

TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda
December 8, 2022 @ 6:00 PM
VILLAGE FIRE STATION
32 North Street**

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

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

<https://us06web.zoom.us/j/84437391232>

or go to **ZOOM** and enter the **webinar ID: 844 3739 1232**

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

1. Call to Order.
2. Approve the November 24, 2022, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.)
4. Public Hearing on proposed addition of a stop sign at Community House Way onto Community House Road, to the Kennebunkport ordinance – Part 1 General Ordinances, Article II Traffic and Parking Control, Chapter 160-12, Stopping at intersections.
5. Appointment of Michael Edwin West to Planning Board.
6. Appointment of Registrar of Voters for a 2-year term.
7. Retire Rehire – Carol Kloth & Craig Sanford.
8. Tri Town Law Enforcement Memorandum of Understanding.
9. LD 2003 update.
10. Request for Street Opening Permit by Mark Welch & Sons for Maine Street.
11. Tax-Acquired Property Bid for Map 21, Lot 9, subplot 58.
12. Goose Rocks Beach Advisory Committee Recommendations:
 - a. Commit \$1,000 to the University of Maine Beach Profiling project.
 - b. Commit \$150 to reimburse Jon Dykstra for the license for drone software

13. Accept donations for the nurse's funds:
 - a. \$50.00 from anonymous donor towards the general nurses account to assist with supplies, equipment, or any needs.
 - b. \$500.00 from Mary Woodman and the Flynn Family Foundation towards the emergency fuel fund.
 - c. \$500.00 from Mary Woodman and the Flynn Family Foundation towards the emergency food fund.
 - d. \$12,500.00 from Mary Woodman and the Flynn Family Foundation towards the general nurses account to assist with supplies, equipment, or any needs.
14. Accept \$1,500 donation from Tommy McNamara fund for Parks and Recreation.
15. Other Business.
16. Approve the December 8, 2022, Treasurer's Warrant.
17. Adjournment.

AGENDA ITEM DIVIDER

Town of Kennebunkport
Board of Selectmen Meeting
November 22, 2022
3:00 PM

MINUTES

Selectmen attending: Jon Dykstra, Edward Hutchins, Allen Daggett.

1. Call to Order.

Selectman Hutchins called the meeting to order at 3:00 PM.

2. Approve the November 10, 2022, selectmen meeting minutes.

Motion by Selectman Dykstra, seconded by Selectman Daggett, to approve the November 10, 2022, selectmen meeting minutes. **Voted:** 3-0. **Motion passed.**

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

There were no comments from the public.

No motion was necessary. No action was taken.

4. Amendment of the Recreation Special Revenue and Dock Square Parking Lot budgets.

Laurie Smith, the Town Manager, reminded that the Board agreed to the rearrangement of currently budgeted positions to accommodate a new Technology/Communications Specialist position. After we advertised and went through a few rounds of interviews, the search committee agreed that we had very strong candidates, but in two separate fields: communications and technology. After further discussion, we agreed that it made sense to split the position into two separate ones.

With that, Laurie asked the Board to consider the amendment to the Recreation Special Revenue and Dock Square Parking Lot budgets. Thus, the new Communication position would be partially funded from the recreation fund under the premise, that they would support the recreation website and market all the events. The new Technology position would support Dock Square Parking Lot technology which are currently managed by the Police Department.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to amend the Recreation Special Revenue and Dock Square Parking Lot budgets. **Voted:** 3-0. **Motion passed.**

5. Approve the November 22, 2022, Treasurer's Warrant.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to approve the November 22, 2022, Treasurer's Warrant. **Voted:** 3-0. **Motion passed.**

6. Adjournment.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to adjourn. **Voted:** 3-0. **Motion passed.** Meeting adjourned at 3:35 PM.

Submitted by,
Yanina Nickless,

Special Projects Manager/HR Administrator

AGENDA ITEM DIVIDER

**Town of Kennebunkport
Public Hearing on
Proposed Amendment to Chapter 160-12, stopping at intersections,
of the General Ordinances**

The Town of Kennebunkport Board of Selectmen will conduct a public hearing on **Thursday, December 8, 2022 at 6:00 PM** at the Village Fire Station on the following proposed amendment to the Kennebunkport ordinance – Part 1 General Ordinances, Article II Traffic and Parking Control, **Chapter 160-12, Stopping at intersections.**

The addition of:

Intersection	From	Onto
Community House Road and Community House Road	Community House Road	Community House Road

AGENDA ITEM DIVIDER



Kennebunkport

MAINE

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[Home](#) > [Boards & Committees](#) > [Board of Selectmen](#) > [Online Application for Boards/Committees](#) > [Webform results](#) > Online Application for Boards/Committees

Submission information

Form: [Online Application for Boards/Committees](#) [1]

Submitted by Anonymous (not verified)

November 21, 2022 - 9:21pm

45.46.12.86

Choose from the following:

Planning Board

Please provide the following information:

Full Name

Michael (Mike) Edwin West

Email

Stoutadvisor@gmail.com

Residential Address

33 Log Cabin Road

Residential Phone

(713) 816-4313

Business Address

N/A

Business Phone

N/A

Mailing Address (if different)

Are you registered to vote in Kennebunkport?

Yes

Please list Membership in community organizations, dates involved, and activities performed:

Engineers Without Borders, 2008 -2014, Collegiate Chapter Advisor, National Technical Advisory Committee member, Health & Safety Committee member and President of Houston Professional Chapter.

Society of Petroleum Engineers, 2016, Member of HSSE & Social Responsibility Strategy Task Force developing new long term strategy.

Do you have any skills, experience, or training you would like to mention?

Senior Executive with 32+ years experience with operations, project management and regulatory affairs. Degrees in Civil Engineering, Corporate Social Responsibility, Management and Operations.

What is your reason for wanting to serve on this board or committee?

Become more involved in the community.

List the top 3 choices that you would like to serve on(1. 2. 3. in desired order)?

Planning Board

Source URL: <https://www.kennebunkportme.gov/node/2661/submission/17986>

Links

[1] <https://www.kennebunkportme.gov/board-selectmen/webforms/online-application-boardscommittees>

AGENDA ITEM DIVIDER

TOWN OF KENNEBUNKPORT, MAINE

Effective December 8, 2022

TO: **TRACEY L. O'ROAK**

OF: **BIDDEFORD, MAINE**

County of York and State of Maine.

We, the Municipal Officers of the Town of Kennebunkport, do in accordance with the provisions of the laws of the State of Maine hereby appoint you as:

REGISTRAR OF VOTERS

within and for the municipality of Kennebunkport for a term of **TWO (2) YEARS**.

Given under our hand this 8th day of December 2022.

**Selectmen
of
Kennebunkport**

STATE OF MAINE

County of York, ss

Date: _____

Personally appeared the above named **TRACEY L. O'ROAK** who has been duly appointed by the Board of Selectmen as **REGISTRAR OF VOTERS** in said municipality, and took the oath necessary to qualify her to discharge said duties for the ensuing term according to the law. Before me:

Audrey Williamson, Notary Public

AGENDA ITEM DIVIDER

Memorandum

To: Laurie Smith, Town Manager

Fr: Craig Sanford, Chief of Police

Re: Retire/Rehire Chief Craig Sanford and Administrative Assistant Carol Kloth

Dt: November 30, 2022

I, as well as my Administrative Assistant, Carol Kloth, have met our required time in the Maine Pers Retirement System, allowing us to draw earned benefits. We must retire from our current positions but are asking to be allowed to return to the workforce under section **11.5.1 Re-employment upon retirement** of the town's personnel policy. In brief, this section allows for the Town to consider the re-employment to a full-time position for an employee who has retired from the Town under the Maine PERS System, subject to a number of conditions. We both meet all of the specified conditions but would eventually need the approval of the Town Manager as well as the Board of Selectmen.

Both employees desire to continue their service with the Town of Kennebunkport. Carol serves in a unique position that not only services the police function but is also a certified dispatcher. She is instrumental in our daily operations. As for me, I am fortunate to serve with a great group of people and hope that I, too, am important to the community.

I am recommending that we be allowed to retire and be re-hired in our current positions. The agency would benefit from keeping an experienced employee and not being pressured to find another qualified applicant, as many agencies across the country are doing now.

AGENDA ITEM DIVIDER

Memorandum

To: Laurie Smith, Town Manager

Fr: Craig Sanford, Chief of Police

Re: MOU with Kennebunk and Wells

Dt: November 30, 2022

I am asking for the approval of the attached MOU for mutual aid in times of need for the communities of Kennebunk and Wells. The MOU outlines basic information and responsibilities should we need or be asked to assist Kennebunk or Wells.

As we all know, many industries are running below minimum best practices, and police work is no different, if not worse. With the pandemic and the surge in public unrest, it is important to have agreements like this in place so we have the ability to ask for help in times of need. In brief, this MOU will allow us as well as Kennebunk and Wells, to ask for assistance while understanding that our policies and procedures will be followed, ensuring we meet the standards expected by our community.

MEMORANDUM OF UNDERSTANDING
EXTENDED POLICE AUTHORITY AGREEMENT
AUTOMATIC MUTUAL AID ASSISTANCE

This agreement is entered into between the Chief Law Enforcement Officers of the Town of Kennebunk, Town of Kennebunkport and Town of Wells. This agreement is duly executed by the authority conferred upon them pursuant to Title 30-A, M.R.S.A. Subsection 2671, and Title 30-A, M.R.S.A. Subsection 2674 as amended.

I. PREAMBLE

The expressed purpose of these terms and conditions of this document is to provide the requisite structure by which police assistance can be requested and rendered. It is the express intention of all the Chief Law Enforcement Officers for these provisions to be liberally interpreted and flexible in scope. The chiefs in these communities recognize that the need for additional police manpower arise for various reasons. The participants to this agreement are committed to protecting life and property of their citizens and have agreed to enter into a mutual assistance compact for police services.

II. POLICE SERVICES

- I. In accordance with M.R.S.A., it is explicitly agreed that the chief law enforcement officers of Kennebunk, Kennebunkport and Wells will authorize a standing mutual aid agreement when the requesting agency deems it necessary to rely on mutual aid due to staffing issues. Automatic mutual aid will be provided between the police departments as needed and each dispatch center will be notified when staffing levels necessitate automatic mutual aid response based on each agency's needs. In addition, the ranking on-duty law enforcement officer of one agency may request police assistance from the chief law enforcement officer or the ranking on-duty officer at any time a request is deemed necessary.
- II. The request for assistance under this compact will be made only when the requesting agency has exhausted or fully committed its available police manpower and/or resources, and/or where additional manpower and/or resources are required to protect

life or property, to maintain order, to prevent the commission of criminal acts or to prevent the escape of a person who has committed a criminal act.

- III. Requests for assistance may be made by telephone, radio, police dispatcher or any other proper means available. It is understood that the responding agency will extend its best effort to provide assistance in these circumstances. Such assistance may include manpower, vehicles, equipment, materials, etc.
- IV. The amount of staffing and resources to be provided shall be the sole discretion of the Chief of Police or their authorized designee of the responding agency who shall consider the continuing police services required within their own jurisdiction.
- V. It is expressly understood that the assistance is voluntary and does not require compulsory reply when invoked. The form and duration of assistance to be provided shall be determined by the responding agency. Any and all such services may be recalled at the discretion of the responding agency.
- VI. Police officers of the responding department shall have full authority and police powers as granted under Title 30-A, M.R.S.A. Section 2674, that such officer shall have the authority to exercise police powers in the jurisdiction of a party of this compact only when their assistance is officially requested by the Chief of Police or their authorized representative and/or by way of this agreement.
- VII. All Officers rendering aid to a requesting department shall have the same powers, duties and privileges as do members of the requesting department.
- VIII. When assistance is requested under this compact, the Chief of Police or their designee of the requesting department shall be in charge of the entire police operation within his jurisdiction. Police personnel, equipment and vehicles which are furnished by the responding agency shall remain under the direct supervision of the responding agency's senior police official as so far as is practical. Every effort will be made to coordinate the police action through the senior officers of the responding agencies for direction to the responding agency's personnel.

- IX. The responding agencies shall be responsible for the salaries and benefits of the responding officers; for all equipment of the responding department that may be lost, damaged or destroyed; and for any injuries to any personnel of the responding agency while providing aid to the requesting agency.
- X. The responding agency will assume its own liability incurred to any third party, except to the extent attributable to command or operational decision(s) made by the requesting department. If liability is due to an attributable command or operational decision(s) made by the requesting department, the matter will be collectively addressed by the affected parties of this MOU as described above. Responding agency personnel will abide by the internal policies and practices of their responding agency, as well as any obligations set forth in any collective bargaining agreement(s).
- XI. Each agency hereto has the right to unilaterally withdraw from this compact upon giving ten (10) days written notice of intention to the other parties of the compact and thereafter the compact shall become null and void at the end of said ten (10) days for the withdrawing agency.
- XII. Any unforeseen problems developing as a result of this compact shall be resolved by the joint actions of the Chiefs of Police or their authorized agent.
- XIII. This agreement constitutes the entire understanding between the agencies. Any modifications or additions to the terms and provisions hereof shall be in writing and executed in the same manner and with the same formality as this agreement.
- XIV. This agreement shall remain in full force and effect from the date of this agreement unless other arrangements are provided for pursuant to paragraph XI.

This agreement is entered into by the Chiefs of Police of the undersigned agencies with the formal consent of their Municipal Officers.

Kennebunk

Chief of Police

Municipal Officer

Wells

Chief of Police

Municipal Officer

Kennebunkport

Chief of Police

Municipal Officer

DRAFT

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MEMORANDUM

To: Laurie Smith, Town Manager/ Board of Selectmen
 Fr: Werner Gilliam, CFM Director of Planning and Development
 Re: LD2003 Update
 Dt: December 2, 2022

Last year the State Legislature passed a significant piece of legislation known as “An Act to Implement the Recommendation of the Commission to Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions,” also known by its tracking name “LD2003”. This act is a significant attempt to address the housing supply and affordability crisis that Maine has been struggling with for many years.

This act directly impacts local zoning ordinances related to residential housing. As part of the process of implementing the requirements, it has also given communities a very limited timeframe to bring their ordinances into compliance.

The staff has been working closely with our Regional Planning Commission (SMPDC) to better understand the intricacies of this act and how we come into compliance, given the limited timeframes that we must work with.

As the Act was developed, an implementation timeline was put together.

- September 2022 Guidance Document to be released (*Released in October*)
- Fall 2022 Rulemaking Process to be initiated (*Late November, staff was hired at DECD to begin the development of rulemaking*)
- July 1, 2023, the Deadline by which certain provisions of LD 2003 are to be enforced. (*Many communities must begin ordinance revision work in late December to meet calendar requirements for local elections*)

The rulemaking language will not be available in time for communities to make meaningful amendments to their ordinances.

What happens if we miss the deadline?

LD 2003 is a preemption on municipal home rule, meaning that our ordinances could be found inconsistent with the law. Until ordinances are amended, they are at risk in the event of a legal challenge, meaning a developer or property owner could file a legal challenge if a project is denied based on our current ordinance language.



TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

There are five elements to the act, three of which will require amendments to the town's Land Use Ordinance. The three are:

1. **Accessory Dwelling Units**
2. **Affordable Housing Density Bonus in Growth Areas**
3. **Two to Four Units**

Accessory Dwelling Units: Kennebunkport's ADU provisions are generally consistent with the overall intent of LD 2003. There will need to be some performance standard adjustments to things such as minimum size, residency requirements, and site plan processes. The staff has begun to identify areas that we will recommend amending and will have those in time to meet applicable deadlines.

Affordable Housing Density Bonus in Growth Areas: For Kennebunkport, this would likely be a performance standard that would allow for an affordable housing density (2.5) in zones that currently allow for multiplexes/multifamily and are within the growth area. (Both Conditions need to be met). These areas include the following zones: VR, VRE, DS, RF, and CPS. The density standards are not unlike the current Mobile Home Park standards that already exist in town. We expect that definitions and details will be located within rulemaking that will define performance standards for this type of development.

Two to Four Units: This element envisions the possibility of multiple units being able to be built on a lot. There are many complexities to this section that require clarification regarding subjects like: Impact, minimum lot size, setbacks, ownership, utilities, subdivision law, administrative processes, and Growth Area designations, just to name a few. Rulemaking is clearly needed as well as the possibility of additional professional planning assistance.

Next Steps

Given what we know, the staff is proposing the following:

1. Proceed with the revisions to Kennebunkport's ADU standards that will be presented to the voters next June.
2. Continue working with local legislators and SMPDC in lobbying the Legislature to extend the deadline for ordinance compliance. We are recommending at least a year be added.
3. Follow DECD closely for rulemaking documents, as well as pursue technical assistance grants that were authorized as part of the act once those applications become available. According to DECD additional information on grants will be released in the coming months.

STATE OF MAINE

IN THE YEAR OF OUR LORD
TWO THOUSAND TWENTY-TWO

H.P. 1489 - L.D. 2003

**An Act To Implement the Recommendations of the Commission To Increase
Housing Opportunities in Maine by Studying Zoning and Land Use
Restrictions**

Be it enacted by the People of the State of Maine as follows:

Sec. 1. 5 MRSA §13056, sub-§7, as amended by PL 2003, c. 159, §3, is further amended to read:

7. Contract for services. When contracting for services, to the maximum extent feasible, seek to use the State's private sector resources in conducting studies, providing services and preparing publications; ~~and~~

Sec. 2. 5 MRSA §13056, sub-§8, as enacted by PL 2003, c. 159, §4, is amended to read:

8. Lead agency for business assistance in response to certain events. Be the lead agency for the State to provide information and business assistance to employers and businesses as part of the State's response to an event that causes the Department of Labor to carry out rapid-response activities as described in 29 United States Code, Sections 2801 to 2872 (2002); ~~and~~

Sec. 3. 5 MRSA §13056, sub-§9 is enacted to read:

9. Establish statewide housing production goals. Establish, in coordination with the Maine State Housing Authority, a statewide housing production goal that increases the availability and affordability of all types of housing in all parts of the State. The department shall establish regional housing production goals based on the statewide housing production goal. In establishing these goals, the department shall:

- A. Establish measurable standards and benchmarks for success of the goals;
- B. Consider information submitted to the department from municipalities about current or prospective housing developments and permits issued for the construction of housing; and
- C. Consider any other information as necessary to meet the goals pursuant to this subsection.

Sec. 4. 30-A MRSA §4364 is enacted to read:

§4364. Affordable housing density

For an affordable housing development approved on or after July 1, 2023, a municipality with density requirements shall apply density requirements in accordance with this section.

1. Definition. For the purposes of this section, "affordable housing development" means:

A. For rental housing, a development in which a household whose income does not exceed 80% of the median income for the area as defined by the United States Department of Housing and Urban Development under the United States Housing Act of 1937, Public Law 75-412, 50 Stat. 888, Section 8, as amended, can afford a majority of the units that the developer designates as affordable without spending more than 30% of the household's monthly income on housing costs; and

B. For owned housing, a development in which a household whose income does not exceed 120% of the median income for the area as defined by the United States Department of Housing and Urban Development under the United States Housing Act of 1937, Public Law 75-412, 50 Stat. 888, Section 8, as amended, can afford a majority of the units that the developer designates as affordable without spending more than 30% of the household's monthly income on housing costs.

2. Density requirements. A municipality shall allow an affordable housing development where multifamily dwellings are allowed to have a dwelling unit density of at least 2 1/2 times the base density that is otherwise allowed in that location and may not require more than 2 off-street parking spaces for every 3 units. The development must be in a designated growth area of a municipality consistent with section 4349-A, subsection 1, paragraph A or B or the development must be served by a public, special district or other centrally managed water system and a public, special district or other comparable sewer system. The development must comply with minimum lot size requirements in accordance with Title 12, chapter 423- A, as applicable.

3. Long-term affordability. Before approving an affordable housing development, a municipality shall require that the owner of the affordable housing development have executed a restrictive covenant, recorded in the appropriate registry of deeds, for the benefit of and enforceable by a party acceptable to the municipality, to ensure that for at least 30 years after completion of construction:

A. For rental housing, occupancy of all of the units designated affordable in the development will remain limited to households at or below 80% of the local area median income at the time of initial occupancy; and

B. For owned housing, occupancy of all of the units designated affordable in the development will remain limited to households at or below 120% of the local area median income at the time of initial occupancy.

4. Shoreland zoning. An affordable housing development must comply with shoreland zoning requirements established by the Department of Environmental Protection under Title 38, chapter 3 and municipal shoreland zoning ordinances.

5. Water and wastewater. The owner of an affordable housing development shall provide written verification to the municipality that each unit of the housing development is connected to adequate water and wastewater services before the municipality may certify the development for occupancy. Written verification under this subsection must include:

A. If a housing unit is connected to a public, special district or other comparable sewer system, proof of adequate service to support any additional flow created by the unit and proof of payment for the connection to the sewer system;

B. If a housing unit is connected to a septic system, proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector under section 4221. Plans for subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with subsurface wastewater disposal rules adopted under Title 22, section 42;

C. If a housing unit is connected to a public, special district or other centrally managed water system, proof of adequate service to support any additional flow created by the unit, proof of payment for the connection and the volume and supply of water required for the unit; and

D. If a housing unit is connected to a well, proof of access to potable water. Any tests of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

6. Subdivision requirements. This section may not be construed to exempt a subdivider from the requirements for division of a tract or parcel of land in accordance with subchapter 4.

7. Restrictive covenants. This section may not be construed to interfere with, abrogate or annul the validity or enforceability of any valid and enforceable easement, covenant, deed restriction or other agreement or instrument between private parties that imposes greater restrictions than those provided in this section, as long as the agreement does not abrogate rights under the United States Constitution or the Constitution of Maine.

8. Rules. The Department of Economic and Community Development shall adopt rules to administer and enforce this section. The department shall consult with the Department of Agriculture, Conservation and Forestry in adopting rules pursuant to this subsection. The rules must include criteria for a municipality to use in calculating housing costs. Rules adopted pursuant to this subsection are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

Sec. 5. 30-A MRSA §4364-A is enacted to read:

§4364-A. Residential areas, generally; up to 4 dwelling units allowed

1. Use allowed. Notwithstanding any provision of law to the contrary, except as provided in Title 12, chapter 423-A, for any area in which housing is allowed, a municipality shall allow structures with up to 2 dwelling units per lot if that lot does not contain an existing dwelling unit, except that a municipality shall allow up to 4 dwelling units per lot if that lot does not contain an existing dwelling unit and the lot is located in a designated growth area within a municipality consistent with section 4349-A, subsection 1, paragraph A or B or if the lot is served by a public, special district or other centrally managed water system and a public, special district or other comparable sewer system in a municipality without a comprehensive plan.

A municipality shall allow on a lot with one existing dwelling unit the addition of up to 2 dwelling units: one additional dwelling unit within or attached to an existing structure or one additional detached dwelling unit, or one of each.

A municipality may allow more units than the number required to be allowed by this subsection.

2. Zoning requirements. With respect to dwelling units allowed under this section, municipal zoning ordinances must comply with the following conditions.

A. If more than one dwelling unit has been constructed on a lot as a result of the allowance under this section or section 4364-B, the lot is not eligible for any additional increases in density except as allowed by the municipality.

B. A municipal zoning ordinance may establish a prohibition or an allowance for lots where a dwelling unit in existence after July 1, 2023 is torn down and an empty lot results.

3. General requirements. A municipal ordinance may not establish dimensional requirements or setback requirements for dwelling units allowed under this section that are greater than dimensional requirements or setback requirements for single-family housing units, except that a municipal ordinance may establish requirements for a lot area per dwelling unit as long as the required lot area for subsequent units on a lot is not greater than the required lot area for the first unit.

4. Water and wastewater. The owner of a housing structure must provide written verification to the municipality that the structure is connected to adequate water and wastewater services before the municipality may certify the structure for occupancy. Written verification under this subsection must include:

A. If a housing structure is connected to a public, special district or other comparable sewer system, proof of adequate service to support any additional flow created by the structure and proof of payment for the connection to the sewer system;

B. If a housing structure is connected to a septic system, proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector under section 4221. Plans for subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with subsurface wastewater disposal rules adopted under Title 22, section 42;

C. If a housing structure is connected to a public, special district or other centrally managed water system, proof of adequate service to support any additional flow created by the structure, proof of payment for the connection and the volume and supply of water required for the structure; and

D. If a housing structure is connected to a well, proof of access to potable water. Any tests of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

5. Municipal implementation. In adopting an ordinance, a municipality may:

A. Establish an application and permitting process for housing structures;

B. Impose fines for violations of building, zoning and utility requirements for housing structures; and

C. Establish alternative criteria that are less restrictive than the requirements of subsection 4 for the approval of a housing structure only in circumstances in which the municipality would be able to provide a variance under section 4353, subsection 4, 4-A, 4-B or 4-C.

6. Shoreland zoning. A housing structure must comply with shoreland zoning requirements established by the Department of Environmental Protection under Title 38, chapter 3 and municipal shoreland zoning ordinances.

7. Subdivision requirements. This section may not be construed to exempt a subdivider from the requirements for division of a tract or parcel of land in accordance with subchapter 4.

8. Restrictive covenants. This section may not be construed to interfere with, abrogate or annul the validity or enforceability of any valid and enforceable easement, covenant, deed restriction or other agreement or instrument between private parties that imposes greater restrictions than those provided in this section, as long as the agreement does not abrogate rights under the United States Constitution or the Constitution of Maine.

9. Rules. The Department of Economic and Community Development may adopt rules to administer and enforce this section. The department shall consult with the Department of Agriculture, Conservation and Forestry in adopting rules pursuant to this subsection. Rules adopted pursuant to this section are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

10. Implementation. A municipality is not required to implement the requirements of this section until July 1, 2023.

Sec. 6. 30-A MRSA §4364-B is enacted to read:

§4364-B. Accessory dwelling units

1. Use permitted. Except as provided in Title 12, chapter 423-A, a municipality shall allow an accessory dwelling unit to be located on the same lot as a single-family dwelling unit in any area in which housing is permitted.

2. Restrictions. An accessory dwelling unit may be constructed only:

A. Within an existing dwelling unit on the lot;

B. Attached to or sharing a wall with a single-family dwelling unit; or

C. As a new structure on the lot for the primary purpose of creating an accessory dwelling unit.

This subsection does not restrict the construction or permitting of accessory dwelling units constructed and certified for occupancy prior to July 1, 2023.

3. Zoning requirements. With respect to accessory dwelling units, municipal zoning ordinances must comply with the following conditions:

A. At least one accessory dwelling unit must be allowed on any lot where a single-family dwelling unit is the principal structure; and

B. If more than one accessory dwelling unit has been constructed on a lot as a result of the allowance under this section or section 4364-A, the lot is not eligible for any additional increases in density except as allowed by the municipality.

4. General requirements. With respect to accessory dwelling units, municipalities shall comply with the following conditions.

A. A municipality shall exempt an accessory dwelling unit from any density requirements or calculations related to the area in which the accessory dwelling unit is constructed.

B. For an accessory dwelling unit located within the same structure as a single-family dwelling unit or attached to or sharing a wall with a single-family dwelling unit, the setback requirements and dimensional requirements must be the same as the setback requirements and dimensional requirements of the single-family dwelling unit, except for an accessory dwelling unit permitted in an existing accessory building or secondary building or garage as of July 1, 2023, in which case the requisite setback requirements for such a structure apply. A municipality may establish more permissive dimensional and set back requirements for an accessory dwelling unit.

C. An accessory dwelling unit may not be subject to any additional parking requirements beyond the parking requirements of the single-family dwelling unit on the lot where the accessory dwelling unit is located.

5. Shoreland zoning. An accessory dwelling unit must comply with shoreland zoning requirements established by the Department of Environmental Protection under Title 38, chapter 3 and municipal shoreland zoning ordinances.

6. Size requirements. An accessory dwelling unit must meet a minimum size of 190 square feet. If the Technical Building Codes and Standards Board under Title 10, section 9722 adopts a different minimum size, that standard applies. A municipality may impose a maximum size for an accessory dwelling unit.

7. Water and wastewater. The owner of an accessory dwelling unit must provide written verification to the municipality that the accessory dwelling unit is connected to adequate water and wastewater services before the municipality may certify the accessory dwelling unit for occupancy. Written verification under this subsection must include:

A. If an accessory dwelling unit is connected to a public, special district or other comparable sewer system, proof of adequate service to support any additional flow created by the accessory dwelling unit and proof of payment for the connection to the sewer system;

B. If an accessory dwelling unit is connected to a septic system, proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector under section 4221. Plans for subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with subsurface wastewater disposal rules adopted under Title 22, section 42;

C. If an accessory dwelling unit is connected to a public, special district or other centrally managed water system, proof of adequate service to support any additional flow created by the accessory dwelling unit, proof of payment for the connection and the volume and supply of water required for the accessory dwelling unit; and

D. If an accessory dwelling unit is connected to a well, proof of access to potable water. Any tests of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

8. Municipal implementation. In adopting an ordinance under this section, a municipality may:

A. Establish an application and permitting process for accessory dwelling units;

B. Impose fines for violations of building, zoning and utility requirements for accessory dwelling units; and

C. Establish alternative criteria that are less restrictive than the requirements of subsections 4, 5, 6 and 7 for the approval of an accessory dwelling unit only in circumstances in which the municipality would be able to provide a variance under section 4353, subsection 4, 4-A, 4-B or 4-C.

9. Rate of growth ordinance. A permit issued by a municipality for an accessory dwelling unit does not count as a permit issued toward a municipality's rate of growth ordinance as described in section 4360.

10. Subdivision requirements. This section may not be construed to exempt a subdivider from the requirements for division of a tract or parcel of land in accordance with subchapter 4.

11. Restrictive covenants. This section may not be construed to interfere with, abrogate or annul the validity or enforceability of any valid or enforceable easement, covenant, deed restriction or other agreement or instrument between private parties that imposes greater restrictions than those provided in this section, as long as the agreement does not abrogate rights under the United States Constitution or the Constitution of Maine.

12. Rules. The Department of Economic and Community Development may adopt rules to administer and enforce this section. The department shall consult with the Department of Agriculture, Conservation and Forestry in adopting rules pursuant to this subsection. Rules adopted pursuant to this subsection are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

13. Implementation. A municipality is not required to implement the requirements of this section until July 1, 2023.

Sec. 7. 30-A MRSA §4364-C is enacted to read:

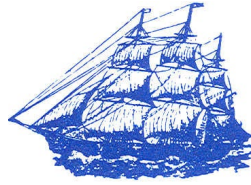
§4364-C. Municipal role in statewide housing production goals

This section governs the responsibilities and roles of municipalities in achieving the statewide and regional housing production goals set by the Department of Economic and Community Development in Title 5, section 13056, subsection 9.

1. Fair housing and nondiscrimination. A municipality shall ensure that ordinances and regulations are designed to affirmatively further the purposes of the federal Fair Housing Act, 42 United States Code, Chapter 45, as amended, and the Maine Human Rights Act to achieve the statewide or regional housing production goal.

2. Municipalities may regulate short-term rentals. A municipality may establish and enforce regulations regarding short-term rental units in order to achieve the statewide or regional housing production goal. For the purposes of this subsection, "short-term rental unit" means living quarters offered for rental through a transient rental platform as defined by Title 36, section 1752, subsection 20-C.

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

MEMORANDUM

To: Laurie Smith
Fr: Chris Simeoni, Director of Public Works
Re: Request for Street Opening Permit by Mark Welch & Sons for Maine Street
Dt: November 29th, 2022

On November 29th, the Public Works Department received a request from Mark Welch & Sons for a street opening permit for Maine Street (residence will be 53 Maine Street) to install a new electrical service. The extent of the work is to excavate a two-foot-wide trench from the existing telephone pole to the driveway in the dirt area along the side of the existing stone wall. (The dirt area is in between the paved sidewalk and stone wall.) At this time, it is believed that the work can be kept to the dirt area without disturbing the sidewalk pavement. If the sidewalk pavement is disturbed, Mark Welch & Sons will be required to saw cut, remove pavement and overlay the entire sidewalk within the work area (curb to shoulder) to restore the pavement to existing new condition.

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

It is my recommendation to authorize the street opening permit with the conditions noted above.

TOWN OF KENNEBUNKPORT

Street Opening Permit

PROPERTY INFORMATION

Name of Homeowner: David + Kris Andonian Date: 11/14/22
Address: 53 Maine Street
Telephone: 617-803-7100 Map, Block, Lot: 10-5-5
Street to be excavated: Maine Street - Not in Paved Roadway
Size of excavation (length and width): 30' x 2' Between Sidewalk + Wall
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: 12/22
Name of Contractor: M. Welch + Sons Inc
Address: 52 Welch Lane Arundel ME
Telephone: 207-985-7605 Fax: 207 985 7792

BOND & INSURANCE INFORMATION

Performance Bond: ☐ Cash ☐ Check ☐ Money Order ☒ Surety Bond ☐ Other
Bond Amount: 2000.00
Company that issued the bond (if applicable): Hanover Insurance Group
Person or entity providing the bond to the Town (contractor, property owner, other): Contractor: M. Welch + Sons
Insurance Company: Chalmers
Signature of person completing the application: Alan Welch Date: 11/14/22

APPROVED

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

Application Fee: \$25.00

Date Paid: _____

Amount Paid: _____

☐ Cash ☐ Check ☐ Money Order

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/28/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Chalmers Insurance Group - York 164 York Street PO Box 468 York ME 03909	CONTACT NAME: Pamela Fuller, AAI-M, CRIS PHONE (A/C, No, Ext): (207) 363-3200 E-MAIL ADDRESS: pfuller@ChalmersInsuranceGroup.com FAX (A/C, No): (207) 363-1023																					
INSURED M. Welch & Sons, Inc. 24 Welch Lane Arundel ME 04046	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Continental Western Insurance Company</td><td>10804</td></tr><tr><td>INSURER B:</td><td>Acadia Insurance Company</td><td>31325</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Continental Western Insurance Company	10804	INSURER B:	Acadia Insurance Company	31325	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** MC 22-23**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPA5155672-18	06/01/2022	06/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> 19 <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			CAA5155677-18	06/01/2022	06/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUA5155678-18	06/01/2022	06/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> Y N/A			WCA5155680-18	06/01/2022	06/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Mark Welch is excluded under Workers Compensation Insurance.

CERTIFICATE HOLDER**CANCELLATION**Town of Kennebunkport
6 Elm Street

Kennebunkport

ME 04046

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Pamela J. Fuller

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The Hanover Insurance Company | 440 Lincoln Street, Worcester, MA 01653
Citizens Insurance Company of America | 645 West Grand River Avenue, Howell, MI 48843
Massachusetts Bay Insurance Company | 440 Lincoln Street, Worcester, MA 01653

LICENSE OR PERMIT TERM BOND

Bond No. BLPJ234587

KNOW ALL MEN BY THESE PRESENTS, that we, M. WELCH & SONS INC

of 24 WELCH LANE ARUNDEL, ME 04046

as Principal, and ☒ The Hanover Insurance Company (A New Hampshire Corporation) and/or ☐ Massachusetts Bay Insurance Company (A New Hampshire Corporation), as Surety, are held and firmly bound unto _____

Maine, as Obligee, in

the penal sum of Two Thousand Dollars (\$2,000.00) Dollars, good and lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, and our heirs, executors, administrators, jointly and severally, firmly by these presents.

WHEREAS the said Principal has applied to said Obligee for a license or permit for _____

Street Opening

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, That if the said Principal shall faithfully observe and honestly comply with the provisions of all Laws and Ordinances of said Obligee regulating the business for which license or permit is issued, then this obligation shall be void; otherwise to be and remain in full force and virtue.

LIABILITY UNDER THIS BOND SHALL terminate as of the 1st day of December, 2024 as to any acts subsequent thereto, unless said bond is continued in force from year to year by the issuance of a continuation certificate issued by the Surety. The aggregate liability of the Surety shall in no event exceed the amount of this bond regardless of the number of claims against the bond or the number of years the bond remains in force.

PROVIDED, THE LIABILITY OF THE SURETY may be terminated at any time by filing with the Obligee ten (10) days written notice of its desire to be relieved of liability. The Surety shall not be discharged from any liability already incurred under this bond, or which shall accrue hereunder before the expiration of the ten day period.

Signed, sealed and dated the 1st day of December, 2022.

M. WELCH & SONS INC

Principal

By: _____

☒ THE HANOVER INSURANCE COMPANY

By: _____

Pamela J. Fuller,

Attorney-in-Fact

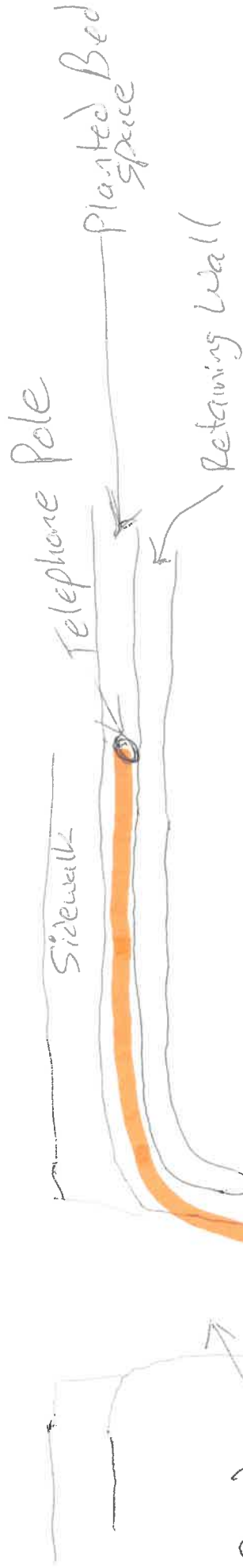
☐ MASSACHUSETTS BAY INSURANCE COMPANY

By: _____

Attorney-in-Fact



Maine Street



53 Maine Street

New underground Power to new Structure

If we disturb the paved sidewalk, we will repair it in the spring. We will make repairs as discussed with Chris Simeoni for the winter.

Paved Driveway

AGENDA ITEM DIVIDER



Abutters List Report

Kennebunkport, ME
November 15, 2022

Item 11

Subject Property:

Parcel Number: 21-9-58
CAMA Number: 21-9-58
Property Address: WILDES DISTRICT ROAD

Mailing Address: KENNEBUNKPORT, TOWN OF
PO BOX 566
KENNEBUNKPORT, ME 04046

Abutters:

Parcel Number: 21-9-34
CAMA Number: 21-9-34
Property Address: 89 WILDES DISTRICT ROAD

Mailing Address: SPALDING, DINORAH
89 WILDES DISTRICT ROAD
KENNEBUNKPORT, ME 04046

Parcel Number: 21-9-38
CAMA Number: 21-9-38
Property Address: 79 WILDES DISTRICT ROAD

Mailing Address: MCLAUGHLIN, O'REGAN
PO BOX 1282
KENNEBUNKPORT, ME 04046

Parcel Number: 21-9-40
CAMA Number: 21-9-40
Property Address: 71 WILDES DISTRICT ROAD

Mailing Address: COSTELLO, NICHOLAS J & SAMANTHA A
71 WILDES DISTRICT ROAD
KENNEBUNKPORT, ME 04046



www.cai-tech.com

11/15/2022

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

Page 1 of 1

Town of Kennebunkport, Maine

NOTICE INVITING BIDS

The Kennebunkport Board of Selectmen are accepting bids on a piece of tax-acquired parcel:

Map 21, Lot 9, subplot 58. – Wildes District Road – Previously owned by the estate of Winifred Wildes.

Due to the fact that this particular parcel does not have road frontage access, the Board of Selectmen are first offering this property to the abutters. Enclosed in this envelope is the property card with details on this parcel. The property is approximately 0.14 acre in size and the assessed value is \$19,000. The Board of Selectmen have set the minimum bid at \$10,000.

Sealed bids will be received until **December 6 at 4:00 PM**, at the Town office, 6 Elm Street, P.O. Box 566, Kennebunkport, Maine. Bids must be submitted on the attached bid sheet and marked "Tax Acquired Property Bid" with the appropriate Map and Lot. Bids will be opened on Wednesday, December 6, and reviewed at the Selectmen's meeting at the Village Fire Station on December 8th at 6:00 pm. The Selectmen will release the property through a quit claim deed only.

The Town reserves the right to accept or reject any or all bids, to determine which bids are conforming, and to waive minor defects and irregularities.

Town of Kennebunkport
P.O. Box 566
6 Elm Street
Kennebunkport, Maine 04046
TAX ACQUIRED BIDDERS FORM

The bidder hereby proposes to purchase the following parcel and will submit a 10% deposit within 7 days of bid award. The bid amount must be paid in full within 30 days from the date of award. The minimum bid is \$10,000.

Property Address Wildes District Road

Map, Block, and Lot: 21-9-58

Bid Amount: \$_____.

The Town reserves the right to accept or reject any or all bids, to determine which bids are conforming, and to waive minor defects and irregularities. All bids shall be in a sealed envelope marked **"TAX ACQUIRED PROPERTY BID" with the Map and Lot** and addressed to Town Manager, Town of Wiscasset, 51 Bath Road, Wiscasset, Maine 04578

BID OPENING: December 6, 2022
TIME: 4:00 p.m.
PLACE: Town Hall

SIGNATURE: _____

PRINTED NAME _____

ADDRESS _____

TELEPHONE _____

Background Information on MBL 21-9-58 (original lot # was 78)

- Book 633 Page 54 – September 9, 1914 – Property was transferred to Richard Wildes.
- September 1958 –Winifred Wildes property was inherited from her husband Richard C. Wildes.
- 1977, 1978 & 1981 – Town of Kennebunkport filed Liens against the property.
- March 16, 1982 – Winifred Wildes passed away.
- Letter dated, 3/21/1982 – Winifred's nephew, Myles Robert Lee, stated that his aunt had wrote him a letter dated November 12th, 1981, stating that she was transferring the property to Myles Lee. (there is no copy of such letter in our files). In the letter, Myles also states that Winifred had a son and a daughter, but names or whereabouts are not mentioned.
- Letter dated, 3/3/1989, Mr. Lee wrote a letter to the then Town Manager, Jane Duncan stating that he had intentions to sell the property to an abutter.
- 1996-2010 – The Town placed liens on the property, and finally foreclosing on the 2010 Lien, recorded in Book 15891 Page 570.



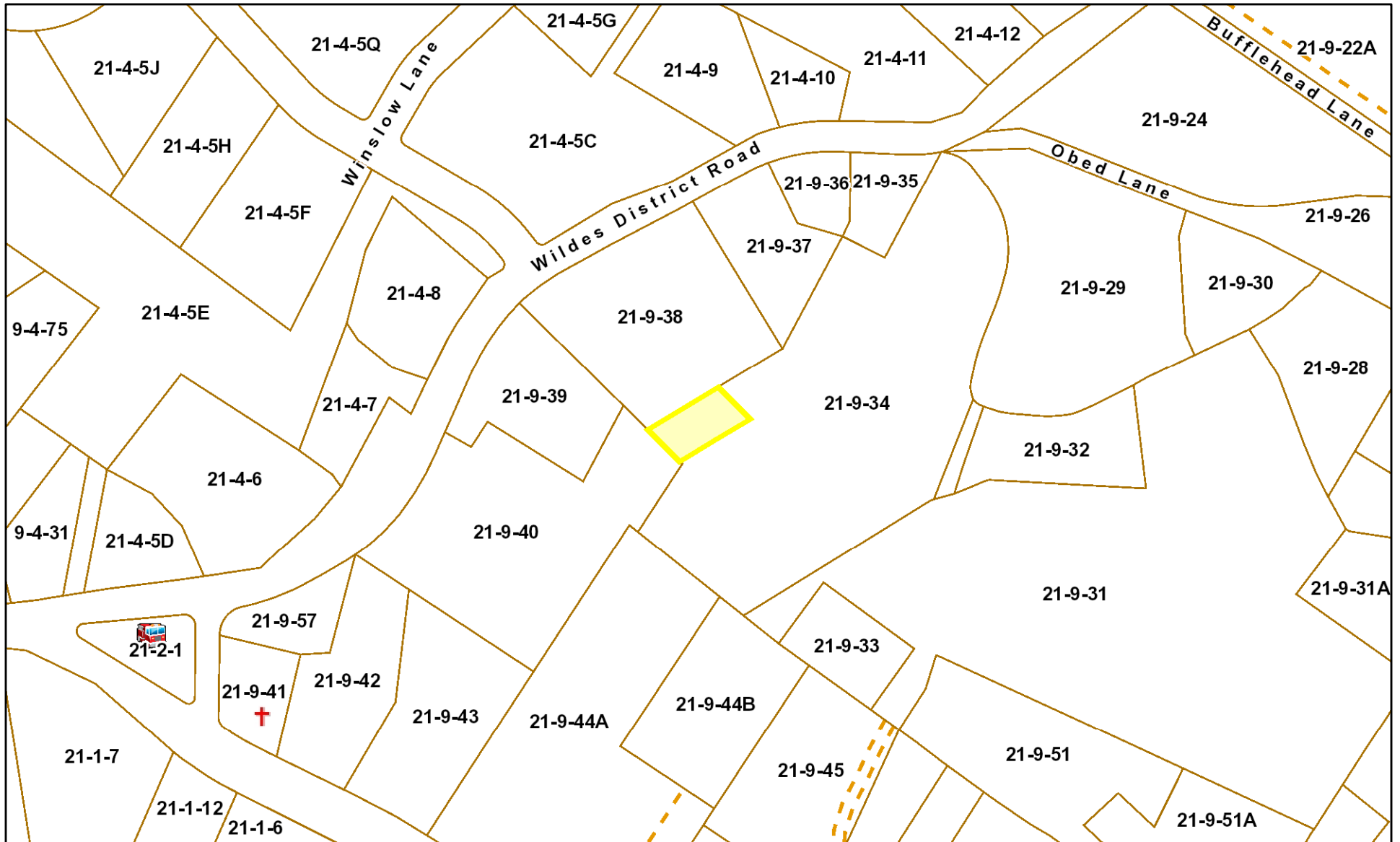
Kennebunkport, ME



November 15, 2022

1 inch = 185 Feet

www.cai-tech.com



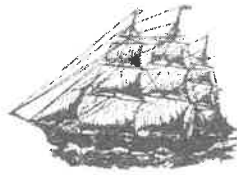
Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

Print Date 07-01-2022 12:04:44

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AGENDA ITEM DIVIDER



Kennebunkport Public Health

– INCORPORATED 1653 –

Kennebunkport Public Health

November 15, 2022

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

Please accept this generous gift of \$50.00 from anonymous donor to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.


Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

10-4
220

8110

5258

DATE 11-15-22 

PAY TO
THE ORDER OF

Town of KPT
fifty and no/100

\$50.00

M&T Bank

for town
nurses

MEMO

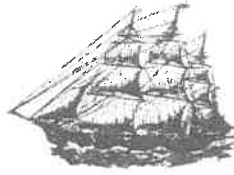
Franklin

Meg Malone

DOLLARS  Security Features
Printed on Recycled Paper

5258

SECURITY FEATURES



Item 13.b

Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

November 7, 2022

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

Please accept this donation of \$5000.00 from Mary Woodman and the Flynn Family Foundation. This gift is dedicated towards the emergency fuel fund.

Thank you!

Alison Kenneway RN, BSN

FLYNN FAMILY FOUNDATION

10 WYNDEGATE DR.
KENNEBUNK, ME 04043

52-7450/2112

1243

DATE

Nov. 1, 2022

PAY TO THE
ORDER OF

Town of Kennebunkport: fuel fund \$ 5,000.00
five thousand dollars

DOLLARS



Security Features
Details on Back

NEWPORT BOK SAFETY PAPER



Kennebunk Savings

John P. Flynn

MP

3



The Flynn Family Foundation

November 1, 2022

Town of Kennebunkport: Fuel Fund
c/o Jen Lord
PO Box 566
Kennebunkport, ME 04046

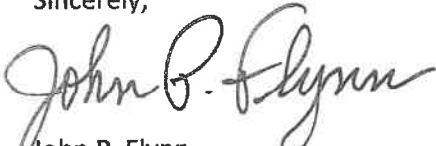
RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

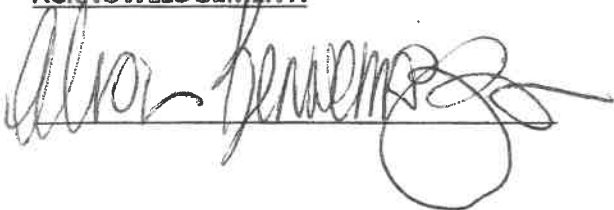
Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$5,000.00 to support the Kennebunkport Fuel Fund. This gift is a charitable donation from The Flynn Family Foundation.

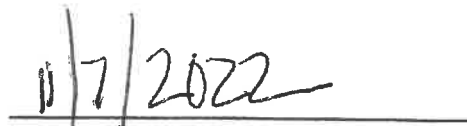
Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

Sincerely,

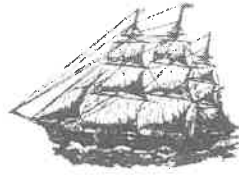

John P. Flynn
Trustee

ACKNOWLEDGEMENT:




Date

cc: Mrs. Mary F. Woodman



Item 13.c

Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

November 7, 2022

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

Please accept this generous donation of \$5000.00 from Mary Woodman and the Flynn Family Foundation. This gift is dedicated towards the emergency food fund. This fund will provide emergency food to a family in need upon request. This fund will work alongside Community Outreach Services who provides food to our residents upon request along with the weekly food pantry in Kennebunk.

Thank you!

Alison Kenneway RN, BSN



The Flynn Family Foundation

November 1, 2022

Town of Kennebunkport: Food Pantry
c/o Jen Lord
PO Box 566
Kennebunkport, ME 04046


RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$5,000.00 to support the Kennebunkport Food Pantry. This gift is a charitable donation from The Flynn Family Foundation.

Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

Sincerely,



John P. Flynn
Trustee

ACKNOWLEDGEMENT:



11/7/22
Date

cc: Mrs. Mary F. Woodman

FLYNN FAMILY FOUNDATION
10 WYNDEGATE DR.
KENNEBUNK, ME 04043

52-7450/2112

1244

DATE

Nov. 1, 2022

PAY TO THE
ORDER OF

Town of Kennebunkport: Food Pantry \$ 5,000.00
five thousand dollars

DOLLARS

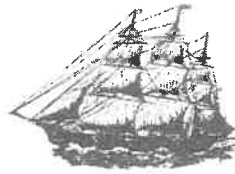
NEED
Date on Back


Kennebunk Savings

John P. Flynn

244

MP



Item 13.d

Kennebunkport Public Health

—INCORPORATED 1653—

Kennebunkport Public Health

November 7, 2022

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

Please accept this generous gift of \$12,500.00 from Mary Woodman and Flynn Family Foundation to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health dept to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health



The Flynn Family Foundation

November 1, 2022

Town of Kennebunkport: Visiting Nurses
c/o Jen Lord
PO Box 566
Kennebunkport, ME 04046

RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$12,500.00 to support the Kennebunkport Visiting Nurses. This gift is a charitable donation from The Flynn Family Foundation.

Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

Sincerely,

John P. Flynn
Trustee

ACKNOWLEDGEMENT:

November 7, 2022
Date

cc: Mrs. Mary F. Woodman

AGENDA ITEM DIVIDER

Memorandum

To: Laurie Smith, Town Manager
Fr: Stephanie Simpson, Director of Parks & Recreation
Dt: November 21, 2022
Re: Donation from Tommy McNamara Charitable Foundation

The Parks and Recreation Department has received a \$1,500.00 donation from the Tommy McNamara Charitable Foundation for the purchase of ice skates. These skates will be used for after-school programming and lessons. Now children not having their own skates will still be able to participate in ice skating programs.

We purchased 15 pairs of size adjustable skates from L.L. Bean and hope to have the mid-December. We have an instructor lined up as well and are now hoping for cold weather so that we have great ice to do this.