

# TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

## **Board of Selectmen/Assessors Agenda Village Fire Station – 32 North Street September 24, 2015 – 6 PM**

1. Call to Order.
2. Approve the September 8, 10, and 16, 2015, selectmen meeting minutes.
3. Town Manager report.
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. Award the police department cruiser bid.
6. Meet as Assessors to consider the following property tax supplemental bill:

Property Owner	Location	Map	Blk	Lot(s)	Tax Supplemental Prior years 2011, 2012, 2013, 2014	2015 Tax Supplemental
William A. & Laura Glasser	9 Eel Bridge Lane	22	7	25	\$96.98	\$123.5
					\$95.92	
					\$150.63	
					\$135.43	
<b>Subtotal</b>					\$478.96	\$123.5
<b>Total Supplemental</b>					\$602.46	

7. Municipal valuation return.
8. Consider Selectmen appointment to the RSU 21 Strategic Planning Committee.
9. Approve a street opening permit for Tim Harrington for property located on Arundel Road (map 15-3-3) for underground services.
10. Accept the donation of a red maple tree for Perkins Park from the family of Daniel Drinon.

11. Other business.
  - a. MMA Voting Delegate
12. **7:00 PM**—Public Hearing to adopt the MMA Model Ordinance GA Appendices A to C for the period October 1, 2015—September 30, 2016.
13. Approve the September 24, 2015, Treasurer's Warrant.
14. Adjournment.

**Town of Kennebunkport  
Board of Selectmen Meeting  
Village Fire Station-32 North Street  
September 8, 2015 – 5:00 PM**

Minutes of the Selectmen Meeting of September 8, 2015

**Selectmen present:** Stuart E. Barwise, Patrick A. Briggs, Allen A. Daggett, and Sheila Matthews-Bull

**Selectmen absent:** Edward W. Hutchins

**Others present:**

Michael Davis, Werner Gilliam, Laurie Smith

**1. Call to Order.**

Chair Matthews-Bull called the meeting to order at 7:03 PM.

**2. Discuss Hidden Pond victualer's license and consent agreement.**

Town Manager Laurie Smith said the Board of Selectmen approved Hidden Pond's victualer's license in May 2015 with a memorandum of understanding stating the conditions that must be met such as going through the Planning Board. She said there were no health problems but that there were violations such as seating capacity, buildings not having building permits, and other Land Use Ordinance violations.

Director of Planning and Development Werner Gilliam said Hidden Pond has been working with him. He stated that the Code Enforcement Officer will perform unannounced site visits to see if they are in compliance and report back to the Board. They have worked out a Consent Agreement which he feels covered everything in terms of the violations of the Land Use Ordinance. Hidden Pond will pay the Town on or by September 30, 2015, \$22,100 as a civil penalty for violations, and reimburse the town for its legal costs and staff time in connection with this matter, remove unapproved structures, and must file a site plan application with the Planning Board by September 30, 2015.

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to accept the Administrative Consent Agreement with Fishing Pole Lane, LLC, DBA Hidden Pond Resort as written. Vote: 4-0.

**3. Other business.**

Selectman Daggett wished Chair Matthews-Bull a happy birthday.

**4. Adjournment.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to adjourn.

**Vote:** 4-0.

The meeting adjourned at 5:13 PM.

Submitted by

Arlene McMurray (Minutes taken via live television broadcast)  
Administrative Assistant

**Town of Kennebunkport  
Board of Selectmen/Assessor's Meeting  
Village Fire Station-32 North Street  
September 10, 2015 – 7:00 PM**

Minutes of the Selectmen Meeting of September 10, 2015

**Selectmen present:** Stuart E. Barwise, Patrick A. Briggs, Edward W. Hutchins, and Sheila Matthews-Bull

**Selectmen absent:** Allen A. Daggett

**Others present:** Carol Berg, Michael Davis, April Dufoe, Werner Gilliam, David James, James McMann, Arlene McMurray, Allan Moir, Deborah Langshaw, Randall Simon, Craig Sanford, Laurie Smith, and others

**1. Call to Order.**

Chair Matthews-Bull called the meeting to order at 7:03 PM.

**2. Approve the August 27, 2015, selectmen meeting minutes.**

**Motion** by Selectman Hutchins, seconded by Selectman Briggs, to approve the August 27, 2015, selectmen meeting minutes. **Vote:** 4-0.

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

There were no comments.

**4. Finalize and sign the November 2015 Special Town Meeting Warrant.**

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to finalize and sign the November 2015 Special Town Meeting Warrant. **Vote:** 4-0.

**5. Approve Certification of Ordinances.**

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to approve Certification of Ordinances. **Vote:** 4-0.

**6. Public Hearing on proposed amendment to the Traffic and Parking Control Ordinance:**

**Section 4. One Way Traffic**

**2. East Avenue:** from South Main Street toward Ocean Avenue (~~excepting the period of December 1 to March 31 when two-way traffic is allowed~~).

Carol Berg would not like the ordinance changed. She is more concerned about 18 wheelers that come down that road.

Selectmen Briggs said they should keep it simple, and that having the road run two ways is confusing to people, especially those who live out of town.

Debra Langshaw said in 1989, the Town approved making East Street one-way all year. Somehow, later on, it was changed to two-way in the winter. She would like to keep it to one-way traffic year round.

**Motion** by Selectman Barwise, seconded by Selectman Briggs, to have one-way traffic on East Avenue from South Main Street toward Ocean Avenue year round. **Vote:** 4-0.

#### **7. Award the Town Hall attic insulation bid.**

Werner Gilliam, director of planning and development, said the Town received three bids:

Northeast Spray Insulation, Inc.	\$19,330.00
Nickerson-Remick	\$25,254.00
Keith Trembley Home Solutions	\$34,431.00

Mr. Gilliam recommends awarding the bid to Northeast Spray Insulation, Inc.

**Motion** by Selectman Hutchins, seconded by Selectman Briggs, to award the bid for town hall attic insulation to Northeast Spray Insulation, Inc. for a cost of \$19,330.00. **Vote:** 4-0.

#### **8. Consider the Wastewater Department RFP for the sewer waste study.**

Wastewater Superintendent Allan Moir said he received three bid proposals from engineering firms:

Underwood Engineers	\$6,500
Wright-Pierce	\$14,700
Woodard & Curran	\$29,480

Mr. Moir said he and the town manager thought the huge difference in the bid proposals between Underwood Engineers and the other bidders was that they may not have budgeted the correct amount to cover meetings. He asked Underwood to resubmit their bid, and they agreed they had underestimated it. They resubmitted a proposal not to exceed \$8,500.

Mr. Moir said he checked Underwood's references and received good reports. Also, it is convenient that the project manager lives in Wells.

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to award the bid for the sewer waste study to Underwood Engineers for a cost not to exceed \$8,500. **Vote:** 4-0.

**9. Accept the following donations to the Kennebunkport Emergency Fuel Account.**

- a. A \$300 donation from the Kennebunk Savings Bank Community Promise Program.
- b. An anonymous \$100 donation in memory of Kathy Jones.
- c. An anonymous \$50 donation in memory of Kathy Jones.

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to accept with heartfelt appreciation the \$300 donation from Kennebunk Savings Bank and \$150 in anonymous donations to the Kennebunkport Emergency Fuel Account. **Vote:** 4-0.

**10. Consider Town Manager's employment contract.**

Selectman Barwise said after evaluating the Town Manager's job performance, the Board unanimously agreed to raise her base salary \$10,000 because of the fine job she is doing.

**Motion** by Selectman Barwise, seconded by Selectman Briggs, to raise the Town Manager's base salary \$10,000. **Vote:** 4-0.

Ms. Smith thanked the Board, and said she enjoys working for the Town.

**11. Consider street opening permit for Sherman Kinney Properties, LLC for sewer under sidewalk on Kings Highway.**

**Motion** by Selectman Barwise, seconded by Selectman Hutchins, to approve the street opening permit for Sherman Kinney Properties, LLC for the sewer under the sidewalk on Kings Highway. **Vote:** 4-0.

**12. Meet as Assessors to consider the following property tax supplemental bill:**

Property Owner	Location	Map	Blk	Lot(s)	Tax Supplemental bill 2015
William A. & Laura Glasser	9 Eel Bridge Lane	22	7	25	\$365.80

This item was tabled and will be addressed at a future meeting.

**13. Other business.**

Chair Matthews-Bull wanted to thank whoever put the Patriot's yearbook in her mailbox on her birthday.

Town Manager Laurie Smith said David Crandall resigned to accept a position up north, and she welcomed Wayne Dorr as interim Principal of Consolidated School. She also mentioned that she had two air conditioning companies looking at the air conditioning at the Village Fire Station Meeting Room. She expects to hear back from them sometime next week.

**14. Approve the September 10, 2015, Treasurer's Warrant.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to approve the September 10, 2015, Treasurer's Warrant. **Vote:** 4-0.

**15. Adjournment.**

**Motion** by Selectman Hutchins, seconded by Selectman Barwise, to adjourn. **Vote:** 4-0.

The meeting adjourned at 7:28 PM.

Submitted by

Arlene McMurray  
Administrative Assistant



**Town of Kennebunkport  
Joint Meeting with:  
Arundel Board of Selectmen  
Kennebunk Board of Selectmen  
Kennebunkport Board of Selectmen  
RSU 21 School Board of Directors**

**Kennebunk Elementary School, 177 Alewife Road  
September 16, 2015**

Minutes of the joint Selectmen Meeting of September 16, 2015

**Kennebunkport Selectmen present:** Patrick A. Briggs, Allen A. Daggett, Sheila Matthews-Bull

**Kennebunkport Selectmen absent:** Edward W. Hutchins and Stuart E. Barwise

**Others present:** Haven Andrews, Jr., Deborah Beal, Daniel Boothby, Nick Branchina, Jeffrey Cole, Tom Danylik, Kevin Donovan, Frank Drigotas, Matt Fadman, Peter Fellenz, Duke Harrington, Katie Hawes, Velma Hayes, Brad Huot, Amy Johnson, Maureen King, Mary Beth Luce, Nathan Lynch, Lionel Menard, Dick Morin, Jason Nadeau, Jack Reetz, Jeff Rowe, Laurie Smith, Barry Tibbetts, and Keith Trefethen

**1. Welcome and Introductions.**

**Chair Matthews-Bull opened the meeting at 6:05 PM.**

**2. History of collaboration and joint projects.**

The Boards discussed better ways of communicating, collaborating, and purchasing. See Exhibit A for more information on items 3 and 4.

**3. Group Discussion of cooperative ventures, potential partnerships, staff goals and effective communication.**

**4. Next steps.**

**5. Adjournment.**

**Motion** by Selectman Daggett, seconded by Selectman Briggs to adjourn.

**Vote:** 3-0.

The meeting adjourned at 7:54 PM.

Submitted by

Laurie A. Smith  
Town Manager

**Exhibit A  
Joint Minutes  
Arundel Board of Selectmen  
Kennebunk Board of Selectmen  
Kennebunkport Board of Selectmen  
RSU 21 School Board of Directors**

**Kennebunk Elementary School, 177 Alewife Road  
September 16, 2015**

The public meeting was opened, at 6:05 pm, by Maureen King (RSU 21 Board Chair), Sheila Matthews-Bull (Kennebunkport Selectman Board Chair), Jason Nadeau (Arundel Selectman Board Chair), and Kevin Donovan (Kennebunk Selectman Board Chair).

The group pledged the flag.

Laurie Smith, Town Manager in Kennebunkport, welcomed the group and reviewed the purpose of the meeting.

Keith Trefethen, Town Manager in Arundel facilitated introductions.

Dinner was served.

Barry Tibbetts, Town Manager in Kennebunk provided a historical view of collaboration between the towns and RSU. A handout was provided outlining many of the current areas of collaboration.

Katie Hawes, Superintendent of Schools, facilitated a small group discussion focusing on: Communication, Purchasing/Services and Collaboration.

"What is working well in these areas?"

"What can we do better?"

"What issues should we be discussing as we move forward?"

Administrators from the Towns and RSU reported out on the discussion groups. Members were given 3 dots to place next to the most important areas surfaced. Katie Hawes reviewed the ideas that received the most dots (votes).

**Report Out on the Discussion Groups**

- Shared public safety services (6 dots)
- Balance individual identities with sharing
- Kids go to closest school (11 dots)
- Form communications strategy
  - Can we share all agendas? (1 dot)
  - Similar agenda format (1 dot)

- Backup to agendas
- All boards meet annually
  
- Regional mutual aid – cost motivates
- Fire service is a positive
- Change is something to consider
- Emergence – shooters? (3 dots)
- Can we or do we communicate in emergencies
- Capital cost – discussion on management issues
- Mutual purchasing of large ticket items
- Like or similar equipment in purchases
- Expand discussion with committee and boards not just elected office level (3 dots)
- Communication between RSU and Selectmen (key to success, not only when big issues) (8 dots)
- Information thru websites
- Some of purchasing disjointed – utilities, services, coordination
- Could we share equipment
- Are there shared opportunities with water, sewer, electric (3 dots)
- Continued meetings with administrators
- Could we share departments and/or departmental services (1 dots)
- Support bottom up regional approaches
- Insurance – property, casualty, etc.
- Towns health insurance (3 dots)
- Audit Services
- Facilities/Maintenance
- Social services – schools/towns (2 dots)
- Public safety – Arundel – SRO @ MLD
- Bulk purchasing – explore major cost centers (example paving) (1 dot)
- Recycling
- Listening, not just hearing (3 dots)
- Can towns use facilities in other towns?
- Are we talking enough during the building projects to ensure we meet all need with community space?
- Save money without decline in services, willingness to give up on “territory”
- Can we combine public works – grounds/snow? (4 dots)
- Purchasing oil together (gas, fuel) paper products (7 dots)
- Internet breaks? (cost)
- Trash

- Police/fire/EMT? (2 dots)
- Follow-up more than once a year – three or four times a year (7 dots)
- Sub-committee with two members from each board work with administration
- Social interactions amongst staff
- Minimize adversarial/issues stay focused on long term relationships
- Education of voters
  - Committees from towns
  - At the board level
  - Promoting the positive

Administrators will further discuss these areas with a report back to their respective Boards during future public meetings.

The public meeting was closed, at 7:55 pm, by Maureen King (RSU 21 Board Chair), Sheila Matthews-Bull (Kennebunkport Selectman Board Chair), Jason Nadeau (Arundel Selectman Board Chair), and Kevin Donovan (Kennebunk Selectman Board Chair).

5

**KENNEBUNKPORT POLICE DEPARTMENT**

**101 Main Street  
Kennebunkport, ME 04046**

**MEMORANDUM**

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**To:** Laurie Smith, Town Manager

**From:** Chief Craig A. Sanford

**Date:** September 15, 2015

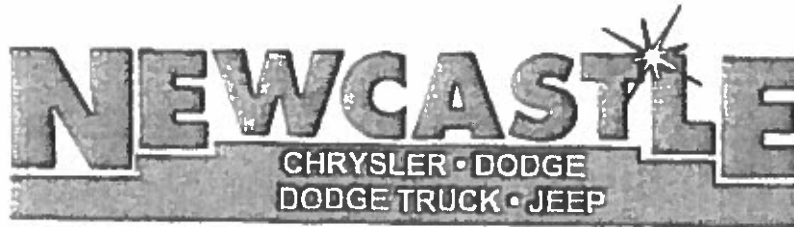
**Ref:** New Cruiser Purchase

I have received two bids from a total of eleven (11) requests for the purchase of one (1) new 2016 Dodge Charger. The lowest bid is \$23,537.00 from Newcastle Chrysler Dodge in Newcastle Maine. Minus trade-in for our 2012 Dodge Charger (\$6,500.00), the total purchase price would be \$17,037.00.

I also sent out four (4) bid requests for a 2016 Ford Explorer just to see what we would get back for numbers. As you can see by the quotes that the Ford Explorer would be approximately \$4,000.00 more in initial cost plus another three to five thousand dollars for new interior equipment.

It is my recommendation that we make the purchase through Newcastle Dodge for one (1) 2016 Dodge Charge for a total purchase price of \$17,037.00.

Should there be any other questions, please feel free to contact me.



NEWCASTLE CHRYSLER • DODGE • DODGE TRUCK • JEEP  
(207) 563-8138 • 1-888-944-JEEP • FAX (207) 563-8666  
573 ROUTE 1  
NEWCASTLE, MAINE 04553  
[www.newcastlemotorcars.com](http://www.newcastlemotorcars.com)

Dear Chief Sanford,

I am pleased to quote a bid price on the following vehicle: **2016 Dodge Charger Police Package with the 3.6 V6 .**

- Wheel Covers                      -HD Cloth Bucket seats with vinyl rear
- LED Spot Light                  -Pitch Black in color                  - Molded Mud Flaps
- Vinyl Floor covering              - Key alike                                  - Rear Locks and handles inoperable
- Full Size Spare

\* No Front Corner LED\*

2016 Dodge Charger \$23,537.00  
- Trade 2012 Charger \$-6,500.00

Gross price exclusive of taxes: \$17,037.00  
Net Cost to Kennebunkport Police Dept.

**Bidder:**                      Newcastle CDJ\_\_\_\_  
                                 Michael Elwell  
                                 Address: 573 US Route One  
                                 Newcastle Maine 04553  
                                 Telephone: (207) 563-8138

By:   
Michael Elwell      Fleet Sales

Date: Aug. 15, 2015

CHRYSLER

DODGE



Jeep

**MIKE ELWELL**  
Retail and Fleet Sales

NEWCASTLE  
Chrysler Dodge Jeep  
573 Route 1  
NEWCASTLE, ME 04553

(207) 563 8138  
1 888 944 5337  
Fax (207) 563 8666  
Cellular (207) 441-1459  
[www.newcastlechrysler.com](http://www.newcastlechrysler.com)  
[melwell@newcastlechrysler.com](mailto:melwell@newcastlechrysler.com)

# BODWELL

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[www.bodwellauto.com](http://www.bodwellauto.com)



## BODWELL CHRYSLER-JEEP-DODGE, INC.

August 27, 2015

Attn: Craig A. Sanford  
Chief of Police  
Kennebunkport Police Department  
101 Main Street  
Kennebunkport, ME 04046

I, Erik Bodwell of Bodwell Chrysler Jeep Dodge Ram bid one (1) 2016 Dodge Charger Police Package with options as requested. Please see number breakdown below. Vehicle is to be delivered on or before December 17, 2015. Please don't hesitate to contact me with any questions on this Bid.

MSRP: \$34,785

Sale Price: \$25,254

Trade: \$4,000

-----  
Amount Due at Delivery: \$21,255

Erik Bodwell

Fleet Sales Manager  
Bodwell Chrysler Jeep Dodge Ram  
169 Pleasant St.  
Brunswick, ME 04011  
(207)729-3375  
[erik@bodwellauto.com](mailto:erik@bodwellauto.com)

Enclosures: Configuration Preview

169 PLEASANT STREET • P.O. BOX 610 • BRUNSWICK, MAINE 04011 • TELEPHONE (207) 729-3375

1-800-339-2455 • Fax: (207) 725-6145



## STARKEY FORD, Inc.

Tel. 207.363.2483

Fax. 207.363.3547

E-mail. [info@starkeyford.com](mailto:info@starkeyford.com)

422 Route 1

P.O. Box 37

York, Maine 03909-0037

[www.starkeyford.com](http://www.starkeyford.com)

AUGUST 31, 2015

KENNEBUNKPORT POLICE DEPARTMENT

101 MAIN ST

KENNEBUNKPORT, ME 04046

DEAR SIR:

STARKEY FORD, INC. SUBMITS THE FOLLOWING BID FOR (1) ONE  
2016 FORD EXPLORER POLICE SEDAN.

AS QUOTED FOR THE KENNEBUNKPORT POLICE DEPARTMENT:

PRICE OF 2016 FORD EXPLORER POLICE SEDAN	\$26,975.00
LESS TRADE OF 2012 DODGE CHARGER	6,025.00

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NET PRICE	\$20,950.00
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SINCERELY,

ROBERT BERRY

SALES & LEASING CONSULTANT

DELIVERY TIME AS DICTATED BY MANUFACTURER

ENC: 2





07-985-7171  
00-889-7171  
AX 207-985-1878  
www.arundelford.com

Rodney Brackett  
Direct Line: 207-604-7244  
Cell: 207-590-9019  
Email: rbracket@arundelford.com

561 PORTLAND ROAD • U.S. ROUTE 1 • ARUNDEL, ME 04046

207-985-7171  
800-889-7171  
FAX 207-985-7173  
1561 PORTLAND RD  
U.S. ROUTE 1  
P.O. Box 560B  
ARUNDEL, ME 04046

August 27th, 2015

Kennebunkport Police Department

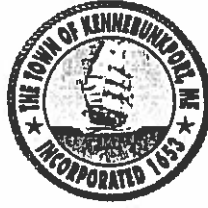
Our bid for one 2016 explorer police vehicle less trade for your 2012 dodge charger is \$24,056

Enclosed is a copy of the equipment.

Sincerely,

Rod Brackett  
Commercial Fleet Mgr





**TOWN OF KENNEBUNKPORT, MAINE**  
~ INCORPORATED 1653 ~  
**MAINE'S FINEST RESORT**

**To:** Board of Selectmen/Assessors

**From:** Donna Moore Hays, CMA, Assessors Agent  
Becky R. Nolette, CMA

**Date:** September 14, 2015

**Re:** Supplemental Bills

Attached please find the necessary paperwork for your approval of supplemental bills for William Glasser who received the Homestead Exemption & Veterans Exemption in error.

Mr. Glasser notified us that he has been claiming residency in Florida, since 2012, and was receiving the Homestead Exemption from the State of Florida. We have supplemented the Homestead Exemption back to 2012, including interest, as per State Statute. We also supplemented the Veteran Exemption back to 2014, as the law states we can only supplement for 3 yrs.

If you have any questions, please let me know.

**TOWN OF KENNEBUNKPORT MAINE**

**2011 SUPPLEMENTAL TAX WARRANT**

State of Maine  
York, ss.

To Laurie A. Smith, Tax Collector of the Municipality of Kennebunkport, within said County of York;

**GREETINGS:** the assessments of estates of the persons hereinafter named (**William A. & Laura J. Glasser**). You are hereby directed to levy and collect of each of the several persons named in said lists his/her respective proportion, therein set down, of the sum of **Ninety Six Dollars and Ninety-Eight Cents (\$96.98)**;

it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated July 28, 2011, are extended thereto; and we do hereby certify that the list of assessments of estates of persons named in said list is a supplemental assessment laid: by virtue of Title 36 M.R.S.A., section 713, as amended, and that the estates and assessments thereon as set forth in said list were invalid or void or were omitted from the original list committed unto you under our warrant dated July 28, 2011.

Given under our hands this 24<sup>th</sup> day of September, 2015.

\_\_\_\_\_  
Stuart Barwise

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

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

Board of Assessors/Selectmen

\_\_\_\_\_  
Edward W. Hutchins

\_\_\_\_\_  
Sheila Matthews-Bull

Map and Lot:        22/7/25 – Tax Year 2012

Taxpayer:           William & Laura Glasser  
                            PO Box 7066  
                            Cape Porpoise, Maine 04014

**TOWN OF KENNEBUNKPORT MAINE**

**2012 SUPPLEMENTAL TAX WARRANT**

State of Maine  
York, ss.

To Laurie A. Smith, Tax Collector of the Municipality of Kennebunkport, within said County of York;

**GREETINGS:** the assessments of estates of the persons hereinafter named (**William A. & Laura J. Glasser**). You are hereby directed to levy and collect of each of the several persons named in said lists his/her respective proportion, therein set down, of the sum of **Ninety Five Dollars and Ninety-Two Cents. (\$95.92);**

it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated July 26, 2012, are extended thereto; and we do hereby certify that the list of assessments of estates of persons named in said list is a supplemental assessment laid: by virtue of Title 36 M.R.S.A., section 713, as amended, and that the estates and assessments thereon as set forth in said list were invalid or void or were omitted from the original list committed unto you under our warrant dated July 26, 2012

Given under our hands this 24<sup>th</sup> day of September, 2015.

\_\_\_\_\_  
Stuart Barwise

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

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

Board of Assessors/Selectmen

\_\_\_\_\_  
Edward W. Hutchins

\_\_\_\_\_  
Sheila Matthews-Bull

Map and Lot:           22/7/25 – Tax Year 2013

Taxpayer:           William & Laura Glasser  
                          PO Box 7066  
                          Cape Porpoise, Maine 04014

**TOWN OF KENNEBUNKPORT MAINE**  
**2013 SUPPLEMENTAL TAX WARRANT**

State of Maine  
York, ss.

To Laurie A. Smith, Tax Collector of the Municipality of Kennebunkport, within said County of York;

**GREETINGS:** the assessments of estates of the persons hereinafter named (**William A. & Laura J. Glasser**). You are hereby directed to levy and collect of each of the several persons named in said lists his/her respective proportion, therein set down, of the sum of **One Hundred, Fifty Dollars and Sixty-Three Cents. (\$150.63);**

it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated July 25, 2013, are extended thereto; and we do hereby certify that the list of assessments of estates of persons named in said list is a supplemental assessment laid: by virtue of Title 36 M.R.S.A., section 713, as amended, and that the estates and assessments thereon as set forth in said list were invalid or void or were omitted from the original list committed unto you under our warrant dated July 25, 2013.

Given under our hands this 24<sup>th</sup> day of September, 2015.

\_\_\_\_\_  
Stuart Barwise

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

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

Board of Assessors/Selectmen

\_\_\_\_\_  
Edward W. Hutchins

\_\_\_\_\_  
Sheila Matthews-Bull

Map and Lot:           22/7/25 – Tax Year 2014

Taxpayer:             William & Laura Glasser  
                              PO Box 7066  
                              Cape Porpoise, Maine 04014

**TOWN OF KENNEBUNKPORT MAINE**

**2014 SUPPLEMENTAL TAX WARRANT**

State of Maine  
York, ss.

To Laurie A. Smith, Tax Collector of the Municipality of Kennebunkport, within said County of York;

**GREETINGS:** the assessments of estates of the persons hereinafter named (**William A. & Laura J. Glasser**). You are hereby directed to levy and collect of each of the several persons named in said lists his/her respective proportion, therein set down, of the sum of **One Hundred Thirty Five Dollars and Forty-Three Cents. (\$135.43).**

it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated July 30, 2014, are extended thereto; and we do hereby certify that the list of assessments of estates of persons named in said list is a supplemental assessment laid: by virtue of Title 36 M.R.S.A., section 713, as amended, and that the estates and assessments thereon as set forth in said list were invalid or void or were omitted from the original list committed unto you under our warrant dated July 30, 2014.

Given under our hands this 24<sup>th</sup> day of September, 2015.

\_\_\_\_\_  
Stuart Barwise

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

Board of Assessors/Selectmen

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

\_\_\_\_\_  
Edward W. Hutchins

\_\_\_\_\_  
Sheila Matthews-Bull

Map and Lot:        22/7/25 – Tax Year 2015

Taxpayer:        William & Laura Glasser  
                      PO Box 7066  
                      Cape Porpoise, Maine 04014

**TOWN OF KENNEBUNKPORT MAINE**  
**2015 SUPPLEMENTAL TAX WARRANT**

State of Maine  
York, ss.

To Laurie A. Smith, Tax Collector of the Municipality of Kennebunkport, within said County of York;

**GREETINGS:** the assessments of estates of the persons hereinafter named (**William A. & Laura J. Glasser**). You are hereby directed to levy and collect of each of the several persons named in said lists his/her respective proportion, therein set down, of the sum of **One Hundred, Twenty Three Dollars and Fifty Cents. (\$123.50)**.

it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated July 23, 2015, are extended thereto; and we do hereby certify that the list of assessments of estates of persons named in said list is a supplemental assessment laid: by virtue of Title 36 M.R.S.A., section 713, as amended, and that the estates and assessments thereon as set forth in said list were invalid or void or were omitted from the original list committed unto you under our warrant dated July 23, 2015.

Given under our hands this 24<sup>th</sup> day of September, 2015.

\_\_\_\_\_  
Stuart Barwise

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

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

Board of Assessors/Selectmen

\_\_\_\_\_  
Edward W. Hutchins

\_\_\_\_\_  
Sheila Matthews-Bull

Map and Lot:           22/7/25-Tax Year 2016

Taxpayer:             William & Laura Glasser  
                              PO Box 7066  
                              Cape Porpoise, Maine 04014

7

# MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN

(36 M.R.S. § 383)

DUE DATE - NOVEMBER 1, 2015 (or within 30 days of commitment, whichever is later)

Kennebunkport

Municipality

1. County: **York**

Commitment Date: **7/23/2015**  
mm/dd/yyyy

2. Municipality **Kennebunkport**

3. 2015 Certified Ratio (Percentage of current just value upon which assessments are based.) 3 **100.00%**  
*Homestead, Veterans, Blind, and BETE Exemptions, Tree Growth and Farmland Values must be adjusted by this percentage*

## TAXABLE VALUATION OF REAL ESTATE

*(Exclude exempt valuation of Homestead, Veterans and all other categories of exempt property)*

4. Land (include value of transmission, distribution lines & substations, dams and power houses) 4 **1,047,578,400**  
5. Buildings 5 **835,673,700**  
6. Total taxable valuation of real estate (sum of lines 4 & 5 above) 6 **1,883,252,100**  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 1)*

## TAXABLE VALUATION OF PERSONAL PROPERTY

*(Exclude exempt valuations of all categories)*

7. Production machinery and equipment 7 **846,020**  
8. Business equipment (furniture, furnishings and fixtures) 8 **9,784,850**  
9. All other personal property 9  
10. Total taxable valuation of personal property (sum of lines 7 through 9 above) 10 **10,630,870**  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 2)*

## OTHER TAX INFORMATION

11. Total taxable valuation of real estate and personal property (sum of lines 6 & 10 above) 11 **1,893,882,970**  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 3)*  
12. 2015 Property Tax Rate (example .01520) 12 **0.007700**  
13. 2015 Property Tax Levy (includes overlay and any fractional gains from rounding) 13 **\$14,582,898.87**  
*Note: This is the exact amount of 2015 tax actually committed to the Collector*  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 19)*

## HOMESTEAD EXEMPTION REIMBURSEMENT CLAIM

*Homestead Exemptions must be adjusted by the municipality's certified ratio*

14. a. Total number of \$10,000 Homestead exemptions granted 14a **762**  
b. Total exempt value for all \$10,000 Homestead exemptions granted (Line 14a x \$10,000) 14b **7,620,000**  
c. Total number of properties fully exempted (valued less than \$10,000) by Homestead exemptions granted 14c **0**  
d. Total exempt value for all properties fully exempted (valued less than \$10,000) by Homestead exemptions granted 14d **0**  
e. Total number of Homestead exemptions granted (sum of 14a & 14c) 14e **762**  
f. Total exempt value for all Homestead exemptions granted (sum of 14b & 14d) 14f **7,620,000**  
*(Line 14f must be the same total as Municipal Tax Rate Calculation Standard Form page 10, line 4a)*  
g. Total assessed value of all homestead qualified property (land & buildings) 14g **355,380,600**



**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**BUSINESS EQUIPMENT TAX EXEMPTION (BETE) REIMBURSEMENT CLAIM**

15. a. Number of BETE applications processed for tax year 2015.	15a	14
b. Number of BETE applications approved	15b	5
c. Total exempt value of all BETE qualified property (Line 15c must be the same total as Municipal Tax Rate Calculation Standard Form page 10, line 5a)	15c	157,760
d Total exempt value of BETE property located in a municipal retention TIF district.	15d	0

**TAX INCREMENT FINANCING**

16. a. Total amount of increased taxable valuation above Original Assessed Value within Tax Increment Financing Districts.	16a	-
b. Amount of Captured Assessed Value within Tax Increment Financing Districts.	16b	-
c. Property tax revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16c	-
d. BETE reimbursement revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16d	\$0.00

(Lines 16c and 16d combined must equal the same total as Municipal Tax Rate Calculation Standard Form page 10, line 9)

**EXCISE TAX**

17. a. Excise taxes collected during a recently completed twelve month period. Enter either calendar or fiscal.	17a	FISCAL
b. Motor vehicle excise tax collected.	17b	\$880,748.56
c. Watercraft excise tax collected.	17c	\$14,752.00

**ELECTRICAL GENERATION AND DISTRIBUTION PROPERTY**

18. Total valuation of distribution and transmission lines owned by electric utility companies.	18	\$5,338,000
19. Total valuation of all electrical generation facilities.	19	\$0

**FOREST LAND CLASSIFIED UNDER THE TREE GROWTH TAX LAW**

(36 M.R.S., §§ 571 - 584-A)

20. Average per acre unit value utilized for undeveloped acreage (land not classified).	20	\$5,000
21. Classified forest land. (Do Not include land classified in Farmland as woodland).		
a. Number of parcels classified as of April 1, 2015	21a	14
b. Softwood acreage	21b	50.00
c. Mixed wood acreage	21c	242.00
d. Hardwood acreage	21d	407.00
e. Total number of acres of forest land only (sum of lines 21 b, c, & d above).	21e	699.00
22. Total assessed valuation of all classified forest land for tax year 2015.	22	190,200
a. Per acre values used to assess Tree Growth classified forest land value:		
Softwood	22a(1)	389.00
Mixed Wood	22a(2)	310.00
Hardwood	22a(3)	235.00

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**TREE GROWTH TAX LAW CONTINUED**

23. Number of forest acres first classified for tax year 2015.	23	<input type="text" value="0.00"/>
24. Land withdrawn from Tree Growth classification. (36 M.R.S. § 581)		
a. Total number of parcels withdrawn from 4/2/14 through 4/1/15.	24a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/14 through 4/1/15.	24b	<input type="text" value="0.00"/>
c. Total amount of penalties assessed by the municipality due to withdrawal of classified Tree Growth land from 4/2/14 through 4/1/15.	24c	<input type="text" value="\$0.00"/>
d. Total number of \$500 penalties assessed for non-compliance	24d	<input type="text" value="0"/>
24-1 Since April 1, 2014, have any Tree Growth acres been transferred to Farmland?	24-1	<input type="text" value="NO"/> Yes/No

**LAND CLASSIFIED UNDER THE FARM AND OPEN SPACE TAX LAW**

*(36 M.R.S. §§ 1101 to 1121)*

**FARM LAND:**

25. Number of parcels classified as Farmland as of April 1, 2015.	25	<input type="text" value="7"/>
26. Number of acres first classified as Farmland for tax year 2015.	26	<input type="text" value="0.00"/>
27. a. Total number of acres of all land now classified as crop land, orchard land and pasture land.	27a	<input type="text" value="77.00"/>
b. Total valuation of all land now classified as crop land, orchard land and pasture land.	27b	<input type="text" value="33,800"/>
28. a. Number of <u>Farm</u> woodland acres:		
28a(1) Softwood acreage	28a(1)	<input type="text" value="0.00"/>
28a(2) Mixed wood acreage	28a(2)	<input type="text" value="16.00"/>
28a(3) Hardwood acreage	28a(3)	<input type="text" value="0.00"/>
b. Total number of acres of all land now classified as <u>Farm</u> woodland.	28b	<input type="text" value="16.00"/>
c. Total valuation of all land now classified as <u>Farm</u> woodland.	28c	<input type="text" value="4,900"/>
d. Per acre rates used for <u>Farm</u> woodland:		
Soft wood	28d(1)	<input type="text" value="389.00"/>
Mixed wood	28d(2)	<input type="text" value="310.00"/>
Hard wood	28d(3)	<input type="text" value="235.00"/>
29. Land withdrawn from Farmland classification. (36 M.R.S. § 1112)		
a. Total number of parcels withdrawn from 4/2/14 through 4/1/15.	29a	<input type="text" value="1"/>
b. Total number of acres withdrawn from 4/2/14 through 4/1/15.	29b	<input type="text" value="10.14"/>
c. Total amount of penalties assessed by the municipality due to the withdrawal of classified Farmland from 4/2/14 through 4/1/15.	29c	<input type="text" value="\$0.00"/>
<b>OPEN SPACE:</b>		
30. Number of parcels classified as Open Space as of April 1, 2015.	30	<input type="text" value="5"/>
31. Number of acres first classified as Open Space for tax year 2015.	31	<input type="text" value="10.14"/>
32. Total number of acres of land now classified as Open Space.	32	<input type="text" value="76.00"/>
33. Total valuation of all land now classified as Open Space.	33	<input type="text" value="47,600"/>

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**OPEN SPACE TAX LAW CONTINUED**

34. Land withdrawn from Open Space Classification. (36 M.R.S., § 1112)

a. Total number of parcels withdrawn from 4/2/14 through 4/1/15.	34a	0
b. Total number of acres withdrawn from 4/2/14 through 4/1/15.	34b	0.00
c. Total amount of penalties assessed by the municipality due to the withdrawal of classified Open Space land from 4/2/14 through 4/1/15.	34c	\$0.00

**LAND CLASSIFIED UNDER THE WORKING WATERFRONT TAX LAW**

*(36 M.R.S., §§ 1131 - 1140-B)*

35. Number of parcels classified as Working Waterfront as of April 1, 2015.	35	1
36. Number of acres first classified as Working Waterfront for tax year 2015.	36	0.00
37. Total acreage of all land now classified as Working Waterfront.	37	0.13
38. Total valuation of all land now classified as Working Waterfront.	38	40,000
39. Classified Working Waterfront withdrawn. (36 M.R.S., § 1138)		
a. Total number of parcels withdrawn from 4/2/14 through 4/1/15.	39a	0
b. Total number of acres withdrawn from 4/2/14 through 4/1/15.	39b	0.00
c. Total amount of penalties assessed by the municipality due to the withdrawal of classified Working Waterfront land from 4/2/14 through 4/1/15.	39c	\$0.00

**EXEMPT PROPERTY**

*(36 M.R.S. §§ 651, 652, 653, 654-A, 656)*

40. Enter the **exempt value** of all the following classes of property which are exempt from property taxation by law.

a. Property of the United States and the State of Maine. (§ 651(1)(A) and (B)).

(1) United States	40a(1)	7,560,400
(2) State of Maine (excluding roads)	40a(2)	607,900
TOTAL VALUE [40a (1) + (2)]	40a	8,168,300

b. Real estate owned by the Water Resources Board of the State of New Hampshire located within this state. (§ 651(1)(B-1))	40b	0
c. Property of any public municipal corporation of this State including County property appropriated to public uses. (§ 651(1)(D)) <i>(County, Municipal, Quasi-Municipal owned property)</i>	40c	15,167,400
d. Pipes, fixtures, hydrants, conduits, gatehouses, pumping stations, reservoirs and dams of a public municipal corporation supplying water, power or light if located outside the limits of the municipality. (§ 651(1)(E)).	40d	1,481,200
e. Airport or landing field of a <u>public municipal corporation</u> used for airport or aeronautical purposes. (§ 651(1)(F))	40e	0
f. Landing area of a <u>privately</u> owned airport when owner grants free use of that landing area to the public. (§ 656(1)(C))	40f	0
g. Pipes, fixtures, conduits, buildings, pumping stations, and other facilities of a public municipal corporation used for sewerage disposal if located <u>outside the limits of the municipality</u> . (§ 651(1)(G))	40g	0

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**EXEMPT PROPERTY CONTINUED**

40. h. Property of benevolent and charitable institutions. (§ 652(1)(A))	40h	14,292,900
i. Property of literary and scientific institutions. (§ 652(1)(B))	40i	4,655,400
j. Property of the American Legion, Veterans of Foreign Wars, American Veterans, Sons of Union veterans of the Civil War, Disabled American Veterans and Navy Clubs of the USA. (§ 652(1)(E))		
1) Total exempt value of veterans organizations.	40 j(1)	393,300
2) Exempt value attributable to purposes other than meetings, ceremonials, or instruction facilities (reimbursable exemption).	40 j(2)	0
k. Property of chambers of commerce or boards of trade. (§ 652(1)(F))	40k	0
l. Property of houses of religious worship and parsonages. (§ 652(1)(G))		
1) Number of parsonages within this municipality.	40 l(1)	3
2) Indicate the total <b>exempt</b> value of those parsonages.	40 l(2)	60,000
3) Indicate the total <b>taxable</b> value of those parsonages.	40 l(3)	5,928,300
4) Indicate the total <b>exempt</b> value of all houses of religious worship.	40 l(4)	9,726,100
40. I. TOTAL EXEMPT VALUE OF ALL HOUSES OF RELIGIOUS WORSHIP AND PARSONAGES	[ Sum of 40 l(2) and 40 l(4) ] 40l	9,786,100
m. Property owned or held in trust for fraternal organizations operating under the lodge system (do not include college fraternities). (§ 652(1)(H))	40m	1,015,400
n. Personal property <b>leased</b> by a benevolent and charitable organization exempt from taxation under § 501 of the Internal Revenue Code of 1954 and the primary purpose is the operation of a hospital licensed by the Dept. of Health and Human Services, health maintenance organization or blood bank. (§ 652(1)(K)) (Value of property <b>owned</b> by a hospital should be reported on line 40h)	40n	0
o. Exempt value of real property of all persons determined to be legally blind. (§ 654-A) ( \$4,000 adjusted by certified ratio)	40o	8,000
p. Aqueducts, pipes and conduits of any corporation supplying a municipality with water. (§ 656(1)(A))	40p	0
q. Animal waste storage facilities constructed after April 1, 1999 and certified as exempt by the Commissioner of Agriculture, Conservation and Forestry. (§ 656(1)(J)) (reimbursable exemption)	40q	0
r. Pollution control facilities that are certified as such by the Commissioner of Environmental Protection. (§ 656(1)(E))	40r	5,020,900
s. Snowmobile trail grooming equipment registered under 12 M.R.S., § 13113. (§ 655(1)(T)) (reimbursable exemption)	40s	0

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**40t. VETERANS EXEMPTIONS - The following information is necessary in order to calculate reimbursement. (Section 653)**

**SECTION 1: The section is only for those veterans that served during a federally recognized war period**

	NUMBER OF EXEMPTIONS	EXEMPT VALUE
<b>Widower:</b>		
1. Living male spouse or male parent of a deceased Veteran. \$6,000 adjusted by the certified ratio. [Section 653(1)(D)]	40t(1)A <input type="text"/>	40s(1)B <input type="text"/>
<b>Revocable Living Trusts:</b>		
2. Paraplegic veteran (or their widow) who is the beneficiary of a revocable living trust. \$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]	40t(2)A <input type="text"/>	40s(2)B <input type="text"/>
3. All other veterans (or their widows) who are the beneficiaries of revocable living trusts. \$6,000 adjusted by the certified ratio. [Section 653(1)(C) or (D)]	40t(3)A <input type="text"/>	40s(3)B <input type="text"/>
<b>WW I Veterans:</b>		
4. WW I veteran (or their widow) enlisted as Maine resident. \$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]	40t(4)A <input type="text"/>	40s(4)B <input type="text"/>
5. WW I veteran (or their widow) enlisted as non-Maine resident. \$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]	40t(5)A <input type="text"/>	40s(5)B <input type="text"/>
<b>Paraplegic Veterans:</b>		
6. Paraplegic status veteran or their unremarried widow. \$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]	40t(6)A <input type="text"/>	40s(6)B <input type="text"/>
<b>Cooperative Housing Corporation Veterans:</b>		
7. Qualifying Shareholder of Cooperative Housing Corporation \$6,000 adjusted by the certified ratio. [Section 653(2)]	40t(7)A <input type="text"/>	40s(7)B <input type="text"/>
<b>All Other Veterans:</b>		
8. All other veterans (or their widows) enlisted as Maine residents. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]	40t(8)A <input type="text" value="53"/>	40s(8)B <input type="text" value="318,000"/>
9. All other veterans (or their widows) enlisted as non-Maine residents. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]	40t(9)A <input type="text" value="82"/>	40s(9)B <input type="text" value="492,000"/>

**SECTION 2: This section is only for those veterans that did not serve during a federally recognized war period**

	NUMBER OF EXEMPTIONS	EXEMPT VALUE
10. Veteran (or their widow) disabled in the line of duty. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(2) or (D)]	40t(10)A <input type="text"/>	40s(10)B <input type="text"/>
11. Veteran (or their widow) who served during the periods from August 24, 1982 to July 31, 1984 and December 20, 1989 to January 31, 1990. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(11)A <input type="text"/>	40s(11)B <input type="text"/>
12. Veteran (or their widow) who served during the period from February 27, 1961 and August 5, 1964, but did not serve prior to February 1, 1955 or after August 4, 1964. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(12)A <input type="text"/>	40s(12)B <input type="text"/>

Total number of ALL veteran exemptions granted in 2015 40t(A)

Total exempt value of ALL Veterans Exemptions granted in tax year 2015 40s(B)

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**EXEMPT PROPERTY CONTINUED**

40. u. **Other.** The Laws of the State of Maine provide for exemption of quasi-municipal organizations such as authorities districts and trust commissions. These exemptions will not be found in Title 36.

Examples: Section 5114 of Title 30-A provides for exemption of real and personal property of an Urban Renewal Authority or Chapter 164, P. & S.L. of 1971 provides for exemption of real estate owned by the Cobbossee-Annabessacook Authority. (See also 30-A M.R.S., § 5413, Revenue Producing Municipal Facilities Act.)

Please list the full name of the organization in your municipality that has been granted exempt status through such a law, the provision of the law granting the exemption and the estimated full value of real property.

NAME OF ORGANIZATION	PROVISION OF LAW	EXEMPT VALUE
RSU 21		\$2,661,800
TOTAL		40u 2,661,800
40. TOTAL VALUE OF ALL PROPERTY EXEMPTED BY LAW		40 63,460,700
		(sum of all exempt value)

**MUNICIPAL RECORDS**

41. a. Does your municipality have tax maps? 41a ☒ YES YES/NO  
 If yes, proceed to b, c and d. Give date when tax maps were originally obtained and name of contractor.  
 (This does not refer to the annual updating of tax maps.)
- b. Date 41b 4/1/1974 mm/dd/yyyy
- c. Name of Contractor 41c AVIS AIR MAPS
- d. Are your tax maps PAPER, GIS or CAD? 41d ☒ GIS
42. Please indicate the number of *land parcels* within your municipal assessing jurisdiction. (Not the number of tax bills) 42 3732
43. Total taxable land acreage in your municipality. 43 12469.97
44. a. Has a professional town-wide revaluation been completed in your municipality?  
 If yes, please answer the questions below. 44a ☒ YES YES/NO
- b. Did the revaluation include any of the following? Please enter each category with YES or NO.
- 44b (1) ☒ YES LAND
- 44b (2) ☒ YES BUILDINGS
- 44b (3) ☒ YES PERSONAL PROPERTY
- c. Effective Date 44c 4/1/2009 mm/dd/yyyy
- d. Contractor Name 44d VISION APPRAISAL
- e. Cost 44e \$287,000

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

Municipality: Kennebunkport

**MUNICIPAL RECORDS CONTINUED**

45. Please indicate the best choice that describes how the municipality administers its assessment function. Choose **SINGLE ASSESSOR, ASSESSORS' AGENT or BOARD OF ASSESSORS**. Please provide the name if single assessor or agent.

a) Function 45a ASSESSORS AGENT  
 b) Name 45b DONNA HAYS  
 c) Email address 45c DHAYS57@MSN.COM

46. List the beginning and ending dates of the fiscal year in your municipality.

FROM 46a 7/1/2015 TO 46b 6/30/2016  
 mm/dd/yyyy mm/dd/yyyy

47. Interest rate charged on overdue 2015 property taxes (36 M.R.S. § 505)

47 7.00  
 (not to exceed 7.00%)

48. Date(s) that 2015 property taxes are due.

48a 9/10/2015 48b 3/10/2016  
 48c mm/dd/yyyy 48d mm/dd/yyyy

49. Are your assessment records computerized?

49a YES YES/NO Name of software used 49b VISION GOV SOLUTIONS

50. Has your municipality implemented a local tax relief program similar to the state's circuitbreaker program or property

tax fairness credit? 50a YES YES/NO How many people qualified? 50b 16  
 How much relief was granted? 50c \$3,821.00

51. Has your municipality implemented a local elderly volunteer tax credit program under 36 M.R.S. § 6232(1-A)?

51a NO YES/NO How many people qualified? 51b \_\_\_\_\_  
 How much relief was granted? 51c \_\_\_\_\_

I/We, the Assessor(s) of the Municipality of Kennebunkport do state that the foregoing information contained herein is, to the best knowledge and belief of this office, reported correctly and that all of the requirements of the law have been followed in valuing, listing and submitting the information.

ASSESSOR(S)  
SIGNATURES

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

DATE 9/24/2015  
 mm/dd/yyyy

**NOTICE:** This return must be completed and sent to the Property Tax Division by November 1, 2015 or within 30 days after the commitment date, whichever is later, in order to avoid reduction or loss of any entitlement under the Tree Growth Tax Law municipal reimbursement program for the 2015 tax year.

# MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN

Municipality: Kennebunkport

County: York

## VALUATION INFORMATION

1. List the number and type of new, demolished and converted residential buildings in your municipality since April 1, 2014, giving the approximate increase or decrease in full market value.

	One Family	Two Family	3-4 Family	5 Family Plus	Mobile Homes	Seasonal Homes
New	26					
Demolished	8					
Converted						
Valuation Increase (+)	\$12,143,000					
Valuation Loss (-)	\$1,189,800					
Net Increase/Loss	\$10,953,200	\$0	\$0	\$0	\$0	\$0

2. List any new industrial or mercantile growth started or expanded since April 1, 2014, giving the approximate full market value and additional machinery, equipment, etc.


3. List any extreme losses in valuation since April 1, 2014, giving a brief explanation such as "fire" or "mill closing", etc. giving the loss at full market value.


4. Explain any general increase or decrease in valuation since April 1, 2014 based on revaluations, change in ratio used, adjustments, etc.




# MAINE REVENUE SERVICES - 2015 MUNICIPAL TAX RATE CALCULATION STANDARD FORM

Municipality: Kennebunkport

## BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

1. Total taxable valuation of real estate	1	1,883,252,100		
		<small>(should agree with MVR Page 1, line 6)</small>		
2. Total taxable valuation of personal property	2	10,630,870		
		<small>(should agree with MVR Page 1, line 10)</small>		
3. Total taxable valuation of real estate and personal property (Line 1 plus line 2)	3	1,893,882,970		
		<small>(should agree with MVR Page 1, line 11)</small>		
4. (a) Total exempt value for all homestead exemptions granted	4(a)	7,620,000		
		<small>(should agree with MVR Page 1, line 14f)</small>		
(b) Homestead exemption reimbursement value	4(b)	3,810,000		
		<small>(line 4(a) multiplied by 0.5)</small>		
5. (a) Total exempt value of all BETE qualified property	5(a)	157,760		
		<small>(should agree with MVR Page 2, line 15c)</small>		
(b) The statutory standard reimbursement for 2015 is 50% <i>Municipalities with significant personal property &amp; equipment may qualify for more than 50% reimbursement. Contact MRS for the Enhanced Calculator Form.</i>	5(b)	78,880		
		<small>(line 5(a) multiplied by 0.5)</small>		
6. Total Valuation Base (Line 3 plus line 4(b) plus line 5(b))	6	1,897,771,850		

**DO NOT QUALIFY**

### ASSESSMENTS

7. County Tax	7	\$1,115,330.58		
8. Municipal Appropriation	8	\$7,844,103.00		
9. TIF Financing Plan Amount	9	\$0.00		
		<small>(should agree with MVR Page 2, line 16c)</small>		
10. Local Education Appropriation (Local Share/Contribution)...	10	\$8,015,486.00		
<small>(Adjusted to Municipal Fiscal Year)</small>				
11. Total Assessments (Add lines 7 through 10).....	11	\$16,974,919.58		

### ALLOWABLE DEDUCTIONS

12. State Municipal Revenue Sharing.....	12	\$52,300.00		
13. Other Revenues: (All other revenues that have been formally appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc... (Do Not Include any Homestead or BETE Reimbursement))	13	\$2,373,575.62		
14. Total Deductions (Line 12 plus line 13).....	14	\$2,425,875.62		
15. Net to be raised by local property tax rate (Line 11 minus line 14).....	15	\$14,549,043.96		

16.	\$14,549,043.96	x	1.05	=	\$15,276,496.16	Maximum Allowable Tax
	<small>(Amount from line 15)</small>					
17.	\$14,549,043.96	+	1,897,771,850	=	0.007666	Minimum Tax Rate
	<small>(Amount from line 15)</small>		<small>(Amount from line 6)</small>			
18.	\$15,276,496.16	÷	1,897,771,850	=	0.008050	Maximum Tax Rate
	<small>(Amount from line 16)</small>		<small>(Amount from line 6)</small>			
19.	1,893,882,970	x	0.007700	=	\$14,582,898.87	Tax for Commitment
	<small>(Amount from line 3)</small>		<small>(Selected Rate)</small>		<small>(Enter on MVR Page 1, line 13)</small>	
20.	\$14,549,043.96	x	0.05	=	\$727,452.20	Maximum Overlay
	<small>(Amount from line 15)</small>					
21.	3,810,000	x	0.007700	=	\$29,337.00	Homestead Reimbursement
	<small>(Amount from line 4b)</small>		<small>(Selected Rate)</small>		<small>(Enter on line 8, Assessment Warrant)</small>	
22.	78,880	x	0.007700	=	\$607.38	BETE Reimbursement
	<small>(Amount from line 5b)</small>		<small>(Selected Rate)</small>		<small>(Enter on line 9, Assessment Warrant)</small>	
23.	\$14,612,843.25	-	\$14,549,043.96	=	\$63,799.29	Overlay
	<small>(Line 19 plus lines 21 and 22 )</small>		<small>(Amount from line 15)</small>		<small>(Enter on line 5, Assessment Warrant)</small>	

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant,  
Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

# Maine Regional School Unit 21

The Schools of Arundel, Kennebunk, and Kennebunkport



*Guiding Our Students and Schools  
to a Prosperous Future*

A Strategic Plan  
2010 – 2015

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# RSU 21 – Strategic Plan Overview



On July 1, 2009, the Arundel School Department and Maine School Administrative District 71 joined together under Maine's School Consolidation Law to form Regional School Unit 21. As the Board of School Directors began their work last summer, it became clear that the new district was in need of a strategic plan - a blueprint for identifying our goals, determining approaches to accomplish those goals, and methods for measuring our progress. We embarked on the journey toward the development of this, the Five Year Strategic Plan, shortly thereafter. Over the course of the next nine months the Strategic Planning Committee worked ardously, with assistance from J. Duke Albanese, consultant with Great Schools Partnership and former Maine Commissioner of Education, gathering and reviewing data, seeking input from community and staff, and researching best practices in education to develop this guiding document.

In these pages you will find an honest reflection of where we are, where we hope to go, and the targets by which we will measure our achievement. We have tried to be visionary while appreciating our current realities, and we have set aggressive goals while remaining cognizant of the challenges that threaten our progress. Those challenges are many and varied, requiring thoughtful and deliberative action, but action nonetheless. While some measures place our students in the highest percentile in the state of Maine, we recognize that we must look beyond this small sampling and understand that our students must be competitive on a global scale. The post-secondary world they will soon enter is far different than that of previous generations, and competition for college acceptances, as well as employment, will come not just from other students in New England, but from the far reaches of the globe.

With the adoption of this Strategic Plan, we are boldly stating that our students should be among the best-prepared students in the world – a worthy goal, and one from which we should not waver. Along the way we will debate best practices, propose new programming, and celebrate our success. We invite you to join us on our journey.

Andrew R. Dolloff, Superintendent of Schools

# RSU 21 – Setting a Course for the Future: *Planning Forward in Times of Challenge and Opportunity*

We find ourselves in times of considerable challenge as our community, state, nation --- and even the world --- emerge from what has been termed the Great Recession. For RSU 21, 2009-2010 --- our inaugural year as a new regional school district --- has been punctuated by our own challenges as we mature our community relationships, as we deal with economic realities, as we shape our new identity, and most importantly, as we look forward to and plan for a prosperous future for our students and schools. What we know for sure is that our strength as an organization lies in the support of our citizens, the quality of our staff, and in our commitment to ensure excellence in the educational opportunities afforded to each and every one of our students.

We know that times are changing. The economy will improve steadily as the downturn cycle wanes and the opportunities for a bright future emerge. The 21<sup>st</sup> century is fast-paced, with powerful trends accelerating the implementation of advanced technologies, with careers coming and going, and with greater complexity a reality in virtually all of the pursuits available to our young graduates.

In essence, as a school district we must anticipate the future as best we can, move forward in a planned, yet feasible way, set our sights on important milestones of improved student achievement and attainment, knowing full well that the world that our students will inherit will pose unique challenges and opportunities. By planning forward and setting direction for our schools and students, we will be prepared for the future.

Those children who enter our schools this fall as kindergartners will be on track to graduate from high school in 2023. If they pursue a college degree, they will be finishing their undergraduate years in the latter part of the 2020s. Their work lives will likely extend well into the 2070s.

What kind of education should we provide to our children and our youth? What level of investment should we seek from our public? And what should our students really *know and be able to do*?

These are questions being posed at all levels – locally here in RSU 21, in our capital in Augusta, in Congress, and at the White House. Besides the challenges of an anemic economy, America is redefining its public schools and setting high expectations for the learning of our nation's school children.

The students and schools of RSU 21 --- of Arundel, Kennebunk, and Kennebunkport --- are experiencing these times of economic challenge and the accompanying calls for

both greater effectiveness in teaching and learning, as well as efficiency in operations and use of resources.

What has been decided in our school district is that we must move forward in a thoughtful manner, striving to provide a high quality learning experience for *all* students, while ensuring astute management of financial and human resources. The public will accept no less --- and RSU 21 is committed to meeting the expectations of our citizens.

To this end, the Board of Directors and the administration, with extensive contributions from our public, have developed a five-year Strategic Plan, setting priorities in five categories that combine to create a blueprint to help guide RSU 21 in the years ahead. At its heart, this Strategic Plan sets some lofty goals and targets for student achievement and attainment. While ambitious, the performance targets are attainable and will lead the district, its schools, and students toward a world-class education that will prepare today's students for *their* times – for the challenges and the opportunities that are sure to come *their* way.

## *Emerging Trends*

As the Board of Directors and the Administration elicited feedback from the public and the RSU 21 staff – in preparation for the crafting of this Strategic Plan - we also made a commitment to collect and analyze important data about our schools, student achievement and attainment, finances, facilities, and enrollments. From these data certain emerging trends require our attention and strategic planning.

Clearly, for RSU 21 and many other school districts across Maine and New England, declining enrollments appear to have no antidote. Unless there is an unforeseen and significant in-migration of families with children, a continued decline over the next five years is inevitable. Fewer students will translate into a further loss in state subsidy and with the economy still anemic and a recovery expected to be slow, more funding could be lost as the state deals with its own challenges. Also, federal stimulus dollars for schools are projected to sunset. Thus, RSU 21 is likely to face the combined financial effects of declining enrollments, lower state subsidy, and reduced federal monies. Programs and staffing levels will assuredly be examined for cutbacks or possible elimination.

It is evident that another powerful trend is upon us as we enter the second decade of the 21<sup>st</sup> century. Accelerated advancements in technology are promising to fuel considerable change in the workplace and in the social networks that have emerged as society adapts to an age dominated by information and media. The effects of this reality on teaching and learning are, and will be, significant.

Technology is spawning smart tools and processes for facilitating learning opportunities in the classroom and beyond. The explosion of access to technology offers teachers



and students an extraordinary menu of resources – to be accessed virtually – at any time in any place.

In RSU 21 our charge is to prepare our students for this changing world, adapting our instruction and curriculum in ways that will certainly warrant new investments and the reallocation of resources towards the acquisition of the new tools of technology and their applications. Today's students are "digital natives" and their pursuit of knowledge and skills necessitates our commitment as adults – as teachers, as parents, as elected representatives of the people – to change with the times as well. The implications for professional development of staff loom large as we move forward and experience rapid change in the years ahead.

While these times pose many challenges, it is the pledge of the RSU 21 Board and Administration to plan ahead, use good data to inform all decisions, and shape the future of our schools through an open process of policy and budget review and adoption.

*"Technology, technology, technology. Having students remain mindful of putting evidenced-based research behind what they hear and read is imperative. There is far too much information that can be posted just about anywhere, and kids need to learn to decipher what is legitimate and what is bogus or unfounded. Mental inquiry is essential."*

*"Teachers need to have the tools to guide students through the changing times. If teachers are not given the opportunity and skills to keep up, it will be difficult for the students to keep up."*

Citizens of RSU 21



# RSU 21 Arundel, Kennebunk, Kennebunkport

## A Strategic Plan 2010 - 2015

What follows are the Mission, Core Beliefs, the Guiding Goal and Major Measures, and five categories that frame the long range plan intended to guide RSU 21 over the next five years. The Board of Directors and the Administration have articulated **Lead Objectives** and accompanying **Action Steps** that will move the district to its goal of preparing all students for success through access to a world class education.

### **Our Mission**

### **Our Core Beliefs**

### **Our Guiding Goal and Major Measures**

#### **Category I – Teaching and Learning**

#### **Category II – High Performing Administration, Faculty, and Staff**

#### **Category III – Financial Planning and Oversight**

#### **Category IV – Facilities Planning and Management**

#### **Category V – Monitoring, Updates, and Reporting Process**







## Our Mission

To support and challenge every student to develop the skills, knowledge, and character needed to be responsible, productive, and adaptive learners, workers, citizens, and leaders prepared to succeed in our global society.

*"Along with the core educational programs of English, math, social studies, science, and foreign language, a student needs to be able to effectively communicate, work well with other people, and be able to use technology in a variety of capacities."*

RSU 21 Parent



## Our Core Beliefs

### ***We believe...***

- All students can learn.
- All students can succeed in life.
- All students are unique and deserve learning opportunities that engage their interests, passions, and aspirations.
- All students deserve to be surrounded by staff members who are skilled, knowledgeable, and caring.
- All students and staff members have the right to feel physically and emotionally safe.
- An effective teacher is the most important ingredient in student learning.
- Rigor and relevance must be the foundation of all instruction and curricula.
- Setting and maintaining high expectations leads to higher achievement.
- Diversity strengthens the individual, the school, and the community.

### ***And, we believe...***

- *That education must be an active partnership among students, parents, educators, and all members of our community.*

# Measures of Progress *Setting High Expectations for Student Achievement and Attainment 2010 – 2015*

## Overview

At the core of our Strategic Plan is a commitment to elevated student learning. To that end, we have established the following Guiding Goal, Major Measures, and Performance Targets for 2015. The 2009-10 school year is the baseline year for the data collection and analysis. After careful consideration the Board of Directors and the Administration opted to set ambitious performance targets for 2015, believing that RSU 21 needed to “stretch” its expectations for student learning, recognizing the need for all students to aspire and achieve at much higher levels of performance. The bottom line: the schools of Arundel, Kennebunk, and Kennebunkport will be high achieving schools, helping our students acquire world class skills and knowledge needed to meet the challenges of the 21<sup>st</sup> century.

## Our Guiding Goal:

***All students will graduate from our schools with a world class education prepared to succeed in college, in work, and as involved, responsible citizens.***

## Major Measures and Performance Targets

By the end of the 2015 school year:

- **95% of students will graduate from high school within four years of enrolling.**  
2010 Baseline: 92%  
Maine: 77.6%      New England: 77.0%      U.S.: 81.2% (Ed Week, 6/11/09)
- **80% of graduates will be enrolled in a two or four year college degree program or a post secondary industry certificate within one year of high school graduation.**  
2010 Baseline: 62% for two or four-year college.  
Data for certificate programs not yet available.  
U.S.: 70% (U.S. Bureau of Labor Statistics)
- **70% of students enrolling will receive a two or four year college degree or a postsecondary industry certificate within six years of high school graduation.**  
2010 Baseline: 65% for two or four-year college (KHS Class of 2004).  
U.S.: 57% (National Center for Educational Statistics)

- **70%** of Kennebunk High School juniors and seniors will be enrolled in International Baccalaureate, Early College, and /or Advanced Placement (AP) courses.

2010 Baseline: 54%

- **75%** of Kennebunk High School students will meet or exceed the state standards in the Mathematics, Reading, Writing, and Science sections of the Scholastic Aptitude Test (SAT)/Maine High School Science Assessment.

2010 Baseline: Math – 56% Reading – 67% Writing – 60% Science – 56%

Maine Averages: Math – 46% Reading – 48% Writing – 47% Science – 41%  
(U.S. comparisons do not apply, as Maine is the only state requiring all students to take the SAT.)

- **85%** of MSK students will meet or exceed the standards in Reading;  
**75%** of MSK students will meet or exceed the standards in Mathematics on the New England Common Assessment Program (NECAP).

2010 Baseline: Reading – 78% Math – 67%

Maine: Reading – 68% Math – 60%

New Hampshire: Reading – 77% Math – 66% (NH Department of Education)

Rhode Island: Reading – 70% Math – 54%

- **90%** of Grade 5 students will meet or exceed the standards in Reading;  
**85%** of Grade 5 students will meet or exceed the standards in Mathematics on the NECAP.

2010 Baseline: Reading – 84% Math – 78%

Maine: Reading – 72% Math – 64%

New Hampshire: Reading – 79% Math – 75% (NH Department of Education)

Rhode Island: Reading – 72% Math – 61%

- **100%** of Grade 3 students will demonstrate growth in Reading and Mathematics on the Northwest Evaluation Association Measures of Academic Progress (NWEA-MAP).

2010 Baseline: 90%

- **75%** of Grade 3 students will reach their target growth goals in Reading and Mathematics on the NWEA-MAP.

2010 Baseline: Reading – 71% Math – 69%



# The Strategic Plan --- Category I

## ***Teaching and Learning***

### **Overview**

A school district's vibrancy and effectiveness lies in its focus and attention to teaching and learning. Being clear about what constitutes literacy for students – *that is, what should students know and be able to do at key junctures in their school careers* – is essential. Further, both the learning and the teaching must be contemporary and informed by research. Students deserve the highest quality instruction, and the school district in turn should expect students to engage in a rigorous curriculum and demonstrate high levels of performance.

Accompanying a rigorous, forward-looking K-12 curriculum, is a commitment to and demonstration of effective instructional practice by teachers across all grade levels in all subject areas.

In RSU 21, we intend to offer our students high-quality learning opportunities that guide them to proficiency and beyond in core subject areas and to successful demonstration of 21<sup>st</sup> century knowledge and skills like critical thinking, media literacy, problem-solving, innovation, and creativity.

### **Snapshot of the Present**

#### **Strengths**

- Commitment to Professional Development
- Use of technology in the classroom, especially at the K-8 level.
- Special education services are comprehensive and are of high quality.
- Development of a K-12 foreign language program.
- Varied and challenging curriculum, including the presence of International Baccalaureate programs at the Middle School and High School.
- Experienced and knowledgeable staff.

#### **Weaknesses**

- Lack of technology training targeted at the delivery of the curriculum.
- Inadequate student access to technology at the High School.
- 21<sup>st</sup> century skills are not embedded in classroom instruction on a daily basis.
- Lack of a long-term tracking system of students beyond high school graduation.
- Limited opportunities for the community and schools to interact.





## The Strategic Plan --- Category I

### ***Teaching and Learning***

**Lead Objective 1 – School Culture:** *Continually maintain a culture of rigorous academic, social, and behavioral standards in each school.*

#### **Action Strategies**

- Empower staff to effectively hold students to high standards in all arenas.
- Ensure that policies and expectations are well-written, timely, and well-communicated to students, parents, and staff.
- Use data as a means of measuring progress in raising behavioral, social, and academic standards.
- Develop a coherent, K-12 system of interventions to ensure that struggling students receive the academic and personal support they need to work at grade level and succeed in higher-level courses.

**Lead Objective 2 - Curriculum:** *Ensure that the curriculum, K-12, across content areas and schools, is well-articulated and coordinated with a rich array of assessment practices measuring student progress while instructional practice and materials reflect a strong research base.*

#### **Action Strategies**

- Undertake a comprehensive mapping and articulation of the K-12 curriculum, embedding 21st century skills and knowledge with traditional content area standards aligned with the national Common Core Standards.
- Develop an accompanying comprehensive mix of assessments that include standardized testing, curriculum-embedded local assessments, and research project demonstrations.

*Rigor and relevance must be the foundation of all instruction and curriculum.*

RSU 21: Our Core Beliefs

## The Strategic Plan --- Category I

### ***Teaching and Learning***

**Lead Objective 3 – 21<sup>st</sup> Century Themes and Skill Development:** *Infuse 21<sup>st</sup> century themes of Global Awareness and Financial, Civic, Health, Environmental, and Arts Literacy into the K-12 curriculum and instructional practice.*

#### **Action Strategies**

- Foster skills development in 21<sup>st</sup> century learning focused on innovation, creativity, problem solving, critical thinking, communication, collaboration, and entrepreneurial pursuits.
- Research the expansion of International Baccalaureate Middle Years Program to grades 9-10, as well as the Primary Years Program for K-5. Provide a recommendation to the School Board regarding the possible expansion of IB.
- Administer district-wide self-assessment of 21st century teaching and learning to gauge staff understanding, level of integration, and areas where support is needed.
- Provide professional development for K-12 faculty that focuses on instructional strategies and assessment practices that support 21st century learning.
- Incorporate the effectiveness of the implementation of 21st century skills instruction into teacher evaluations.

**Lead Objective 4 - STEM:** *Elevate student performance, instructional practice, and career aspirations in the increasingly important areas of science, technology, engineering, and mathematics (STEM).*

#### **Action Strategies**

- Provide teachers with professional development in the content of targeted science and technology standards to further their understanding about important connections between science and engineering.
- Collaborate and partner with organizations and universities to generate greater awareness and interest concerning educational and career opportunities in engineering and technology design.
- Examine the sequence and vision of mathematics and science curriculum with a focus on grades 6-12. Develop revised, vertically aligned curriculum maps for both subject areas.
- Undertake an analysis of the support and intervention resources available K-12 in mathematics.
- Increase the integration of engineering design skills into science and mathematics curriculum and instruction.

## The Strategic Plan --- Category I

### ***Teaching and Learning***

**Lead Objective 5 – Information, Media, and Technology:** *Broaden the use of technology as a critical tool to facilitate teaching, learning, and communication in an information and media-driven 21<sup>st</sup> century.*

#### **Action Strategies**

- Develop a vision for digital teaching and learning that can guide instructional practice and student work, K-12.
- Use technology to track student progress and inform instruction.
- Train staff and students to utilize technology as a tool to research, organize, evaluate, and communicate information to staff, parents, and the public.
- Develop a plan, with specific timelines, for the implementation of 1:1 computing at Kennebunk High School.
- Embed in the curriculum, skills instruction focused on assisting students in becoming responsible and knowledgeable consumers and users in an information and media driven society.

**Lead Objective 6 - Transitions:** *Develop and implement a comprehensive initiative to assist students with the important transitions from middle to high school and from high school to post secondary.*

#### **Action Strategies**

- Examine the effectiveness and the extent of the availability of career technical education (CTE) as an important pathway to post secondary learning and careers.
- Institute a data system to better track graduates of Kennebunk High School.
- Target first generation college attendees and institute a strong support and aspirations program.
- Establish a comprehensive college aspirations program with an elementary, middle school, and high school component of activities and supports.
- Develop pathways that encourage students to access early college, apprentice, and internship opportunities.
- Develop key partnerships with regional public and private colleges and universities for the purpose of expanding access to early college/dual enrollment courses for juniors and seniors.
- Examine the structure of the senior year in light of the complexity of the transition to careers and college.



## The Strategic Plan --- Category I

### *Teaching and Learning*

**Lead Objective 7 – Community Connections:** *Strengthen community connections to expand applied learning opportunities for students.*

#### **Action Strategies**

- Identify community needs, as well as individuals and projects that could help motivate and engage students and their learning.
- Ensure that students have multiple pathways available in the junior and senior years including apprenticeships, community projects, virtual learning, and early college.



*"They need to learn how to think and problem-solve. They should be compassionate, open minded, life-long learners. They should have the skills and knowledge to become healthy and well-balanced members of society."*

*RSU 21 Parent*

# The Strategic Plan --- Category II

## High Performing Administration, Faculty, and Staff

### Overview

Effective schools and school districts make the recruitment, evaluation, and retention of high performing teachers, administrators, and support staff an organizational priority. Ensuring that students learn to the highest levels necessitates a district faculty of talented teachers, current in the knowledge and skills, committed to life-long learning, and adept at motivating and guiding today's students. Managing and leading learning organizations like schools requires outstanding administrators who are advocates for students and supporters of staff, who can articulate and implement a vision for learning, while holding high expectations for all. School districts employ a variety of individuals whose responsibilities lie beyond the instructional program, but support key services like transportation, school nutrition, maintenance, and finance. The capabilities of these staff are critical to an efficient and effective organization that complements and supports the efforts of educators.

RSU 21 is committed to its employees and the school cultures in which they work and contribute, always recognizing that the organization is focused on providing the best learning experiences and education for its students. Over the course of this Strategic Plan, it is the intent of the District to enhance the performance of all employees, while ensuring a professional and supportive workplace.

### Snapshot of the Present

#### Strengths

- Low staff turnover; teachers appear content.
- Administrators communicate well with each other and have a clear understanding of their responsibilities.
- NWEA Testing is real-time documentation of student achievement.
- Teachers demonstrate that they care about their students.
- Administrators use S.M.A.R.T Goals to define and measure progress.

#### Weaknesses

- Desire for more professional development by teachers.
- Limited opportunity for administration to conduct meaningful annual evaluations of all staff members.
- Limited opportunity for peer observation and professional dialogue around pedagogy.
- Minimal opportunity for student/parent feedback on instructional practices.

## The Strategic Plan --- Category II

### High Performing Administration, Faculty, and Staff

**Lead Objective 1 – High Performance:** *Ensure that RSU21 is a high-performing organization with every school meeting or exceeding annual goals.*

#### Action Strategies

- Establish an annual School Review using test data, testimonials, and written evaluations of school effectiveness.
- Establish an annual District-Wide Review with formal communication at the beginning and end of the year, including a progress report midway through the school year.
- Ensure appropriate levels of administrative oversight and support within each building.

**Lead Objective 2 – Professional Growth:** *Ensure that RSU 21 staff, faculty, and administrators have explicit performance goals and a professional development plan to achieve them.*

#### Action Strategies

- Develop a system for receiving student and parent feedback on instructional practices.
- Adopt protocols for peer observations that lead to increased professional dialogue.
- Explore the inclusion of student performance data into the formal teacher evaluation system.
- Create professional learning communities that focus on student learning, collaboration, and setting measurable student achievement goals.
- Align systems, evaluation, and hiring policies and procedures with the district's mission, core beliefs, curriculum, and strategic plan.

# Strategic Plan ---Category III

## Financial Planning and Oversight

### Overview

Much is entrusted to those overseeing and governing school organizations. Superintendents are expected to be visionary educational leaders and astute managers of resources. School boards are expected to ensure the design and implementation of policy and processes that guide effectively the governance of the school district, ensuring a balanced responsibility to students and to taxpayers.

A persisting struggling economy has brought demands for efficient operations, as the public clamors for significantly higher student achievement and aspirations for *all*, not *some* of the students. Arguably, the expectations for America's schools and for those schools of the communities of Arundel, Kennebunk, and Kennebunkport have never been higher.

### Snapshot of the Present

#### Strengths

- Communities support the schools.
- Financial staff and elected officials are knowledgeable and attentive to detail.
- Presence of an effective Education Foundation.

#### Weaknesses

- State contribution to local education continues to dwindle.
- Federal stimulus funds will be limited beyond 2010.
- Enrollment will continue to decline across the district.



## Strategic Plan ---Category III

### Financial Planning and Oversight

**Lead Objective 1- Funding:** Secure an appropriate level of funding that allows the district to further its mission in a responsible, efficient, and innovative manner.

#### Action Strategies

- Analyze the district's outstanding indebtedness and research the market for options to refinance existing bonds that support major capital construction projects.
- Provide leadership for investigating the costs and benefits of regional agreements among area school districts and/or municipal governments centered on programming for certain populations of special education students, transportation services, adult education, and school nutrition services.
- Establish an analysis process regarding expenditures that maximizes efficiency of operations in non-instructional areas ensuring a priority of investments in the curricular, co-curricular, and instructional programs.

**Lead Objective 2 – Financial Analysis:** Undertake a five-year analysis of projected trends in revenue streams and expenditures and use the findings to guide the annual preparation of RSU 21 budget recommendations to the voters.

#### Action Strategies

- Design and implement an aggressive student recruitment plan, targeting homeschoolers, independent school students, recent and potential dropouts, and students moving to Maine.
- Develop, using projected enrollment trends, a 5-year K-12 staffing blueprint that is based on Board policy for school-wide student-teacher ratios, as well as actual class size data.

## Strategic Plan ---Category III

### Financial Planning and Oversight

**Lead Objective 3 - Development Office:** Establish and mature a district Development Office charged with expanding and cultivating supplemental revenue sources to support the K-12 program.

#### Action Strategies

- Create and implement a plan to secure additional revenue from foundations, patrons, alumni, state and federal government grants.
- Expand the capacity of the Development Office by recruiting volunteers from the community.
- Articulate and implement a three year plan for the Development Office including targeted amounts for annual giving.
- Undertake the design and implementation of a robust alumni association for the purposes of strengthening ties to Kennebunk High School and RSU 21, while attracting annual contributions and special gifts and helping to guide capital campaigns.

*"We need to enlist more volunteerism inside and outside of the classroom, tap into alumni resources and funding possibilities like universities do, and pursue grants wherever possible to extend tight budgets. Then manage all of it like any good business would. It takes a village.....but you have to ask!"*

RSU 21 Parent

## Strategic Plan ---Category IV

### Facilities Planning and Management

#### Overview

Ensuring the adequacy and operational efficiency and utilization of the buildings and playing fields of RSU 21 are significant goals of the district, as well as a continuing major investment. Students and staff at all levels need access to modern facilities that support instructional programs, while meeting contemporary standards for energy efficiency, safety, and accessibility. Further, our community programs deserve well-constructed buildings and well-maintained fields to support the expanded activities offered to the RSU 21 community. Informed by the Space Utilization Study conducted by Harriman Associates, the actions in the Strategic Plan call for several options to be considered by the citizens of the district as enrollment trends, the condition of present buildings, and program needs evolve.

#### Snapshot of the Present

##### Strengths

- There is generally adequate space district-wide.
- Kennebunk Elementary School is well-designed and well-constructed.
- Middle School of the Kennebunks and Sea Road School are well-designed.
- There are elementary schools in each community.
- Schools are well-located for visibility and access.



##### Weaknesses

- High School classrooms are poorly sized and outdated, interior traffic patterns are confusing, disconnected, and inadequate, and building systems are inefficient.
- There are several aging buildings: Mildred Day School, Kennebunkport Consolidated School, Kennebunk High School.
- Student performance spaces are lacking.
- Community gathering spaces are inadequate.
- Reliance on traditional energy sources positions the district poorly for the future.
- Athletic/recreational fields are insufficient.



## Strategic Plan ---Category IV

### Facilities Planning and Management

**Lead Objective 1 – Adequate Space:** Provide comfortable, up-to-date facilities with adequate space for all educational needs, as well as appropriate and attractive community spaces which invite public use of the schools.

#### Action Strategies

- Develop a comprehensive plan for a renovation or new construction project for Kennebunk High School.
- Develop a comprehensive plan for K-5 buildings, including recommendations for school closure, construction, and/or renovation. *The Facilities Space Utilization Study, completed in the fall of 2010, will guide the District's planning and consideration of options.*
- Identify for each building a 10-year capital improvement plan that addresses any structural or systems needs, as well as instructional and programmatic needs.





## Strategic Plan ---Category V

### Monitoring, Updates, and Reporting Process

#### Overview

The Administration and the RSU 21 Board of Directors are committed to conducting the affairs of the school district in a transparent manner, grounded in the highest levels of ethics and integrity. Drawing on strong public engagement and support, we intend to offer our students a world class education through exceptional instruction at all levels. We believe that a comprehensive approach to inviting the active participation of students, teachers, parents, and the public in shaping our schools is key to the future prosperity of our communities. To this end, we intend to enhance effective communication within the school district organization and across our three communities.

#### Snapshot of the Present

##### Strengths

- Administration and Board work diligently to ensure that processes are transparent and information is shared with the public.
- District website is informative, current, accessible, and popular.
- The district's electronic rapid communication system is used effectively.
- Schools make efficient use of electronic and hard-copy communications systems.
- Parent-Teacher Associations are active and engaged at the K-8 level.
- Community engagement is high

##### Weaknesses

- School websites lack consistency of user interface.
- School marketing to parents and students within the district, as well as to prospective students outside the district, is insufficient.
- The district web site does not provide updated district performance data in an easily understood user friendly format.



## Strategic Plan ---Category V

### Monitoring, Updates, and Reporting Process

**Lead Objective 1 – Transparent Reporting:** Develop and implement a performance monitoring and reporting system for the district and provide transparent reporting of how the district is performing against the goals established by this strategic plan.

#### Action Strategies

- Annually, develop and publish a holistic district report card based on defined measures of progress.
- Develop, publish, and periodically update an electronic “dashboard”, reporting accomplishment of the measures of progress.

**Lead Objective 2 - Communication:** Develop a comprehensive and sustainable communication strategy that demonstrates the intent of RSU 21 to undertake the oversight and governance of the school district in an open and transparent fashion.

#### Action Strategies

- Commit to openness, communication, and continued community involvement in the development of district policy and practice.
- Review all present protocols for communications with staff, parents, and the public on the activities, decisions, events, and policy making of district schools.
- Establish a team of key staff and representatives of the Board to help shape and monitor all district efforts to communicate and engage the public.
- Examine the adequacy of present practice in ensuring the voice of students in the affairs of the school district.
- Hold annual student summits with representatives from the middle school, high school, and recent graduates.



# Appendix

## ***RSU 21 Board of School Directors***

Jack Reetz	Arundel
Leia Lowery	Arundel
Dan Pleva	Arundel
Timothy B. Hussey, Vice Chair	Kennebunk
Ed Geoghan	Kennebunk
Arthur R. Leblanc III	Kennebunk
Kevin Knight	Kennebunk
Frank Drigotas	Kennebunk
Matthew Fadiman	Kennebunk
Maureen King	Kennebunkport
Robert Domine	Kennebunkport
Norman M. Archer, Chair	Kennebunkport
David Pepin	Student Rep
Emily Junker	Student Rep

## ***Strategic Planning Team***

Norm Archer	RSU 21 Board – Kennebunkport
Henry Bourgeois	Kennebunk
Andrew Dolloff	Superintendent of Schools
Gaby Grekin	Kennebunkport
Tim Hussey	RSU 21 Board – Kennebunk
Maureen King	RSU 21 Board – Kennebunkport
Leia Lowery, Chairperson	RSU 21 Board – Arundel
Patrick Manuel	Assistant Superintendent
Jack Reetz	RSU 21 Board – Arundel

# A Portrait by the Numbers

## Our Schools Today

Kennebunk Elementary School	K-3	474 students
Kennebunkport Consolidated School	K-5	197 students
Mildred L. Day School	K-5	242 students
Sea Road School	4-5	255 students
Middle School of the Kennebunks	6-8	511 students
Out of District Tuition Schools	6-12	286 students
Kennebunk High School	9-12	735 students
<b>TOTAL:</b>		<b>2700 (2414 in-district)</b>

<b>Our Students</b>	<b>No.</b>	<b>%</b>	<b>Our Staff</b>	<b>No.</b>
Caucasian	2550	95	Total Staff	435
African American	33	1.2	Central Office	10
Hispanic American	10	0.4	School Administrators	9.5
Asian American	70	2.6	Teachers	220
American Indian	5	0.2	Special Education	83
Special Education *	467	17	School Nutrition	18
English Language Learners*	32	1.2	Educational Technicians/Assistants	108
Free/Reduced Lunch* (in-district)	483	20	Transportation/Facilities	75

(\*Included in total numbers)



# A Portrait by the Numbers

## *Our Financial Support*

### **Budget by School, 2010 -11**

Kennebunk Elementary School	2,779,975.00
Kennebunkport Consolidated School	1,389,605.00
Mildred L. Day School	1,606,824.00
Sea Road School	1,449,430.00
Middle School of the Kennebunks	3,436,859.00
Out of District Tuition	2,784,678.00
Kennebunk High School	5,122,746.00
Special Education	5,586,435.00
Transportation, Facilities, Technology	6,129,173.00
Other – Food Service, Administration, Testing, Athletics and Co-curricular	2,177,505.00
Debt Service	2,613,770.00
<b>TOTAL</b>	<b>\$35,077,000.00</b>
<b>Per Pupil, excluding Debt Service</b>	<b>\$11,475.16</b>

### **Community Share of School Costs**

	<u>%</u>
Arundel	11.7
Kennebunk	65.0
Kennebunkport	23.3

### **District Enrollments**

	<b><u>2010-2011</u></b>	<b><u>Projected, 2015*</u></b>
Arundel	604	623
Kennebunk	1,664	1,571
Kennebunkport	428	385
Elementary, K-5	1,168	1,055
Middle, 6-8	647	636
High School, 9-12	885	856
<b>TOTAL</b>	<b>2700</b>	<b>2547</b>

**Projected decline: 5.67%**

*\*Data provided by Planning Decisions – RSU 21 Projections, February 2010*

# Assessment Descriptions

## **New England Common Assessment Program (NECAP)**

Maine has joined New Hampshire, Rhode Island and Vermont in the yearly administration of the NECAP. This assessment is used by participating states to meet No Child Left Behind Act requirements for testing reading and mathematics once each year from grade 3 through grade 8. Most content area tests consist of a combination of multiple-choice and constructed-response questions. NECAP student results are reported in one of four achievement levels:

- o Proficient with Distinction
- o Proficient
- o Partially Proficient
- o Substantially Below Proficient

<http://www.maine.gov/education/necap/index.html>

## **Northwest Evaluation Association (NWEA)**

These computerized adaptive reading and math assessments help determine a child's instructional level and monitor academic progress from year to year. These tests present students with engaging, age-appropriate content. As a student responds to questions, the test responds to the student, adjusting up or down in difficulty. Student results correspond to a value on the RIT Scale (for Rasch Unit). RIT measures understanding regardless of grade level.

<http://www.nwea.org>

## **MAINE HIGH SCHOOL ASSESSMENT (including The Maine SAT Initiative)**

All Maine high school juniors are required to take the Scholastic Aptitude Test (SAT) in critical reading, writing, mathematics, and science. This policy encourages all Maine students to engage in instruction and assessment that is intended to raise expectations and to increase readiness for college or other post secondary opportunities; is consistent with the high expectations for student achievement expressed in Maine's Learning Results; and supports the emerging PreK-16 College Ready Initiative already underway as a joint effort of the University System and the Maine Department of Education. Individual SAT scores are reported on a 200-800 College Board Scale for each subject area. To maintain consistency within the State assessment system, the Maine Department of Education converts the traditional College Board Scale to scaled score ranges between does not meet standards, partially meets standards, meets standards, and exceeds standards.

<http://sat.collegeboard.com/home>  
<http://www.maine.gov/education/mhsa/index.htm>



## Glossary of Terms

**21st Century Skills:** A term that educators use to describe the practical, real-world skills that students will need to thrive in the colleges and workplaces of the 21<sup>st</sup> century. Unlike academic knowledge acquired in a specific subject area, 21<sup>st</sup> century skills can generally be applied throughout a student's life and across all content areas, learning contexts, or careers. Examples include critical-thinking and problem-solving skills, social and self-management skills, leadership and teamwork skills, multicultural awareness and understanding, writing and communication skills, technology and online-research skills, global and media literacy, among others. For more information, visit the Partnership for 21<sup>st</sup> Century Skills website ([p21.org](http://p21.org)).

**Advanced Placement (AP):** A national high school program designed by the College Board ([collegeboard.com](http://collegeboard.com) and [collegeboard.com/student/testing/ap/about.html](http://collegeboard.com/student/testing/ap/about.html)), the creator of the SAT, that offers thirty-seven courses in twenty-two subject areas to high school students who want to learn challenging material and earn college credit before graduating. At the end of each Advanced Placement course, most students choose to take a test and earn a numerical score between one and five. If students score a three or higher, they can potentially receive transferable college credit if they enroll in a college that accepts AP credits. AP course-taking can also enhance a student's high school transcript and help gain admission to college.

**Assessment:** The processes of documenting—including collecting, describing, scoring, and interpreting—what a student has learned. The term *assessment* also describes the student products educators use to gauge academic attainment. An *assessment* can entail anything from traditional tests and quizzes to portfolios (collections of student work assembled over time) and exhibitions (formal presentations of what a student has learned).

**Baseline Data:** The data a school collects to establish a baseline, or starting point, for comparing school or student performance over time. For example, if a school's average graduation rate for 1997–2000 was 85%, that percentage could be used as *baseline data* when looking at the subsequent 2001–2010 trend in graduation rates. Baseline data are usually collected for several different performance indicators and are used to help schools and educators determine if performance is improving over time.

**Common Core State Standards:** A set of learning standards in the subject areas of *English Language Arts* and *Mathematics* that have been (or soon will be) adopted in forty-eight of the fifty states. The Common Core State Standards Initiative ([corestandards.org](http://corestandards.org)), which created and promotes the standards, is coordinated by two national organizations: the National Governors Association Center for Best Practices and the Council of Chief State School Officers. The standards were developed in collaboration with teachers, school administrators, and content experts, and they are intended to provide a clear, consistent, and challenging set of K–12 learning expectations for states. Maine is in the process of adopting the Common Core State Standards.

**International Baccalaureate (IB):** A sequence of academically challenging courses, lessons, and examinations developed by the International Baccalaureate Organization ([ibo.org](http://ibo.org)) that are designed to prepare students for success in college and adult life. More than 877,000 students at 3,071 schools in 139 countries are currently involved in the three International Baccalaureate programs: *Primary Years Programme* (ages 3–12), *Middle Years Programme* (ages 12–16), and *Diploma Programme* (ages 16–19). International Baccalaureate is recognized by colleges and universities around the globe, and in some cases students who graduate from the Diploma Programme can earn college credit.

**Early College/Dual Enrollment:** The practice of allowing high school students—usually juniors or seniors—to take college courses prior to graduation. In most cases, dual enrollment students can earn both high school and college credit for completing their college courses. Early college programs are often used as a strategy for increasing college aspirations and enrollments, while promoting a stronger “college-going culture” in high schools.

9

**TOWN OF KENNEBUNKPORT**  
**Street Opening Permit**

**PROPERTY INFORMATION**

Name of Homeowner: Tim Harrington Date: 9-16-15  
Address: 2 Livewell Drive suite 201 Kennebunk me 04043  
Telephone: \_\_\_\_\_ Map, Block, Lot: \_\_\_\_\_  
Street to be excavated: Arundel Rd.  
Size of excavation (length and width): 28' x 4'  
Reason for excavation: underground Power service  
Permit Conditions: If there is, any intrusion into the black top, road should be paved from curb to curb.

**CONTRACTOR INFORMATION**

Date of excavation: APPROX. 9-28-30-15  
Name of Contractor: Labbe Excavation  
Address: P.O. Box 1111 Biddeford me  
Telephone: 282-1426 Fax: 282-4448

**BOND & INSURANCE INFORMATION**

Performance Bond: ☐ Cash ☐ Check ☐ Money Order ☐ Surety Bond ☐ Other  
Bond Amount: \_\_\_\_\_  
Company that issued the bond (if applicable): \_\_\_\_\_  
Person or entity providing the bond to the Town (contractor, property owner, other): \_\_\_\_\_  
Insurance Company: \_\_\_\_\_  
Signature of person completing the application: \_\_\_\_\_ Date: \_\_\_\_\_

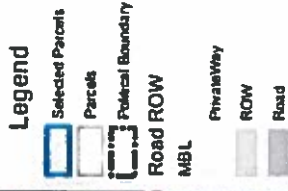
**APPROVED**

Highway Superintendent: Phil W. Claus Note \$2,000 Performance Bond required if  
Arundel Road paving is cut.  
Selectmen: \_\_\_\_\_  
Selectmen: \_\_\_\_\_  
Selectmen: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Application Fee: \$25.00  
Date Paid: 9-16-2015  
Amount Paid: \$25.00  
☒ Cash ☐ Check ☐ Money Order

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

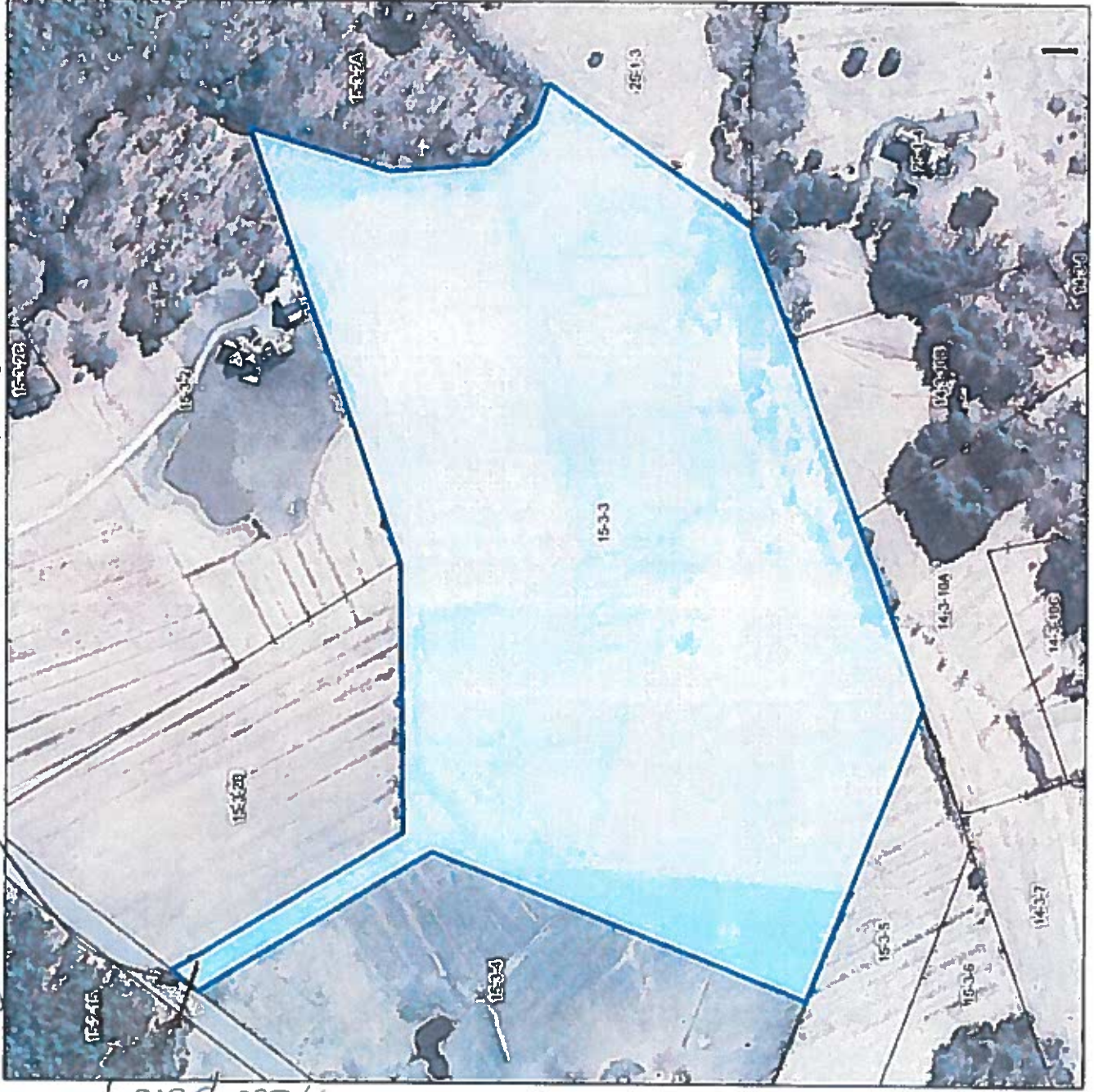


# Kennebunkport, Maine



This map was generated by the Town of Kennebunkport's online GIS. This information has been compiled from various public and private sources. While every attempt has been made to provide accurate information, neither the municipality nor the service host guarantee the accuracy of information provided herein.

Map generated on: 9/16/2015



new U.G.E. Service

Arundel Road - Street Opening

new pole

**P&C Insurance**

260 Main St.  
P.O. Box 356  
Biddeford, ME 04005  
(207)283-1486

Labbe Excavating, Inc.  
P. O. Box 1111  
Biddeford, ME 04005

**INVOICE**

Customer	Labbe Excavating, Inc.
Ref	4421
Date	12/11/2014
Customer Serv	Doug Willett Teresa Kowalski
Page	1 of 1

Payment Information	
Invoice Summary	100.00
Payment Amount	
Payment Ref	Invoice#534253
94A001338	

Thank You

X  
Customer: Labbe Excavating, Inc.

Invoice	Effective	Transaction	Description	Amount
534253	01/09/2015	Renew policy	Policy #94A001338 01/09/2015-01/09/2016 Liberty Mutual Surety Surety - Renew policy <i>Town of Kennebunkport Bond Renewal</i>	100.00
				6141
				100.00

RECEIVED DEC 12 2014

Thank You

P&C Insurance  
260 Main St. P.O. Box 356  
Biddeford, ME 04005

(207)283-1486

info@insurancapc.com

12/11/2014



Syracuse  
P O Box 5550  
Syracuse, NY 13220  
888-443-1910 Fax 800-548-7564

Registered:  
Market Segment:  
Producer Name:  
Agency Code:

## Report of Renewal

October 12, 2014  
LSF Commercial

968035

**Principal:**  
Labbe Excavating Inc  
P O Box 1111  
Biddeford, ME 04005

**Account:**  
Labbe Excavating Inc  
P O Box 1111  
Biddeford, ME 04005

**Agency:**  
Paquin & Carroll LLC  
260 Main Street  
Biddeford, ME 04005

**Involved to:**  
Paquin & Carroll LLC  
260 Main Street  
Biddeford, ME 04005

**LMS Bond Number:** 94A001338

**Cross Reference:**

**Obligee:****Additional Obligees:**

Town of Kennebunkport  
P O Box 566  
Kennebunkport, ME 04046

**Bond Period:** 1/9/2015 to 1/9/2016

**Transaction Eff. Date:** 1/9/2015

**Cancellation Provision:** 30 Days

**Premium Period:** 1/9/2015 to 1/9/2016

**Company:** Liberty Mutual Insurance Company

**Renewal Type:** Continuous Until Canceled

**Bond Amount:** 6,000 00 USD

**Class Code:** 910

**Co-surety:**

**Bond Description:**

Street Opening Permit Bond

**Transaction Comments:**

System auto renewal transaction

**Amt In USD**

**Bond Premium:**

100 00

**User:** S User

**Printed:** 10/20/2014

OCT 27 2014



(10)

September 14, 2015

To the Town of Kennebunkport:

This gift is from the family of Daniel J. Drinon of 9 Arundel Rd. to purchase (in part) a red maple tree for Perkins Park.

Dan was born in 1937 in Bangor into a family of nine children. He played basketball for BHS in 1955 when they won the Class A championship and went to the New England Tournament in Boston.

In 1956, thanks to basketball, he left Maine to attend college in California. Although he spent all of his working life in Massachusetts, in 1985, he returned as a summer resident in Wells. In 2000, he became a permanent resident of Kennebunkport.

He died January 14, 2015 in the afternoon. That evening, we

DANIEL J. DRINON  
JUDITH A. DRINON  
9 ARUNDEL RD., P.O. BOX 2782  
KENNEBUNKPORT, ME 04046

02752/242

3788

DATE Sept. 14, 2015

PAY TO  
THE ORDER OF

Town of Kennebunkport \$ 1,313.00  
One thousand three hundred thirteen  
and 00/100

Kennebunk Savings

MEMO Perkins  
Memorial Tree - Park

Judith A. Drinon AP

LOOK FOR FRAUD-DEFENDING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

Received a call that he was being  
 inducted into the Flame Basket -  
 tall Hall of Fame - it's 2nd class.  
 One fine children's line or have  
 lived in the area since we moved  
 here in '85. One fine grand daughter  
 live and work in the Port, and one  
 five grandsons are learning to sail  
 at the Yacht Club so we have  
 been spending time at Berkine  
 Park over the last few years.  
 There's why we have chosen this  
 memorial.  
 Thank you all - Carol + Bob C  
 especially - for your assistance.  
 Sincerely,  
 Judy Brown  
 and family

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
 RESERVED FOR FINANCIAL INSTITUTION USE \*

The security features listed below, as well as that  
 not listed, are used by industry guidelines.

**Security Features:**  
 Security Square  
 Heat Reactive Ink  
 Personalized Microprint  
 Chemically Sensitive Paper  
 Microprint Line  
 Chemical Wash Detection Area

**Results of document alteration:**  
 Cannot be reproduced by copier or  
 scanners  
 Hold red images with fingers or by  
 on it. The images will fade and red  
 on it.  
 Die line is your name and  
 check number in small type. Apper  
 in a dotted line when photocopied  
 chemical alteration  
 Spots or smudges may appear with  
 chemical alteration  
 Small hole in line appears as  
 dashed line when photocopied.  
 White Padlock on the back side  
 or discolorations in this area may  
 indicate alteration attempts.

Original Document (Back Pattern) • Do not cut and paste alteration at  
 Factors design is a certification mark in the Check Payment System Area  
 FEDERAL RESERVE BOARD OF GOVERNORS REG



Maine Municipal  
Association

60 COMMUNITY DRIVE  
AUGUSTA, MAINE 04330-9486  
(207) 623-8428  
www.memun.org

11

## MEMORANDUM

**TO:** Key Municipal Officials of MMA Member Cities, Towns and Plantations

**FROM:** Stephen W. Gove, Interim Executive Director

**DATE:** September 1, 2015

**SUBJECT:** Voting Credentials for MMA Annual Business Meeting

---

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 7, 2015, at 1:30 p.m. in the Cumberland Room at the Augusta Civic Center.** The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the *MMA Voting Delegates Credential Form* on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached the Proposed Agenda for the MMA Annual Business Meeting for your reference. The current MMA Bylaws as adopted in 2013 will be available at the MMA Annual Business Meeting or may be viewed on the MMA website at

<http://www.memun.org/public/MMA/Gov/bylaws.pdf>.

If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the MMA Voting Delegate Credential Form and return to our office by **Tuesday, October 6, 2015** or bring it with you to the MMA Annual Business Meeting. We have provided a self-addressed, self-stamped envelope for your convenience.

We look forward to seeing you at this year's MMA Annual Convention. If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 ext. 2211 or in the Augusta area at 623-8428.

**Maine Municipal Association  
Annual Business Meeting  
Wednesday, October 7, 2015  
1:30 – 2:30 p.m.  
Augusta Civic Center  
Level 1 – Cumberland Room**

---

**AGENDA**

- 1. Introductions and Welcoming Remarks – MMA President Stephan Bunker  
(Selectperson, Town of Farmington)**
- 2. Approval of 2014 MMA Annual Business Meeting Minutes – Stephan Bunker**
- 3. MMA President's Report – Stephan Bunker**
- 4. Announcement of Election Results for MMA Executive Committee and  
Introduction of New Executive Committee Members – Stephan Bunker**
- 5. Executive Director's Report - Stephen Gove, Interim Executive Director**
- 6. Other Business (*comments from the floor*)**
- 7. Adjournment**

**MAINE MUNICIPAL ASSOCIATION**  
**VOTING DELEGATE CREDENTIALS**

\_\_\_\_\_ is hereby designated as the official Voting Delegate and  
(name)  
\_\_\_\_\_ as the alternate voting delegate for \_\_\_\_\_  
(name) (municipality)  
to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,  
Wednesday, October 7, 2015, 1:30 p.m., at the Augusta Civic Center, Augusta, Maine.

*The Voting Delegate Credentials may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.*

Date: \_\_\_\_\_ Municipality: \_\_\_\_\_

**Signed by a Municipal Official designated by a majority of Municipal Officers:**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

**Or Signed by a Majority of Municipal Officers:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please return this form no later than **Tuesday, October 6, 2015** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

***MMA Annual Business Meeting  
Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330  
FAX: 207-626-3358***





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

## Public Hearing

### **Town of Kennebunkport General Assistance Ordinance**

The Town of Kennebunkport Board of Selectmen will conduct a public hearing to adopt the MMA Model Ordinance GA Appendices A to C for the period October 1, 2015–September 30, 2016.

The hearing will be held on September 24, 2015, at 7 p.m., at the Village Fire Station, 32 North Street, Kennebunkport, Maine.

# GENERAL ASSISTANCE ORDINANCE

## APPENDICES A-D

### 2015-2016

The Municipality of \_\_\_\_\_ adopts the MMA Model Ordinance GA Appendices (A-C) for the period of Oct. 1, 2015—September 30, 2016. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) \_\_\_\_\_ (year)  
by the municipal officers:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

**Appendix A**  
Effective: 10/01/15-09/30/16

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	762	810	960	1,245	1,579
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	695	796	1,009	1,370	1,418

\*Note: Add \$75 for each additional person.

**Non-Metropolitan Areas**

**Persons in Household**

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	603	620	747	946	1,036
<b>Franklin County</b>	630	658	780	971	1,382
<b>Hancock County</b>	647	733	933	1,228	1,246
<b>Kennebec County</b>	570	659	843	1,057	1,126
<b>Knox County</b>	736	741	913	1,170	1,298
<b>Lincoln County</b>	666	739	932	1,161	1,245
<b>Oxford County</b>	567	618	758	1,023	1,324
<b>Piscataquis County</b>	578	659	814	1,033	1,105
<b>Somerset County</b>	659	690	821	1,117	1,121
<b>Waldo County</b>	649	737	873	1,189	1,265
<b>Washington County</b>	572	629	749	955	1,158

\* Please Note: Add \$75 for each additional person.

## **Food Maximums**

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2015, those amounts are:

<b>Number in Household</b>	<b>Weekly Maximum</b>	<b>Monthly Maximum</b>
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

**Note: For each additional person add \$146 per month.**

## GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from October 1, 2015 to September 30, 2016.

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
	695	796	1,009	1,370	1,418	

NOTE: For each additional person add \$75 per month.

(The applicable figures from Appendix A, *once adopted*, should be inserted here.)

### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

NOTE: For each additional person add \$146 per month.

### APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	126	541	148	637
1	139	597	169	726
2	178	767	216	927
3	251	1,079	247	1,275
4	251	1,079	304	1,308

(The applicable figures from Appendix C, *once adopted*, should be inserted here.)

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## APPENDIX D - UTILITIES

### ELECTRIC

**NOTE:** For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is *not automatically* entitled to the "maximums" established—applicants must demonstrate need.

1) **Electricity Maximums for Households Without Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.10	\$86.00
2	<del>\$23.75</del> 19.10	<del>\$102.00</del> 86.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

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**NOTE:** When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

## **APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES**

<b><u>Number in Household</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

**NOTE:** For each additional person add \$1.25 per week or \$5.00 per month.

## **SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<b><u>Number of Children</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

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**Appendix C**  
Effective: 10/01/15-09/30/16

**Metropolitan FMR Areas**

<b><u>Portland HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	148	636	172	740		
1	176	757	206	886		
2	218	939	256	1,099		
3	296	1,272	341	1,468		
4	301	1,293	356	1,531		
<b><u>York/Kittery/S. Berwick HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	186	798	210	902		
1	186	798	210	902		
2	233	1,003	270	1,163		
3	324	1,393	370	1,589		
4	345	1,485	401	1,723		
<b><u>Cumberland County HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	111	471	134	575		
1	133	574	163	703		
2	182	783	219	943		
3	273	1,175	319	1,371		
4	325	1,399	381	1,637		
<b><u>Sagadahoc County HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	138	603	163	702		
1	142	611	172	740		
2	167	718	204	878		
3	222	954	267	1,150		
4	286	1,231	342	1,469		
<b><u>York County HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	126	541	148	637		
1	139	597	169	726		
2	178	767	216	927		
3	251	1,079	297	1,275		
4	251	1,079	304	1,308		