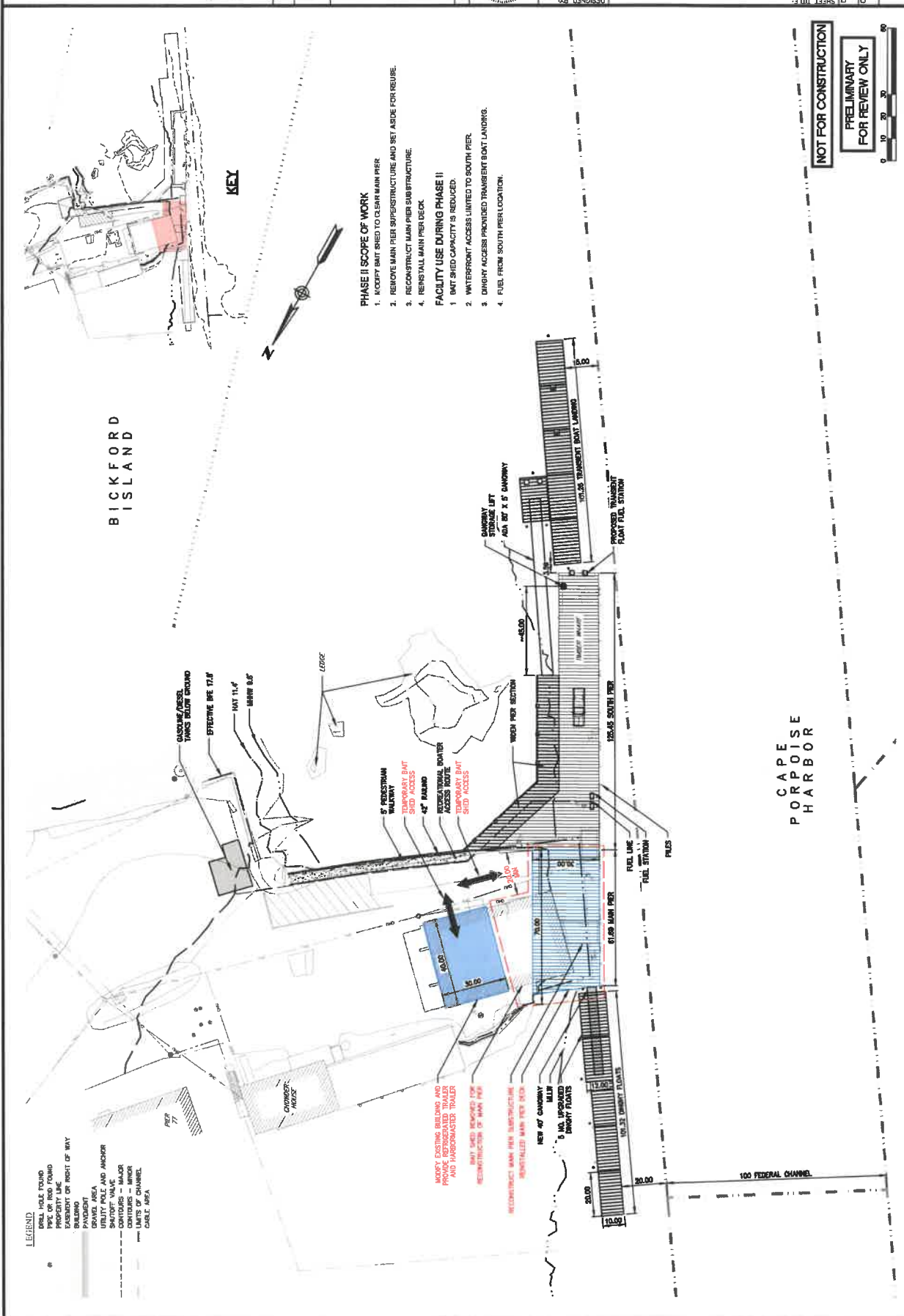
NEW UTILITIES

ALL MONITORING FROM PIER MANAGERS OFFICE WHERE APPLICABLE.

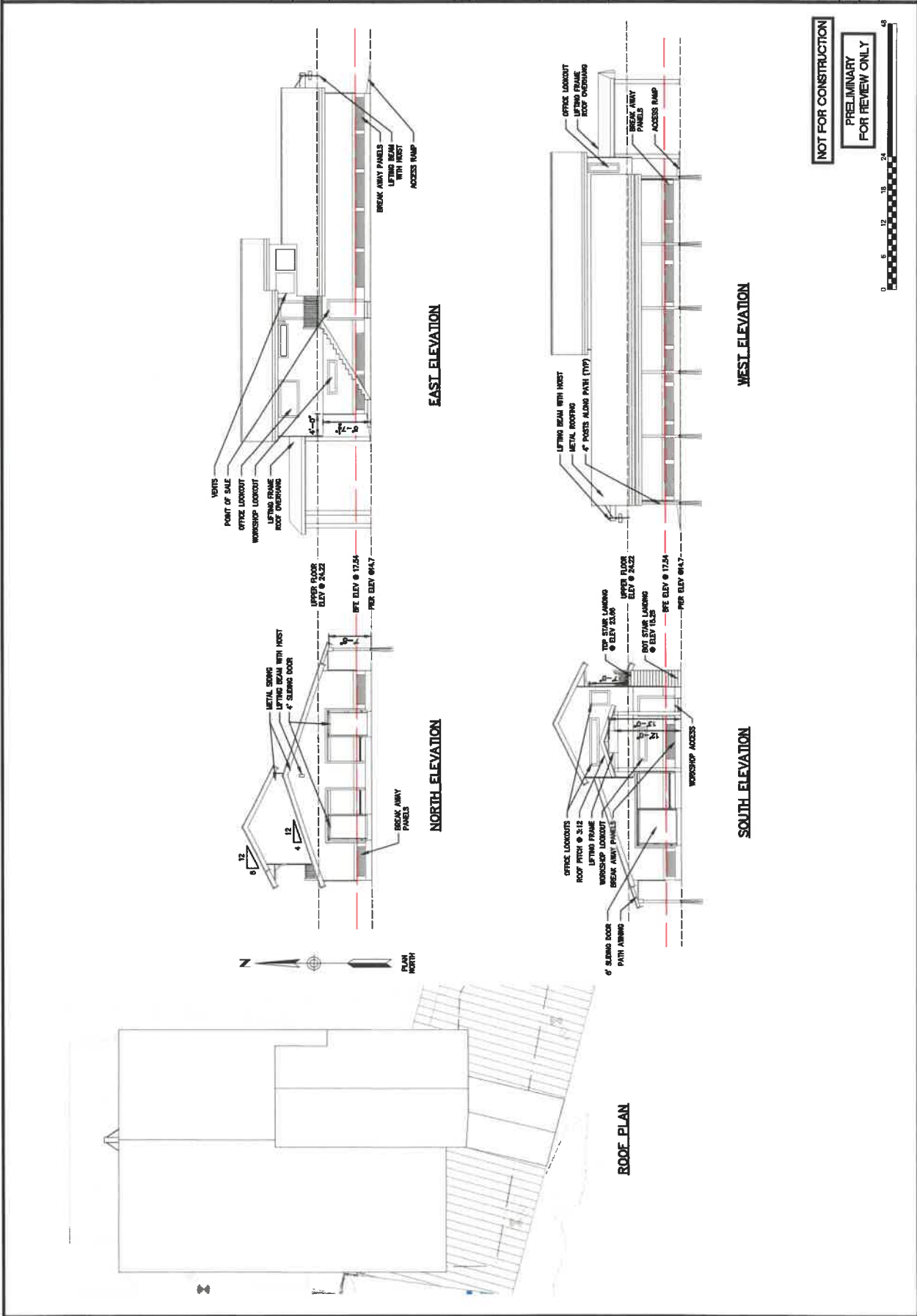
1. UNDERGROUND SERVICE - PAXE TO BATHS/NEED/PAINTED TO PIER
UNDERGROUND CABLE - PHONE
2. YEAR-ROUND WATER SERVICE - PIER77 TO BAIT SHED.
3. BATTERY SEWER- EXISTING RAMP PUMP STATION AT CHONDER HOUSE
-FORWARD FROM BIG SEASONAL FLOW RAINPOUT
4. SEASONAL WATER SERVICE - MOUNTED BELOW PIER.
BAPT SHED TO MAIN PIER.
BAPT SHED TO BIG FLATS
5. FUEL SYSTEM - TANK TO PIER DISPENSERS
DOUBLE WALL DRIBBL AND GASOLINE.
6. PIER POWER SERVICE.
-HOT SPRING
-BIG PIER/STAL SERVICE (30 AMP)

N/F
TOWN OF KENZESPORT
MAR 20 2 10Z '9



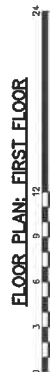
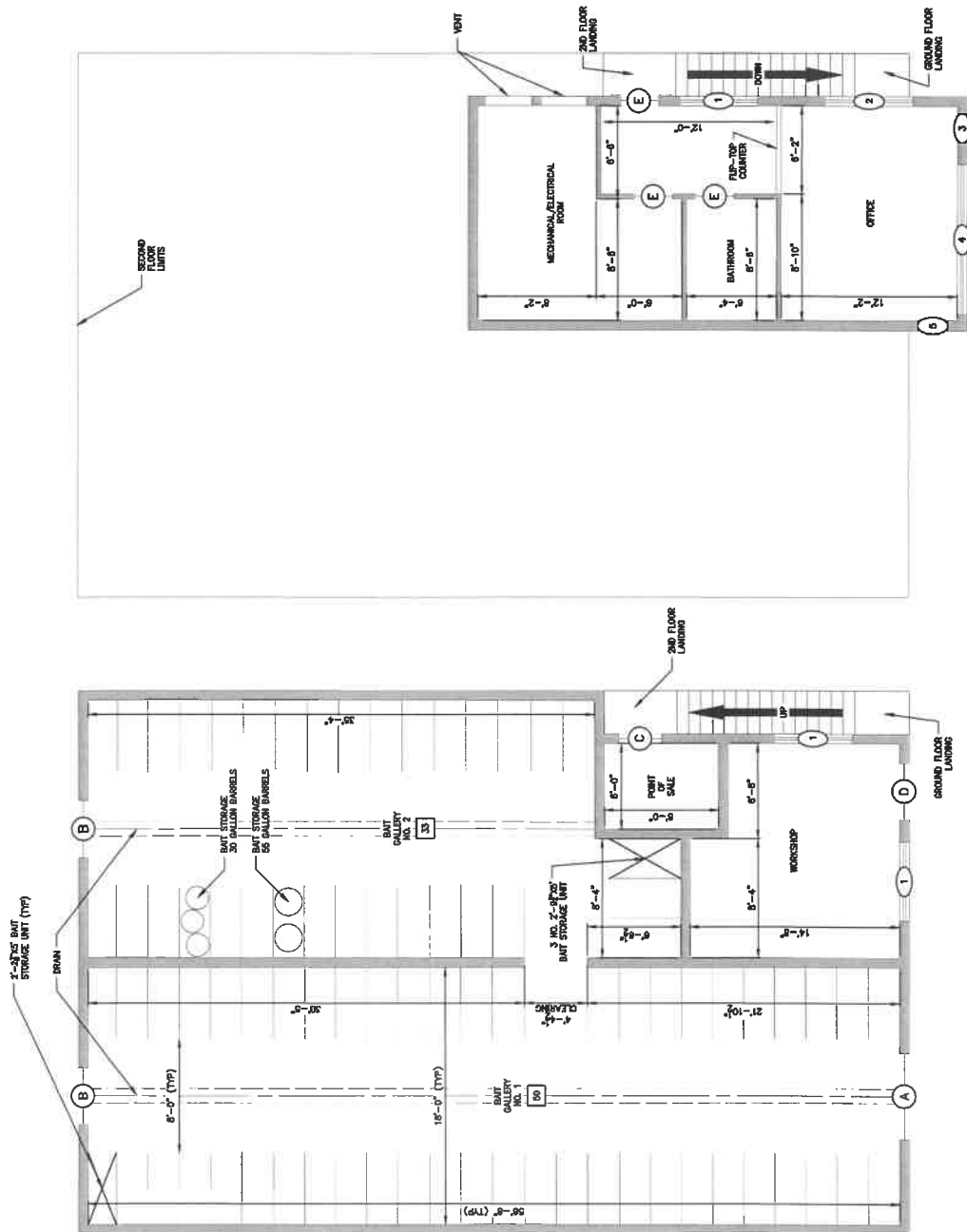








		EXISTING	- SQ. FT.	BAT SPACES	PROPOSED	BAT SPACES
	1.1 BAT GALLERY #1	1115	53	53	954	61
FIRST FLOOR	1.2 BAT GALLERY #2	579	26	26	650	33
	1.3 POINT OF SALE	188	N/A	48	N/A	48
	1.4 WORK SHOP	326	N/A	232	N/A	232
	TOTAL BAT GALLERY SQ. FT.	1662			1634	
SECOND FLOOR	2.1 OFFICE	N/A	N/A	N/A	239	N/A
	2.2 BATHROOM	N/A	N/A	N/A	68	N/A
	2.3 MECH/ELEC ROOM	N/A	N/A	N/A	194	N/A
	OVERALL TOTAL	2214	76	2992	83	

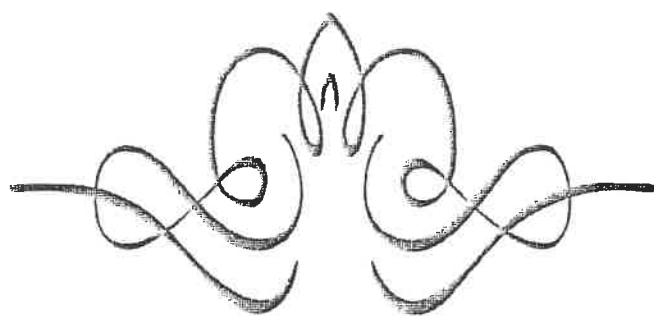


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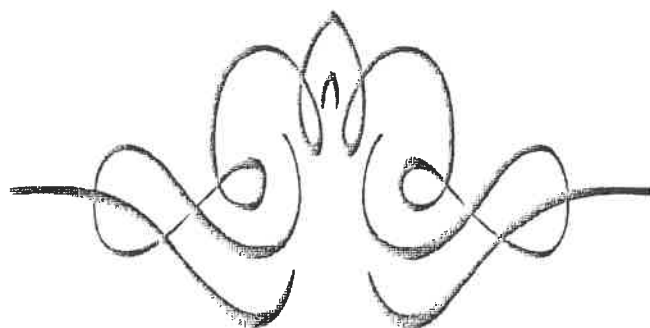
PRELIMINARY
FOR REVIEW ONLY

Town Budget				Project Funding						Project Total By Year				Engineering Services By Year			
				Town Costs By Year		Grant Program				Project Total By Year							
Fiscal Year	Budget Add	Draw Down	Balance	Eng. Services	Project Contractor	BIG Tier 1	SHIP	Me PumpOut	Infrastructure Stimulus	Design	Permits/ Grants	Constructi on Phase	Directs				
2020 Rerve			\$ 235,000														
2021	\$ 300,000	\$ 21,400	\$ 513,600	\$ 21,400			\$ 100,000			\$ 99,500	\$ 19,900		\$ 2,000				
2022	\$ 250,000	\$ 153,138	\$ 610,462	\$ 35,412	\$ 117,726	\$ 567,414	\$ -	\$ 36,000	\$ -			\$ 30,746	\$ 4,667				
2023	\$ 250,000	\$ 412,550	\$ 447,912	\$ 36,335	\$ 376,215		\$ 250,000					\$ 31,668	\$ 4,667				
2024	\$ 100,000	\$ 541,699	\$ 6,213	\$ 37,285	\$ 504,414		\$ 250,000					\$ 32,618	\$ 4,667				
Total	\$ 900,000	\$ 1,128,787		\$ 130,431	\$ 998,355	\$ 567,414	\$ 600,000	\$ 36,000	\$ -	\$ 99,500	\$ 19,900	\$ 95,031	\$ 16,000				

Concept Design Budget				Subtotal	DESIGN & PERMITTING	CONSTRUCTION		
ITEM DESCRIPTION		QUANTITY	UNIT COST			Phase I BIG Improvement	Phase II Pier Rehabilitati	Phase III Building Replacemen
1	GENERAL			\$ 230,000				
1-1	MOBILIZATION/DEMOBILIZATION, BONDING & INSURANCE	1	\$ 150,000	\$ 150,000		\$ 50,000	\$ 50,000	\$ 50,000
1-2	EROSION CONTROL	1	\$ 15,000	\$ 15,000		\$ 5,000	\$ 5,000	\$ 5,000
1-3	TEMPORARY BARRIERS	1	\$ 30,000	\$ 30,000		\$ 10,000	\$ 10,000	\$ 10,000
1-4	REFRIGERATOR TRUCK RENTAL ALLOWANCE	1	\$ 25,000	\$ 25,000			\$ 12,500	\$ 12,500
1-5	TEMPORARY HARBOR MASTER TRAILER ALLOWANCE	1	\$ 10,000	\$ 10,000			\$ 5,000	\$ 5,000
2	PIER EXPANSION			\$ 199,125				
2-1	WIDEN SOUTH PIER-PILE SUPPORTED	930	\$ 200	\$ 186,000		\$ 186,000		
2-2	PEDESTRIAN RAILING	175	\$ 75	\$ 13,125		\$ 13,125		
3	PIER REHABILITATION			\$ 410,500				
3-1	PIER DEMOLITION AND DISPOSAL	1	\$ 25,000	\$ 25,000			\$ 25,000	
3-2	RECONSTRUCT/REUSE PIER ABOVE BULKHEAD/REPLACE DECK	1910	\$ 100	\$ 191,000			\$ 191,000	
3-3	BULKHEAD RECONSTRUCTION	122	\$ 1,000	\$ 122,000			\$ 122,000	
3-4	FENDER PILES- MAIN PIER	8	\$ 1,000	\$ 8,000			\$ 8,000	
3-5	FENDER PILES- SOUTH PIER	14	\$ 1,000	\$ 14,000			\$ 14,000	
3-6	HOIST IMPROVEMENTS (INC ROOFING)-SOUTH PIER	1	\$ 20,000	\$ 20,000			\$ 20,000	
3-7	HOIST IMPROVEMENTS (INC ROOFING)-MAIN PIER	1	\$ 10,000	\$ 10,000			\$ 10,000	
3-8	LADDERS (MAIN AND SOUTH PIER)	7	\$ 1,500	\$ 10,500			\$ 10,500	
3-9	HOIST APRONS (MAIN PIER)	2	\$ 5,000	\$ 10,000			\$ 10,000	
4	BUILDING REPLACEMENT			\$ 484,120				
4-1	BAIT SHED DEMOLITION	2400	\$ 10	\$ 24,000			\$ 12,000	\$ 12,000
4-2	1ST Floor (GALLERY, POS, WORKSHOP)	1884	\$ 150	\$ 282,600				\$ 282,600
4-3	2ND Floor (HARBORMASTER/BATHROOM/MECH_ELEC RM)	520	\$ 126	\$ 65,520				\$ 65,520
4-4	REFRIGERATION	1	\$ 50,000	\$ 50,000				\$ 50,000
4-5	BREAK AWAY PANELS (ESTIMATE)	1	\$ 40,000	\$ 40,000				\$ 40,000
4-6	REAR SLIDE DOORS/CURTAINS (4 FT WIDE)	2	\$ 7,000	\$ 14,000				\$ 14,000
4-7	FRONT SLIDE DOORS/CURTAINS (6 FT WIDE)	1	\$ 8,000	\$ 8,000				\$ 8,000
	GANGWAYS AND FLOATS			\$ 168,000				
5	80-FT BIG GANGWAY	1	\$ 50,000	\$ 50,000		\$ 50,000		
5-1	40-FT GANGWAY TO DINGHY FLOAT	1	\$ 15,000	\$ 15,000		\$ 15,000		
5-2	5 No. 10 X 20 BIG FLOATS	1000	\$ 45	\$ 45,000		\$ 45,000		
5-3	5 No. 8 X 20 DINGHY FLOATS	800	\$ 45	\$ 36,000		\$ 36,000		
5-4	GUIDE PILES- BIG FLOATS	6	\$ 2,000	\$ 12,000		\$ 12,000		
5-5	GUIDE PILES- DINGHY FLOATS	5	\$ 2,000	\$ 10,000		\$ 10,000		
	SITWORK			\$ 38,103				
6	REPAVE LOT - 2" OVERLAY	464	\$ 25	\$ 11,603		\$ 11,603		
6-1	STRIPING	1	\$ 1,500	\$ 1,500		\$ 1,500		
6-2	LANDSCAPING, AND AMENITIES	1	\$ 25,000	\$ 25,000		\$ 12,500		\$ 12,500
	UTILITIES			\$ 200,000				
7	EXISTING FUEL DECOMMISSIONING	1	\$ 10,000	\$ 10,000		\$ 5,000		\$ 5,000
7-1	NEW FUEL SYSTEM	1	\$ 100,000	\$ 100,000		\$ 100,000		
7-2	REFIGERATION-INC WITH BUILDING							
7-3	SITE LIGHTING ALLOWANCE	1	\$ 10,000	\$ 10,000		\$ 10,000		
7-4	EXTERIOR BUILDING LIGHTING	1	\$ 10,000	\$ 10,000			\$ 10,000	
7-5	PUMPOUT	1	\$ 40,000	\$ 40,000		\$ 40,000		
7-6	SEWER/WATER TO BUILDING	1	\$ 30,000	\$ 30,000				\$ 30,000
	TOTAL COST OF CONSTRUCTION			\$ 1,729,848	\$ 1,729,848	\$ 612,728	\$ 515,000	\$ 602,120
	15% CONTINGENCY	15%		\$ 259,477		\$ 91,909	\$ 77,250	\$ 90,318
	CONSTRUCTION ESTIMATE			\$ 1,990,000		\$ 700,000	\$ 590,000	\$ 690,000
	DESIGN DEVELOPMENT AND PERMITTING	5.0%		\$ 99,500	\$ 99,500			
	Permitting/ Grant Writing	1.0%		\$ 19,900	\$ 19,900			
	CONSTRUCTION ENGINEERING	4.5%		\$ 89,550		\$ 29,850	\$ 29,850	\$ 29,850
	Permit Fees, Advertising, Materials Testing, Survey Control			\$ 16,000	\$ 2,000	\$ 4,667	\$ 4,667	\$ 4,667
	TOTAL CONSTRUCTION BUDGET ESTIMATE, 2019 DOLLARS			\$ 2,214,950	\$ 121,400	\$ 734,517	\$ 624,517	\$ 724,517
	Construction Year				1	2	3	4
	CONSTRUCTION YEAR COST			\$ 2,332,201	2021	2022	2023	2024
					\$ 121,400	\$ 756,552	\$ 662,550	\$ 791,699
	Ship Grant Funding (50/50)		21%	\$ 500,000	\$ 100,000		\$ 250,000	\$ 250,000
	Maine Pumpout Program (90/10)		2%	\$ 36,000		\$ 36,000		
	Infrastructure Stimulus Loan		0%	\$ -				
	BIG Grant (75/25)		24%	\$ 567,414		\$ 567,414		
	Town fund Requirements		48%	\$ 1,128,787	\$ 21,400	\$ 153,138	\$ 412,550	\$ 541,699
	Town funding percentage of total			48%	18%	20%	62%	68%



Agenda Item Divider





KENNEBUNKPORT WASTEWATER DEPARTMENT

MEMO

Date: May 19, 2020

To: Laurie Smith

From: Chris Simeoni, Deputy Director Public Works

Re: Selectmen's agenda 5/28/20- Consider proposed Wastewater Department Budget

We are requesting the Selectmen review the proposed Wastewater Department budget for Fiscal Year 2021. I initially had our budget prepared back in February for a meeting in March. However, as you know, with the onset of the COVID pandemic we had to postpone the budget process town-wide. After responding to and modifying operations, the department heads received direction to re-examine our budgets based on concerns regarding the economy and cash flow. As a result, I have prepared the attached budget for your review.

The budget stands at a 0% increase for this year. (See attached 2021 budget.) The current sewer user rate would remain the same as last year at \$467.62. To accomplish this, we greatly reduced our capital request a total of \$34,048.25 as the existing operating budget was already very thin. Capital requests that were cut consisted of the purchase of replacement grinder pumps, lab scale, lab PH meter, replacement portable generator, money to repair the leaking foundation at pump station #12 and the in-house repurposing of an existing standby generator for pump station #13.

A few line items in the operational budget were trimmed after further consideration to get to the zero percent increase. There has also been some previous discussion with the Board regarding the much-needed rehabilitation of the clarifiers and replacement of the current belt filter presses. In addition to the operating budget, we are looking for approval to use \$1 million dollars in reserve funds to rehabilitate one clarifier and replace one belt filter press. (See attached 2021 Reserves request.)

A budget review meeting with the Wastewater Advisory Committee was conducted on Tuesday May 19th at 8am. Attending board members consisted of Bob Convery and Martin Mead. We sadly learned that our third board member, Stephen Couture, passed away two months ago. Both attending board members voted to approve the budget to bring forward to the Selectmen.

PROPOSED SEWER DEPARTMENT BUDGET FY21 (Business as usual)

Account Number	Account	FY20 Budget	FY21	Inc/Dec	Percent Change
10-01	Salaries & Wages	\$473,339	\$489,003	15,664.00	3.31%
10-10	Overtime	\$12,859	\$16,000	3,141.00	24.43%
12-01	FICA & Medicare	\$39,680	\$41,039	1,359.00	3.42%
12-02	MSRS	\$27,314	\$28,457	1,143.00	4.18%
12-03	ICMA	\$17,139	\$17,406	267.00	1.56%
12-04	RHSP	\$4,544	\$3,615	(929.00)	-20.44%
12-05	Health Plan BC-ME	\$113,406	\$151,589	38,183.00	33.67%
12-06	Dues & Fees	\$500	\$500	0.00	0.00%
12-07	Travel (Mileage)	\$400	\$400	0.00	0.00%
12-08	Training & Education	\$3,000	\$3,000	0.00	0.00%
12-11	Vaccine	\$100	\$100	0.00	0.00%
12-12	Uniforms	\$3,500	\$4,500	1,000.00	28.57%
12-16	HRA & Fees	\$8,406	\$9,290	884.00	10.52%
15-01	Electricity	\$90,000	\$92,000	2,000.00	2.22%
15-02	Telephone	\$5,000	\$5,250	250.00	5.00%
15-03	Fuel Heating	\$9,700	\$5,560	(4,140.00)	-42.68%
15-05	Water	\$1,260	\$1,323	63.00	5.00%
15-06	Internet	\$2,800	\$2,950	150.00	5.36%
20-01	Printing	\$800	\$800	0.00	0.00%
20-04	Advertising	\$500	\$500	0.00	0.00%
20-06	Expert / Professional Services	\$8,000	\$13,600	5,600.00	70.00%
20-07	Audit	\$3,500	\$3,500	0.00	0.00%
20-08	Data Processing	\$4,725	\$2,000	(2,725.00)	-57.67%
20-20	Maintenance - Wet Wells	\$6,000	\$6,000	0.00	0.00%
20-21	Maintenance-Contracts	\$7,150	\$5,150	(2,000.00)	-27.97%
20-25	Radio & Alarms	\$2,950	\$2,950	0.00	0.00%
20-26	Licenses	\$4,000	\$4,100	100.00	2.50%
25-02	Workmen's Compensation	\$23,680	\$19,000	(4,680.00)	-19.76%
25-03	Unemployment Insurance	\$2,413	\$1,876	(537.00)	-22.25%
25-05	General Liability Insurance	\$7,720	\$12,210	4,490.00	58.16%
25-07	Fleet Insurance	\$4,396	\$5,164	768.00	17.47%
25-10	Public Officials	\$927	\$1,548	621.00	66.99%
30-01	Office Supplies	\$1,800	\$1,800	0.00	0.00%
30-03	Vehicle Supplies	\$2,000	\$3,500	1,500.00	75.00%
30-04	Postage	\$2,200	\$2,000	(200.00)	-9.09%
30-05	Photocopier	\$2,340	\$2,400	60.00	2.56%
30-18	Hand Tools	\$1,500	\$3,840	2,340.00	156.00%
30-24	Gasoline	\$4,538	\$4,000	(538.00)	-11.86%
30-25	Diesel	\$6,400	\$11,025	4,625.00	72.27%
30-27	Composting	\$5,750	\$4,750	(1,000.00)	-17.39%
30-28	Collection System	\$18,000	\$18,000	0.00	0.00%
30-29	Chemicals Process	\$10,600	\$12,600	2,000.00	18.87%
30-30	Lab Supplies	\$12,000	\$12,000	0.00	0.00%
30-31	Safety Equipment	\$7,004	\$5,800	(1,204.00)	-17.19%
30-32	Maint. Supplies	\$1,800	\$1,500	(300.00)	-16.67%
30-33	Bio-Ash	\$10,000	\$10,000	0.00	0.00%
30-34	Odor Control	\$16,000	\$16,000	0.00	0.00%
30-39	Billing & Liens	\$2,600	\$2,600	0.00	0.00%
35-01	Building Maintenance	\$22,000	\$26,000	4,000.00	18.18%
35-03	Vehicle Maintenance	\$4,000	\$6,000	2,000.00	50.00%

PROPOSED SEWER DEPARTMENT BUDGET FY21 (Business as usual)

Account Number	Account	FY20 Budget	FY21	Inc/Dec	Percent Change
45-03	Sewer Bond 2003 Principal	\$21,681	\$22,083	402.00	1.85%
45-07	Sewer Bond 2003 Interest	\$2,081	\$1,602	(479.00)	-23.02%
45-12	Sewer Bond 2018 Principal	\$0	\$0	0.00	100.00%
45-22	Sewer Bond 2018 Interest	\$0	\$19,803	19,803.00	100.00%
50-34	Transfer to general fund	\$30,000	\$30,000	0.00	0.00%
50-92	Payroll Contingency	\$0	\$0	0.00	0.00%
60-04	Capital Equipment	\$126,050	\$62,940	(63,110.00)	-50.07%
60-05	Capital Reserve	\$0	\$0	0.00	0.00%
	Sewer Assessment CCTV @ 15-year	\$50,000	\$7,000	(43,000.00)	-86.00%
				0.00	
Total		\$1,250,052	\$1,237,623	-\$12,429	-0.99%

Miscellaneous Revenue	0.00
Investment Income	6,000.00
Septic Fees	0.00
Sewer Fund Balance	35,000.00
Capital Replacement	0.00
Transfer in from general fund for debt	35,527.00
Sewer Res. Accounts	0.00
Sewer Extensions	0.00
Sewer Users Fees	1,161,096.00
Total	1,237,623.00

User Fee FY21	467.62
User fee FY20	467.62
% Change	0.00%

Sewer users	2,483
Personnel - 10	\$505,003
Staff - 12	\$259,896
Utilities - 15	\$107,083
Services - 20	\$38,600
Insurance - 25	\$39,798
Supplies - 30	\$111,815
Repairs - 35	\$32,000
Dept Service - 45	\$43,488
Use Fund Balance - 50	\$30,000
Purchases - 60	\$69,940
Contingency	\$0
Totals	\$1,237,623

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
12-04 RHSP	1,243.00	6,824.13	4,544.00	3,421.55	3,615.00	-929.00	-20.44%
Retirement Health Savings Plan (RSHSP) for all eligible employees.							
12-05 Health	147,275.00	116,478.84	113,406.00	97,723.58	151,589.00	38,183.00	33.67%
Health Insurance coverage - PPO 500. Premium rates are set each calendar year. This budget includes an estimated 8% increase beginning in calendar year 2021. Employee contributes 15% of the cost.							
12-06 Dues & Fees	500.00	217.00	500.00	80.00	500.00	0.00	.00%
Dues for the Maine Wastewater Control Association, the Water Environment Federation and any subscriptions to professional and trade journals are paid from this account.							
12-07 Travel & Meetings	300.00	664.53	400.00	190.26	400.00	0.00	.00%
This account includes reimbursement for use of personal vehicles while on town business. Also includes reimbursement for other travel related expenses including but not limited to meals, lodging, and other means of travel.							
12-08 Training & Education	3,000.00	1,276.00	3,000.00	2,885.00	3,000.00	0.00	.00%
To pay for training that is required by the Maine DEP & the U.S. EPA. The Maine Wastewater Control Association, NEWPCA, and JETCC sponsor most of the training.							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
12-11 Vaccine	100.00	0.00	100.00	0.00	100.00	0.00	.00%
To pay for vaccinations required for the staff.							
12-12 Uniforms	3,500.00	2,448.61	3,500.00	2,176.55	4,500.00	1,000.00	28.57%
To purchase winter jackets and replace employee uniforms. Increase due to supplying winter jackets.							
12-16 HRA & Fees	14,070.00	5,552.92	8,406.00	3,210.51	9,290.00	884.00	10.52%
This benefit changes from year to year. The budgeted amount is an estimate based on prior years and expected time accrued.							
Utilities							
15-01 Electricity	90,000.00	91,101.40	90,000.00	69,675.39	92,000.00	2,000.00	2.22%
The estimated costs for electricity to operate the treatment plant, pump stations, and the old Highway Garage on Beachwood Avenue. Increased to reflect projected actual.							
15-02 Telephone	3,310.00	5,485.91	5,000.00	4,282.76	5,250.00	250.00	5.00%
Treatment plant phones, toll calls (business phone lines, toll calls, pagers, cell phones). Increased to reflect projected actual.							
15-03 Heating Fuel	7,000.00	8,927.31	9,700.00	7,386.21	5,560.00	-4,140.00	-42.68%
Heating oil for the treatment plant, we budget for 2,200 gallons of oil at \$1.548/gallon and 2,200 gals of propane at \$.9775 for the solids and administrative buildings.							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
15-05 Water	1,200.00	661.70	1,260.00	852.54	1,323.00	63.00	5.00%
KK&MWD for drinking water used at the treatment plant and at Kings Highway pump station at Goose Rocks Beach. Increase of 6% in water rates.							
15-06 Internet	2,800.00	3,011.48	2,800.00	2,271.05	2,950.00	150.00	5.36%
Internet for the Treatment Plant. Increased to reflect projected actual.							
Services							
20-01 Printing	800.00	0.00	800.00	0.00	800.00	0.00	.00%
To purchase paper and printing supplies and to print any ordinance amendments, public notices, public informational materials.							
20-04 Advertising	500.00	1,835.62	500.00	363.33	500.00	0.00	.00%
Publication costs for recruiting and bid advertisements, and any public notices.							
20-06 Expert/Professional	5,000.00	10,363.67	8,000.00	11,283.14	13,600.00	5,600.00	70.00%
Legal and other professional services needed to assist the staff. Includes \$1,000 for IT services. Increased due to additional Spill plan.							
20-07 Audit	1,500.00	3,500.00	3,500.00	3,500.00	3,500.00	0.00	.00%
To pay for Sewer Department's portion of the Town's audit.							

Dept Directors Requests

Expense

Dept/Div:	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
25-02 Workers Comp	23,680.00	24,351.62	23,680.00	19,062.18	19,000.00	-4,680.00	-19.76%
Sewer Department's share of the premium. Decreased due to lower premiums.							
25-03 Unemployment	2,413.00	926.04	2,413.00	559.82	1,876.00	-537.00	-22.25%
Sewer Department's share of the premium. Decreased due to lower premiums.							
25-05 Liability	7,014.00	7,391.61	7,720.00	3,096.98	12,210.00	4,490.00	58.16%
Sewer Department's share of the premium. Increased to reflect projected actual.							
25-07 Fleet	3,911.00	3,986.33	4,396.00	1,853.10	5,164.00	768.00	17.47%
Sewer Department's share of the fleet insurance policy. Increased to reflect coverage for current fleet.							
25-10 Public Officials	883.00	636.84	927.00	563.61	1,548.00	621.00	66.99%
The department's share of the public officers' liability insurance (15% of the total). Increased to reflect projected actual.							
Supplies/Equipment							
30-01 Office Supplies	1,800.00	2,780.96	1,800.00	1,030.00	1,800.00	0.00	.00%
Office supplies for administrative work.							
30-03 Equipment	2,000.00	1,067.09	2,000.00	667.68	3,500.00	1,500.00	75.00%
Increase to purchase truck tool box for F250 and fuel transfer tank for F250.							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
30-04 Postage	2,200.00	1,040.80	2,200.00	130.38	2,000.00	-200.00	-9.09%
Postage cost for billing, correspondence, and shipping. The cost for postage for the sewer bills is now part of the printing costs.							
Decrease to reflect projected actual.							
30-05 Photocopier	2,000.00	1,647.44	2,340.00	1,579.88	2,400.00	60.00	2.56%
Lease on the department's photocopier and printer. This account also pays for the paper and the maintenance of the copier. Increased to reflect projected costs.							
30-18 Hand Tools	1,500.00	1,594.25	1,500.00	958.86	3,840.00	2,340.00	156.00%
To purchase the hand tools need for the repair and operation of the treatment plant and collection system. Increase to replace cordless drill/driver combo, and miscellaneous items.							
30-24 Gas	4,125.00	3,050.75	4,538.00	3,321.26	4,000.00	-538.00	-11.86%
Used to purchase gasoline @ 1.777 gallons for the department vehicles and equipment at \$2.25/gallon. Decreased to reflect projected usage and price.							
30-25 Diesel	7,500.00	4,064.76	6,400.00	2,602.66	11,025.00	4,625.00	72.27%
Initial fill of new generator. Estimating 4,500 gals of diesel @ \$2.45 per gallon. Increase due to new generator startup fill.							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
30-27 Composting	3,750.00	2,388.72	5,750.00	2,467.69	4,750.00	-1,000.00	-17.39%
To purchase the supplies and equipment need to operate the compost operation. Decreased to reflect projected actual.							
30-28 Collection System	18,000.00	29,056.64	18,000.00	8,759.48	18,000.00	0.00	.00%
This account is used for the operation and maintenance of the collection system. This includes repairs and parts for the pump station and the grinder pumps.							
30-29 Chemicals Process	10,600.00	8,620.79	10,600.00	9,184.74	12,600.00	2,000.00	18.87%

To purchase the chemicals used for the operation of the treatment plant: Sodium Hypochlorite, Sodium Bisulfite, Polymer, Potassium Iodide. Polymer is used on the belt filter press in the production of bio solids. Sodium Hypochlorite is used to disinfect the effluent from the treatment plant. Sodium Bisulfate is used to remove the chlorine from the effluent before it is discharged into the river. Potassium Iodide is used in the chlorine meters. Increased to reflect projected costs.

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
30-30 Lab Supplies	12,000.00	13,419.45	12,000.00	5,919.36	12,000.00	0.00	.00%
Laboratory equipment and supplies required to do testing required by the Maine D.E.P. and the U.S. EPA. We also use this account to pay for any testing that has to be done by outside laboratories. Testing Costs: Metal's, PCB'S Sludge, Metal's, PCB'S Compost, Salmonella, Priority Pollutants, Effluent Toxicity Testing. The rest of the budget (\$5,700) is used for miscellaneous equipment and supplies. Every five years we have to do four effluent toxicity tests.							
30-31 Safety Equipment	3,000.00	1,760.32	7,004.00	5,350.79	5,800.00	-1,204.00	-17.19%
For the purchase of safety equipment and the repair and maintenance of equipment that we all ready have. The purchase of Hi Visibility rain coats/steel rubber boots. Decrease due to supply on hand.							
30-32 Maintenance Supplies	1,800.00	636.44	1,800.00	669.18	1,500.00	-300.00	-16.67%
Cleaning supplies for the treatment plant and pump stations. Decrease to reflect projected actual.							
30-33 Bio-Ash	10,000.00	11,572.46	10,000.00	7,157.34	10,000.00	0.00	.00%
To purchase the Bio ash and supplies used in the composting operation. Approximately 1,900 yards of Bio Ash are used per year.							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
30-34 Odor Control	16,000.00	16,292.10	16,000.00	8,535.39	16,000.00	0.00	.00%
To purchase supplies and equipment needed to control odors from the treatment plant and the collection system. Calcium Nitrate is used for odor control in the collection system.							
30-39 Billings & Liens	2,600.00	1,595.80	2,600.00	969.00	2,600.00	0.00	.00%
Used to cover all costs for printing/mailling of sewer bills, the costs associated with filing of any sewer liens, and the Utility Billing module in Trio.							
Repairs/Maintenance							
35-01 Buildings	22,000.00	24,583.29	22,000.00	45,242.70	26,000.00	4,000.00	18.18%
Parts and supplies for buildings and equipment at the treatment plant (nuts & bolts belts, pipes, and bearing's and lubrication supplies). Increased to reflect projected costs.							
35-03 Vehicles & Equipment	2,500.00	3,520.24	4,000.00	3,838.11	6,000.00	2,000.00	50.00%
To pay for the maintenance on the Department's vehicles, three trucks, portable generator sets, loader and the portable pumps. Increased to reflect additional loader oil sampling adn increasing maintenance costs.							
Debt Service							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-01 Enterprise Funds / Sewer CONT'D							
50-86 Special Projects	0.00	0.00	50,000.00	4,903.74	7,000.00	-43,000.00	-86.00%
Video taping of the sewer collection system. Decreased to reflect projected plan.							
50-92 Payroll Contingency	18,830.00	0.00	0.00	0.00	0.00	0.00	.00%
Purchases							
60-04 Capital Equipment	43,110.00	30,289.31	126,050.00	135,864.00	62,940.00	-63,110.00	-50.07%
Carry Forward \$9,814.00 from FY 19. SCADA computer \$14,959; Four Toshiba AS3ASD variable frequency drives \$7,920; One Toshiba S15 variable frequency drive \$1,000; 3 spare PS pump motors \$26,517; and 2 grinder heads for Green St PS \$12,544. Decreased to reflect planned projects.							
Sewer	1,221,162.00	1,085,381.74	1,250,052.00	1,033,419.28	1,237,623.00	-12,429.00	-.99%

Dept Directors Requests

Revenue

Dept/Div:	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
14-70 Enterprise / Sewer							
01 Sewer Investment Income	11,760.00	35,436.64	20,000.00	21,547.43	6,000.00	-14,000.00	-70.00%
Income earned on invested funds. Decrease due to banking relationship change.							
03 Sewer Transfers In	0.00	105,535.00	35,642.00	35,642.00	35,527.00	-115.00	-.32%
Increased to reflect debt portion raised from property tax (principal \$33,125 and interest \$2,402).							
04 Sewer Miscellaneous	4,000.00	1,904.78	4,000.00	1,436.62	0.00	-4,000.00	-100.00%
Miscellaneous revenues for sewer. Decrease as no sales of compost.							
05 Current Sewer Fees	1,125,402.00	1,169,968.07	1,155,410.00	3,754.46	1,161,096.00	5,686.00	.49%
Sewer user fees.							
06 Delinquent Sewer Fees	0.00	2,616.90	0.00	3,388.31	0.00	0.00	.00%
07 Sewer Abatements	0.00	-2,726.62	0.00	0.00	0.00	0.00	.00%
09 Sewer Interest	0.00	2,231.21	0.00	1,984.18	0.00	0.00	.00%
11 Application Fees	0.00	5,760.00	0.00	7,300.00	0.00	0.00	.00%
12 Sewer Fund Balance	80,000.00	0.00	35,000.00	0.00	35,000.00	0.00	.00%
Amount to transfer to the general fund and the use for the transitional year.							
14 Water Pollution Reserve	0.00	31,500.00	0.00	35,000.00	0.00	0.00	.00%
16 Bond Proceeds	0.00	0.00	0.00	96,879.51	0.00	0.00	.00%
Sewer	1,221,162.00	1,352,225.98	1,250,052.00	206,932.51	1,237,623.00	-12,429.00	-.99%

Dept Directors Requests

Revenue

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 14-77 Enterprise / Sewer Upgrades Clarifiers/Pres							
07 Use of Reserves	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	100.00%
Sewer Upgrades Clarifiers/Pres	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	100.00%
Revenue Totals:	1,881,931.00	2,035,692.29	1,984,927.00	774,679.60	2,552,354.00	567,427.00	28.59%

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-07 Enterprise Funds / Sewer Upgrades Clarifier/Press							
Miscellaneous							
50-01 Miscellaneous	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	100.00%
Sewer Upgrades Clarifier/Press	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	100.00%
Expense Totals:	1,881,931.00	1,777,562.38	1,984,927.00	1,601,710.23	2,559,430.00	574,503.00	28.94%

Wastewater Committee Meeting
Zoom Meeting – May 19, 2020 – 9:00 a.m.

Minutes of the Wastewater Committee Meeting on May 19, 2020

Attendees: Chris Simeoni, Joseph Martin Mead, Bob Convery, Nicole Evangelista

Call to Order.

1. Discussed the wastewater budget with the committee members.

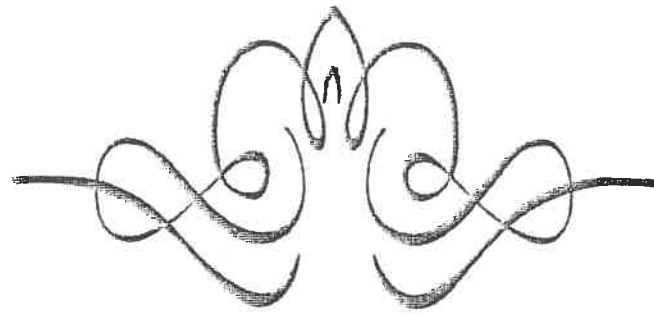
The budget changes discussed were:

- The Uniforms line item is increasing by \$1,000.00 due to purchasing new winter jackets for the wastewater crew.
 - The Expert/Professional Services line item is increasing by \$5,600.00 due to an additional spill control plan.
 - The Vehicle Supplies line item is increasing by \$1,500.00 due to purchasing fuel transfer tanks for the trucks. This is needed to fuel the loader and the jetting operations.
 - The Hand Tools line item is increasing by \$2,300.00 due to purchasing a cordless drill and power set for the mechanic.
 - The Diesel line item is increasing by \$4,625.00 due to filling the new generator. The initial fill will be 1,750 gallons at \$2.45/gallon.
 - The Capital Equipment line item is decreasing by \$63,000.00. We are planning on replacing the SCADA computer and updating the SCADA software (\$14,959.00). We are also replacing 4 Toshiba drives (\$7,920.00), smaller drives (\$1000.25), replacing 3 spare pump station motors (\$26,517.00), and 2 grinder heads for the Green Street pump station (\$12,544.00).
 - The Revenue line item was decreased by \$4,000.00 due to not releasing compost until further notice. We are stockpiling the compost at the Highway Department until the PFAS issue has been resolved.
2. Chris talked with the committee members the use of Reserve Funds. The plan is to use \$1,000,000.00 of the reserve account to replace 1 clarifier and press at the Wastewater Treatment Plant this year. The design work has already been done.

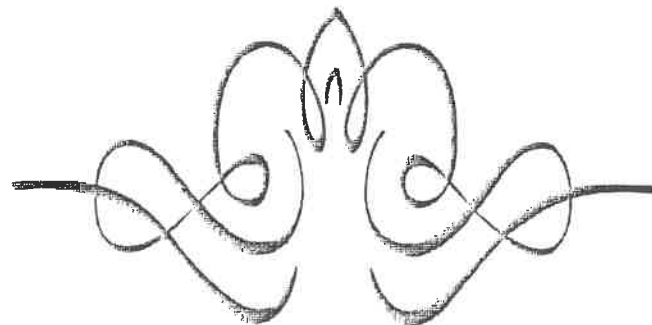
The Wastewater Department is requesting a 0% increase for this upcoming fiscal year budget.

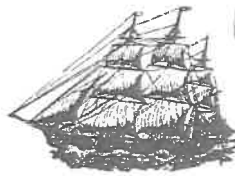
Wastewater Committee received the budget documents ahead of time and has approved the budget for FY21. The committee did not have any further questions or concerns.

Adjournment.



Agenda Item Divider





10

TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Certificate of Commitment of Sewer User Rates

To: Jennifer Lord, the treasurer of the municipality of Kennebunkport, Maine.

We, the undersigned municipal officers of the municipality of Kennebunkport, hereby certified and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period beginning January 1, 2020 and ending December 31, 2020. This list is comprised of the pages numbered 1 to 69 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) July 6, 2020. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum of those lists being \$1,161,497.94. You are hereby required to charge interest at a rate of 5.00% per annum on any unpaid account balance beginning July 7, 2020. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before December 31, 2020 you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 28th day of May 2019.

Municipal Officers, Town of Kennebunkport

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

Created Bills Report

Rate Key : 113 Interest As Of: 06/03/2020

05/26/2020

Page 1

Book : 1

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	190	BOUGHTON HOTEL CORP
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	723	WENTWORTH-BENNETT TERI L & MICHAEL A
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	897	GROTH, LORI D
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	945	EATON FRED & HARRIETT S
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1039	CULOT LOUIS J JR & MACK CHELSEA
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1044	MICHAEL ALLEN SHEA TRUSTEE OF THE
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1050	TITO DHMITRA V TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1104	THE WENDY B CASE TRUST
*1	0	0	467.62	0.00	0.00	-7.16	0.00	460.46	1478	TIMPERIO NICOLAS & ROBIN M
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1594	MAIUCORO CATHIANN
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1613	COHEN HERB & JUDY
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1615	ATLANTIC RESORT HOLDINGS LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1616	CHEESMAN CLAIRE
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1617	KNOX ELIZABETH H & FRANCIS V JR
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1620	DURKIN WILLIAM & DONNA
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1621	SHORE WILLIAM H & ROSEMARY JORDANO
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1622	DURCAN TRACY L TRUSTEE
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1623	CAMPBELL, ANN W
*1	0	0	467.62	0.00	0.00	-0.46	0.00	467.16	1624	DELAG, NORMAN
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1625	FARRELL, NANCY
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1626	SHARPE TRACEY L
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1627	ATLANTIC RESORT HOLDINGS LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1629	SOUTH MAINE LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1630	ATLANTIC RESORT HOLDINGS LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1631	ATLANTIC RESORT HOLDINGS LLC

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*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1660 BROWNROCK MARINE LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1661 MARAVELIS, ARTHUR E
*1	0	0	935.24	0.00	0.00	0.00	0.00	935.24	1662 ZAKARIN, KEITH & JOANN FERRERA
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1663 TIGERELEVEN LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1664 BELLA, SALVATORE & LAURA 2015 TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1665 JOHNSON, DONALD J
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1666 JOHNSTON WENDY J & HEIDI L
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1667 LEAHY, LEE A
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1675 ROSS AMY A & KENNETH L
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1676 MARY H ABBOTT TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1677 CLARKE DAVID & HACKETT GAIL S
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1678 DEBORAH L JANTZEN TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1693 PHILLIPS NICHOLAS AND JUDITH
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1695 LAMB ALLYN & NORMA
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1696 KNERAM, KATHLEEN & DAVID
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1698 COTSAKOS CHRISTOS & HANNAH TRUSTEES
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1699 FRIES THOMAS A & JENNIFER
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1700 CAIRA FAMILY INVESTMENT TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1701 GEARY CHRISTINE AND LIND RICHARD
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1702 ASLETT, RACHEL
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1703 HENRY, CHRISTA P
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1704 PETER & PAULINE LORDEN
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1705 LORD KEVIN M & KELLY M
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	1706 MAINE LLC

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*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14208	MARIANO, RICHARD M & SUSAN L
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14209	WOODMAN PROPERTIES LLC
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14210	KENNETH E & MARY ELIZABETH DAHER
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14211	PEARLMUTTER, NINA & FRINK, ORRIN
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14212	ELIZABETH S NAPLES REVOCABLE TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14213	POWELL LIVING TRUST
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14214	KIECKHAFER, REGINA M
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14215	MCSWEENEY, DENIS P & CELESTE M
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14216	GOLINI, DONALD J & KATHLEEN E
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14217	BOWLEY, GEOFFREY D & AJA
*1	0	0	467.62	0.00	0.00	-0.13	0.00	467.49	14218	MARTIN, KRISTYN R
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14219	WALSH, KEVIN F & LORRAINE M
*1	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14220	HUTCHINS, DEXTER & DANA & MARY R
*1	1	0	467.62	0.00	0.00	0.00	0.00	467.62	1598	IZBICKI, RICHARD R
*1	5	0	467.62	0.00	0.00	0.00	0.00	467.62	1618	WIEWEL MICHAEL
*1	8	0	467.62	0.00	0.00	0.00	0.00	467.62	8	DALEY, CYNTHIA C
*1	10	0	467.62	0.00	0.00	0.00	0.00	467.62	2	STONEHOUSE LLC
*1	11	0	467.62	0.00	0.00	0.00	0.00	467.62	10	DICKSON DAVID M JR & AMELIA DEL RI
*1	15	0	1,870.48	0.00	0.00	0.00	0.00	1,870.48	3	ST ANN'S EPISCOPAL CHURCH
*1	20	0	467.62	0.00	0.00	0.00	0.00	467.62	4	KATZ, JOANNE R
*1	25	0	467.62	0.00	0.00	0.00	0.00	467.62	5	KATZ, MARLA J
*1	30	0	467.62	0.00	0.00	0.00	0.00	467.62	6	RICHARD A YEAGER TRUSTEE OF THE RICHARD A

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*1	145	0	467.62	0.00	0.00	0.00	0.00	467.62	29	BICK, LINDA A
*1	150	0	467.62	0.00	0.00	0.00	0.00	467.62	30	BARLOV PATRICIA A & VLADIMIR
*1	155	0	467.62	0.00	0.00	0.00	0.00	467.62	31	REGAN MARY T, TRUSTEE OF THE REGAN FAMILY TRUST
*1	160	0	467.62	0.00	0.00	-0.81	0.00	466.81	32	DECHIAZZA JOSEPH P & VICKI F
*1	162	0	467.62	0.00	0.00	0.00	0.00	467.62	162	WALTERS ALAN S, TRACY
*1	165	0	467.62	0.00	0.00	0.00	0.00	467.62	33	RINEHART DONALD J & CHRISTINE M
*1	170	0	467.62	0.00	0.00	0.00	0.00	467.62	34	RODIGER ALBERT A
*1	173	0	935.24	0.00	0.00	0.00	0.00	935.24	173	DONAGHY, MICHAEL RS & VICTORIA L
*1	175	0	467.62	0.00	0.00	0.00	0.00	467.62	35	DAKIN MICHAEL N & MAK ANNE E
*1	180	0	467.62	0.00	0.00	0.00	0.00	467.62	36	IVY ONE LLC
*1	185	0	467.62	0.00	0.00	0.00	0.00	467.62	37	ESIELONIS SUSAN H & HANNON ELIZABETH A
*1	190	0	467.62	0.00	0.00	0.00	0.00	467.62	38	JOANNE M POWELL REVOCABLE TRUST
*1	195	0	467.62	0.00	0.00	535.22	41.05	1,043.89	39	FRAWLEY ANDREW & JULIANNE
*1	202	0	467.62	0.00	0.00	0.00	0.00	467.62	202	SERIGNESE NICHOLAS F & PAULA J TRUSTEES
*1	205	0	467.62	0.00	0.00	0.00	0.00	467.62	41	RAY LORI A
*1	210	0	467.62	0.00	0.00	0.00	0.00	467.62	42	LEMATRE KATHLEEN M & DALY BRIEN
*1	215	0	467.62	0.00	0.00	0.00	0.00	467.62	43	MAUCCORO CATHIANN
*1	222	0	467.62	0.00	0.00	-8.73	0.00	458.89	222	WHITE PRISCILLA K
*1	230	0	467.62	0.00	0.00	0.00	0.00	467.62	230	RUSSELL, THOMAS
*1	235	0	467.62	0.00	0.00	0.00	0.00	467.62	47	JOHNSTON DOUGLAS & PERKINS CORNELIA
*1	236	0	467.62	0.00	0.00	0.00	0.00	467.62	236	INGLIS MARILYN M TRUSTEE OF 14 LOC
*1	240	0	467.62	0.00	0.00	0.00	0.00	467.62	48	WARDROP JAMES R & BROOKS ALEXINA

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*1	335	0	467.62	0.00	0.00	0.00	0.00	467.62	67	ELICKER JOAN C TRUSTEE
*1	340	0	467.62	0.00	0.00	0.00	0.00	467.62	68	FIVE CENTS LLC
*1	345	0	467.62	0.00	0.00	0.00	0.00	467.62	69	ROCK LEDGE LLC
*1	355	0	467.62	0.00	0.00	0.00	0.00	467.62	71	HETZ FAMILY TRUST
*1	360	0	467.62	0.00	0.00	0.00	0.00	467.62	72	RIMMER CHRISTOPHER C & DAVID W TRUSTEES
*1	365	0	467.62	0.00	0.00	0.00	0.00	467.62	73	SLAGER RANDY J & BAIRD SYBIL K
*1	370	0	467.62	0.00	0.00	0.00	0.00	467.62	74	GRANETZ MARC & KRISTINE
*1	372	0	467.62	0.00	0.00	0.00	0.00	467.62	372	BARTLETT HUGH J & JUDITH
*1	375	0	935.24	0.00	0.00	0.00	0.00	935.24	75	PERKINS, GILMAN C
*1	385	0	467.62	0.00	0.00	0.00	0.00	467.62	77	SCANNELL JOHN W & BELL LORI L
*1	388	0	2,571.91	0.00	0.00	-2,571.91	0.00	0.00	388	KENNEBUNKPORT CAPTAINS COLLECTION HOLDINGS, LLC
*1	390	0	467.62	0.00	0.00	0.00	0.00	467.62	390	KELLY, DAVID L
*1	395	0	467.62	0.00	0.00	0.00	0.00	467.62	79	HYMAN, DIANE J
*1	400	0	467.62	0.00	0.00	0.00	0.00	467.62	80	POINT ARUNDEL SEASCAPE LLC
*1	405	0	467.62	0.00	0.00	0.00	0.00	467.62	81	TRIMPER DANIEL IV & JANET H TRUSTE
*1	410	0	467.62	0.00	0.00	0.00	0.00	467.62	82	CECILIA ALTHOFF REVOCABLE TRUST
*1	415	0	467.62	0.00	0.00	0.00	0.00	467.62	83	CARR, WILLIAM & BRENDA L
*1	420	0	467.62	0.00	0.00	0.00	0.00	467.62	84	PLUNKETT ROBERT E & CATHERINE
*1	425	0	467.62	0.00	0.00	0.00	0.00	467.62	425	WINSTANLEY ADAM D
*1	430	0	467.62	0.00	0.00	0.00	0.00	467.62	86	DRAKE JOHN D & DELLA R
*1	435	0	467.62	0.00	0.00	0.00	0.00	467.62	87	DUKAKIS PATRICIA L TRUSTEE
*1	440	0	467.62	0.00	0.00	0.00	0.00	467.62	88	DANFORTH, TOBIAS F
*1	445	0	467.62	0.00	0.00	0.00	0.00	467.62	89	COLE DIANE TRUSTEE
*1	450	0	467.62	0.00	0.00	0.00	0.00	467.62	90	JAKMAR REAL ESTATE INC

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*1	545	0	42,833.99	0.00	0.00	0.00	0.00	42,833.99	109	SEASIDE HOTEL
*1	548	0	467.62	0.00	0.00	-1.18	0.00	466.44	548	ASSOCIATES LIMITED P SHULTZ DAVID S & ANN A
*1	550	0	935.24	0.00	0.00	0.00	0.00	935.24	110	91A-B OCEAN AVENUE COTTAGE LLC
*1	555	0	467.62	0.00	0.00	0.00	0.00	467.62	111	91 OCEAN AVENUE COTTAGE LLC
*1	560	0	467.62	0.00	0.00	0.00	0.00	467.62	112	CHESTER E & SHIRLEY B HOMER REVOCABLE TRUSTS
*1	565	0	467.62	0.00	0.00	0.00	0.00	467.62	113	BARNES, ANNE F
*1	566	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	566	CABE MARIO L & JOANN S
*1	570	0	467.62	0.00	0.00	0.00	0.00	467.62	114	WINSTANLEY MELISSA F
*1	574	0	935.24	0.00	0.00	0.00	0.00	935.24	574	GRASSETTI ROBERT J & CHERYLE A
*1	575	0	935.24	0.00	0.00	0.00	0.00	935.24	115	OCEAN POINTE LLC
*1	580	0	701.43	0.00	0.00	0.00	0.00	701.43	116	KATZ, JOANNE R
*1	590	0	467.62	0.00	0.00	0.00	0.00	467.62	118	BURKE GREGORY F & HEATHER R
*1	595	0	467.62	0.00	0.00	0.00	0.00	467.62	119	MADEIRA MARCIA TROWBRIDGE
*1	600	0	467.62	0.00	0.00	0.00	0.00	467.62	120	MARY BANKS STROHM REVOCABLE TRUST
*1	610	0	2,104.29	0.00	0.00	0.00	0.00	2,104.29	122	BUCKLEY CHARLES & ROBIN
*1	615	0	935.24	0.00	0.00	0.00	0.00	935.24	615	SCHMIDT STEPHEN R & ELIZABETH
*1	620	0	467.62	0.00	0.00	0.00	0.00	467.62	124	JUST TRUST REVOCABLE LIVING TRUST
*1	625	0	467.62	0.00	0.00	1,576.32	201.02	2,244.96	125	HUGHES, JESSICA
*1	630	0	467.62	0.00	0.00	0.00	0.00	467.62	126	CHASE LYNN EDWARD
*1	635	0	467.62	0.00	0.00	0.00	0.00	467.62	127	JEFFREY & KRISTY DOUGLAS REVOCABLE TRUST
*1	640	0	467.62	0.00	0.00	0.00	0.00	467.62	128	LANGSHAW, DEBORAH
*1	645	0	467.62	0.00	0.00	0.00	0.00	467.62	129	TYMAN, PATRICIA C
*1	650	0	15,197.65	0.00	0.00	0.00	0.00	15,197.65	130	COVESIDE RESORT LLC

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*1	769	0	467.62	0.00	0.00	0.00	0.00	467.62	769	KASSANDRA ET AL MATTHEWS
*1	770	0	467.62	0.00	0.00	0.00	0.00	467.62	154	CHICK, PAUL W & CATHY A
*1	775	0	467.62	0.00	0.00	0.00	0.00	467.62	155	ROBINSON DAVIS R & SUZANNE W
*1	780	0	467.62	0.00	0.00	0.00	0.00	467.62	156	ROBINSON DAVIS R & SUZANNE W
*1	783	0	467.62	0.00	0.00	0.00	0.00	467.62	783	SMITH ELIZABETH
*1	785	0	467.62	0.00	0.00	0.00	0.00	467.62	157	MCDUGALD FRANK A
*1	790	0	467.62	0.00	0.00	0.00	0.00	467.62	158	GUTHRIE WILLIAM A 1996 REVOCABLE T
*1	795	0	467.62	0.00	0.00	0.00	0.00	467.62	159	AUDLEY LOIS A DAIGNAULT & JF CHRIS
*1	800	0	467.62	0.00	0.00	0.00	0.00	467.62	160	TREE HOUSE REALTY TRUST
*1	805	0	467.62	0.00	0.00	0.00	0.00	467.62	161	FORD GERALD E & MARLYN B, TRUSTEES
*1	810	0	467.62	0.00	0.00	0.00	0.00	467.62	810	MORGAN CAROLYN M
*1	814	0	467.62	0.00	0.00	0.00	0.00	467.62	814	JOHN G II & ELIZABETH CHAMBERS
*1	815	0	467.62	0.00	0.00	0.00	0.00	467.62	163	BAJAKIAN, SUSAN J
*1	820	0	467.62	0.00	0.00	0.00	0.00	467.62	164	ANNE P FAMOLARE REVOCABLE TRUST
*1	825	0	467.62	0.00	0.00	0.00	0.00	467.62	165	FUSCO JOHN A & ROBIN L
*1	830	0	467.62	0.00	0.00	0.00	0.00	467.62	166	CHRYSSE C DOW REVOCABLE TRUST
*1	833	0	467.62	0.00	0.00	0.00	0.00	467.62	833	MUSE THOMAS W & SUE ELLEN
*1	835	0	467.62	0.00	0.00	0.00	0.00	467.62	167	GRIFFIN, MARTHA M
*1	845	0	467.62	0.00	0.00	0.00	0.00	467.62	169	PERKINS DONALD F & JEAN M
*1	850	0	467.62	0.00	0.00	0.00	0.00	467.62	170	DUBAY ADAM & JENNIFER
*1	853	0	467.62	0.00	0.00	-0.58	0.00	467.04	853	LRH LLC
*1	855	0	467.62	0.00	0.00	0.00	0.00	467.62	171	OWEN ANDREW P
*1	857	0	467.62	0.00	0.00	0.00	0.00	467.62	857	LIGHTHOUSE PROPERTIES LLC

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*1	955	0	467.62	0.00	0.00	-467.62	0.00	0.00	191	FRISCHER HARRY & DEBRA KUPPER
*1	960	0	467.62	0.00	0.00	-41.45	0.00	426.17	192	COVERT JODY
*1	962	0	9,586.21	0.00	0.00	0.00	0.00	9,586.21	962	MATVEI LLC
*1	965	0	467.62	0.00	0.00	0.00	0.00	467.62	193	BAROWSKY ANDREW P TRUSTEE
*1	970	0	467.62	0.00	0.00	0.00	0.00	467.62	194	TYNAN, JOSEPH C & PATRICIA L
*1	980	0	467.62	0.00	0.00	0.00	0.00	467.62	196	CLAUS WILLIAM C
*1	985	0	467.62	0.00	0.00	0.00	0.00	467.62	197	CHASE LYNNE
*1	990	0	467.62	0.00	0.00	0.00	0.00	467.62	198	SHARRI LEAR BANDEJAS LIVING TRUST
*1	995	0	467.62	0.00	0.00	0.00	0.00	467.62	199	CHASE LYNN EDWARD
*1	1000	0	467.62	0.00	0.00	0.00	0.00	467.62	200	PAPAZ G MICHAEL & JANE
*1	1005	0	467.62	0.00	0.00	0.00	0.00	467.62	201	SEASIDE HOTEL ASSOCIATES LIMITED P
*1	1015	0	467.62	0.00	0.00	0.00	0.00	467.62	203	FINEMAN, STANLEY J
*1	1020	0	467.62	0.00	0.00	0.00	0.00	467.62	204	JOHN F RINALDI 2014 REVOCABLE TRUST
*1	1025	0	467.62	0.00	0.00	0.00	0.00	467.62	205	KLEIN REALTY TRUST LINDA
*1	1030	0	935.24	0.00	0.00	0.00	0.00	935.24	206	FOUR GRANDVIEW LLC
*1	1035	0	467.62	0.00	0.00	0.00	0.00	467.62	207	BARRETT RAYMOND S JR TRUSTEE
*1	1040	0	467.62	0.00	0.00	0.00	0.00	467.62	208	SCHERER ELIZABETH A & STEVICK GLEN
*1	1045	0	467.62	0.00	0.00	0.00	0.00	467.62	209	LOMBARD JOHN C TRUSTEE
*1	1050	0	467.62	0.00	0.00	0.00	0.00	467.62	210	HANSON CHRISTOPHER & LISA
*1	1055	0	467.62	0.00	0.00	0.00	0.00	467.62	211	KUEHNLE JOHN K, CHRISTOPHER W
*1	1060	0	467.62	0.00	0.00	0.00	0.00	467.62	212	NELSON CLIFTON A JR & DANIELS ALYSON
*1	1061	0	467.62	0.00	0.00	0.00	0.00	467.62	1061	SEIBEL KELLY & PETER
*1	1065	0	467.62	0.00	0.00	0.00	0.00	467.62	213	STEWART JENIFER B TRUSTEE

* = Override

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*1	1190	0	467.62	0.00	0.00	0.00	0.00	467.62	238	GONNELLA LISA C & ANTHONY J
*1	1200	0	467.62	0.00	0.00	0.00	0.00	467.62	240	CENTRELLA STEVEN M & GAIL F
*1	1205	0	467.62	0.00	0.00	0.00	0.00	467.62	1205	NORWOOD ROAD REALTY TRUST
*1	1210	0	467.62	0.00	0.00	0.00	0.00	467.62	242	NEFF KIMBERLY
*1	1215	0	467.62	0.00	0.00	0.00	0.00	467.62	243	NICKERSON, SCOTT C & PAMELA A
*1	1220	0	467.62	0.00	0.00	0.00	0.00	467.62	244	WILCOX IRVING S & JUDITH A TRUSTEE
*1	1225	0	467.62	0.00	0.00	0.00	0.00	467.62	245	GRAHAM FAMILY TRUST 2014
*1	1230	0	467.62	0.00	0.00	0.00	0.00	467.62	246	PREBLE GAIL G
*1	1235	0	467.62	0.00	0.00	0.00	0.00	467.62	247	SCHWARTZ HAROLD E & POLLACK ELISA B
*1	1240	0	467.62	0.00	0.00	-0.03	0.00	467.59	248	VARZAKIS JAMES G & ROY RENELLE M
*1	1245	0	467.62	0.00	0.00	0.00	0.00	467.62	249	ROSS MARY E
*1	1250	0	467.62	0.00	0.00	0.00	0.00	467.62	250	WALSH VIRLINDA G TRUSTEE
*1	1255	0	467.62	0.00	0.00	0.00	0.00	467.62	251	COLLINS MONIQUE D
*1	1260	0	467.62	0.00	0.00	0.00	0.00	467.62	252	KRUMSTIEK DAVID W & JAMES H
*1	1265	0	467.62	0.00	0.00	0.00	0.00	467.62	253	SOUTH CONGREGATIONAL CHURCH
*1	1270	0	935.24	0.00	0.00	0.00	0.00	935.24	254	ROBERT J WASKIEWICZ REV TRUST
*1	1275	0	467.62	0.00	0.00	0.00	0.00	467.62	255	POWELL DAVID GOULD & ELAINE CATHER
*1	1280	0	467.62	0.00	0.00	0.00	0.00	467.62	256	JAMES LISANNE A & DAVID E
*1	1285	0	467.62	0.00	0.00	0.00	0.00	467.62	257	ALTHAM RICHARD D & JULIET H
*1	1290	0	935.24	0.00	0.00	0.00	0.00	935.24	258	MCCABE FRANCIS R
*1	1295	0	467.62	0.00	0.00	0.00	0.00	467.62	259	HIGGINS SHAWN & DICKSON SARAH

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*1	1440	0	467.62	0.00	0.00	0.00	0.00	467.62	288	ROSS STEPHEN J & HOLLY C
*1	1445	0	467.62	0.00	0.00	0.00	0.00	467.62	289	SEVERANCE MICHAEL O & SANDRA K
*1	1450	0	1,870.48	0.00	0.00	0.00	0.00	1,870.48	290	LORD & HARRINGTON, LLC
*1	1455	0	467.62	0.00	0.00	0.00	0.00	467.62	291	GREGORY & ANN MARIE DOYLE
*1	1456	0	467.62	0.00	0.00	0.00	0.00	467.62	1456	MALONEY RICHARD A & ALICE
*1	1460	0	467.62	0.00	0.00	0.00	0.00	467.62	292	JACKSON, BRUCE R
*1	1465	0	467.62	0.00	0.00	0.00	0.00	467.62	293	MACMILLAN, DARLENE & JOHN
*1	1470	0	467.62	0.00	0.00	0.00	0.00	467.62	294	GUTTOFF, SOPHIA & EVAN
*1	1473	0	467.62	0.00	0.00	-0.38	0.00	467.24	1473	WEBER DEREK S
*1	1475	0	467.62	0.00	0.00	0.00	0.00	467.62	295	MORSE DAWN J
*1	1485	0	467.62	0.00	0.00	0.00	0.00	467.62	297	COLLINS, KEVIN & PAULA REVOCABLE TRUST
*1	1490	0	467.62	0.00	0.00	1.50	0.13	469.25	298	MARCOTTE, CHRISTINE L
*1	1500	0	467.62	0.00	0.00	0.00	0.00	467.62	300	DARDIA, JANET L
*1	1507	0	935.24	0.00	0.00	0.00	0.00	935.24	1507	EDGEWOOD 18 REALTY TRUST
*1	1510	0	467.62	0.00	0.00	0.00	0.00	467.62	302	COVEL, WILLIAM P
*1	1515	0	467.62	0.00	0.00	0.00	0.00	467.62	303	KEENE, DANIEL D & KAREN M
*1	1520	0	467.62	0.00	0.00	0.00	0.00	467.62	304	MENDEZ-ELLIS DINORAH M & ELLIS BRIAN M
*1	1525	0	467.62	0.00	0.00	0.00	0.00	467.62	305	O'CONNOR JO-ANNE F
*1	1535	0	467.62	0.00	0.00	0.00	0.00	467.62	307	NICHOLS JODY A TRUSTEE OF THE
*1	1540	0	467.62	0.00	0.00	0.00	0.00	467.62	308	FUHRMANN CALVIN & DENISE
*1	1550	0	467.62	0.00	0.00	0.00	0.00	467.62	310	LARGEY, ELIZABETH A
*1	1555	0	467.62	0.00	0.00	0.00	0.00	467.62	311	MCKAY LAWRENCE A & GLORIA A
*1	1560	0	467.62	0.00	0.00	0.00	0.00	467.62	312	BOLTON, SUSAN R
*1	1565	0	467.62	0.00	0.00	0.00	0.00	467.62	313	JOERGENSEN TORGRIM & INGUINN M

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*1	1630	0	467.62	0.00	0.00	0.00	0.00	467.62	326	NOVOTNY JAMES F
*1	1635	0	467.62	0.00	0.00	0.00	0.00	467.62	327	BAKER THEODORE S & ELIZABETH E
*1	1640	0	467.62	0.00	0.00	0.00	0.00	467.62	328	LITWILLER LONNIE S & JOANNE F
*1	1645	0	467.62	0.00	0.00	0.00	0.00	467.62	329	MERCER, GERTRUDE & HEWARD, JOSEPH
*1	1650	0	935.24	0.00	0.00	0.00	0.00	935.24	330	SULLIVAN MICHAEL P & CHRISTINE E
*1	1660	0	467.62	0.00	0.00	0.00	0.00	467.62	332	THE DANIEL N COOKE TRUST INSTRUMENT
*1	1665	0	467.62	0.00	0.00	0.00	0.00	467.62	333	COOK JON P & WOODS MARGARET W
*1	1670	0	467.62	0.00	0.00	0.00	0.00	467.62	334	CADIEUX RONALD A & JUDITH E
*1	1675	0	467.62	0.00	0.00	0.00	0.00	467.62	335	SABALL JUSTIN & DEBORAH
*1	1680	0	467.62	0.00	0.00	0.00	0.00	467.62	336	STAVROS DINO G & MARILYN
*1	1685	0	467.62	0.00	0.00	0.00	0.00	467.62	337	KATSIMPAS CHARLES & DIANE
*1	1690	0	467.62	0.00	0.00	0.00	0.00	467.62	338	THOMPSON PAMELA
*1	1695	0	467.62	0.00	0.00	0.00	0.00	467.62	339	MITCHELL ELIZABETH A TRUSTEE
*1	1697	0	467.62	0.00	0.00	0.00	0.00	467.62	1697	MANDELL, JAMES A
*1	1700	0	467.62	0.00	0.00	0.00	0.00	467.62	340	LEFORT MARIO & NASH DEBORAH
*1	1700	0	467.62	0.00	0.00	0.00	0.00	467.62	1448	W PAROLIN REVOCABLE TRUST
*1	1705	0	467.62	0.00	0.00	0.00	0.00	467.62	341	ANDREWS KAREN E
*1	1720	0	467.62	0.00	0.00	0.00	0.00	467.62	344	ANUSZEWSKI, THOMAS J
*1	1725	0	467.62	0.00	0.00	0.00	0.00	467.62	345	SAVONA JACK & ANNE
*1	1730	0	467.62	0.00	0.00	0.00	0.00	467.62	346	BOURQUE DIANNE J TRUSTEE
*1	1735	0	467.62	0.00	0.00	0.00	0.00	467.62	347	ROBERT E ANUSZEWSKI LIVING TRUST
*1	1740	0	467.62	0.00	0.00	0.00	0.00	467.62	348	KATHY F ANUSZEWSKI LIVING TRUST

* = Override

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*1	1895	0	467.62	0.00	0.00	0.00	0.00	467.62	379	SWEENEY JOHN & ANN-MARIE
*1	1900	0	467.62	0.00	0.00	0.00	0.00	467.62	380	3 WHARF LN LLC
*1	1905	0	467.62	0.00	0.00	0.00	0.00	467.62	381	VISSER JORDI C & ANDREA C
*1	1910	0	4,676.20	0.00	0.00	-4,676.20	0.00	0.00	382	KENNEBUNKPORT CAPTAINS COLLECTION HOLDINGS, LLC
*1	1915	0	467.62	0.00	0.00	0.00	0.00	467.62	383	BALCOM, WILLIAM BRIAN
*1	1920	0	4,910.01	0.00	0.00	-4,910.01	0.00	0.00	384	KENNEBUNKPORT CAPTAINS COLLECTION HOLDINGS, LLC
*1	1925	0	1,870.48	0.00	0.00	-1,870.48	0.00	0.00	385	KCC-CGH HOLDINGS, LLC
*1	1930	0	467.62	0.00	0.00	0.00	0.00	467.62	386	DRAGHETTI MATTHEW J & MICHELLE L
*1	1935	0	467.62	0.00	0.00	0.00	0.00	467.62	387	LABOVE PAUL V & JULIE ANN
*1	1945	0	467.62	0.00	0.00	0.00	0.00	467.62	389	MIDDLETON MARJORIE D & JOHN L JR
*1	1955	0	467.62	0.00	0.00	0.00	0.00	467.62	391	LUKAS MALTE TRUSTEE OF THE
*1	1960	0	2,338.10	0.00	0.00	0.00	0.00	2,338.10	392	MATTUCHIO FAMILY IRREVOCABLE TRUST
*1	1965	0	467.62	0.00	0.00	0.00	0.00	467.62	393	MORELLI MICHAEL J & KERRY H
*1	1970	0	467.62	0.00	0.00	-32.38	0.00	435.24	394	LEA RAE LEVINES REVOCABLE TRUST
*1	1975	0	467.62	0.00	0.00	0.00	0.00	467.62	395	CAPPS NOBLE F & NANCY HURLEY
*1	1980	0	467.62	0.00	0.00	0.00	0.00	467.62	396	LAMONTAGNE, ELLIOTT
*1	1990	0	467.62	0.00	0.00	0.00	0.00	467.62	398	CASTNER MILDRA A TRUSTEE
*1	1995	0	467.62	0.00	0.00	0.00	0.00	467.62	399	RYBCZYK STEPHEN M & CAROLE A
*1	2000	0	935.24	0.00	0.00	0.00	0.00	935.24	400	KASYAN ANN M & ALPEYRIE JEAN-LOUIS
*1	2005	0	467.62	0.00	0.00	0.00	0.00	467.62	401	JANE E FIRTH TRUST
*1	2010	0	467.62	0.00	0.00	0.00	0.00	467.62	402	MOLSON, GEOFFREY E

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*1	2135	0	4,910.01	0.00	0.00	-4,910.01	0.00	0.00	427	KENNEBUNKPORT
									427	CAPTAINS COLLECTION
										HOLDINGS, LLC
*1	2140	0	467.62	0.00	0.00	0.00	0.00	467.62	428	CUP AND SAUCER LLC
*1	2145	0	467.62	0.00	0.00	0.00	0.00	467.62	429	BEAN DAVID F & KRISTIN &
										LURIE GRETCHEN B
*1	2150	0	935.24	0.00	0.00	0.00	0.00	935.24	430	GORDON, SHANNON C
*1	2155	0	467.62	0.00	0.00	0.00	0.00	467.62	431	BROOKS RONALD C &
										LINDA J
*1	2160	0	467.62	0.00	0.00	0.00	0.00	467.62	432	CARON GERARD A & OLSON
										GEORGE E TRUSTEES
*1	2165	0	467.62	0.00	0.00	0.00	0.00	467.62	433	PRICE EUGENE THOMAS &
										KRISTEN E
*1	2170	0	467.62	0.00	0.00	0.00	0.00	467.62	434	FLYNN SEAN M & AMY S
*1	2175	0	467.62	0.00	0.00	0.00	0.00	467.62	435	MIKLOS MARK A &
										JENNIFER L
*1	2180	0	467.62	0.00	0.00	0.00	0.00	467.62	436	GREEN FRANK T &
										DOROTHY J
*1	2185	0	467.62	0.00	0.00	0.00	0.00	467.62	437	TYLER TROY & BRODAR
										LISA
*1	2195	0	935.24	0.00	0.00	0.00	0.00	935.24	439	COMMONWEALTH
										COLLECTIVE LLC
*1	2200	0	467.62	0.00	0.00	0.00	0.00	467.62	440	WALSH NANCY G
*1	2205	0	467.62	0.00	0.00	0.00	0.00	467.62	441	STRAUB, CHARLES W JR &
										CAROL J
*1	2210	0	467.62	0.00	0.00	528.42	40.45	1,036.49	442	MEEHAN MAINE REALTY
										TRUST
*1	2215	0	467.62	0.00	0.00	0.00	0.00	467.62	443	ROSE ALICE L TRUSTEE
*1	2220	0	467.62	0.00	0.00	0.00	0.00	467.62	444	FUSCO, LINDA
*1	2225	0	467.62	0.00	0.00	0.00	0.00	467.62	445	ADAMS DAVID R & ELLEN L
*1	2230	0	467.62	0.00	0.00	0.00	0.00	467.62	446	HANDLEN FRANK W &
										CUMMINS SHARON L
*1	2235	0	935.24	0.00	0.00	0.00	0.00	935.24	447	THOMPSON HARRY A III &
										PREVITI JILL M
*1	2240	0	935.24	0.00	0.00	0.00	0.00	935.24	448	RINALDI JOHN F & POWELL
										BRIAN

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*1	2395	0	467.62	0.00	0.00	0.00	0.00	467.62	479	LUKAS MARCIA TRUSTEE OF THE
*1	2400	0	467.62	0.00	0.00	0.00	0.00	467.62	480	EDDLESTON GRAHAM T & LAURA
*1	2405	0	467.62	0.00	0.00	0.00	0.00	467.62	481	NASH LINDA S
*1	2410	0	467.62	0.00	0.00	0.00	0.00	467.62	482	ANDERSON MARYDILYS S & NELSON JAMES C
*1	2415	0	935.24	0.00	0.00	0.00	0.00	935.24	483	WARREN PETER & GRETCHEN
*1	2420	0	467.62	0.00	0.00	0.00	0.00	467.62	484	SINCLAIR SARA E & THOMAS J TRUSTEES
*1	2425	0	467.62	0.00	0.00	0.00	0.00	467.62	485	WILLIAM B & MARGARET D CHEW
*1	2430	0	467.62	0.00	0.00	0.00	0.00	467.62	486	LESCURE JOHN M III TRUSTEE
*1	2435	0	1,309.34	0.00	0.00	0.00	0.00	1,309.34	487	SOUTH CONGREGATIONAL CHURCH
*1	2440	0	3,740.96	0.00	0.00	0.00	0.00	3,740.96	488	SOUTH CHURCH HOUSING CORP
*1	2445	0	935.24	0.00	0.00	0.00	0.00	935.24	489	ARUNDEL LODGE F & AM
*1	2450	0	467.62	0.00	0.00	0.00	0.00	467.62	490	GARDINIER, NANCY J
*1	2455	0	467.62	0.00	0.00	0.00	0.00	467.62	491	JSK GROUP LLC
*1	2460	0	935.24	0.00	0.00	0.00	0.00	935.24	492	HENDERSON, PAUL F & LISA A
*1	2465	0	467.62	0.00	0.00	0.00	0.00	467.62	493	BAPTIST CHURCH
*1	2470	0	467.62	0.00	0.00	0.00	0.00	467.62	494	HISTORICAL SOCIETY OF KENNEBUNKPORT
*1	2475	0	467.62	0.00	0.00	0.00	0.00	467.62	495	IAFOLLA MICHAEL F JR & DENISE G
*1	2480	0	467.62	0.00	0.00	0.00	0.00	467.62	496	ROLLERI ANDREA A & VAN SICKLE DENNIS E
*1	2485	0	467.62	0.00	0.00	0.00	0.00	467.62	497	MORESCHI, HELEN - TRUSTEE
*1	2490	0	467.62	0.00	0.00	0.00	0.00	467.62	498	CHRISTOPHER DIEBENKORN LIVING TRUST
*1	2500	0	467.62	0.00	0.00	0.00	0.00	467.62	500	JEFFREY S & ABBY D TROIANO

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*1	2635	0	467.62	0.00	0.00	-532.38	0.00	-64.76	527	KERN, BARBARA
*1	2640	0	467.62	0.00	0.00	0.00	0.00	467.62	528	BARRON DAPHNE L
*1	2645	0	467.62	0.00	0.00	0.00	0.00	467.62	529	BAKER, RYAN F
*1	2650	0	467.62	0.00	0.00	0.00	0.00	467.62	530	FORRESTAL KATHLEEN & LITOWICZ DOUGLAS
*1	2655	0	467.62	0.00	0.00	0.00	0.00	467.62	531	LOYNS, LYN A AND GIA L
*1	2660	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	532	SPITA JOHN E
*1	2665	0	467.62	0.00	0.00	0.00	0.00	467.62	533	MCCARTHY GEOFFREY D & STACEY A
*1	2670	0	467.62	0.00	0.00	0.00	0.00	467.62	534	BURROWS JAMES E & VIRGINIA E
*1	2675	0	467.62	0.00	0.00	0.00	0.00	467.62	535	BEAUDION WILLIAM J & JENNIFER M
*1	2680	0	467.62	0.00	0.00	-0.47	0.00	467.15	536	MCCARTHY, STEPHEN E & CHERI M
*1	2685	0	467.62	0.00	0.00	0.00	0.00	467.62	537	MARTIN FAMILY TRUST
*1	2690	0	467.62	0.00	0.00	0.00	0.00	467.62	538	STEPHENS III, BENJAMIN F
*1	2695	0	467.62	0.00	0.00	0.00	0.00	467.62	539	MARTIN SUSAN L
*1	2700	0	467.62	0.00	0.00	0.00	0.00	467.62	540	MILES DANIEL F & ANDREA
*1	2705	0	467.62	0.00	0.00	0.00	0.00	467.62	541	BARTLETT, LILLIAN M
*1	2710	0	467.62	0.00	0.00	0.00	0.00	467.62	542	GERE NICHOLAS D & TRACI L
*1	2715	0	467.62	0.00	0.00	0.00	0.00	467.62	543	CAROLYN S MEHLHORN REVOCABLE TRUST
*1	2720	0	467.62	0.00	0.00	0.00	0.00	467.62	544	GAROTTA, CHRISTIAN
*1	2725	0	467.62	0.00	0.00	0.00	0.00	467.62	545	GURSKI KIMBERLY A & JOHN E
*1	2730	0	467.62	0.00	0.00	0.00	0.00	467.62	546	JOB ROBERT IV TRUSTEE OF THE
*1	2735	0	467.62	0.00	0.00	-0.95	0.00	466.67	547	DONESKI DAVID & SANDRA
*1	2745	0	467.62	0.00	0.00	0.00	0.00	467.62	549	SPICEWOOD MAINE LLC
*1	2750	0	467.62	0.00	0.00	0.00	0.00	467.62	550	EISING PETER A & SUSANNE
*1	2755	0	467.62	0.00	0.00	0.00	0.00	467.62	551	LESLIE J LYNCH AS TRUSTEE OF THE

* = Override

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*1	2885	0	6,874.01	0.00	0.00	0.00	0.00	6,874.01	577	SHMALO FAMILY LLC
*1	2890	0	467.62	0.00	0.00	0.00	0.00	467.62	578	PERKINS CARLA L
*1	2895	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	579	KNOWLES ROBERT W
*1	2900	0	1,636.67	0.00	0.00	0.00	0.00	1,636.67	580	GRAHAM KELLY E & MARY A
*1	2905	0	935.24	0.00	0.00	1,995.35	217.43	3,148.02	581	GOODWIN, KAREN A
*1	2910	0	467.62	0.00	0.00	0.00	0.00	467.62	582	JOHN BOURNE HOUSE LLC
*1	2915	0	467.62	0.00	0.00	0.00	0.00	467.62	583	HINDS JOYCE & SWIFT TERRALYNN TRUSTEES
*1	2920	0	467.62	0.00	0.00	0.00	0.00	467.62	584	SMITH PHILIP G
*1	2925	0	467.62	0.00	0.00	0.00	0.00	467.62	585	WALTERA FREDERICK G & CAROLYN L TRUSTEES
*1	2930	0	467.62	0.00	0.00	0.00	0.00	467.62	586	MAUSHART BRADFORD S & DONNA M
*1	2935	0	467.62	0.00	0.00	0.00	0.00	467.62	587	NORTHERN NEW ENGLAND OPERATIONS LLC
*1	2940	0	467.62	0.00	0.00	0.00	0.00	467.62	588	ZELWEGER SUSAN G TESTAMENTARY TRUST
*1	2945	0	7,014.30	0.00	0.00	0.00	0.00	7,014.30	589	SHMALO RAYMOND TRUSTEE
*1	2950	0	467.62	0.00	0.00	-0.10	0.00	467.52	590	MOUNTAIN TOPS INC
*1	2955	0	467.62	0.00	0.00	0.00	0.00	467.62	591	JENKINS DAVID & DIANE
*1	2960	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	592	SOULE BEVERLEY BAUM TRUSTEE
*1	2965	0	467.62	0.00	0.00	0.00	0.00	467.62	593	SHOTWELL, JENNIFER M
*1	2970	0	467.62	0.00	0.00	0.00	0.00	467.62	594	SHOTWELL JENNIFER M
*1	2975	0	467.62	0.00	0.00	0.00	0.00	467.62	595	HILL LAURENCE R & BEVERLY
*1	2980	0	1,169.05	0.00	0.00	2.31	0.20	1,171.56	596	UNITED STATES GOVERNMENT
*1	2985	0	1,870.48	0.00	0.00	0.00	0.00	1,870.48	597	THOMPSON, BENJAMIN S
*1	2990	0	935.24	0.00	0.00	0.00	0.00	935.24	598	IBCREID LLC
*1	2995	0	467.62	0.00	0.00	0.00	0.00	467.62	599	APPLE GROVE PROPERTIES LLC
*1	3000	0	467.62	0.00	0.00	0.00	0.00	467.62	600	CAMPBELL ROBERT S & KATHLEEN F

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*1	3160	0	6,780.49	0.00	0.00	0.00	0.00	6,780.49	632	KUDAS HOTEL COMPANY LLC
*1	3165	0	467.62	0.00	0.00	0.00	0.00	467.62	633	WILDES HOWARD G & S PATRICIA
*1	3170	0	935.24	0.00	0.00	-7.89	0.00	927.35	634	SPOTTISWOODE, JOHN P
*1	3175	0	935.24	0.00	0.00	-7.89	0.00	927.35	635	SPOTTISWOODE, JOHN P
*1	3180	0	467.62	0.00	0.00	-1.15	0.00	466.47	636	MANIKIAN REBECCA D & MAXWELL R
*1	3185	0	467.62	0.00	0.00	0.00	0.00	467.62	637	CLARK JEANNE Y & WAYNE R
*1	3190	0	467.62	0.00	0.00	0.00	0.00	467.62	638	KING, KAREN A
*1	3195	0	467.62	0.00	0.00	0.00	0.00	467.62	639	HOLMES ADAM & FLAIVE JANINE
*1	3210	0	467.62	0.00	0.00	0.00	0.00	467.62	642	COSTA ALLEGRA
*1	3215	0	467.62	0.00	0.00	3.34	0.27	471.23	643	SAHIN KENT E
*1	3220	0	467.62	0.00	0.00	0.00	0.00	467.62	644	COX, KAY H
*1	3225	0	467.62	0.00	0.00	0.00	0.00	467.62	645	GALLAGHER SHEILA A & PATRICIA TRUSTEES
*1	3235	0	467.62	0.00	0.00	0.00	0.00	467.62	647	GANGER, NANCY L & WARD L
*1	3240	0	467.62	0.00	0.00	0.00	0.00	467.62	648	BUNDY DARCI E A TRUSTEE
*1	3245	0	467.62	0.00	0.00	0.00	0.00	467.62	649	SCOLLINS JOHN
*1	3250	0	467.62	0.00	0.00	0.00	0.00	467.62	650	MEIER FAMILY TRUST
*1	3255	0	467.62	0.00	0.00	0.00	0.00	467.62	651	KIRSCH JAMES H REVOCABLE TRUST
*1	3260	0	467.62	0.00	0.00	0.00	0.00	467.62	652	GLAUZ-TODRANK, STEPHEN K
*1	3265	0	467.62	0.00	0.00	0.00	0.00	467.62	653	MCLEAN GLADYS H
*1	3270	0	935.24	0.00	0.00	1,737.89	99.78	2,772.91	654	SMALL HARRISON D
*1	3275	0	467.62	0.00	0.00	0.00	0.00	467.62	655	DAVIS JEFFREY S & PAMELA A
*1	3280	0	467.62	0.00	0.00	0.00	0.00	467.62	656	HENNESSEY VINCENT E & MARY A TRUSTEES
*1	3285	0	467.62	0.00	0.00	0.00	0.00	467.62	657	BROOKS, LORRAINE E
*1	3290	0	467.62	0.00	0.00	0.00	0.00	467.62	658	WILSON KINDER HL

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*1	3465	0	467.62	0.00	0.00	0.00	0.00	467.62	693	PUTNAM JOSEPHINE F & ARNOLD
*1	3470	0	467.62	0.00	0.00	0.00	0.00	467.62	694	PUTNAM JOSEPHINE F
*1	3475	0	467.62	0.00	0.00	0.00	0.00	467.62	695	ALTER BRUCE S & LEVINE AMY
*1	3480	0	467.62	0.00	0.00	0.00	0.00	467.62	696	TENNEY, LAUREN S
*1	3485	0	467.62	0.00	0.00	0.00	0.00	467.62	697	TENNEY, DAVID B & CATHERINE S
*1	3490	0	467.62	0.00	0.00	0.00	0.00	467.62	698	LAFLAMME, MARC
*1	3500	0	467.62	0.00	0.00	0.00	0.00	467.62	700	LEACH LINDA P & RAYMOND D
*1	3505	0	467.62	0.00	0.00	0.00	0.00	467.62	701	RICKER ROBERT & MARY
*1	3510	0	467.62	0.00	0.00	0.00	0.00	467.62	702	BRIDGES SALLY J & ELSWORTH L JR
*1	3515	0	467.62	0.00	0.00	0.00	0.00	467.62	703	BRIDGES ELSWORTH L & SALLY
*1	3520	0	2,338.10	0.00	0.00	0.00	0.00	2,338.10	704	MATTHEWS STEPHEN J & CABRAL MARGARET M
*1	3530	0	467.62	0.00	0.00	0.00	0.00	467.62	706	LAMB STEPHEN A & REBECCA J
*1	3535	0	467.62	0.00	0.00	0.00	0.00	467.62	707	HAYES FRANCES L TRUSTEE
*1	3540	0	467.62	0.00	0.00	0.00	0.00	467.62	708	YOUNG RALPH E
*1	3545	0	467.62	0.00	0.00	0.00	0.00	467.62	709	POLI JO ANN
*1	3550	0	467.62	0.00	0.00	0.00	0.00	467.62	710	MCCABE SHARON R
*1	3555	0	467.62	0.00	0.00	0.00	0.00	467.62	711	TOTH CHRISTOPHER A
*1	3570	0	467.62	0.00	0.00	0.00	0.00	467.62	714	MATTHEWS SHEILA
*1	3580	0	935.24	0.00	0.00	0.00	0.00	935.24	716	LUDWIG FAMILY
*1	3585	0	935.24	0.00	0.00	0.00	0.00	935.24	717	BEARD DANIEL B & SARAH B
*1	3590	0	467.62	0.00	0.00	0.00	0.00	467.62	718	FRASER TIMOTHY P TRUSTEE
*1	3595	0	467.62	0.00	0.00	0.00	0.00	467.62	719	BROWN, CAROLYN C
*1	3600	0	467.62	0.00	0.00	0.00	0.00	467.62	720	CARPENTER JOHN W & ELLEN S TRUSTEES

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*1	3735	0	467.62	0.00	0.00	0.00	0.00	467.62	747	COWLES HAROLD R & BROWN KIMBERLY H, TRUSTEES
*1	3740	0	467.62	0.00	0.00	0.00	0.00	467.62	748	REDMOND JOHN & STEPHANIE
*1	3745	0	467.62	0.00	0.00	-4.49	0.00	463.13	749	HAMMEL CLIFFORD P & BETSY
*1	3750	0	467.62	0.00	0.00	0.00	0.00	467.62	750	MCLEAN GLADYS H
*1	3755	0	467.62	0.00	0.00	0.00	0.00	467.62	751	MCLEAN GLADYS H & HARRISON
*1	3760	0	467.62	0.00	0.00	528.42	41.05	1,037.09	752	RAYMOND BRYAN
*1	3765	0	467.62	0.00	0.00	0.00	0.00	467.62	753	POWELL STEPHEN W & JANET S TRUSTEES
*1	3770	0	467.62	0.00	0.00	0.00	0.00	467.62	754	DAMADU USA LTD
*1	3775	0	467.62	0.00	0.00	0.00	0.00	467.62	755	ANTONIAK SCOTT
*1	3780	0	467.62	0.00	0.00	0.00	0.00	467.62	756	CAYFORD GREGORY R & SUSANNE M
*1	3790	0	467.62	0.00	0.00	1,078.53	102.95	1,649.10	758	JANELLE NORMA JEAN & PELOQUIN KEITH P
*1	3795	0	467.62	0.00	0.00	0.00	0.00	467.62	759	HOLTZ, HERBERT L
*1	3805	0	467.62	0.00	0.00	0.00	0.00	467.62	761	DONNA B THOMPSON REVOCABLE TRUST
*1	3810	0	467.62	0.00	0.00	0.00	0.00	467.62	762	GIFFORD JOYCE & GEORGE H
*1	3820	0	467.62	0.00	0.00	0.00	0.00	467.62	764	ANISIA R GIFFORD TRUST
*1	3825	0	467.62	0.00	0.00	0.00	0.00	467.62	765	HOVIVIAN TOROS F & MARIANNE C
*1	3830	0	467.62	0.00	0.00	0.00	0.00	467.62	766	OAKLEY, GLENN
*1	3835	0	467.62	0.00	0.00	0.00	0.00	467.62	767	OAKLEY, GLENN C
*1	3840	0	467.62	0.00	0.00	0.00	0.00	467.62	768	INTER VIVOS TRUST OF DORSEY HUGHES
*1	3855	0	467.62	0.00	0.00	0.00	0.00	467.62	771	WILKINS JAMES D & JANICE M
*1	3860	0	467.62	0.00	0.00	0.00	0.00	467.62	772	BREAREY RAYMOND & SHEILA
*1	3865	0	467.62	0.00	0.00	0.00	0.00	467.62	773	MARYANNE K SORGE REVOCABLE TRUST

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*1	4015	0	467.62	0.00	0.00	0.00	0.00	467.62	803	KUSHNER HAROLD F MD TRUSTEE
*1	4020	0	467.62	0.00	0.00	0.00	0.00	467.62	804	ROBERT R FORSBERG REVOC TRUST
*1	4025	0	467.62	0.00	0.00	-467.62	0.00	0.00	805	JUDGE, JANET
*1	4030	0	467.62	0.00	0.00	0.00	0.00	467.62	806	BACKMAN BRUCE R & SULLIVAN EDWARD
*1	4035	0	467.62	0.00	0.00	0.00	0.00	467.62	807	MINNIHAN BRIAN J & PRUDENCE B TRUSTEES
*1	4040	0	467.62	0.00	0.00	0.00	0.00	467.62	808	NUNAN, ELEANOR J
*1	4045	0	467.62	0.00	0.00	0.00	0.00	467.62	809	SPENCER NANCY C & RICHARD H JR
*1	4055	0	467.62	0.00	0.00	0.00	0.00	467.62	811	HUFF DONALD E & JOYCE E
*1	4060	0	467.62	0.00	0.00	0.00	0.00	467.62	812	KASPRZAK STEPHEN M & PAULA J
*1	4065	0	467.62	0.00	0.00	0.00	0.00	467.62	813	MILLER KAREN A
*1	4080	0	935.24	0.00	0.00	0.00	0.00	935.24	816	R KELLY B JR & AMY R KELLY KADING
*1	4085	0	467.62	0.00	0.00	0.00	0.00	467.62	817	GRAMBLING, ALEX D
*1	4090	0	467.62	0.00	0.00	0.00	0.00	467.62	818	HANDLER, LAUREN TEEL
*1	4095	0	467.62	0.00	0.00	0.00	0.00	467.62	819	ORY ANDREW DAVID & LINDA GAIL HAMMETT
*1	4100	0	467.62	0.00	0.00	0.00	0.00	467.62	820	PARSONS, BRADFORD D
*1	4105	0	467.62	0.00	0.00	0.00	0.00	467.62	821	NIEUWKERK WILLIAM F & MARIA N
*1	4110	0	467.62	0.00	0.00	0.00	0.00	467.62	822	PHIN'S LANDING
*1	4115	0	467.62	0.00	0.00	0.00	0.00	467.62	823	BENINCASA JUSTIN D & GRACE M
*1	4120	0	467.62	0.00	0.00	0.00	0.00	467.62	824	MACLEOD CAROL H & ROBERT B JR
*1	4125	0	467.62	0.00	0.00	0.00	0.00	467.62	825	BARTLETT, STEFFANIE M
*1	4130	0	467.62	0.00	0.00	0.00	0.00	467.62	826	MULLIN JEROME L
*1	4135	0	467.62	0.00	0.00	-0.01	0.00	467.61	827	BONNEAU PAUL V & SARAH PINKERTON
*1	4140	0	467.62	0.00	0.00	0.00	0.00	467.62	828	JJWZ LLC
*1	4145	0	467.62	0.00	0.00	0.00	0.00	467.62	829	POLI JOHN C TRUSTEE

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*1	4305	0	467.62	0.00	0.00	-1.50	0.00	466.12	861	SHULTZ NICOLE S & CRAIG E
*1	4310	0	467.62	0.00	0.00	0.00	0.00	467.62	862	SCANLON JANE ETHERINGTON & JAMES
*1	4315	0	467.62	0.00	0.00	0.00	0.00	467.62	863	DONOVAN FAMILY LIVING TRUST
*1	4320	0	467.62	0.00	0.00	0.00	0.00	467.62	864	SCONTSAS GEORGE P & DONNA L TRUSTEES
*1	4325	0	467.62	0.00	0.00	0.00	0.00	467.62	865	DMV INVESTMENT PROPERTIES LLC
*1	4330	0	467.62	0.00	0.00	0.00	0.00	467.62	866	ROMINE DONALD J & RHODA M
*1	4335	0	467.62	0.00	0.00	0.00	0.00	467.62	867	AKEL MADELINE & ROSEBROOK RENEE
*1	4340	0	467.62	0.00	0.00	0.00	0.00	467.62	868	WALSH, RICHARD & STEPHANIE
*1	4345	0	467.62	0.00	0.00	0.00	0.00	467.62	869	LYONS, BARBARA E
*1	4350	0	467.62	0.00	0.00	0.00	0.00	467.62	870	MCKELVY KEVIN W
*1	4355	0	5,704.96	0.00	0.00	0.00	0.00	5,704.96	871	NUNAN KEITH B & RICHARD C
*1	4360	0	467.62	0.00	0.00	0.00	0.00	467.62	872	WARD JOSEPH L & LEIGH ANNE
*1	4365	0	467.62	0.00	0.00	0.00	0.00	467.62	873	GONZALEZ, JUAN CARLOS
*1	4370	0	467.62	0.00	0.00	0.00	0.00	467.62	874	DWORKIN GERALD M & DONNA J
*1	4375	0	1,122.29	0.00	0.00	0.00	0.00	1,122.29	875	CRAWINGS LLC
*1	4380	0	4,115.06	0.00	0.00	0.00	0.00	4,115.06	876	COVENTRY EAGLE LLC
*1	4385	0	467.62	0.00	0.00	0.00	0.00	467.62	877	FIELD JOSEPH T
*1	4390	0	467.62	0.00	0.00	0.00	0.00	467.62	878	WORTHLEY ROBERT A & EILEEN
*1	4395	0	467.62	0.00	0.00	0.00	0.00	467.62	879	MARCOCCIO NICHOLAS & KATHERINE
*1	4405	0	467.62	0.00	0.00	0.00	0.00	467.62	881	ORKNEY FAMILY TRUST
*1	4410	0	467.62	0.00	0.00	0.00	0.00	467.62	882	ARMEN M AND SYBIL H ZILDJIAN
*1	4415	0	467.62	0.00	0.00	0.00	0.00	467.62	883	EMMONS DOUGLAS A & BETTY

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*1	4585	0	467.62	0.00	0.00	0.00	0.00	467.62	917	ADAMS JENNIFER & BILLY
*1	4600	0	467.62	0.00	0.00	0.00	0.00	467.62	920	NUMAN, KEITH B & KIMBERLY A
*1	4605	0	1,169.05	0.00	0.00	0.00	0.00	1,169.05	921	CAPE PORPOISE LOBSTER CO INC
*1	4610	0	467.62	0.00	0.00	0.00	0.00	467.62	922	CERONE JOHN M
*1	4625	0	467.62	0.00	0.00	0.00	0.00	467.62	925	AUSTIN MICHAEL H & ROBERTA
*1	4630	0	5,611.44	0.00	0.00	-2.77	0.00	5,608.67	926	PANAMA LLC
*1	4635	0	467.62	0.00	0.00	0.00	0.00	467.62	927	KELLETT, ALICIA N
*1	4640	0	467.62	0.00	0.00	0.00	0.00	467.62	928	WARD DUANE E
*1	4655	0	467.62	0.00	0.00	0.00	0.00	467.62	931	GRAHAM DAVID J & DEBRA B
*1	4660	0	467.62	0.00	0.00	0.00	0.00	467.62	932	LOUJOHN SHEEHAN FAMILY TRUST
*1	4665	0	467.62	0.00	0.00	0.00	0.00	467.62	933	GANNON STEPHEN D & BARBARA
*1	4670	0	467.62	0.00	0.00	0.00	0.00	467.62	934	HANSON, GALE M
*1	4675	0	467.62	0.00	0.00	0.00	0.00	467.62	935	ROMANO, DOMINICK M
*1	4680	0	467.62	0.00	0.00	0.00	0.00	467.62	936	BYRNE THOMAS J & BELANGER KATHLYN M
*1	4685	0	467.62	0.00	0.00	0.00	0.00	467.62	937	JOURDAN DAVID W & LYNN R
*1	4695	0	467.62	0.00	0.00	0.00	0.00	467.62	939	WRIGHT PATRICIA L
*1	4700	0	467.62	0.00	0.00	0.00	0.00	467.62	940	BRASSERT WALTER L
*1	4705	0	467.62	0.00	0.00	0.00	0.00	467.62	941	BRASSERT, KATE E
*1	4715	0	467.62	0.00	0.00	0.00	0.00	467.62	943	GREEN MARINE CORPORATION
*1	4720	0	467.62	0.00	0.00	0.00	0.00	467.62	944	MOONEY LOUISE J
*1	4740	0	467.62	0.00	0.00	0.00	0.00	467.62	948	ELLS, CHRISTOPHER AND SHANNON
*1	4750	0	467.62	0.00	0.00	1,085.43	109.14	1,662.19	950	BOURAS, DIMITRI J
*1	4755	0	467.62	0.00	0.00	0.00	0.00	467.62	951	FIVE GRIER ROAD TRUST
*1	4760	0	467.62	0.00	0.00	0.00	0.00	467.62	952	ZUCHES JAMES & DIGMAN DANIELLE, TRUSTEES

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*1	4895	0	467.62	0.00	0.00	0.00	0.00	467.62	979	PREBLE ROBERT J & LUVERNE CLOUGH T
*1	4905	0	467.62	0.00	0.00	0.00	0.00	467.62	981	JENKINS, KELLEY
*1	4910	0	467.62	0.00	0.00	0.00	0.00	467.62	982	PERLMUTTER RICHARD M & MAUREEN C
*1	4915	0	467.62	0.00	0.00	0.00	0.00	467.62	983	JILL C NESHER REVOCABLE TRUST
*1	4920	0	467.62	0.00	0.00	-0.30	0.00	467.32	984	CARRIAGE HOUSE INVENTMENTS LTD
*1	4925	0	467.62	0.00	0.00	0.00	0.00	467.62	985	JILL C NESHER REVOCABLE TRUST
*1	4930	0	2,338.10	0.00	0.00	0.00	0.00	2,338.10	986	WRIGHT FAMILY PROPERTY LP
*1	4935	0	467.62	0.00	0.00	0.00	0.00	467.62	987	2538970 ONTARIO INC
*1	4940	0	467.62	0.00	0.00	0.00	0.00	467.62	988	2538970 ONTARIO INC
*1	4945	0	467.62	0.00	0.00	0.00	0.00	467.62	989	BRIGGS, EDWIN W
*1	4950	0	467.62	0.00	0.00	0.00	0.00	467.62	990	BETSES DAVID A & JEAN ANNE M
*1	4955	0	467.62	0.00	0.00	0.00	0.00	467.62	991	RUBIN, BENJAMIN
*1	4960	0	467.62	0.00	0.00	0.00	0.00	467.62	992	THE JANET H LOMBARD TRUST OF 2013
*1	4965	0	935.24	0.00	0.00	0.00	0.00	935.24	993	PERKINS REALTY TRUST
*1	4969	0	2,805.72	0.00	0.00	0.00	0.00	2,805.72	969	ALDER RUN DEVELOPMENT CO LLC
*1	4970	0	467.62	0.00	0.00	0.00	0.00	467.62	994	16 R CAPE P LLC
*1	4975	0	467.62	0.00	0.00	0.00	0.00	467.62	995	SENNING CALVIN F TRUSTEE
*1	4980	0	467.62	0.00	0.00	0.00	0.00	467.62	996	WRIGHT BARBARA & EDWARD
*1	4990	0	467.62	0.00	0.00	0.00	0.00	467.62	998	ARLINE STIRK DUPRAS, TRUSTEE OF
*1	4995	0	467.62	0.00	0.00	0.00	0.00	467.62	999	DENNIS ROBERT A & MARJORIE
*1	5000	0	467.62	0.00	0.00	0.00	0.00	467.62	1000	JOB ROBERT IV & AMY G TRUSTEES OF THE

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*1	5135	0	467.62	0.00	0.00	0.00	0.00	467.62	1027	SOULE WALTER F & DIANE O
*1	5140	0	1,753.58	0.00	0.00	0.00	0.00	1,753.58	1028	BRADBURY THOMAS E & SHIRLEY W TRUSTEES OF
*1	5145	0	467.62	0.00	0.00	0.00	0.00	467.62	1029	WESTON D MICHAEL & JANET DECLARATION OF TRUST
*1	5150	0	1,870.48	0.00	0.00	0.00	0.00	1,870.48	1030	BRADBURY, VIRGINIA
*1	5155	0	467.62	0.00	0.00	0.00	0.00	467.62	1031	HALL EDWARD R & ANNELESE Z
*1	5160	0	467.62	0.00	0.00	0.00	0.00	467.62	1032	MEAD J MARTIN
*1	5165	0	935.24	0.00	0.00	0.00	0.00	935.24	1033	PHILLIPS JOHN S & MAGDALENE
*1	5170	0	467.62	0.00	0.00	0.00	0.00	467.62	1034	GAUTHIER CHRISTOPHER P & KRISTEN L
*1	5175	0	467.62	0.00	0.00	0.00	0.00	467.62	1035	QUIGLEY STEVEN F & KAREN I
*1	5180	0	467.62	0.00	0.00	0.00	0.00	467.62	1036	FLINT LINDA C & ELIZABETH B
*1	5185	0	467.62	0.00	0.00	0.00	0.00	467.62	1037	HARRIMAN SHIRLEY M & MATTHEWS TARI LEE
*1	5190	0	467.62	0.00	0.00	0.00	0.00	467.62	1038	BRADBURY, VIRGINIA A
*1	5200	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	1040	JOYCE WILLIAM D & LINDA A
*1	5205	0	467.62	0.00	0.00	0.00	0.00	467.62	1041	MARSHALL POINT REALTY TRUST
*1	5210	0	467.62	0.00	0.00	0.00	0.00	467.62	1042	CHRISTOPHER C MCMAHON TRUST
*1	5215	0	467.62	0.00	0.00	0.00	0.00	467.62	1043	FLETCHER WARNER S & MARY F
*1	5230	0	467.62	0.00	0.00	0.00	0.00	467.62	1046	SPENLINHAUER STEPHEN P & ALICIA F
*1	5235	0	467.62	0.00	0.00	0.00	0.00	467.62	1047	ROBERT & ELIZABETH MURPHY LIVING TRUST
*1	5240	0	467.62	0.00	0.00	0.00	0.00	467.62	1048	TANNER PETER H & JOANNE D TRUSTEES
*1	5255	0	467.62	0.00	0.00	0.00	0.00	467.62	1051	JANDL, MARGARET M

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*1	5380	0	467.62	0.00	0.00	0.00	0.00	467.62	1076	O'DONNELL JOHN M & FERREIRO ROXANA M
*1	5385	0	467.62	0.00	0.00	0.00	0.00	467.62	1077	ROWE KENNETH E TEE KENNETH E ROWE TRUST
*1	5390	0	467.62	0.00	0.00	0.00	0.00	467.62	1078	PALEY FAMILY HOMES LLC
*1	5395	0	935.24	0.00	0.00	0.00	0.00	935.24	1079	GOOSE ROCKS BEACH HOLDINGS LLC
*1	5400	0	467.62	0.00	0.00	0.00	0.00	467.62	1080	COPPOLA FAMILY REALTY TRUST
*1	5405	0	467.62	0.00	0.00	0.00	0.00	467.62	1081	BAYLIS ROBERT M & LOIS W TRUSTEES
*1	5410	0	467.62	0.00	0.00	-3.34	0.00	464.28	1082	SLOPER JILL, MARQUIS KRISTIE, GORNY JOHN & ROBERTA
*1	5415	0	467.62	0.00	0.00	0.00	0.00	467.62	1083	W 131 KINGS HIGHWAY LLC
*1	5420	0	467.62	0.00	0.00	0.00	0.00	467.62	1084	NATIONAL BANK & TRUST CO OF SYCAMORE TRUST
*1	5425	0	935.24	0.00	0.00	0.00	0.00	935.24	1085	GRB LLC
*1	5430	0	467.62	0.00	0.00	0.00	0.00	467.62	1086	FERRARA THOMAS G & PHILOMENA R
*1	5435	0	467.62	0.00	0.00	0.00	0.00	467.62	1087	WESTERLY TRUST
*1	5440	0	467.62	0.00	0.00	0.00	0.00	467.62	1088	CELI KENNEBUNKPORT REAL ESTATE TRUST #1
*1	5445	0	467.62	0.00	0.00	0.00	0.00	467.62	1089	CATALDO, MARY B
*1	5450	0	467.62	0.00	0.00	0.00	0.00	467.62	1090	MULVIHILL MARY JANE & JASON D
*1	5455	0	467.62	0.00	0.00	0.00	0.00	467.62	1091	PMC REALTY
*1	5460	0	467.62	0.00	0.00	0.00	0.00	467.62	1092	GREGORY PHILLIP L JR & CHARLES J
*1	5465	0	467.62	0.00	0.00	0.00	0.00	467.62	1093	SHERMAN/KINNEY PROPERTIES III LLC
*1	5470	0	467.62	0.00	0.00	0.00	0.00	467.62	1094	BARRY V & HARRIET M ENGEL TRUST
*1	5475	0	467.62	0.00	0.00	0.00	0.00	467.62	1095	ROBERT & JANE GARVEY REVOC TRUST
*1	5480	0	467.62	0.00	0.00	0.00	0.00	467.62	1096	BAYLIS ROBERT M & LOIS W TRUSTEES

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*1	5605	0	467.62	0.00	0.00	0.00	0.00	467.62	1121	HOCKMAN SCOTT M & JACOBS CHERYL A TRUSTEES
*1	5610	0	467.62	0.00	0.00	0.00	0.00	467.62	1122	DUGAN WILLIAM H & PATRICIA R TRUSTEES
*1	5615	0	467.62	0.00	0.00	-186.54	0.00	281.08	1123	SULLIVAN ROBERT & LESLIE
*1	5620	0	467.62	0.00	0.00	0.00	0.00	467.62	1124	VAILAS, JAMES C
*1	5625	0	467.62	0.00	0.00	0.00	0.00	467.62	1125	106 KINGS HIGHWAY REALTY TRUST
*1	5630	0	467.62	0.00	0.00	0.00	0.00	467.62	1126	WHITTEMORE CHARLES R JR & KRISTINE
*1	5635	0	467.62	0.00	0.00	0.00	0.00	467.62	1127	JUNKER WILLIAM A & MARIA
*1	5640	0	467.62	0.00	0.00	0.00	0.00	467.62	1128	CHISHOLM PAUL D & EILEEN TRUSTEES
*1	5645	0	467.62	0.00	0.00	0.00	0.00	467.62	1129	SZOSTOWSKI DAVID J & SHEILA L
*1	5650	0	467.62	0.00	0.00	0.00	0.00	467.62	1130	SULLIVAN CHARLES W & JUDITH
*1	5655	0	467.62	0.00	0.00	0.00	0.00	467.62	1131	SWANTON CHRISTINE E & BRUCE D
*1	5660	0	467.62	0.00	0.00	0.00	0.00	467.62	1132	LAROCHELLE, PETER M
*1	5665	0	467.62	0.00	0.00	0.00	0.00	467.62	1133	OLVER WILLIAM M & MANDY H
*1	5670	0	467.62	0.00	0.00	0.00	0.00	467.62	1134	HULTGREN, JOAN M
*1	5675	0	467.62	0.00	0.00	0.00	0.00	467.62	1135	MARITIME COTTAGES LLC
*1	5680	0	467.62	0.00	0.00	0.00	0.00	467.62	1136	MARITIME COTTAGES LLC
*1	5685	0	467.62	0.00	0.00	0.00	0.00	467.62	1137	MARITIME COTTAGES LLC
*1	5690	0	467.62	0.00	0.00	0.00	0.00	467.62	1138	EMANOUIL JOHN T
*1	5695	0	467.62	0.00	0.00	0.00	0.00	467.62	1139	MARITIME COTTAGES LLC
*1	5700	0	467.62	0.00	0.00	0.00	0.00	467.62	1140	O'BRIEN CHILDRENS GIFT TRUST
*1	5705	0	467.62	0.00	0.00	0.00	0.00	467.62	1141	RYAN CHRISTINE M & STEPHEN F
*1	5710	0	467.62	0.00	0.00	0.00	0.00	467.62	1142	GENE & VIRGINIA CUSANO
*1	5715	0	467.62	0.00	0.00	0.00	0.00	467.62	1143	PATRICK E ECHILIN LIVING TRUST

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*1	5865	0	467.62	0.00	0.00	0.00	0.00	467.62	1173 GUSTIN JOANNE K & MICHAEL M TRUSTEES
*1	5870	0	467.62	0.00	0.00	0.00	0.00	467.62	1174 JOEL-MUDD, HOLLY TRUSTEE
*1	5875	0	467.62	0.00	0.00	0.00	0.00	467.62	1175 BARRY PATRICK R & MARGARET V
*1	5880	0	467.62	0.00	0.00	0.00	0.00	467.62	1176 COOPERBERG, STEPHEN D
*1	5885	0	467.62	0.00	0.00	0.00	0.00	467.62	1177 WALTON RODNEY JR & SHELLEY BROWN
*1	5890	0	467.62	0.00	0.00	0.00	0.00	467.62	1178 EATON DAVID & SCULLY-EATON JENNIFE
*1	5895	0	467.62	0.00	0.00	0.00	0.00	467.62	1179 SHERMAN/KINNEY PROPERTIES I LLC
*1	5905	0	467.62	0.00	0.00	0.00	0.00	467.62	1181 GALLANT, JOHN O
*1	5910	0	467.62	0.00	0.00	0.00	0.00	467.62	1182 MARGARET P MIX RE TRUST
*1	5915	0	467.62	0.00	0.00	0.00	0.00	467.62	1183 WEBSTER ELIZA M TRUSTEE OF
*1	5920	0	467.62	0.00	0.00	0.00	0.00	467.62	1184 GOOSE ROCKS BEACH HOLDINGS LLC
*1	5930	0	467.62	0.00	0.00	0.00	0.00	467.62	1186 LITTLE ROCKS LLC
*1	5935	0	467.62	0.00	0.00	0.00	0.00	467.62	1187 M&J JONES REVOCABLE TRUST
*1	5940	0	467.62	0.00	0.00	0.00	0.00	467.62	1188 RAMSEY DAVID L & TRACY A
*1	5945	0	467.62	0.00	0.00	0.00	0.00	467.62	1189 FINNERAL CHRISTOPHER & MAHONEY MEGHAN L
*1	5950	0	467.62	0.00	0.00	0.00	0.00	467.62	1190 PARSONS SOTIR LISA
*1	5955	0	467.62	0.00	0.00	0.00	0.00	467.62	1191 SCHMITT WENDY J
*1	5960	0	935.24	0.00	0.00	0.00	0.00	935.24	1192 O'CONNOR TERENCE G & LEAHEY JOAN
*1	5965	0	467.62	0.00	0.00	0.00	0.00	467.62	1193 EMERY & STAPLES COTTAGES LLC
*1	5970	0	467.62	0.00	0.00	0.00	0.00	467.62	1194 EMERY & STAPLES COTTAGES LLC
*1	5975	0	467.62	0.00	0.00	0.00	0.00	467.62	1195 COTTMAN CLARENCE III & CARON F

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*1	6100	0	467.62	0.00	0.00	0.00	0.00	467.62	1220	O'BRIEN SUSAN & GUARINO LUCAS
*1	6105	0	935.24	0.00	0.00	0.00	0.00	935.24	1221	KOFFS RICHARD L & KATHLEEN ANN
*1	6110	0	467.62	0.00	0.00	0.00	0.00	467.62	1222	COOPER GREGORY E & CHRISTOPHER E
*1	6115	0	467.62	0.00	0.00	0.00	0.00	467.62	1223	ANUSZEWSKI, THOMAS JOHN
*1	6120	0	467.62	0.00	0.00	0.00	0.00	467.62	1224	DIGESER, NANCY J
*1	6125	0	467.62	0.00	0.00	0.00	0.00	467.62	1225	JOHNSON, KATHERINE R
*1	6130	0	467.62	0.00	0.00	0.00	0.00	467.62	1226	GORDON ROBERT A & CATHY M
*1	6140	0	467.62	0.00	0.00	0.00	0.00	467.62	1228	ALMEDER, ROBERT F
*1	6145	0	467.62	0.00	0.00	0.00	0.00	467.62	1229	MIGDELANY KAREN E TRUSTEE OF THE
*1	6155	0	467.62	0.00	0.00	0.00	0.00	467.62	1231	CECILE A HARRIS REVOCABLE TRUST
*1	6160	0	467.62	0.00	0.00	0.00	0.00	467.62	1232	DAVIS RICHARD A & SHERYL D
*1	6165	0	467.62	0.00	0.00	0.00	0.00	467.62	1233	EMERSON CARL R JR & FLORENCE
*1	6170	0	467.62	0.00	0.00	0.00	0.00	467.62	1234	FLAVIN LIVING TRUST
*1	6175	0	467.62	0.00	0.00	0.00	0.00	467.62	1235	SMITH BROOK HOLDINGS LLC
*1	6180	0	467.62	0.00	0.00	0.00	0.00	467.62	1236	MERRILL NORMAN P & JUDITH A TRUSTE
*1	6185	0	467.62	0.00	0.00	0.00	0.00	467.62	1237	FITZGERALD MICHAEL J III & MARILYN
*1	6190	0	467.62	0.00	0.00	0.00	0.00	467.62	1238	218 KINGS HIGHWAY LLC
*1	6200	0	467.62	0.00	0.00	0.00	0.00	467.62	1240	GERALD J LUSSIER TRUST
*1	6215	0	701.43	0.00	0.00	753.30	60.79	1,515.52	1243	THREE DYKE ROAD LIMITED PARTNERSHIP
*1	6220	0	467.62	0.00	0.00	0.00	0.00	467.62	1244	VELJI REALTY LLC
*1	6225	0	467.62	0.00	0.00	0.00	0.00	467.62	1245	WAUGH, KIMBERLY
*1	6230	0	467.62	0.00	0.00	0.00	0.00	467.62	1246	KURLANSKI ZBIGNIEW J & KATHLEEN M

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*1	6345	0	467.62	0.00	0.00	0.00	0.00	467.62	1269	ALEXANDER ALAN R & SHARON S
*1	6355	0	467.62	0.00	0.00	0.00	0.00	467.62	1271	BAINES, STEVEN
*1	6360	0	467.62	0.00	0.00	0.00	0.00	467.62	1272	WORTHLEY KELVIN A & DIANA M
*1	6365	0	467.62	0.00	0.00	-12.15	0.00	455.47	1273	BLANKS ROBERT C & CAROLYN R
*1	6370	0	467.62	0.00	0.00	-0.38	0.00	467.24	1274	PAINTER STEPHEN H III & CORBEY ANN
*1	6375	0	467.62	0.00	0.00	0.00	0.00	467.62	1275	LAFLAMME, VICKY
*1	6380	0	467.62	0.00	0.00	0.00	0.00	467.62	1276	ATHERTON, IAN & KAREN
*1	6390	0	467.62	0.00	0.00	0.00	0.00	467.62	1278	AMY K PIRONTI LIVING TRUST
*1	6395	0	467.62	0.00	0.00	0.00	0.00	467.62	1279	HODGKINS, SCOTT A & CAROL J
*1	6400	0	467.62	0.00	0.00	0.00	0.00	467.62	1280	DEMARRE KATHLEEN A
*1	6405	0	467.62	0.00	0.00	0.00	0.00	467.62	1281	SCHLEIF KELVIN O & STACY L
*1	6410	0	467.62	0.00	0.00	0.00	0.00	467.62	1282	HEARTZ, JOAN
*1	6415	0	467.62	0.00	0.00	0.00	0.00	467.62	1283	O'BRIEN CHARLES J & MARY L LIFE ES
*1	6420	0	467.62	0.00	0.00	0.00	0.00	467.62	1284	BALIS ROBERT J & DIANE P TRUSTEES
*1	6425	0	467.62	0.00	0.00	0.00	0.00	467.62	1285	CURTIS JOYCE E TRUSTEE
*1	6430	0	467.62	0.00	0.00	0.00	0.00	467.62	1286	SISTERS ON THE ROCKS LLC
*1	6435	0	467.62	0.00	0.00	0.00	0.00	467.62	1287	MILLARD FAMILY TRUST
*1	6440	0	467.62	0.00	0.00	0.00	0.00	467.62	1288	INNIS, MELISSA H
*1	6445	0	467.62	0.00	0.00	1,085.43	109.14	1,662.19	1289	CRELAN, ELLEN JOSEPHINE
*1	6450	0	935.24	0.00	0.00	0.00	0.00	935.24	1290	CORINNE C LONGO
*1	6455	0	467.62	0.00	0.00	0.00	0.00	467.62	1291	RUSSELL ROBERT P & LAWLER PAMELA R
*1	6460	0	467.62	0.00	0.00	0.00	0.00	467.62	1292	PERKINS KATHLEEN & PERKINS THERESE
*1	6465	0	467.62	0.00	0.00	0.00	0.00	467.62	1293	ROBERGE RICHARD J & ELAINE J

* = Override

Created Bills Report

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Book : 1

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*1	6585	0	467.62	0.00	0.00	0.00	0.00	467.62	1317	NICKERSON WILLIAM & VIRGINIA TRUSTEES
*1	6590	0	467.62	0.00	0.00	0.00	0.00	467.62	1318	BEAVER POND TRUST DATED 2/3/15
*1	6595	0	935.24	0.00	0.00	0.00	0.00	935.24	1319	5 HAYWARD AVE QUALIFIED PRT
*1	6600	0	467.62	0.00	0.00	0.00	0.00	467.62	1320	COHEN J SOLOMON & COFER DORCAS H
*1	6605	0	467.62	0.00	0.00	0.00	0.00	467.62	1321	MACE CLAIRE M
*1	6615	0	467.62	0.00	0.00	0.00	0.00	467.62	1323	HOLLAND, LEE G
*1	6620	0	467.62	0.00	0.00	0.00	0.00	467.62	1324	JOSHI ANNE C
*1	6625	0	467.62	0.00	0.00	0.00	0.00	467.62	1325	JAMES H DUFFY REVOCABLE TRUST
*1	6630	0	467.62	0.00	0.00	0.00	0.00	467.62	1326	JOSSLYN-ROSE, LESLIE A
*1	6635	0	935.24	0.00	0.00	0.00	0.00	935.24	1327	MERZIGIAN JAKE & VARTI
*1	6640	0	467.62	0.00	0.00	0.00	0.00	467.62	1328	9 CLEAVES AVENUE LLC
*1	6645	0	467.62	0.00	0.00	0.00	0.00	467.62	1329	AMMANN, WILLIAM JR & MARY
*1	6650	0	467.62	0.00	0.00	0.00	0.00	467.62	1330	FORBES EDWARD K & MARTHA P
*1	6655	0	467.62	0.00	0.00	0.00	0.00	467.62	1331	LAKIN, PAUL JR & AUDREY F
*1	6660	0	467.62	0.00	0.00	0.00	0.00	467.62	1332	WHITEHEAD HOWARD J & MARY ELLEN
*1	6665	0	467.62	0.00	0.00	0.00	0.00	467.62	1333	JOHNSTON ARTHUR R JR & JANET R
*1	6670	0	935.24	0.00	0.00	0.00	0.00	935.24	1334	6 BIDEFORD ROAD LLC
*1	6675	0	467.62	0.00	0.00	0.00	0.00	467.62	1335	REYNOLDS PAMELA T TRUSTEE
*1	6680	0	467.62	0.00	0.00	0.00	0.00	467.62	1336	LEVIN ARTHUR L & ROZOLIS JOAN
*1	6685	0	467.62	0.00	0.00	0.00	0.00	467.62	1337	HOGAN GRADY FITZGERALD & GWYNNE FITZGERALD
*1	6690	0	935.24	0.00	0.00	0.00	0.00	935.24	1338	BOATHOUSE 7 LLC
*1	6695	0	467.62	0.00	0.00	0.00	0.00	467.62	1339	BURFORD KENDALL & LINDA W
*1	6705	0	467.62	0.00	0.00	-2.38	0.00	465.24	1341	LOCKARD RAY E & ALLISON

* = Override

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Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*1	6855	0	467.62	0.00	0.00	0.00	0.00	467.62	1371	DELHOME ROBERT
*1	6860	0	467.62	0.00	0.00	0.00	0.00	467.62	1372	RAMSEY ROBERT J TRUSTEE
*1	6870	0	467.62	0.00	0.00	0.00	0.00	467.62	1374	RAMSEY THOMAS M ETAL
*1	6875	0	467.62	0.00	0.00	0.00	0.00	467.62	1375	JUNKER, JOAN T
*1	6880	0	467.62	0.00	0.00	0.00	0.00	467.62	1376	LORING ROBERT S & ANNETTE S
*1	6885	0	467.62	0.00	0.00	0.00	0.00	467.62	1377	LEWIS GORDON P
*1	6890	0	467.62	0.00	0.00	0.00	0.00	467.62	1378	PETER WASSERMAN TRUST
*1	6895	0	467.62	0.00	0.00	0.00	0.00	467.62	1379	CARRICK CHERYL E TRUSTEE
*1	6900	0	467.62	0.00	0.00	528.42	41.05	1,037.09	1380	RAYMOND F WHITE FAMILY TRUST
*1	6905	0	467.62	0.00	0.00	0.00	0.00	467.62	1381	THEMENS PIERRE-ANDRE & PERUSSE JOH
*1	6910	0	467.62	0.00	0.00	0.00	0.00	467.62	1382	DICOSTANZO, JERANE
*1	6915	0	467.62	0.00	0.00	0.00	0.00	467.62	1383	LALANDE MICHEL & BARSALOU DOMINIQUE
*1	6920	0	467.62	0.00	0.00	0.00	0.00	467.62	1384	RYAN, BRENDAN T
*1	6925	0	467.62	0.00	0.00	0.00	0.00	467.62	1385	PATTILLO LINDA L
*1	6930	0	467.62	0.00	0.00	0.00	0.00	467.62	1386	115 INDEPENDENCE LLC
*1	6935	0	935.24	0.00	0.00	0.00	0.00	935.24	1387	C-LARK LLC
*1	6940	0	467.62	0.00	0.00	0.00	0.00	467.62	1388	HIMMELMAN HAROLD TRUSTEE
*1	6945	0	467.62	0.00	0.00	0.00	0.00	467.62	1389	PARKER JOHN & JEANETTE
*1	6955	0	467.62	0.00	0.00	0.00	0.00	467.62	1391	RUSSELL JACQUELIN E TRUSTEE
*1	6960	0	467.62	0.00	0.00	0.00	0.00	467.62	1392	AVERSA, ANTHONY J
*1	7040	0	467.62	0.00	0.00	0.00	0.00	467.62	1408	SANDIFER MICHAEL & ALICE B CO-TRUSTEES
*1	7045	0	467.62	0.00	0.00	0.00	0.00	467.62	1409	JOSSSELYN-ROSE, LESLIE A
*1	7050	0	467.62	0.00	0.00	0.00	0.00	467.62	1410	RAINES KRUSTEN B
*1	7055	0	935.24	0.00	0.00	0.00	0.00	935.24	1411	WALSH THOMAS A & KATHLEEN H
*1	7060	0	467.62	0.00	0.00	0.00	0.00	467.62	1412	WENGEL, ROBERT & FORMICHELLI, GINA

Book : 1

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*1	7170	0	467.62	0.00	0.00	0.00	0.00	467.62	1434	EMMONS GEORGE H & MARY L TRUSTEES
*1	7175	0	467.62	0.00	0.00	0.00	0.00	467.62	1435	CURTIS AREALTY TRUST
*1	7180	0	467.62	0.00	0.00	0.00	0.00	467.62	1436	DONNA K LENCKI REVOCABLE TRUST
*1	7185	0	467.62	0.00	0.00	0.00	0.00	467.62	1437	VELJI REALTY LLC
*1	7190	0	935.24	0.00	0.00	0.00	0.00	935.24	1438	DWYER ROBERT & FRANCISCA
*1	7195	0	467.62	0.00	0.00	0.00	0.00	467.62	1439	MAULE FAMILY GOOSE ROCKS BEACH TRUST
*1	7200	0	935.24	0.00	0.00	0.00	0.00	935.24	1440	WJS 1961 LLC
*1	7205	0	467.62	0.00	0.00	0.00	0.00	467.62	1441	ROBERTS EVERETT L
*1	7210	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	1442	FESSENDEN WENDELL WAYNE II
*1	7215	0	467.62	0.00	0.00	0.00	0.00	467.62	1443	WAUGH HARVEY J & MARGARET C
*1	7220	0	467.62	0.00	0.00	-0.46	0.00	467.16	1444	GILMAN RICHARD L & JUDITH ANN
*1	7225	0	467.62	0.00	0.00	0.00	0.00	467.62	1445	SEABURY JOHN D & CAROL L
*1	7230	0	467.62	0.00	0.00	0.00	0.00	467.62	1446	FINNEGAN JAMES W & JUDITH
*1	7235	0	467.62	0.00	0.00	-0.79	0.00	466.83	1447	URIARTE MARCIA C
*1	7250	0	467.62	0.00	0.00	0.00	0.00	467.62	1450	BRILL NICHOLAS S & MARGARET W
*1	7255	0	467.62	0.00	0.00	0.00	0.00	467.62	1451	MCEVOY JOHN TRUSTEE/JOHN MCEVOY TRUST
*1	7260	0	467.62	0.00	0.00	0.00	0.00	467.62	1452	MCLAUGHLIN GEORGE S JR
*1	7265	0	467.62	0.00	0.00	0.00	0.00	467.62	1453	WOOD DEBRA JEAN
*1	7270	0	467.62	0.00	0.00	0.00	0.00	467.62	1454	MORROW DAVID & DENISE
*1	7275	0	467.62	0.00	0.00	0.00	0.00	467.62	1455	BARWISE STUART E & SARA E TRUSTEES
*1	7285	0	467.62	0.00	0.00	0.00	0.00	467.62	1457	SINGER KATHLEEN M
*1	7290	0	467.62	0.00	0.00	0.00	0.00	467.62	1458	ANDERSON ROBERT J & MARJORIE A
*1	7295	0	467.62	0.00	0.00	0.00	0.00	467.62	1459	SHEPARD LINDA E

* = Override

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Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*1	7430	0	467.62	0.00	0.00	0.00	0.00	467.62	1486	OZALIS SHEILA A & SMITH MARK A
*1	7435	0	467.62	0.00	0.00	0.00	0.00	467.62	1487	ROONEY LINDA M
*1	7440	0	467.62	0.00	0.00	0.00	0.00	467.62	1488	DORRANCE LLC
*1	7445	0	467.62	0.00	0.00	0.00	0.00	467.62	1489	SMITH JEANNETTE ELLARD & MARK
*1	7455	0	467.62	0.00	0.00	0.00	0.00	467.62	1491	HOLDEN, DAVID J JR
*1	7460	0	467.62	0.00	0.00	0.00	0.00	467.62	1492	THE JEANNETTE I MURPHY REVOCABLE TRUST
*1	7465	0	467.62	0.00	0.00	0.00	0.00	467.62	1493	MICHELMAN JAMES D LIFE ESTATE
*1	7470	0	467.62	0.00	0.00	0.00	0.00	467.62	1494	MURPHY LEE-ANN, MELISSA M & BRYAN R TRUST
*1	7475	0	467.62	0.00	0.00	0.00	0.00	467.62	1495	JURGA, STANLEY M & CAROL E
*1	7480	0	467.62	0.00	0.00	0.00	0.00	467.62	1496	MCDONALD PETER H
*1	7485	0	467.62	0.00	0.00	0.00	0.00	467.62	1497	ROTHBURD CRAIG E & MCCARTHY DIANE M
*1	7490	0	467.62	0.00	0.00	0.00	0.00	467.62	1498	TEELE LIVING TRUST
*1	7495	0	467.62	0.00	0.00	0.00	0.00	467.62	1499	9CHR KPT LLC
*1	7500	0	1,402.86	0.00	0.00	0.00	0.00	1,402.86	1500	GREEN DAVID & FRENCH JEAN TRUSTEES
*1	7505	0	935.24	0.00	0.00	0.00	0.00	935.24	1501	O'HARA JOHN & BARBARA
*1	7510	0	467.62	0.00	0.00	0.00	0.00	467.62	1502	SHUSTER VIRGINA G
*1	7515	0	467.62	0.00	0.00	0.00	0.00	467.62	1503	MEAGHER FAMILY REVOCABLE TRUST
*1	7520	0	467.62	0.00	0.00	0.00	0.00	467.62	1504	VORCE KATHLEEN-GEORGE & DANIEL TRUSTEE
*1	7525	0	935.24	0.00	0.00	0.00	0.00	935.24	1505	RUSSOTTO, ALINE
*1	7530	0	935.24	0.00	0.00	0.00	0.00	935.24	1506	EDGEWOOD 16 REALTY TRUST
*1	7540	0	467.62	0.00	0.00	0.00	0.00	467.62	1508	WILWOOD ROAD 15, K-PORT, ME I
*1	7545	0	935.24	0.00	0.00	0.00	0.00	935.24	1509	SOSA RONALD J & PATRICIA A
*1	7550	0	467.62	0.00	0.00	0.00	0.00	467.62	1510	LEVY ROBERT & LISA

* = Override

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Book : 1

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*1	7675	0	467.62	0.00	0.00	0.00	0.00	467.62	1535	SURRETT HOWARD L JR TRUSTEE
*1	7680	0	467.62	0.00	0.00	0.00	0.00	467.62	1536	FETZNER REVA S & CHARLES R TRUSTEE
*1	7685	0	467.62	0.00	0.00	0.00	0.00	467.62	1537	MILLER EILEEN M
*1	7695	0	467.62	0.00	0.00	0.00	0.00	467.62	1539	JONES, SABRA R
*1	7705	0	467.62	0.00	0.00	0.00	0.00	467.62	1541	JONES, SABRA ROWELL
*1	7710	0	467.62	0.00	0.00	0.00	0.00	467.62	1542	HOGAN PAUL J & FITZGERALD GERALYN
*1	7715	0	467.62	0.00	0.00	0.00	0.00	467.62	1543	GANO, RHETT W
*1	7720	0	467.62	0.00	0.00	0.00	0.00	467.62	1544	WILSON ARLINE E
*1	7725	0	467.62	0.00	0.00	0.00	0.00	467.62	1545	ANDERSON, PETER O
*1	7730	0	467.62	0.00	0.00	0.00	0.00	467.62	1546	EMMONS BARBARA A
*1	7735	0	467.62	0.00	0.00	0.00	0.00	467.62	1547	BURNS GREGORY R & NORINE C
*1	7740	0	467.62	0.00	0.00	0.00	0.00	467.62	1548	OSTHUES ROBERT H & DAVIS BETH A
*1	7745	0	467.62	0.00	0.00	0.00	0.00	467.62	1549	DELANEY, PETER AND SUSAN
*1	7750	0	467.62	0.00	0.00	0.00	0.00	467.62	1550	OTTS, MARY ESTHER
*1	7755	0	467.62	0.00	0.00	0.00	0.00	467.62	1551	POWER, ROBERT A & ANN E
*1	7760	0	467.62	0.00	0.00	0.00	0.00	467.62	1552	OWEN CHRISTOPHER JOHN & MARY HELEN
*1	7765	0	467.62	0.00	0.00	0.00	0.00	467.62	1553	VEILLET/CORELLO LIVING TRUST
*1	7770	0	467.62	0.00	0.00	0.00	0.00	467.62	1554	PELLETIER GREGORY J & SANDRA B
*1	7775	0	467.62	0.00	0.00	0.00	0.00	467.62	1555	MCNALLY ELIZABETH A & ROBERT J
*1	7780	0	935.24	0.00	0.00	1,367.62	69.10	2,371.96	1556	RIELLY, KATHERINE A
*1	7785	0	467.62	0.00	0.00	0.00	0.00	467.62	1557	DENNIS P & TIFFANY F CALCUTT
*1	7790	0	467.62	0.00	0.00	0.00	0.00	467.62	1558	OLD OAKS TRUST
*1	7795	0	467.62	0.00	0.00	0.00	0.00	467.62	1559	BRADSHAW, PETER S & MARGARET M
*1	7800	0	467.62	0.00	0.00	0.00	0.00	467.62	1560	GILBERT, THOMAS J

* = Override

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Book : 2

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*2	0	0	467.62	0.00	0.00	0.00	0.00	467.62	14224	BATTLE DEVELOPMNT - PHASE
									2	BINNACLE HILL
Book: 2										
5 bills		0	2,805.72	0.00	0.00	88.85	3.72	2,898.29		
Total:										
1546 bills		0	1,161,497.94	0.00	0.00	-4,149.88	1,626.28	1,158,974.34		



TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

May 19, 2020

Meredith Mendelson
Deputy Commissioner
Department of Marine Resources
21 State House Station
Augusta, ME 04333-0021

RE: CARES Act Relief Funding
Commercial Fishing at Town Owned Piers

Dear Meredith:

The Town of Kennebunkport would like to request that the Department of Marine Resources consider using CARES Act relief funding to support the recovery of Maine's commercial fishing industry from the impacts of COVID-19 by funding pier dues for commercial fishing. In Kennebunkport we have over 80 commercial fishermen working out of our pier in Cape Porpoise Harbor and our Government Wharf in the Kennebunk River. We have reports from all our commercial fishermen that their revenue is down significantly this year and the 35% revenue reduction DMR has used for Cares Act funding will be met.

Refunding of pier dues would be a fast and equitable way to get direct and accountable relief to commercial fisherman. Pier dues for the Town of Kennebunkport range from \$400 full time commercial fisherman in the Kennebunk River to \$990 for commercial fishing dealers with float systems at Cape Porpoise Harbor. With the large anticipated revenue declines fishermen are currently seeing a refund of this year's and next year's dues would be helpful to towns in our partnership with a successful commercial fishing industry.

If you have questions on our dues structure or need additional information, please call me at (207) 391-3239 or our Cape Porpoise Harbormaster Chris Mayo at (207) 329-6244. Thank you for considering funding commercial fishing pier dues as part of the Covid-19 relief effort.

Sincerely,

Michael W. Claus, PE
Kennebunkport Public Works Director

**Cape Porpoise Pier
FY 21 Budget**

				Proposed
		FY 19	FY 20	FY 21
		Budget	Budget	Budget
Revenues				
	Mooring fees	7,000.00	8,820.00	6,840.00
	Miscellaneous	-	-	0.00
	Diesel	175,000.00	176,320.00	190,125.00
	Gas	19,500.00	19,750.00	28,889.00
	Dues	50,613.00	53,681.75	52,093.00
	Lease	40,000.00	40,000.00	40,000.00
	Use of fund balance	3,529.00	20,962.15	0.00
		295,642.00	319,533.90	317,947.00
Expenses				
	Salaries/wages	61,247.00	62,117.00	64,796.00
	FICA	5,507.00	6,153.00	5,040.00
	MSRS	-	5,192.00	5,514.00
	ICMA	2,944.00	-	1,092.00
	Health	8,034.00	19,032.00	20,314.00
	Travel/meetings	400.00	400.00	-
	HRA & fees	-	1,706.00	1,386.00
	Electricity	5,500.00	5,500.00	5,000.00
	Telephone	850.00	850.00	800.00
	Heating fuel	1,500.00	1,500.00	920.00
	Water	750.00	650.00	690.00
	Internet	1,330.00	1,330.00	1,330.00
	Advertising	100.00	100.00	-
	Expert/professional	-	800.00	800.00
	Audit	500.00	500.00	500.00
	Licenses	600.00	650.00	650.00
	Waste removal	2,200.00	2,200.00	4,100.00
	Insurance	4,000.00	4,140.00	1,695.00
	Office supplies	300.00	150.00	50.00
	Operating supplies	2,500.00	2,000.00	1,000.00
	Gas	17,875.00	17,775.00	25,000.00
	Diesel	162,500.00	159,790.00	169,650.00
	R&M buildings	1,000.00	1,000.00	750.00
	R&M vehicles/equip	4,000.00	1,500.00	1,000.00
	Float maintenance	500.00	500.00	500.00
	Pier maintenance	1,000.00	1,000.00	625.00
	Miscellaneous	1,020.00	-	-
	Diesel tax	2,800.00	3,540.00	3,810.00
	Payroll contingency	1,685.00	-	-
	Capital equipment	5,000.00	19,000.00	935.00
		295,642.00	319,075.00	317,947.00

Cape Porpoise Pier							
		FY 20			FY 21		
		Fee	# of users	Total	Fee	# of users	Total
Moorings							
	Tidal waters	45.00	124	5,580.00	45.00	91	4,095.00
	Deep waters	90.00	36	3,240.00	90.00	33	2,970.00
				8,820.00			7,065.00
		FY 20			FY21		
Fuel		Markup	Gallons	Total	Markup	Gallons	Total
	Gas	0.30	7,900	2,370.00	0.35	11,111.11	3,888.89
	Diesel	0.30	55,100	16,530.00	0.35	58,500	20,475.00
				18,900.00			24,363.89
					per gallon		
					exp rev		
					2.25	25,000.00	28,888.89
					2.9	169,650.00	190,125.00
						194,650.00	219,013.89
Dues							
		FY 20 with CPI 2.2% + 2%			FY21 with CPI 2.3%		
		Fee	# of users	Totals	fee	#	Total
	Recreational	575.83	20	11,516.60	589.07	16	9,425.19
	Big boats	863.87	36	31,099.32	883.74	38	33,582.09
	Punt	552.89	9	4,975.97	565.60	5	2,828.01
	Dealers	988.28	3	2,964.85	1,011.02	3	3,033.05
	extra boats	5.00	190 feet	950.00	5	210	1,050.00
	extra drums	15.00	145 sets	2,175.00	15	145	2,175.00
				53,681.75			52,093.33

Dept Directors Requests

Expense

	2019			2020		2021		Init Req vs	
	Budget	Actual	Budget	Budget	YTD	Initial	Curr Bud	Change %	
Dept/Div: 47-02 Enterprise Funds / Cape Porpoise Pier									
Personnel									
10-01 Salaries & Wages	61,247.00	58,701.56	62,117.00		54,306.83	64,796.00	2,679.00	4.31%	
Salaries and wages for the 80% for the Pier Manager, the remaining 20% is in the General Fund Public Safety-Harbormaster and Parking attendants.									
Benefits									
12-01 FICA	5,507.00	4,439.70	6,153.00		3,920.22	5,040.00	-1,113.00	-18.09%	
Employer's contribution for FICA (7.65%)									
12-02 MSRS	0.00	-17.12	5,192.00		4,634.18	5,514.00	322.00	6.20%	
Employer's contribution for Maine State Retirement. Increase due actual employee participation.									
12-03 ICMA	2,944.00	4,339.44	0.00		926.66	1,092.00	1,092.00	100.00%	
ICMA 457 deferred compensation plan for all eligible employees. Increase due to actual employee participation.									
12-05 Health	8,034.00	16,603.30	19,032.00		15,749.00	20,314.00	1,282.00	6.74%	
Health Insurance coverage - PPO 500. Premium rates are set each calendar year. This budget includes an estimated 8% increase beginning in calendar year 2021. Employee contributes 15% of the cost. Increase due to actual employee participation.									

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-02 Enterprise Funds / Cape Porpoise Pier CONT'D							
12-07 Travel & Meetings	400.00	198.66	400.00	842.65	0.00	-400.00	-100.00%
This account includes reimbursement for use of personal vehicles while on town business. Also includes reimbursement for other travel related expenses including but not limited to meals, lodging and other means of travel. Decreased to reflect projected actual.							
12-16 HRA & Fees	0.00	276.11	1,706.00	1,466.97	1,386.00	-320.00	-18.76%
This benefit has been reclassified, it changes from year to year. Decrease due to actual employee participation.							
Utilities							
15-01 Electricity	5,500.00	4,014.04	5,500.00	4,894.61	5,000.00	-500.00	-9.09%
Electrical costs. Decrease to reflect projected actual.							
15-02 Telephone	850.00	859.87	850.00	731.99	800.00	-50.00	-5.88%
Telephone costs. Decreased to reflect projected actual.							
15-03 Heating Fuel	1,500.00	633.85	1,500.00	422.36	920.00	-580.00	-38.67%
940 gals propane @ \$.9775.							
15-05 Water	750.00	310.77	650.00	467.35	690.00	40.00	6.15%
KKWWWD charges for water. Increased to reflect 6.0% increase in charges.							
15-06 Internet	1,330.00	1,553.48	1,330.00	1,580.60	1,330.00	0.00	.00%
Fees for internet access.							
Services							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-02 Enterprise Funds / Cape Porpoise Pier CONT'D							
20-04 Advertising	100.00	427.14	100.00	0.00	0.00	-100.00	-100.00%
Advertising. Decrease to reflect projected actual.							
20-06 Expert/Professional	0.00	313.50	800.00	572.60	800.00	0.00	.00%
Cooler yearly maintenance.							
20-07 Audit	500.00	500.00	500.00	500.00	500.00	0.00	.00%
To pay for Pier Department's portion of the Town's audit.							
20-26 Licenses	600.00	1,260.00	650.00	1,090.00	650.00	0.00	.00%
Pier licenses.							
20-28 Waste Removal	2,200.00	1,422.00	2,200.00	3,186.48	4,100.00	1,900.00	86.36%
Waste removal. Increase to reflect projected actual.							
Insurance							
25-09 Other	4,000.00	4,020.00	4,140.00	2,274.00	1,695.00	-2,445.00	-59.06%
Wharfingers and marine coverage.							
Decrease due to change in carrier/agent.							
Supplies/Equipment							
30-01 Office Supplies	300.00	401.23	150.00	75.95	50.00	-100.00	-66.67%
Printer ink, miscellaneous supplies.							
Decreased to reflect projected actual.							
30-02 Operating Supplies	2,500.00	1,409.00	2,000.00	285.96	1,000.00	-1,000.00	-50.00%
Miscellaneous hardware etc.							
Decreased to reflect projected actual.							
30-24 Gas	17,875.00	21,449.86	17,775.00	23,855.26	25,000.00	7,225.00	40.65%
Gas for the tank. 11,111 gals @ \$2.25.							
Increased to reflect projected fuel sales.							

Dept Directors Requests

Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-02 Enterprise Funds / Cape Porpoise Pier CONT'D							
30-25 Diesel	162,500.00	140,685.04	159,790.00	142,824.30	169,650.00	9,860.00	6.17%
Diesel for the tank. 64,020 gals @ \$2.65.							
Repairs/Maintenance							
35-01 Buildings	1,000.00	1,328.21	1,000.00	3,462.40	750.00	-250.00	-25.00%
Minor repairs and maintenance. Decreased to reflect projected actual.							
35-03 Vehicles & Equipment	4,000.00	8,587.62	1,500.00	3,122.44	1,000.00	-500.00	-33.33%
Repairs and maintenance on the boat. Decreased to reflect projected actual.							
35-08 Float Maintenance	500.00	0.00	500.00	0.00	500.00	0.00	.00%
Repairs and maintenance on floats.							
35-09 Pier Maintenance	1,000.00	846.06	1,000.00	2,583.74	625.00	-375.00	-37.50%
Repairs and maintenance on the pier. Decrease to reflect projected actual.							
Miscellaneous							
50-01 Miscellaneous	1,020.00	19.18	0.00	0.00	0.00	0.00	.00%
50-26 Bad Debt Expense	0.00	-1,486.92	0.00	12.09	0.00	0.00	.00%
50-33 Diesel Tax	2,800.00	2,936.91	3,540.00	3,963.49	3,810.00	270.00	7.63%
State sales tax on based on estimated taxable diesel sales (37% of all diesel sales). Increase due to projected actual.							
50-92 Payroll Contingency	1,685.00	0.00	0.00	0.00	0.00	0.00	.00%
Purchases							
60-04 Capital Equipment	5,000.00	13,126.51	19,000.00	3,585.66	0.00	-19,000.00	-100.00%
60-05 Capital Reserve	0.00	0.00	0.00	0.00	935.00	935.00	100.00%
Depreciation							
65-01 Depreciation	0.00	17,252.70	0.00	0.00	0.00	0.00	.00%

Dept Directors Requests

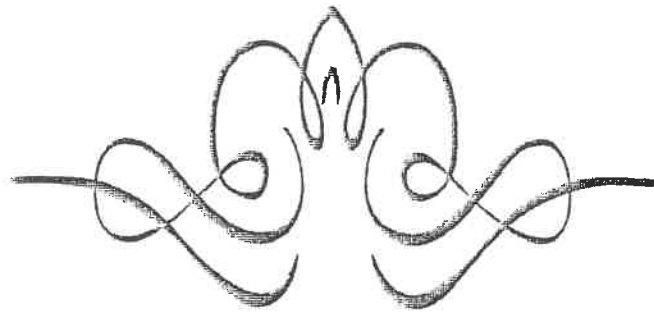
Expense

	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 47-02 Enterprise Funds / Cape Porpoise Pier CONT'D							
Cape Porpoise Pier	295,642.00	306,411.70	319,075.00	281,337.79	317,947.00	-1,128.00	-.35%

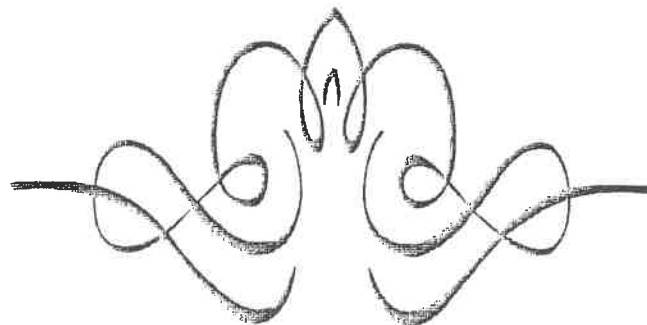
Dept Directors Requests

Revenue

Dept/Div:	2019 Budget	2019 Actual	2020 Budget	2020 YTD	2021 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
14-71 Enterprise / Pier							
02 Mooring Fees	7,000.00	6,315.00	8,820.00	2,025.00	6,840.00	-1,980.00	-22.45%
Mooring fees.							
04 Pier Miscellaneous	0.00	307.59	0.00	494.80	0.00	0.00	.00%
Increase to reflect projected proceeds from sale of 2002 21 ft Action Craft boat and trailer.							
05 Pier Diesel	175,000.00	159,186.35	176,320.00	165,344.15	190,125.00	13,805.00	7.83%
Diesel fuel sold. Increase due to projected quantity sold.							
06 Pier Gas	19,500.00	24,560.30	19,750.00	26,555.20	28,889.00	9,139.00	46.27%
Gas fuel sold. Increase due to projected quantity sold.							
07 Pier Dues	50,613.00	50,735.80	53,223.00	50,098.63	52,093.00	-1,130.00	-2.12%
Actual Pier dues to increase by COLA each year - December 2019 2.3%.							
09 Pier Lease	40,000.00	40,000.00	40,000.00	30,000.00	40,000.00	0.00	.00%
Restaurant lease.							
22 Use of Fund Balance	3,529.00	0.00	20,962.00	0.00	0.00	-20,962.00	-100.00%
Pier	295,642.00	281,105.04	319,075.00	274,517.78	317,947.00	-1,128.00	-.35%



Agenda Item Divider



12

Kennebunkport Public Health

May 19, 2020

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

Please accept this generous gift of \$100.00 in memory of Nancy Buchanan to the Nurses general (51-39-50-01) account. This money was granted to Kennebunkport Public Health dept to assist us with any health and social service projects, including Senior enrichments, and our new baby box program as we see fit.

Thank you!

Alison Kenneway RN, BSN

Kennebunkport Public Health

NEXT STEPS

May 14, 2020

Please accept this donation
in memory of Mrs Nancy
Buchanan.

Thank you

Debbie Koniowka
Jack Carroll
1052 Methuen St.
Dracut, MA 01826

DEBORAH A. KONIOWKA
1052 METHUEN ST
DRACUT, MA 01826

399

53-7133/2113
04

5/14/2020

Date

CHECK AMOUNT

Pay to the
Order of Kennebunkport Public Health Nurses Service \$ 100.00

One hundred dollars & 00/100

Dollars



Photo
Safe
Deposit
Details on back

LowellFive
A Full Service Bank

For

Deborah Koniowka NP