



TOWN OF KENNEBUNKPORT, MAINE

**Board of Selectmen Agenda
October 26, 2023, @ 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/84812192892>

or go to **Zoom** and enter the **webinar ID: 848 1219 2892**

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

1. Call to Order.
2. Approve the October 12, 2023, and October 19, 2023, 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. Approve the renewal of the following liquor licenses:
 - a. The Lost Fire, located at 62 Mills Rd
 - b. HAMASA LLC d/b/a 1802 Bed and Breakfast, located at 15 Locket Street.
5. Sidewalk project update.
6. Boatswain Lane public street proposal.
7. Climate Action Planning Taskforce update.
8. Accept donations towards the general nurses' account.
 - a. \$50.00 donation from an anonymous donor
 - b. \$50.00 donation from an anonymous donor
 - c. \$200.00 donation from Pam Davis in honor of Lois Badger
 - d. \$12,500.00 donation from Mary Woodman and the Flynn Family Foundation

9. Accept a \$5,000 donation from Mary Woodman and the Flynn Family Foundation dedicated towards the emergency food fund.
10. Other Business.
11. Approve the October 26, 2023, Treasurer's Warrant.
12. Adjournment.

AGENDA ITEM DIVIDER

Town of Kennebunkport
Board of Selectmen Meeting
October 12, 2023
6:00 PM

MINUTES

Selectmen attending: Mike Weston, Allen Daggett, Jon Dykstra, Marybeth Gilbert.

1. Call to Order.

Chairman Weston called the meeting to order at 6:00 PM, noting that Selectman Matthews-Bull was not present this evening.

2. Approve the September 28, 2023, selectmen meeting minutes.

Selectman Dykstra asked that the September 28th minutes be amended regarding the Appointment of the RSU 21 School Board representative and the first vote for candidate Rachel Kennedy Smith. He requested that the vote be noted as 2-0-3, not 2-3-0. (3 abstentions as opposed to “no” votes).

Motion by Selectman Daggett, seconded by Selectman Dykstra, to approve the September 28, 2023, meeting minutes as amended. **Voted:** 4-0. **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.)

Town Clerk Tracey O’Roak reminded everyone that absentee ballots are available between now and November 2nd for the November 7th election. Voters can pick them up at Town Hall, call 967-1610, or click on the link on the Town’s website, and the Town Clerk’s Office will mail you your ballot.

No motion was necessary. No motion was taken.

4. Public hearing on ordinances for November ballot:

Motion by Selectman Daggett, seconded by Selectman Dykstra, to open the public hearing for all the November ballot items. **Voted:** 4-0. **Motion passed.**

Chairman Weston explained that in the interest of time, each member of the public would be allowed to speak once on each of the items for no more than 4 minutes. He also noted that the purpose of the public hearing was to get feedback from the public. However, the ballot questions have already been set and will not be changed before the election.

a. Acceptance of the 2030 Comprehensive Plan

Director of Planning and Development, Werner Gilliam, informed the group that this ordinance is to accept minor amendments in the Comprehensive Plan to bring it into alignment with State law. He noted that the Town had submitted the plan to the State in a timely manner but that staffing issues at the State resulted in a delay in their review longer than their mandate, resulting in the Town voters approving the plan before the State provided feedback.

There were no comments from the meeting attendees.

b. Amendment to the Street Opening Ordinance

Chris Simeoni, Public Works Director, explained that this amendment is to change the minimum bond amount for a street opening to \$5,000, that the Public Works Director will make a recommendation regarding additional surety amounts, and can approve street openings for streets that are not under moratorium (not reconstructed in the past five years). Street openings for streets that are under moratorium will continue to be decided by the Board of Selectmen. Utility companies will be permitted to make their own repairs under the direction of the Public Works director. The amendment will also introduce standards as to how street repairs are to be made.

There were no comments from the meeting attendees.

c. Construction of a new Town Hall

Owens McCullough from Sebago Technics and Architect Mike Hayes gave a presentation about the proposed Town Hall construction, reviewing information that has been previously provided at several Board of Selectmen meetings. Owens provided a history of the existing Town Hall building at 6 Elm Street, reviewing its size and describing the work of the building committee in considering and determining the best plan and size for a new building construction.

Mike Hayes described the programming study that examined the current cramped office space and determined the square footage that would best support town office functions, programming, and needs. Eight-floor plans and variants were considered before agreeing upon a one-story option with no basement and added bulk storage. A multiple-floor building plan was ultimately rejected as it would mandate additional square footage for an elevator, stairs, and multiple egress routes, which would increase the building cost. He went on to describe in some detail the spaces and their functions included in the preferred floor plan.

Owens presented the Site Layout Plan for the building on the North Street end of the Village Parcel. He showed the building orientation, vehicle entrance and parking lot, and main public entrances to the building. He shared that solar is included in the plan cost, though the details of that will be determined by engineering if the voters approve the new Town Hall. He described the projected \$8.8 million total not-to-exceed cost, including a 15% contingency allowance. Assuming the voters approve the construction in November 2023, the permitting and building design would proceed from then until May 2024, the project would be put out to bid in June-July 2024, and construction would commence in August 2024 with an estimated completion in December 2025.

Chairman Weston addressed a few points regarding the proposal. He described the process that resulted in the decision to locate the new Town Hall at the Village Parcel. He specified the other locations that were considered but deemed less appropriate. He also defended the methodology used for creating a concept plan, using that to estimate building cost, getting that approved by the voters, and then proceeding with the detailed design. He also addressed the frequently asked question of why this Town Hall design costs more than that of the recently built Arundel Town Hall, saying that Arundel's needs are different as we have more Town employees and are including a modest amount of space for expansion. This is an attempt to avoid the need to come back and ask the taxpayers for an expansion soon after the initial build of the facility. He spoke with Willette Construction Company (that built the Arundel Town Hall), and they informed him the construction of that facility would be 35%-40% more expensive if it were done today.

Chairman Weston and Selectman Gilbert reiterated measures we're taking to reduce the amount that needs to be bonded, including sales of other town-owned properties and fundraising efforts. Selectman Dykstra explained that if we were to bond \$6.3 million for the project, it would mean a 12-cent increase to the mil rate, or \$12 for every \$100,000 of property valuation. For example, if your property were valued at \$500,000, that would mean an increase in your property tax of \$60 annually. He also stated the Board's intention to make the new building net zero regarding energy use. Chairman Weston expanded on this, saying that the design does not include fossil fuels for energy.

Nauto Inoue stated his belief that we should have plans for high-performance, onsite energy generation before bonding the project.

Chairman Weston expressed that the Select Board meetings are not political, and any political activity is not welcomed.

Selectman Dykstra responded to Mr. Inoue's statement about building energy design, stating that the plan is to make the building as energy efficient as possible, but it would be a waste of a great deal of money to have that detailed engineering work done in advance if the voters voted "no" on the project in November.

Dick McCabe commented that he felt the Town should sell a portion of the Village Parcel to counter the cost of building the new Town Hall.

Nick Phillips, an abutter to the Village Parcel, asked if the current entrance to the Village Parcel was the only means of access that was planned to the new Town Hall and on from there to the remainder of the property. He also asked why the "McCabe" property on School Street was not considered for the new Town Hall site. Chairman Weston responded that the road is intended to go from North Street all the way through the property to School Street as the parcel is developed. Selectman Dykstra responded that the McCabe property would be no less expensive to develop for a Town Hall than the Village Parcel because of the slope of the lot, among other factors. Selectman Gilbert added that we have Question 4 asking if the Town should sell the 8-acre "McCabe" property to determine if the voters want to reduce the tax burden of building a new Town Hall.

Denora Ellis asked what would be cut if the not-to-exceed price of the project was reached. Selectman Gilbert responded that we would need to look at reducing the square footage of the building. Ms. Ellis asked why we couldn't do that size reduction now. Selectman Dykstra responded that the current design allows for some growth. He met with people involved in the Arundel Town Hall construction and was told that they initially wanted a 9,000 sq ft facility, but that was trimmed back to 7,000 sq ft. Now, just a few years later, they find themselves in the position of wanting to expand, but they don't have the space for it, so the space is now tight for them. In planning for a facility that will last for 30 to 40 years, we should plan to have expansion space in the design. Selectman Daggett added that Kennebunkport and Arundel aren't the same and have different needs. Arundel has a population of about 4,000. While Kennebunkport's year-round population is about 3,500, its summertime population, for 4 to 6 months of the year, is nearly 12,000. Arundel doesn't have two harbors or many hotels and restaurants as Kennebunkport does. Kennebunkport requires a larger number of staff to do the municipal business associated with these needs.

Bill Lord described the solar heating and electrical systems on his house and the great electrical cost savings he has enjoyed with his photovoltaic array. He expressed his support for a new Town Hall and the use of solar power for the building.

David Kling praised the Town for the courage and wisdom to purchase the Village Parcel when it did. Had the Town not taken advantage of that opportunity, he postulates that there would now be eighty or more houses on the site, most of which would be seasonal. He feels that is not what the Town needs. He is glad to see the Town taking advantage of the purchase and praises the Selectmen for the

process they've used to propose a new Town Hall and possible uses for the remainder of the parcel.

Dick Smith, one of the new Town Hall building committee members, stated that the committee did a very thorough job of considering building design. He added that the additional space for growth in the plan was not substantial, and the offices as designed are not palatial but are functional. He praised Sebago Technics and Hayes Engineering for the good work they have done to date on the project.

Robin Phillips stated that she questions putting the expense of another bond on future generations who hope to remain in Kennebunkport. She also questioned the Town's decision to sell the property. She asked who sued the Town in 1999. The Selectmen did not have a specific answer, but Chairman Weston said he would find out if she felt it important to know. Ms. Phillips also questioned the size of the building committee, which she felt was too small. While she supports a new Town Hall, she doesn't think the current plan is the right one. She feels the building in the current plan is too big, too expensive, and hasn't had enough public input. Ms. Phillips also asked why the Town Hall project was being "put before" the Cape Porpoise Wharf renovation project. Chairman Weston explained that the pier permitting process is long and slow, and planning for that project began almost three years ago. He went on to say that no project is being put before another. The Board deals with each project as the need for it occurs.

Lorrie Ouellette, via Zoom, questioned whether the Town Hall project included solar or not, claiming that in a previous Board meeting, it was said to not be included. The Board members responded that solar is included in the plan, though the specific design has not been set at this time.

Stephanie Bryant, via Zoom, pointed out that if both Questions 3 & 4 are approved by the voters, we would be losing two Town properties. She went on to list several surrounding communities, their population, and the cost of building new or renovating existing municipal buildings in that community. She expressed a desire to see a list of other options and their costs for a new Town Hall besides the \$8.8 million proposal in Question 3. She praised the Selectmen and Town staff for their responsiveness to her questions.

Melinda Anderson, via Zoom, asked for the engineers to respond about the various options for the inclusion of solar in the design of the building and about the faux windows planned on the south side of the building. Mike Hayes explained that the meeting room has faux windows on the lower section because that wall would display visuals during meetings, and therefore, having that wall backlit by windows is not practical or desirable. Regarding solar panel options, Mike said that the building would be designed to allow solar panels on the roof, but also that ground-mounted was being considered, preferably with motors allowing the panels to move and track the sun for optimum performance.

Selectman Dykstra asked about a flat roof to accommodate solar. Mike responded that they're not truly flat and do have some pitch to them. Many factors are taken into consideration when engineering them to ensure that they are structurally sound and can withstand snow loads. He added that flat roofs are very common on commercial buildings in this area.

Melinda Anderson commented that a generator for use in case of commercial power failure is not included, nor is furniture in the design and cost of the building. She also questioned again if solar was included in the cost. Selectmen Dykstra and Weston assured her that it was, though the specific design of it has not been set. Selectmen Dykstra added that the \$400,000 for furniture and equipment is already allocated in the capital budget.

Susan Kagan, via Zoom, stated she is in favor of a new Town Hall and that it is important to be bold and design it for the future with climate resiliency in mind. Selectmen Dykstra thanked her for her comment, saying he was in total agreement with it as a member of the Climate Action Task Force.

d. Sale of School Street property

Selectman Gilbert explained that the sale of the Town-owned parcel, colloquially known as the "McCabe property," was originally part of Question 3 but had been split out as a separate Question 4 to get voter input on whether the property should be sold to lower the tax burden of the new Town Hall construction. She added that if the citizens voted no on Question 3, the McCabe property would not be sold.

Susan Lamb stated her opposition to the sale of the McCabe property, reading passages from the Comprehensive Plan that express broad support for the preservation of open spaces in town. Considering that, she was shocked to see the sale of the Town-owned McCabe property being considered. Selectman Gilbert responded that she takes ownership of Question 4, saying that there are many points of view and that a major concern for her was lowering the tax burden as much as possible for the new Town Hall, with the sale of this property as one mechanism of achieving that goal. Breaking out the issue of the McCabe property sale into a separate Question gives the voters the opportunity to weigh in on the issue.

Melinda Anderson, via Zoom, said she agreed with Ms. Lamb and that we don't want overdevelopment, which could occur in the event that the School St property is sold. She feels that those providing feedback are not being heard by the Selectmen. Chairman Weston responded that the Comprehensive Plan puts forward several goals, and there needs to be a balance between them when they conflict. He pointed out that one of the goals of the plan is to try to direct residential development to areas of town where there are existing water and sewer utilities, as is the case with this property. Selectman Gilbert added that voting on Question 4 is the way that residents can provide feedback and make their voices heard.

e. Cape Porpoise Pier funding

Mike Claus, Consultant for the Cape Porpoise Pier Project, described the current pier and the changes proposed in the project, including a new bait shed, better access, dinghy piers for commercial fishermen, and new floats on the other side for recreational boats. This would provide some separation of the two groups, providing space for fishermen to offload their catch without recreational boats in their way. The fuel tanks will be moved up under the parking lot to get them above the water line.

He went on to explain that as the engineers began looking at the specifications for the project, they determined that the initial budget of \$2.3 million was insufficient, increasing the projected cost to \$3.2 million. As the design was being finalized this July, that figure was revised further to \$3.7 million. The design plan and projected cost were submitted to Maine DOT and the Federal Economic Development Administration (EDA). Maine DOT thought that the budget was too small and advised a larger budget of \$4.5 million, including a larger contingency percentage. EDA reported that construction costs for similar projects in this area vary widely. This leaves the Town with a budget shortfall of \$1.1 million. Mike decided to move solar panels, a second jib crane, and the south float system to be alternate items for a savings of \$394,000. These items will be included only if the contingency percentage of 15% is not used for the rest of the project. This brings the budget shortfall down to \$707,000. If the voters approve funding of the budget shortfall in November, the project would be put out to bid in January 2024, the project would be awarded in February 2024, and construction would proceed starting November 2024 with estimated completion in December 2025.

There were no comments from the meeting attendees.

f. Easement agreement with Green Marine Corporation

Selectman Gilbert informed the group that during due diligence, after the voters approved and Mooneys sold the boat launch property to the Town, it was discovered that the rails used by Green Marine for decades to launch boats were situated partially on what is now Town owned land. The Town Manager and the Selectmen discussed the situation and agreed that the Town should provide an easement to Green Marine, allowing Mr. Green to continue to use the rails. Question 6 asks the voters to approve the easement.

There were no comments from the meeting attendees.

g. Acceptance of Cape Porpoise Fire Station

Fire Chief Jay Everett informed the group that he was approached in January by the Arundel Volunteer Engine Company (AVEC), the group that owns the Cape Porpoise Fire Station building, offering to sell the building to the Town for \$1. The Town currently pays AVEC rent for the building. Kennebunkport Emergency

Medical Services (KEMS) also uses the building and pays about 75% of the utility costs, with the Town paying the remainder. AVEC has put a lot of maintenance work into the building, and it is in good condition.

There were no comments from the meeting attendees.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to close the public hearing for all the November ballot items. **Voted:** 4-0. **Motion passed.**

5. Boatswain Lane public street proposal.

Boatswain Lane resident Charlie Tremblay explained that Boatswain Lane is an eight-lot subdivision constructed starting back in 2003. By 2007, about half of the neighborhood had been developed. The developer did not want to do the final paving of the street at that time because the development had not been completed. In 2008, the developer requested a refund of the \$6,800 in escrow from the Town. The Town provided the refund but did not require the developer to complete the final paving. Because of the economic downturn at the time, the development of all eight properties on the road was not completed until 2019. The road maintenance agreement specifies that the road was ultimately to be made public. The residents of the street are present at this meeting and are requesting that the road be made public.

Chris Simeoni, Public Works Director, stated that he visited the street recently and noted that the base pavement is in fair condition and would require filling a few potholes. The condition of the stormwater and wastewater infrastructure is unknown. There is a sidewalk that requires minor reclamation in a few spots. It is not of sufficient width to allow the use of the trackless to clear snow without the possibility of damage to property owners' turf and possibly sprinkler heads. He is also concerned about possible damage to curbing by a plow truck and a place to dump excess snow.

Chairman Weston stated that some members of the Board currently feel that the request to make the road public does not meet all three requirements. He suggested that the request be tabled until the next Board of Selectmen meeting to give them and Chris time to examine and discuss the request further.

Boatswain Lane resident Steve Kingston echoed Mr. Tremblay's explanation and request for the Town to make the street public. He also stated that he owns a vacant lot on the street that he has no intention to develop and offered the Town its use as a snow dump.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to table the Boatswain Lane public street proposal until the next meeting. **Voted:** 4-0. **Motion passed.**

6. Extension of Climate Action Plan Committee terms to March 2024.

Motion by Selectman Dykstra, seconded by Selectman Gilbert, to extend the term of the Climate Action Plan Committee to March of 2024, including the following members: Jen Armstrong, Ella Boxall, Harvey Flashen, Jon Dykstra, Michael Weston, Steve Kagan, Fred Stafford, and Pam Morgan. **Voted: 4-0. Motion passed.**

7. Appoint Claire Julian as the election warden for November 7, 2023.

Motion by Selectman Dykstra, seconded by Selectman Daggett, to appoint Claire Julian as the election warden for November 7, 2023. **Voted: 4-0. Motion passed.**

8. Authorize the warrant.

Tracey O'Roak explained that when Question 4 was separated out from Question 3 on the warrant, there was a typo in Question 4. This authorization is only to clean up that typo and make the language clear.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to authorize the warrant for the November ballot. **Voted: 4-0. Motion passed.**

Melinda Anderson, via Zoom, asked Tracey to read the differences in the warrant. Tracey responded that the only difference was in Question 4, that the Map, Block, and Lot were off by one digit. The new warrant has the corrected Map 9, Block 4, Lot 50.

9. Other Business.

None of the selectmen had other business.

10. Approve the October 12, 2023, Treasurer's Warrant.

Motion by Selectman Daggett, seconded by Selectman Dykstra, to approve the October 12, 2023, Treasurer's Warrant. **Voted: 4-0. Motion passed.**

11. Adjournment.

Motion by Selectman Dykstra, seconded by Selectman Gilbert, to adjourn. **Voted: 4-0. Motion passed.**

The meeting adjourned at 8:33 PM.

Submitted by,
Dave Powell,
Technology Specialist

Town of Kennebunkport
Board of Selectmen Meeting
Executive Session
October 19, 2023
4:30 PM

MINUTES

Selectmen attending: Mike Weston, Sheila Matthews-Bull, Allen Daggett, Jon Dykstra, Marybeth Gilbert.

1. Call to Order.

Chairman Weston called the meeting to order at 4:30 PM at the Kennebunkport Public Safety Building Conference Room.

2. Executive Session per (MRSA 1, §405-6E) for consultation with the Town attorney to discuss the legal rights and duties for pending or contemplated litigation.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to enter Executive Session per (MRSA 1, §405-6E) for consultation with the Town attorney to discuss the legal rights and duties for pending or contemplated litigation. **Voted: 5-0. Motion passed.**

The Selectmen entered the Executive Session at 4:30 pm and returned at 6:30 pm. No decisions were made in the session.

Motion by Selectman Dykstra, seconded by Selectman Daggett, to close the Executive Session. **Voted: 5-0. Motion passed.**

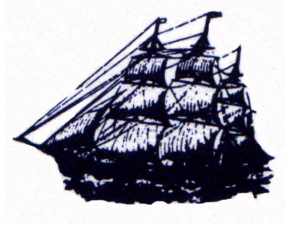
3. Adjournment.

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

Meeting adjourned at 6:30 PM.

Submitted by,
Dave Powell,
Technology Specialist

AGENDA ITEM DIVIDER



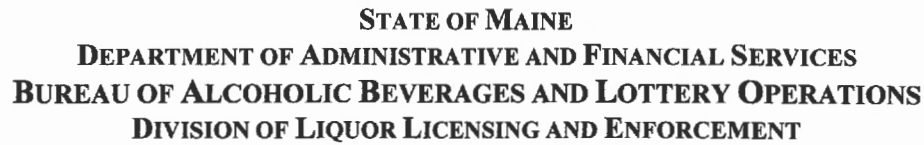
KENNEBUNKPORT TOWN CLERK

To: Yanina Nickless, Interim Town Manager
Board of Selectmen
Fr: Tracey O’Roak, Town Clerk
Dt: October 18, 2023
Re: Renewal Liquor Licenses

We have received the following renewal liquor license applications:

- **The Lost Fire, 62 Mills Road**
- **HAMASA LLC d/b/a 1802 Bed and Breakfast, 15 Locke Street**

Staff have reviewed the applications and provided approval for both.



All Questions Must Be Answered Completely. Please print legibly.

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

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 11/15/2023

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
Food: \$ 2,613,550.00 Beer, Wine or Spirits: \$ 947,091.22 Guest Rooms: _____

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

62 Mills Rd., Kennebunkport, ME 04046

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No
7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? ☒ Yes ☐ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address
Casa Seventy Seven		77 Pier Rd, Kennebunkport, ME 04046
Ultramar Restaurant		77 Pier Rd, Kennebunkport, ME 04046

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
German Lucarelli	03/24/1972	Buenos Aires, Argentina
Residence address on all the above for previous 5 years		
Name	Address:	
German Lucarelli	62 Mills Rd., Kennebunkport, ME 04046	
Name	Address:	
Name	Address:	
Name	Address:	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Casual fine dining, bar, gallery room and dining room.

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Church on the Cape

Distance: 0.70

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 10/05/2023

Signature of Duly Authorized Person

German Lucarelli

Printed Name Duly Authorized Person



Signature of Duly Authorized Person

German Lucarelli

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

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4. Repealed

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Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
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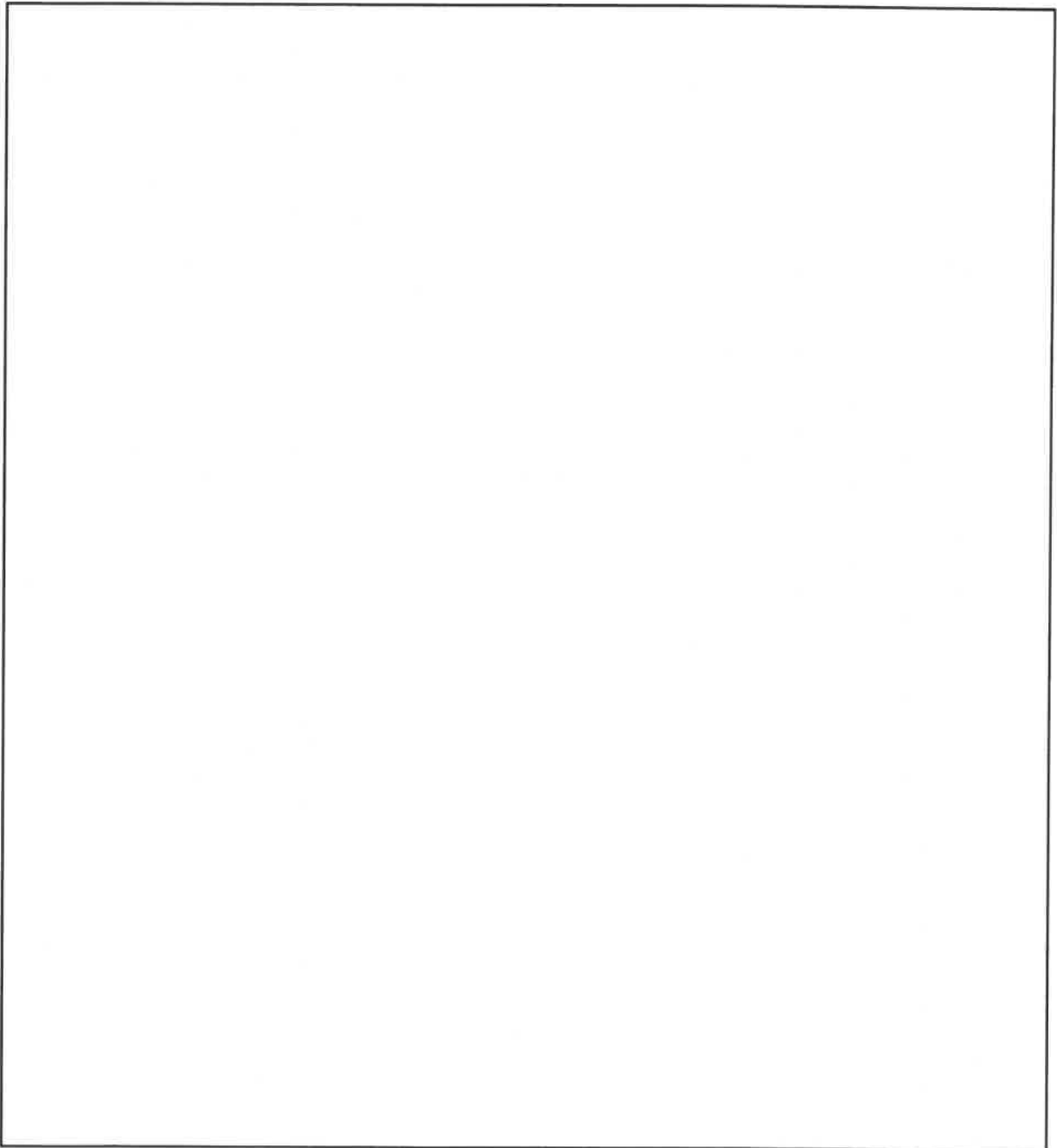
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Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
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Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

A large, empty rectangular box with a thin black border, intended for the applicant to draw and label their premises floor plan. The box occupies the majority of the page below the instructions.

PROJECT

Lost Fire

NEW YORK, N.Y. (AP) — The New York City Police Department on Monday announced that it had arrested a man suspected of being involved in the 1993 World Trade Center bombing. The man, 34-year-old Richard Reid, was arrested on Monday morning at his home in the Bronx. He is charged with conspiracy to commit a crime of violence and possession of a dangerous weapon. Reid is being held at the Rikers Island Jail. The NYPD said it had received information from a confidential source that Reid was involved in the bombing. The bombing, which killed six people and injured thousands, was the deadliest terrorist attack in U.S. history at the time. The FBI is also investigating the case.

32 MHz Band

Kennethunkport, Maine

Map: 25 Books: 2 Lot: 3

Index

German Lucarelli

PANAMA, LLC

Q How soon?

PHOTO TOP: 2/10/2008

ISSUED FOR REVIEW

6/07/19

MOEYINAD,

22:10:00

Date: 08.07.18

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PROPOSED FLOOR PLAN

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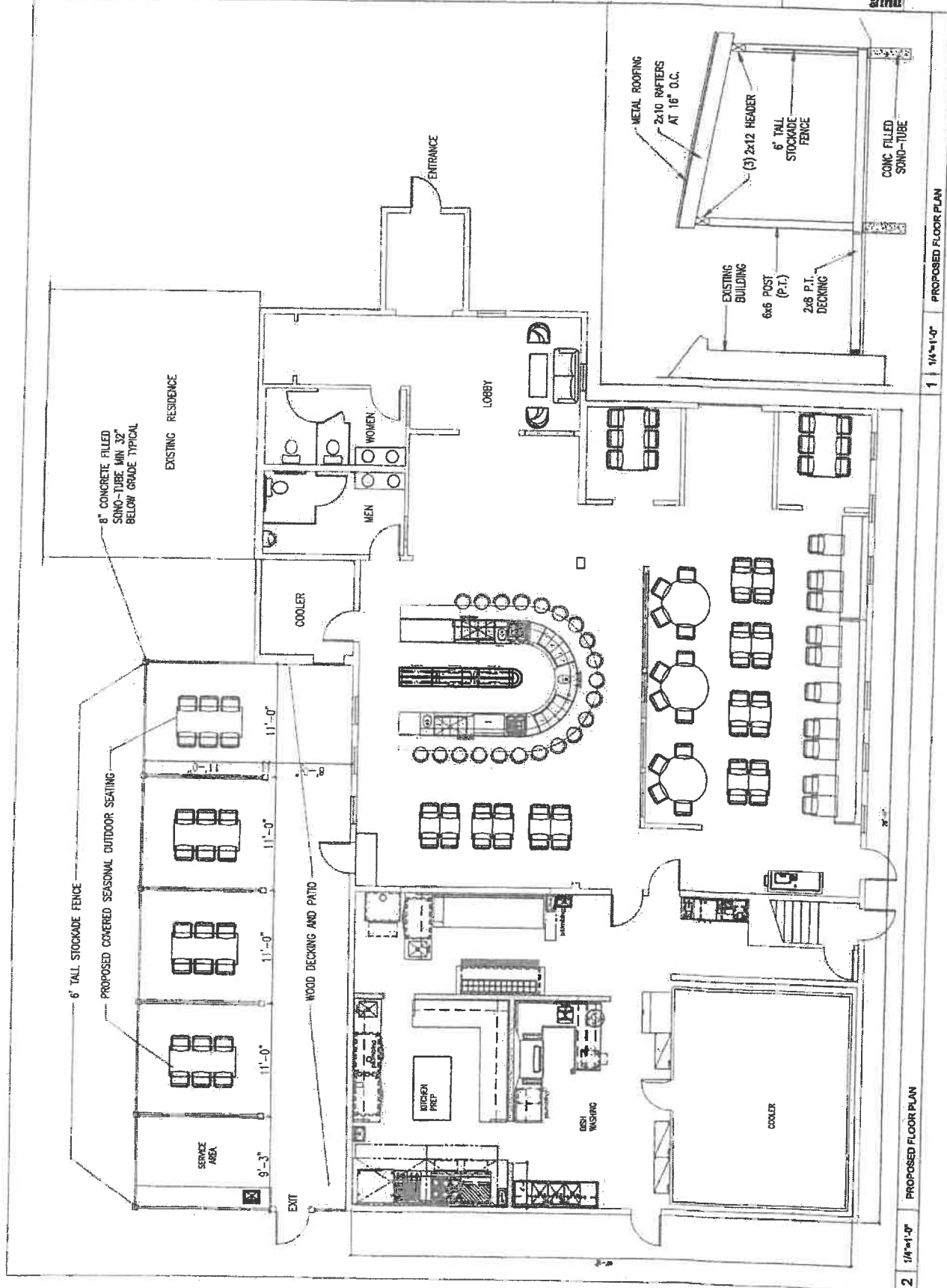
AS NOTED,

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PROPOSED FLOOR PLAN

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Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

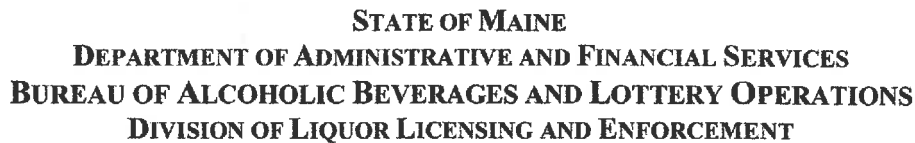
Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Asador LLC
2. Doing Business As, if any: The Lost Fire
3. Date of filing with Secretary of State: 03/13/2018 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
German Lucarelli	62 Mills Rd., Kennebunkport, ME	03/24/1972	President	100.0000

(Ownership in non-publicly traded companies must add up to 100%.)



All Questions Must Be Answered Completely. Please print legibly.

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

Legal Business Entity Applicant Name (corporation, LLC): HAMASA LLC	Business Name (D/B/A): 1802 House Bed and Breakfast
Individual or Sole Proprietor Applicant Name(s): Juliana Acheson	Physical Location: 15 Locke St. Kennebunkport, ME 04046
Individual or Sole Proprietor Applicant Name(s): N/A	Mailing address, if different: (same)
Mailing address, if different from DBA address: (same)	Email Address: julianna.acheson@hotmail.com
Telephone # Fax #: 207-491-6282	Business Telephone # Fax #: 207-967-5632
Federal Tax Identification Number: 88-3960239	Maine Seller Certificate # or Sales Tax #: 1232302
Retail Beverage Alcohol Dealers Permit: BB-2022-14682	Website address: www.1802House.com

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 10/21/22
2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
- Food: 0.00 Beer, Wine or Spirits: 521.01 Guest Rooms: 314,531.69
*Bed & Breakfast
so only lodging fee*
3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
- ☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|--|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input checked="" type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

15 Locke St. Kennebunkport, ME 04046

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No

7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☒ Not applicable – licensee/applicant(s) is a sole proprietor

I am a sole proprietor 100% owner of this LLC.

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License?

☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Juliana Acheson	4/20/65	Rochester, NY, USA

Residence address on all the above for previous 5 years	
Name J. Acheson	Address: 15 Locke St Kennebunkport 04046 1yr
Name J. Acheson	Address: 876 Post Rd. Wells, ME 04090 6yrs
Name J. Acheson	Address: 23 Cheshire Meadows, Kennebunk 9mo
Name	Address: 04043

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐

Yes

☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____

Date of Conviction: _____

Offense: _____

Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____

Date of Conviction: _____

Offense: _____

Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

Just for this Bed + Breakfast license # BB-2022-14682

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 6 rooms

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Dining Room, Public living room, entry Inside
Outside on back porch, front porch, pre-pit
and side garden.

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: 1 1/4 mile to Kennabunkport Elementary School.

Distance: 1/2 mile to Congregational Church, Kennabunkport

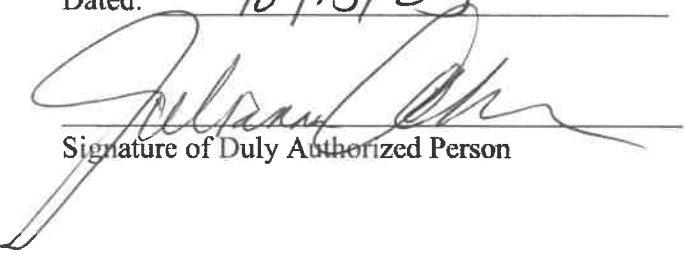
Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated:

10/13/23


Signature of Duly Authorized Person

Printed Name Duly Authorized Person

Signature of Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

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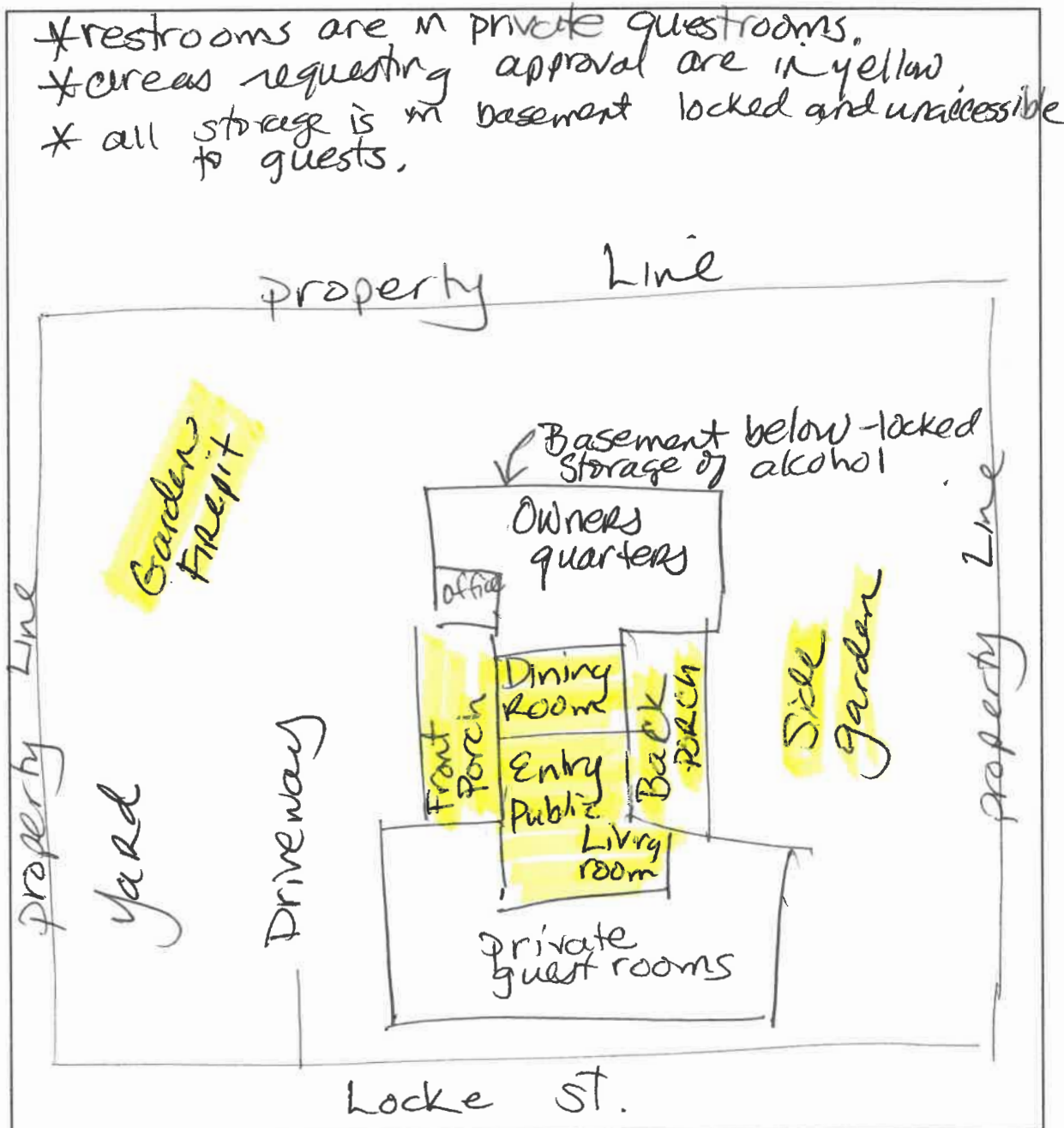
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Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: HAMASA LLC
2. Doing Business As, if any: 1802 House Bed and Breakfast
3. Date of filing with Secretary of State: 9/1/22 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:
N/A
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Juliana Acheson	876 Post Rd. Wells, ME 23 Cheshire Meadows Kennebunk, ME	4/20/65	Owner	100
	15 Locke St. Kennebunkport, ME 04046			

(Ownership in non-publicly traded companies must add up to 100%.)



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

TELEPHONE: (207) 624-7220

FAX: (207) 287-3434

EMAIL INQUIRIES: maineliqor@maine.gov

Thank you for your interest in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- ☒ Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- ☒ Your application is signed and dated by a duly authorized person.
- ☐ The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- ☒ The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
 - ☒ The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
 - ☐ *NA* If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- ☒ For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- ☐ A diagram of the facility to be licensed must accompany all applications whether for a new license or the renewal of an existing license
- ☐ If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- ☐ Have you applied for other required licensing from other state and federal agencies? See attached list.

Important – all applications whether for a new license or to renew an existing license for an on-premises liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:

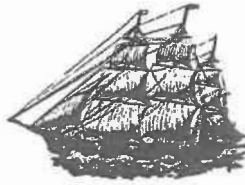
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, ME 04333-0008

2. Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
19 Union Street, Suite 301-B
Augusta, ME 04330

The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau

Obtained ✓	License/Permit	State/Federal Agency to Contact	Telephone Number	Physical Location
	Seller Certificate or Sales Tax Number	Maine Revenue Services www.maine.gov/revenue	(207) 624-9693	51 Commerce Dr, Augusta
	Health License	Health and Human Services www.maine.gov/dhhs	(207) 287 5671	286 Water St, 3 rd floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses www.maine.gov/dmr	(207) 624-6550	<ul style="list-style-type: none"> • 32 Blossom Lane, Augusta • 194 McKown Point Rd, West Boothbay Harbor • Lamoine State Park, Lamoine • 650 State St, Bangor • 317 Whitneyville Rd, Jonesboro
	Dance or Entertainment License	Fire Marshall's Office www.maine.gov/dps/fmo	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number	www.irs.gov	(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions www.maine.gov/sos/cec	(207) 624-7752	111 Sewall St, 3 rd Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB) https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers	(877) 882-3277	



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

October 13, 2023

State of Maine
Attn: Brandy
Division of Liquor Licensing & Enforcement
8 State House Station
Augusta, Maine 04333-0008

Dear Brandy:

HAMASA LLC d/b/a 1802 House Bed and Breakfast has submitted an application for a liquor license. The Board of Selectmen will be considering the application on October 26, 2023. The applicant's prior license will expire before that date. I respectfully request that the Bureau of Liquor Enforcement – Licensing Division extend the license to accommodate the local review of the application.

If, for some reason, this request is not granted, or if you have any questions, please contact me.

Sincerely,

Tracey O'Roak
Town Clerk

cc: 1802 House Bed and Breakfast

AGENDA ITEM DIVIDER

Sidewalk Survey

Abigail O'Hern

University of New England

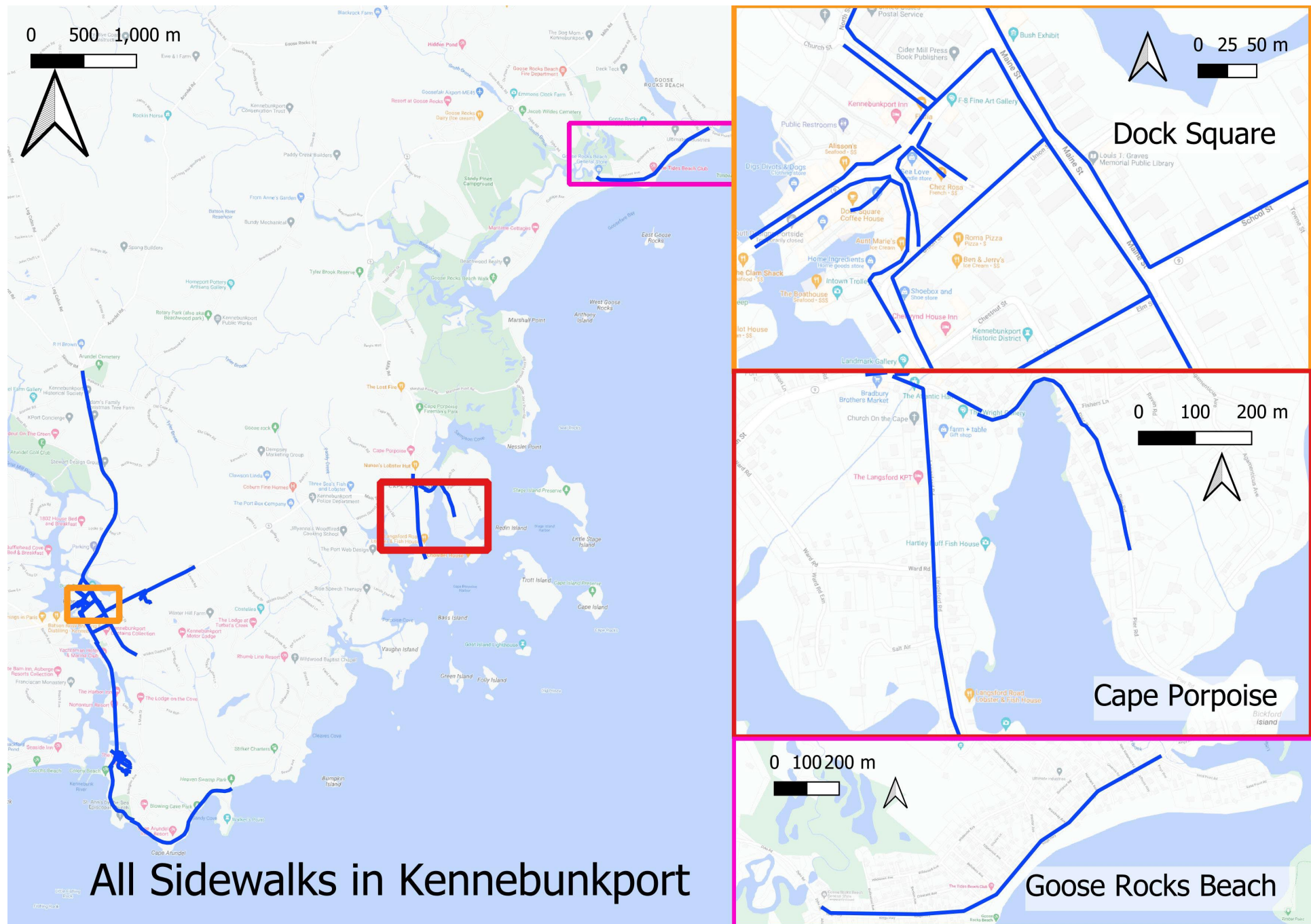


Figure 1

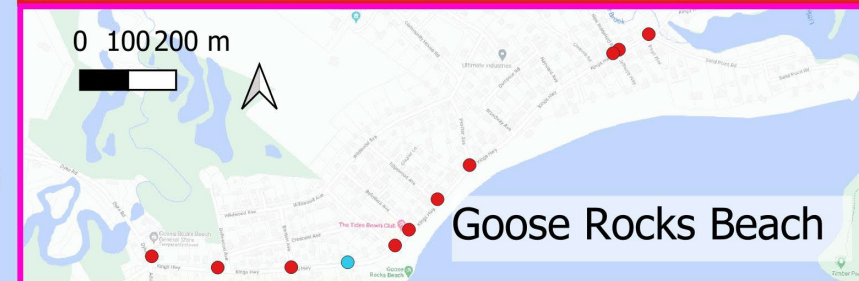
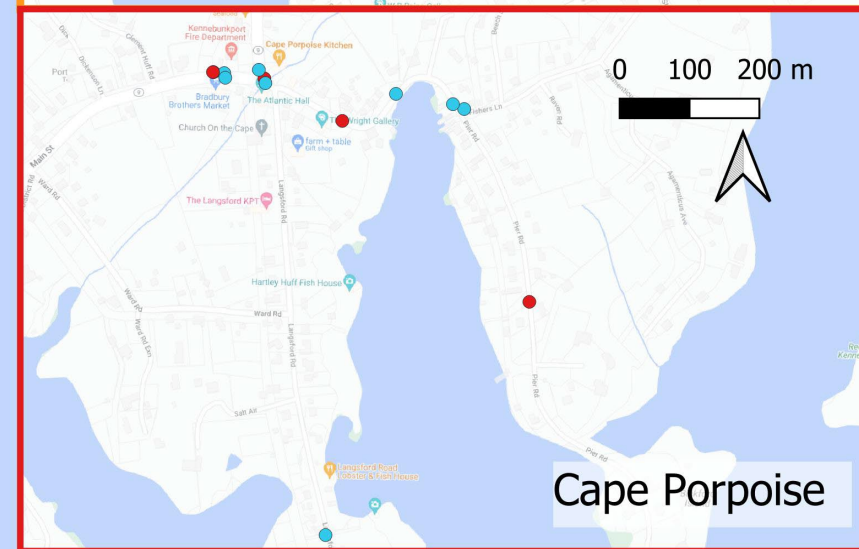
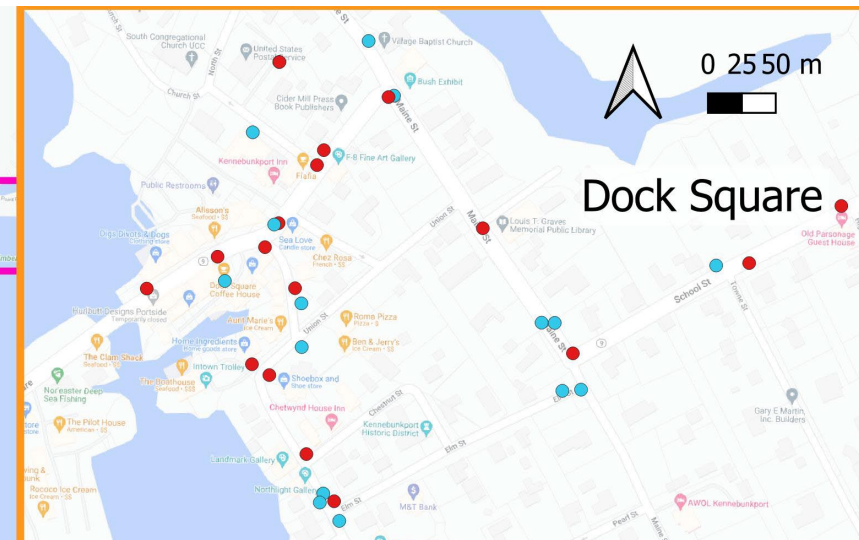
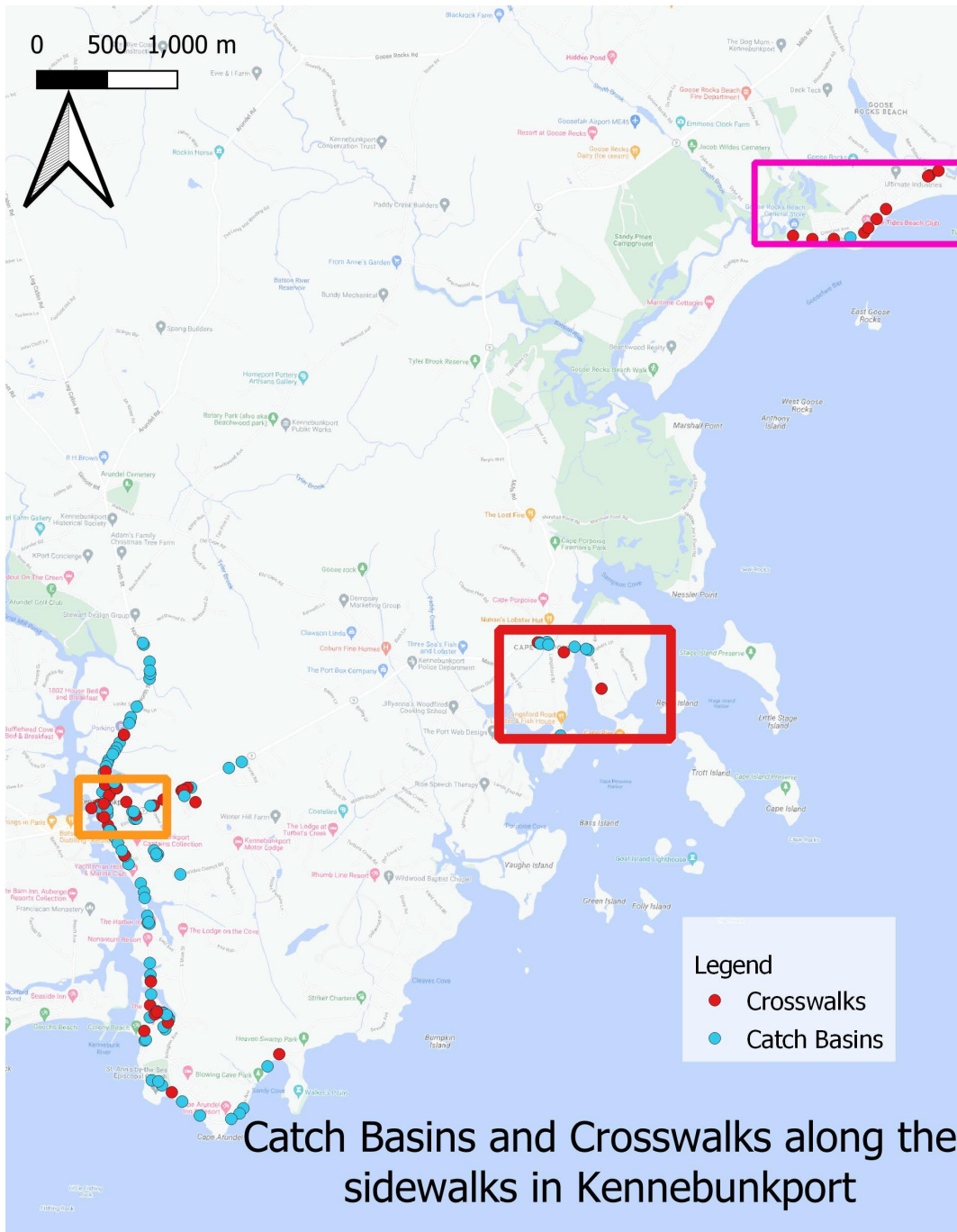


Figure 2

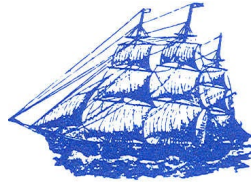
Findings from survey

- Took the general condition of the sidewalk
- Recorded the sidewalk type and curb type
- Recorded handicap ramps
- Recorded warning pads

	Asphalt	Brick	Concrete	Wood
1	0.1634	0	0	0
2	2.781	0.199	0.21625	0
3	4.143	0.362	1.44375	0.0085

Figure 3. The distance in miles of each sidewalk type, split up between the distance of each condition. 1 is poor, 2 is fair and 3 is good.

AGENDA ITEM DIVIDER



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

MEMORANDUM

To: Yanina Nickless
Fr: Chris Simeoni, Director of Public Works
Dt: October 18th, 2023
Re: Addendum to the agenda item requesting that the Town accept Boatswain Lane as a public road.

As requested by the Selectmen during the October 12th meeting, I have completed an evaluation of Boatswain Lane. The following are my findings, observations, and additional items that may need further consideration.

1. There are several catch basin drainage structures currently existing within the roadway. Existing structures and enclosed drainage should be cleaned and inspected for current condition by CCTV, and the resulting video should be provided to the Town Engineer for review. The purpose is to identify any possible defects that need to be repaired prior to accepting the road.
2. Existing structures (catch basin covers) are currently sitting at an elevation that is approximately 1.5" above the existing pavement. The current pavement appears to be the original base pavement and is in fair condition. There are some pavement defects/potholes in which the affected area should be cut out, excavated to determine the cause, have the condition corrected, and based back in with 2" of the binder. It also appears the road never received the 1.5" finish overlay explaining why the catch basin covers are currently raised. (To accommodate a finish overlay.) A 1.5" overlay should be completed prior to acceptance.
3. It should be determined if any basement or perimeter drains are tied into the storm drainage system. If the basement drains outlet to the storm drainage system, backflow preventers or check valves would stop stormwater from entering a basin if a storm drainage system backs up. It should be determined if the town is liable for basement flooding if the storm drainage system backs up.
4. The sidewalk appears to be in fair condition. However, it is overgrown with turf in areas and needs to be reclaimed. Trees and brush along the sidewalk are currently overgrown and obstruct the sidewalk. These areas need to be cut back to allow unobstructed pedestrian traffic. It should be determined if the Town will be responsible for winter maintenance of this sidewalk. If so, the sidewalk has not been built to current ADA standards of five feet. It is only four feet wide. This is too narrow for our Trackless sidewalk machine as it currently requires 52". This would lead to turf damage that would need to be repaired every spring.
5. The town should have an easement to install traffic signage outside of the curb line. There is no existing stop sign erected for Boatswain at the Mills Road

TOWN OF KENNEBUNKPORT, MAINE

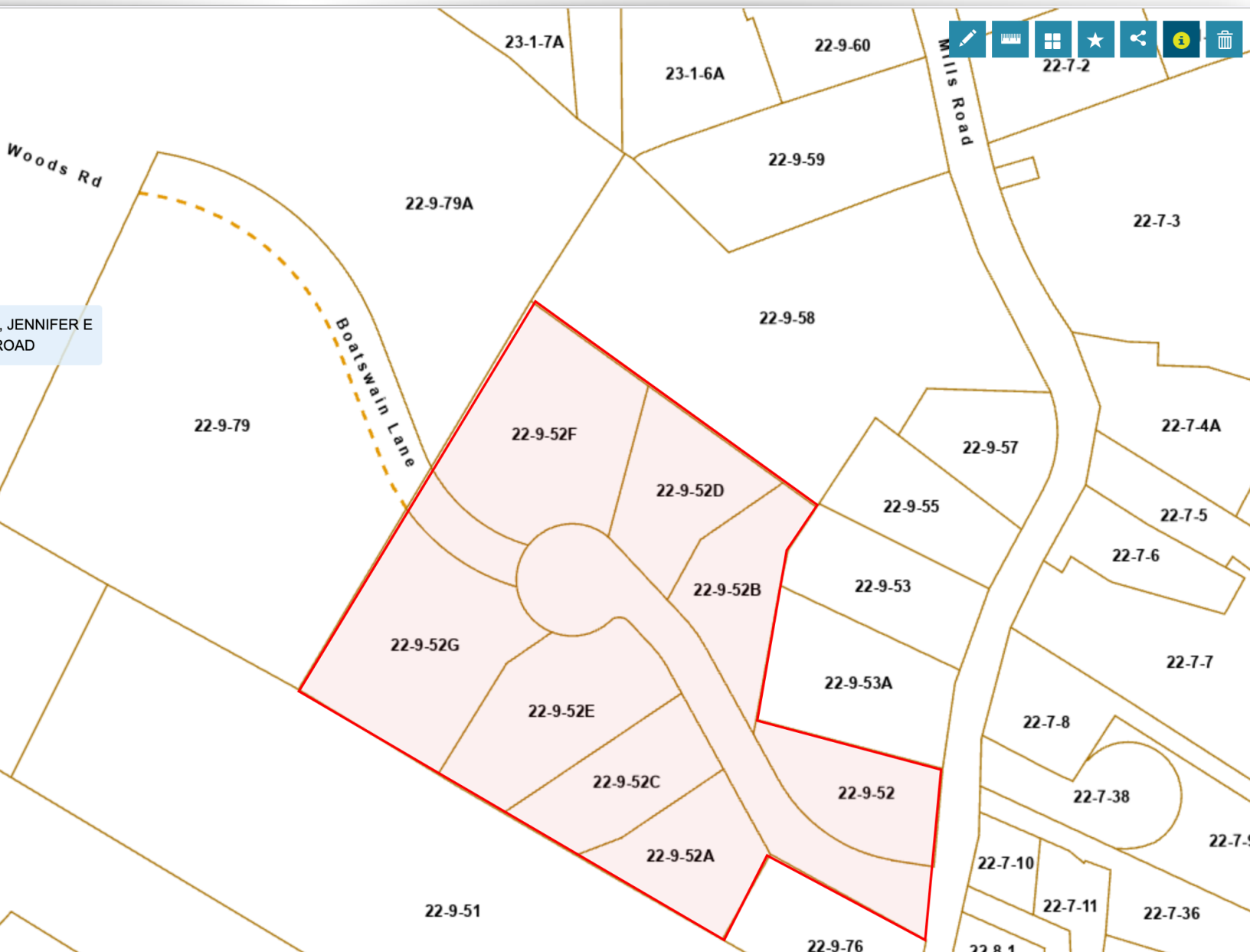
– INCORPORATED 1653 –

intersection. A stop sign meeting MUTCD standards should be installed prior to accepting the road.

6. Sloped granite curbing is installed on the entirety of the street and inside the cul-de-sac. It is in good condition. However, it does not appear to be set in concrete. This should be determined prior to taking the road over to determine its resiliency to withstand winter plow operations.
7. Currently, due to the cul-de-sac design of the subdivision, there is no adequate room for the placement of excess snow (snow dump) during winter operations. If no easement can be provided for placement somewhere within the subdivision, it may become necessary to haul off excess snow, which will result in increased machine time, labor, and expense.
8. There are underground utilities along the road. It is possible there are underground landscaping sprinklers along the edge of the road as well. It should be determined if the town is liable for underground utilities/sprinkler systems if they are damaged during winter maintenance operations. It should also be determined if the town is liable for damage to homes due to power loss if this equipment is damaged.
9. There is another paved private road (Cape Woods Road) off the Boatswain cul-de-sac that has no turnaround (or snow deposit) for a plow truck. This extension is only eleven feet wide at best. This road is not wide enough to accommodate a plow truck. The Town should not accept any part of this road.
10. Landscaping in the Boatswain cul-de-sac appears to be maintained. Several young trees are planted at the circumference and middle of the cul-de-sac. It should be determined if there are soaker hoses and watering equipment in the cul-de-sac as well. It should be determined if the town will be responsible for ongoing maintenance of landscaping or damage from winter maintenance operations.
11. This development utilizes a common gravity main to handle wastewater flows. A gravity sewer and four manhole structures currently exist in the street, according to the plan. However, none of the manhole covers are exposed. It is possible that they have been paved over. These structures should be exposed, and the manhole frames and covers should be raised to the proper elevation to receive the finished overlay. Existing structures and main should be cleaned and inspected for current condition by CCTV, and the resulting video should be provided to the Town Engineer for review. The purpose is to identify any possible defects that need to be repaired prior to accepting the road.
12. It should be determined if the Town will take ownership of the utilities in a public way.
13. There is currently a private fire hydrant on Boatswain that is paid for by the association. The cost of that hydrant is \$126.80 per quarter. It should be determined if the Town will accept ownership of the hydrant as public and be responsible for the on-going cost.

Boatswain Lane Road Acceptance

KPT Select Board Meeting



Boatswain Lane

Summary Points

- **NOTE: Below points are drawn from town files on the development of Boatswain Lane**
- An 8 lot subdivision was approved by the Planning Board in March 2003
- Street was proposed to be dedicated as a public way based on the developer meeting Kennebunkport design standards.
- Developer implemented all of the town's requirements, including: installation of underground utilities, connection to town water and sewer, street width to accommodate emergency vehicles, paved surfaces with sloped granite curbing.
- All lots were sold by end of 2005, at an average price of \$190,000/lot.
- Three homes were built by end of 2007, leaving three lots undeveloped (NOTE: 2 homeowners each own 2 lots).
- The developer was asked to complete final paving in 2007, but did not due to concerns of damage to road with several more lots that had not yet had been built on.
- In 2008, developer requested, and the Town approved the return of \$6,789.04 in escrow.
- Remaining lots were developed between 2021 and 2023, completing the neighborhood.
- A Road Maintenance Agreement is attached to the deeds for the Boatswain Lane lot owners, which refers to their obligations until the town is made a public road.
- The street and common areas continue to be owned by the original developers of the neighborhood.

Consideration to make Boatswain Lane a public street

Applying current Road Acceptance Policy requirements:

- Boatswain Lane does connect to other streets. It connects Cape Woods Rd. to Mills Rd.
- Boatswain Lane is also in close proximity to public areas of interest: Access to walking trails on KPT Conservation Trust property at the end of Cape Woods Rd., as well as Firemen's Park (0.2 miles).
- Boatswain Lane also is a highly used road by visitors and commercial vehicles that use the road either as a turnaround, or to stage vehicles due to lack of parking and narrow width of Mills Rd.

Request for Consideration:

The residents of Boatswain Lane respectfully request the Board of Selectmen consider our proposal to make this street public.

Questions?

Notice of Decision

To: Blood & Hughes Land Consultants, Inc.
88 Guinea Road
Kennebunkport, ME 04046

This letter is to inform you that the Kennebunkport Planning Board has acted on your final subdivision application for the Ledgewood Heights Subdivision and voted to approve your application with conditions noted within the detail of this letter. The actual motion made and approved is as follows: "The Board moved and voted to approve the final application for this project subject to the notations set forth on the Final Plan, subject to an approval of the financial considerations of the public improvements by the Municipal Officers, and subject to all material representations, conditions and restrictions set forth in the Final Plan Submission of March 19, 2003. This approval is contingent upon receipt of authorization from the Municipal Sewer Department."

The Findings of Fact are as follows:

1. The owner of the property is Blood & Huges Land Consultants, Inc. of 88 Guinea Road, Kennebunkport, ME 04046. Telephone 207-967-9761.
2. The property is located on Mills Road, Cape Porpoise, ME in the Free Enterprise, Cape Porpoise East Zone, and Shoreland Zoning districts, identified as Map 22, Block 9, Lot 52 and contains 6.48 +/- acres.
3. The applicant is the same as noted in #1 who has demonstrated a legal interest in the property by providing a copy of the deed and noted as registered at the registry of deeds in book 10299, Page 262.
4. The applicant proposes to establish an 8-lot subdivision on the subject property with lot sizes that conform to the minimum lot sizes of the various zones.
5. The application was determined to be complete on March 19, 2003.
6. A public hearing was concluded on March 19, 2003.
7. Water is to be supplied by the KK&WWD.
8. Sewage is to be disposed of by connection to the municipal sewer system.
9. A storm water drainage plan has been prepared by Land Use Consultants of Portland, ME.
- X 10. The applicant proposes to construct a cul-de-sac street of approximately 600 feet in length, to be known as Boatswain Lane, and that is proposed to be dedicated as a public way once accepted by the Municipal Officers by meeting all of the required Kennebunkport design standards.
11. The applicant has executed a letter of credit with the Municipal Officers that will be adequate to cover the costs of all required improvements.

12. In addition to public sewer and water, the subdivision will also provide underground electric service, cable television and telephone lines.
13. The subdivision includes a Vernal Pool that will be protected under existing Maine Department of Environmental Protection regulations.
14. The project was designated as a major subdivision as defined by the Kennebunkport Planning Board Subdivision Regulations adopted on July 22, 1987.

Conclusions

1. The criteria of Title 30-A M.R.S.A., section 4404 have been met.
2. The standards of the Kennebunkport Subdivision Regulations have been met except for the following that have been waived by the Planning Board.
 - A. The request to waive section 11.3 C. 3. b. To allow the Board at the public hearing unanimously approved sloped curbing instead of vertical curbing to reduce damage from snowplows and other vehicles held on August 7, 2002.
3. Approval was granted based on the subdivision drawing dated March 19, 2003 and subject to the special notes included. Specifically, the Board recommended that notes 6 and 7 be specifically noted in the conclusions.
 - A. Note 6: All blasting activities undertaken on the Ledgewood Heights Subdivision require that a pre-blast survey be done to monitor wells located on Tax Map 22, Block 7, Lot 36, and Map 22, Block 7, lot 37. The blasting contractor shall supply Blood & Hughes Land Consultants, Inc. and the owners of lots 36 & 37 with a seismograph record of the blast, peak and resultant particle velocities and associated frequencies, and air blast overpressure. In addition, the blasting contractor shall test water quality for standard individual well water parameters in each well at the commencement of blasting and 30 days after blasting to determine the affect of the blasting event. Should the initial test not meet EPA drinking water standards for any specific parameters tested, the blasting contractor shall not be responsible to meet said standards at the post-blast test. Each deed to prospective lot owners shall include the above-stated note.
 - B. Note 7: A sign marking the entrance to Ledgewood Heights shall be removed by the developers immediately following the sale of the last lot. The Board voted unanimously to define immediately as "within 7 days after the sale of the last lot."
4. Pursuant to the requirements of Article 10.10.A of the Kennebunkport Land Use Ordinance ("Guidelines for Decisions") the Planning Board finds that all criteria noted in items a. through p. in the checklist are met.

Decision

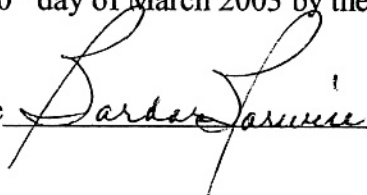
Based on the above facts and conclusions, on March 19, 2003, the Kennebunkport Planning Board voted to approve your final plan submission.

Conditions for Approval

1. Obtaining final approval of the financial commitments for the public improvements from the Municipal Officers.
2. Obtaining approval in writing from the Municipal Sewer Department for the sewage plans.
3. Subject to conditions and restrictions set forth on the Final Plan Submission dated March 19, 2003.

Approved this 20th day of March 2003 by the Kennebunkport Planning Board.

Barbara Barwise

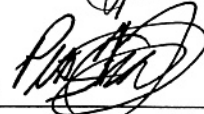


D. Michael Weston

 3/21/03

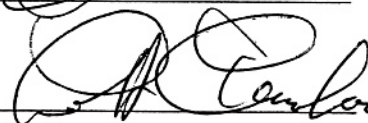
Fred Van Veen

Peter Frink

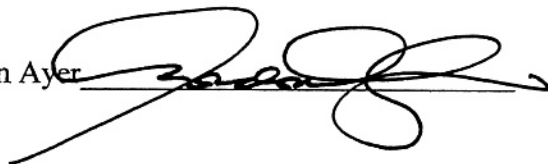
 3/24/03

Bill Case

Leo Famolare

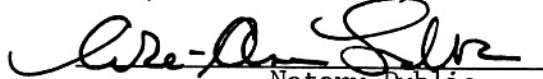
 3/22/03

Gordon Ayer



State of Maine
York ss.

Subscribed and sworn before me, this 21st, 22nd & 24th days of
March AD, 2003

 (to all)

Notary Public

CAROLE-ANN LABBE
Notary Public, Maine

My Commission Expires August 27, 2005

ROAD ACCEPTANCE POLICY

PURPOSE

The Kennebunkport Board of Selectmen hereby finds and determines that an interconnected street system is necessary in order to protect the public health, safety, and welfare in order to ensure that streets will function in an interdependent manner, to provide adequate access for emergency and service vehicles, to connect neighborhoods, to promote walking and biking, to reduce miles of travel that result in lower air emissions and wear on the roadway, and to provide continuous and comprehensible traffic routes.

I. ROAD ACCEPTANCE REQUIREMENTS:

A street may only be brought forward for a Town vote by the Board of Selectmen if it provides sufficient public benefit to justify perpetual public maintenance. A street shall be considered to provide sufficient public benefit if it meets or exceeds the public service need, pedestrian accommodation, and connectivity requirements. The following categories shall be used by the Board to classify ways proposed for acceptance:

- a. Lead to a public facility;
- b. Road connects to other streets or is a thoroughfare;
- c. Other public benefit

II. ROAD ACCEPTANCE PROCEDURE

It shall be determined early in the Planning Board approval process, whether a road or street shall be a public or private way.

1. If a proposed street is determined to be a private street, for the use of only the residents on the street, then the developer shall ensure that the Town road specifications are met as required in the subdivision regulations.
2. If a proposed street is determined to be a public street, for the use of the general public and to be maintained by the Town, the developer shall require that the road meet Town road specifications as required in the subdivision regulations, and
 - a. The road must meet the public benefit criteria established in Section II.
 - b. the developer submits the road layout and construction criteria for Town review. The Town will submit the road documentation to the Town's engineering firm and Town staff for review and recommendations.
 - c. The recommendations and request for Town acceptance will be submitted to the Board of Selectmen for review of public benefit.
 - d. Recommendations from Town Staff, Town Engineer and Board of Selectmen will be submitted to the Developer and Planning Board as part of the subdivision review process.
 - e. Once a road is approved by the Planning Board it may be scheduled for a town acceptance vote, after it is fully constructed and 75% of the lots within the subdivision have been constructed.

AGENDA ITEM DIVIDER



Kennebunkport Climate Action Task Force Update



What is a climate action plan?

A Climate Action Plan is created by a community to lay out policies & programs to **Build Resiliency** and **Reduce Emissions**.



Building Resiliency: Climate actions that allow a community to adapt to and thrive *in spite of the impacts of climate change*.



Reducing Emissions: Climate actions that help reduce the total amount of greenhouse gas in the atmosphere.



**SOUTHERN MAINE
CAP COHORT**



Role of Climate Action Plan Task Force

The Kennebunkport Climate Action Plan Task Force is committed to study, evaluate, and communicate the threats of climate change and recommend actions to **Build Resiliency** and **Reduce Emissions**.

- *Enable robust community engagement.*
- *Pool input, resources, and feedback from our town and neighbor communities*
- *Provide input to the Climate Action plan.*
- *Provide oversight of the planning process.*

Task Force Members

Pam Morgan, chair - Jen Armstrong, vice-chair - Mike Weston - Ella Boxall - Jon Dykstra

Harvey Flashen - Stephen Kaagan - Fred Stafford



**SOUTHERN MAINE
CAP COHORT**



Kennebunkport Climate Action Vision Statement

We envision a future where Kennebunkport is adapting to the inevitable impacts of our changing climate and is doing its part to slow the rate of detrimental climate change.

In this sustainable, responsible, clean energy future, our Town and Community make all decisions using the three pillars of sustainability: **social, economic, and environmental.**



**SOUTHERN MAINE
CAP COHORT**



Kennebunkport Vulnerability Assessment

(See online version)

SOUTHERN MAINE CAP COHORT



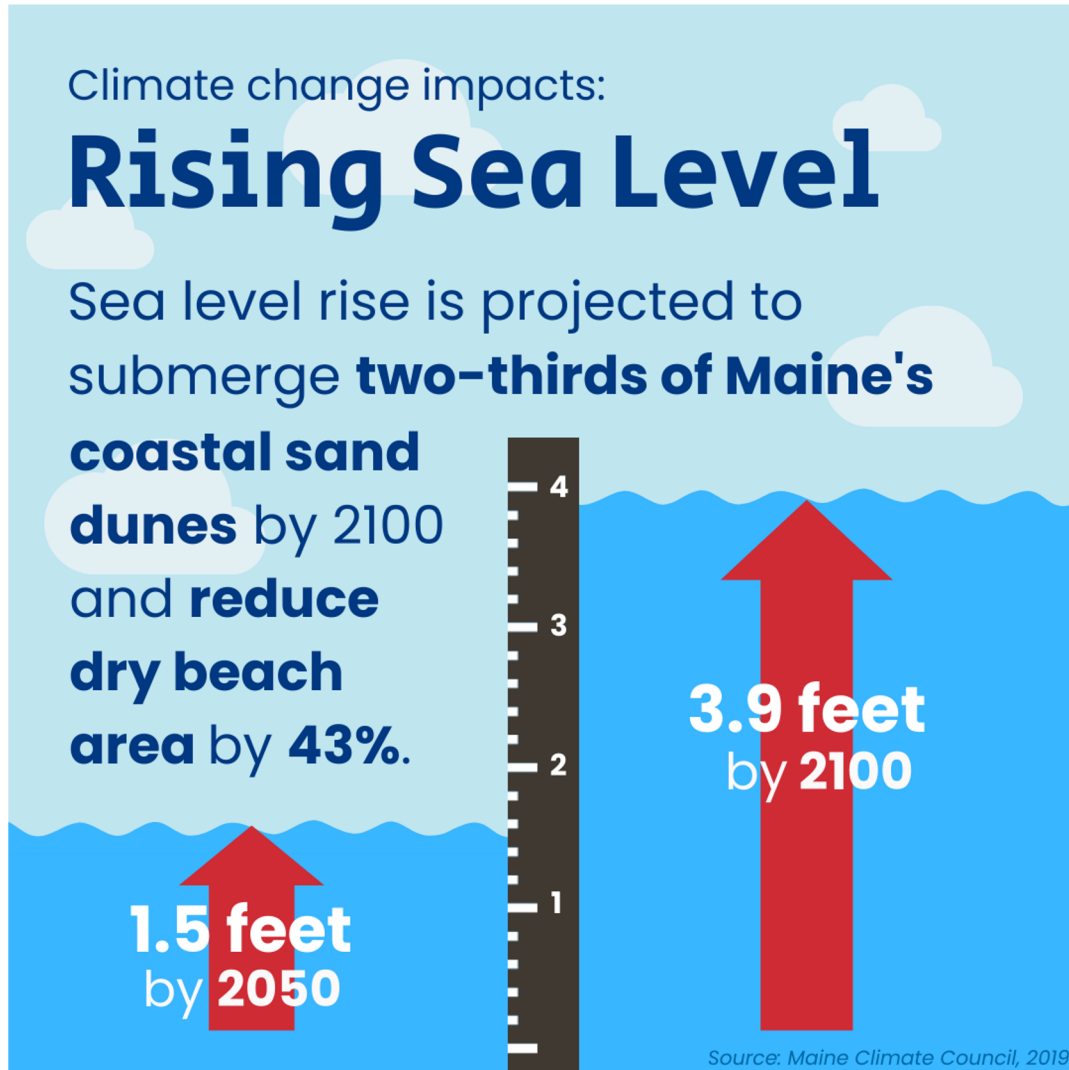


HDR





Sea Level Rise Maps



Maine Geological Survey

Sea Level Rise/Storm Surge

https://www.maine.gov/dacf/mgs/hazards/slr_ss/index.shtml

Climate Change Impacts in Southern Maine



Extreme Storms & Precipitation

Since 1895, Your County's annual precipitation (rain and snowfall) has increased +6.9 in. **Extreme precipitation events** (1+ inches over 24 hours) are becoming more frequent



Sea Level Rise & Storm Surge

By 2050, Maine will likely experience between **1 - 2 ft of sea level rise**. By 2100, **3 - 4 ft of sea level rise** with higher amounts possible.



Increasing Temperatures

Since 1895, Maine's statewide annual temperature has **increased by 3.2 °F**. By 2050, extreme heat days are expected to be **2 - 4 times more frequent**



**SOUTHERN MAINE
CAP COHORT**

Climate Change Impacts in Southern Maine



Stressors from Climate Change Impacts

Changes in community cohesion due to people moving in and out of town -- smaller tax base **limiting Town's ability to meet residents' needs** -- **businesses suffering downturn**: Fishing, Tourism, Construction, Real Estate



Drought

York County has experienced **3 severe droughts** in the last five years. **Reduced winter snowpack** is contributing to summer and fall droughts



Changing Marine Conditions

The Gulf of Maine is warming faster than **99% of the world's oceans**. **Ocean acidification** is putting shell forming organisms at risk

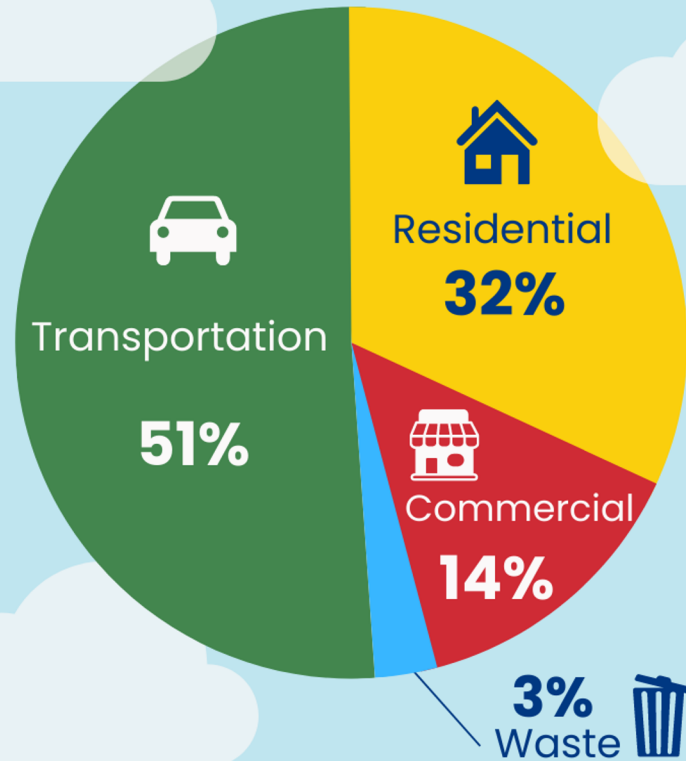


**SOUTHERN MAINE
CAP COHORT**

Kennebunkport's Greenhouse Gas Emissions

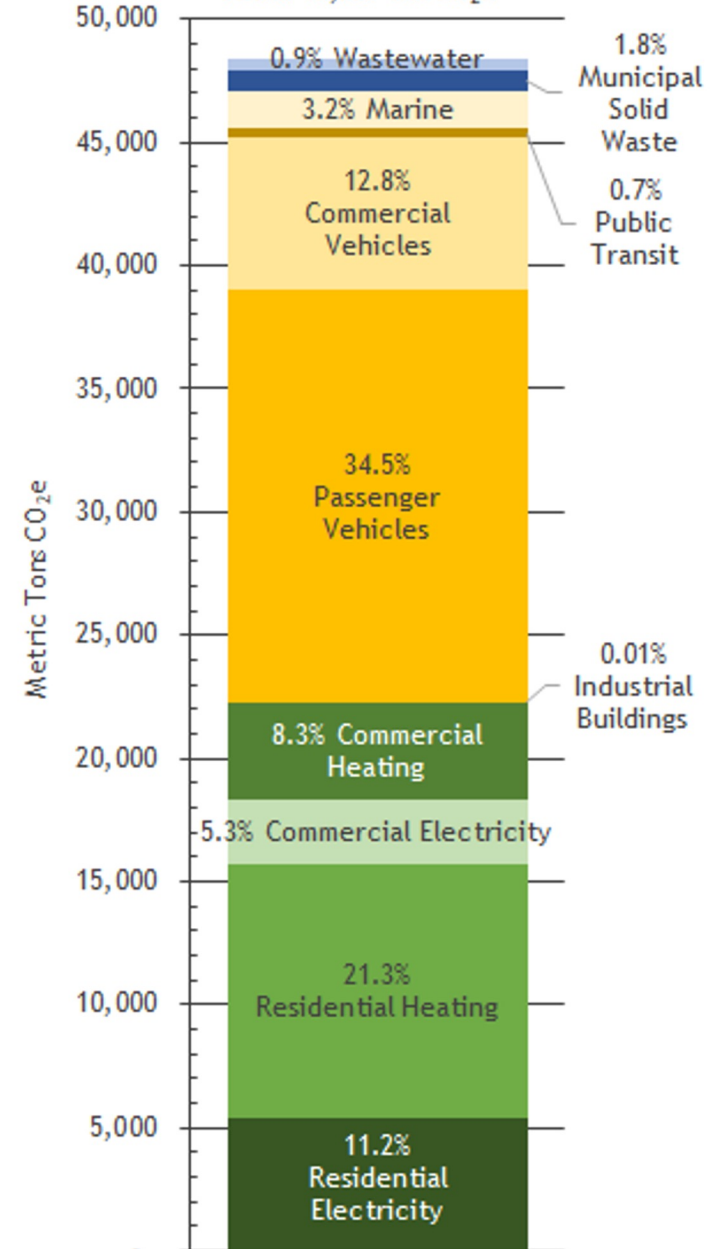
Kennebunkport's CO₂ Emissions

Reducing emissions is critical to slowing climate change.



Kennebunkport 2019 Community GHG Emissions

Total: 48,387 MTCO₂e



Community Engagement





Public Engagement: 2023 Survey



- **92% expect climate-change related impacts in town –** *(100% of younger folks)* and 77% were very or extremely concerned
- The **top two expected** impacts are **1) effects on natural environment** and **2) infrastructure**. Effects on the **economy came in third at 56%**
- Younger folks' **concern levels: 15%–20% higher**



Community Sounding Boards

Small volunteer groups that provide insight on how community members view climate action and **guide the Task Force** in assessing the most appropriate actions to include in the plan.

- 4 meetings completed to-date
- 18 volunteer Community Sounding Board members





More Public Engagement



- **To-Date:**

- Presentations/discussions with Rotary, KCT, Goose Rocks Beach AC, Chamber, Public Health, Kbunk HS, area businesses
- Public Discussion at Graves Library - August

- **To Come:**

- More 1/1 discussions with area businesses
- Hospitality Business meeting November 16
- Public Discussion at Graves November 29
- And more....

Climate Action Plan

Developing Strategies

1.	2.	3.	4.	5.	6.
Potential Strategy List SMPDC provided TF with matrix of locally relevant strategies	Task Force Review TF & staff created criteria to review & select 1st draft strategies	Public and staff input TF is gathering public input on draft strategies	Alignment w/ BOS 2021 Climate goals & Comp Plan TF also comparing draft strategies to BOS goals & comp plan to find alignment & identify priorities	2nd draft strategies TF will create a 2nd draft of strategies, share again with public, refine once more, and share with BOS for approval	Final strategies TF will refine & finalize strategies for the CAP based on all input



Climate Action Plan Strategy Criteria



1. Is it Effective?

- Reduce Emissions: To what extent would this action reduce GHG emissions?
- Build Resiliency: To what extent does this action reduce our vulnerability to climate change?

2. Is it Cost Efficient?

- Considering the cost to implement versus the potential for positive impact.
- Think in terms of both municipal and individual.
- Is there potential for outside funding?

3. Is it Feasible?

- Level of public support
- Level of political will
- Availability of staff or volunteer time

4. Equity: Does it:

- Advance equity
- Neither advance nor disadvantage
- Promote inequities



What's Next?



- Ongoing Public Outreach/Feedback
- Climate Action Plan to be completed by March 2024
- Goes to Selectboard for final approval
- Staff to create implementation plan



Town of Kennebunkport Climate Change Goals

Climate and Resilience	
TASK	<i>INCLUDED IN DRAFT CAP?</i>
1. Establish a GHG emissions inventory, target, and plan	
• Measure & Monitor GHG Emissions from Municipal Operations	NOT CURRENTLY INCLUDED
• Measure and Monitor GHG Emissions Community Wide	NOT CURRENTLY INCLUDED
• Develop a local climate action plan	IN PROGRESS
2. Ensure community resilience to climate change impacts	
• Complete the Maine Flood resilience Checklist to assess coastal vulnerabilities	YES
• Assess all other non-coastal vulnerabilities to create a comprehensive picture of current and future climate change impacts	YES
• Enact and enforce land use policies that protect valuable natural assets and support resiliency	YES
• Partner with other local governments to plan and achieve sustainability	YES

Education and Outreach	
1. Actively engage community members in local climate, sustainability, and resilience issues	
• Educate community about steps they can do to reduce emissions and become more resilient	YES
• Educate the community about clean energy options	YES
• Promote native and sustainable landscaping initiatives community wide by connecting residents to plants and information	NOT SPECIFICLY INCLUDED
• Educate the community about the value of trees, native and sustainable landscaping	NOT SPECIFICLY INCLUDED

Town of Kennebunkport Climate Change Goals

<ul style="list-style-type: none"> Educate city staff about forest, wetlands, and ecosystem best management practices 	NOT SPECIFICLY INCLUDED
<ul style="list-style-type: none"> Educate community about steps they can do to reduce emissions and become more resilient 	YES
<ul style="list-style-type: none"> Educate the community about clean energy options 	YES

Green Economy

1. Create and promote a community brand featuring natural resources or cultural characteristics of community

<ul style="list-style-type: none"> Create and promote a community brand featuring natural resources or cultural characteristics of community 	NOT CURRENTLY INCLUDED
---	------------------------

Energy

1. Reduce municipal fossil fuel consumption and implement municipal energy efficiency measures

<ul style="list-style-type: none"> Collaborate with utilities and other agencies to upgrade streetlight equipment 	NOT SPECIFICLY INCLUDED
<ul style="list-style-type: none"> Utilize energy saving performance contracts (ESPC) to finance large energy efficiency projects 	NOT SPECIFICLY INCLUDED
<ul style="list-style-type: none"> Budget and plan for long-term energy efficiency equipment upgrades 	YES
<ul style="list-style-type: none"> Install and operate renewable energy systems at municipal facilities or serving municipal facilities 	YES
<ul style="list-style-type: none"> Procure locally produced, renewable energy for public facilities using bundled or unbundled RECs 	NOT SPECIFICLY INCLUDED
<ul style="list-style-type: none"> Collaborate with other municipalities to install and operate renewable energy systems for municipal energy / community energy use 	WITH RSU 21
<ul style="list-style-type: none"> Track and benchmark building energy consumption and seek ways to improve energy efficiency in all facilities 	YES

Town of Kennebunkport Climate Change Goals

2. Support development of and access to renewable energy

- | | |
|---|-----|
| • Adopt codes and permitting practices that support renewable energy systems in the community | YES |
| • Facilitate the adoption of renewable energy technologies (i.e. solar, geothermal) by adapting building and zoning codes | YES |

Land Ecosystems

1. Promote and practice environmentally-friendly and sustainable landscape approaches

- | | |
|---|-------------------------|
| • Increase the quality and amount of sustainable landscaping in the community | NOT SPECIFICLY INCLUDED |
| • Increase the amount of sustainable landscaping in the community through subdivision and development codes | YES |
| • Increase native and sustainable landscaping on municipal properties | NOT SPECIFICLY INCLUDED |

Community forest management

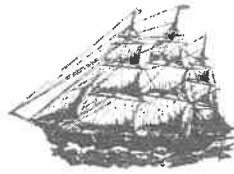
2. Practice sustainable community forest management to increase resilience

- | | |
|--|-------------------------|
| • Plant trees in locations where they make a direct, positive impact on the community or act as a buffer to filter air and water, limit storm runoff, and stabilize soil | NOT SPECIFICLY INCLUDED |
| • Diversify the community forest for long term resilience | NOT SPECIFICLY INCLUDED |
| • Optimize tree planting and protect existing trees for maximum carbon storage/sequestration and energy savings | YES |

Town of Kennebunkport Climate Change Goals

Municipal Operations	
1. Lead by demonstrating sustainable values and practices	
• Achieve LEED certification for public building projects	NOT SPECIFICLY INCLUDED
• Manage special events sustainably	NOT SPECIFICLY INCLUDED
• Integrate sustainability into capital planning	YES
• Enact policies to preserve dark skies	NOT INCLUDED
2. Operate a safe, clean, and efficient fleet	
• Update fleet purchasing to prioritize electric vehicles	YES
• Enact and enforce anti-idling policies for public fleet vehicles	NOT SPECIFICLY INCLUDED
3. Engage the community in waste reduction and recycling	
• Educate the community on recycling and composting practices	NOT SPECIFICLY INCLUDED
• Educate the community to reduce waste by consuming less and reusing	NOT SPECIFICLY INCLUDED
• Establish and strive for a residential recycling goal	NOT SPECIFICLY INCLUDED

AGENDA ITEM DIVIDER



Kennebunkport Public Health

INCORPORATED 1653

Kennebunkport Public Health

October 12, 2023

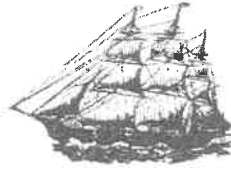
ATN: Kennebunkport Board of Selectmen, Laurie Smith-Kennebunkport Town Manager

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

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

10-4 220 8110		146
DATE <u>10-12-23</u>		<input checked="" type="checkbox"/> MICROSERIALIZED
PAY TO THE ORDER OF <u>Town of Kennebunkport</u>	\$ <u>50.00</u>	
<u>Fifty and no/100</u>	DOLLARS	<input checked="" type="checkbox"/> Security Features included. Details on back.
<u>M&T Bank FOR Town Nurses (KPT) MyChoice Premium</u>		
<u>Thank you!</u>	<u>Margaret [Signature]</u>	
1146		



Kennebunkport Public Health

INCORPORATED 1653

Kennebunkport Public Health

September 18, 2023

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

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

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

10-4 8110
220

140

DATE 9-15-23

PAY TO THE ORDER OF Town of KPT

Fifty and no/100 \$50.00

M&T Bank FORTY-ONE
Nurses

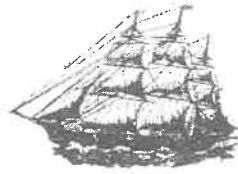
MyChoice Premium

Thank you!

Maggie Weese

140

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



Kennebunkport Public Health

INCORPORATED 1653

Kennebunkport Public Health

September 11, 2023

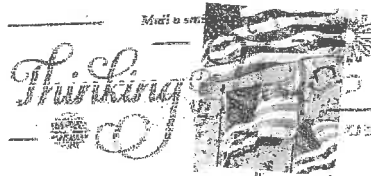
ATN: Kennebunkport Board of Selectmen, Laurie Smith-Kennebunkport Town Manager

Please accept this generous gift of \$200.00 from Pam Davis in honor of Lois Badger to the Nurses account (08-01-39). This money was granted to Kennebunkport Public Health nurses to assist us with supplies, equipment, training, or any needs we see fit.

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

DAVIS - *BADGER*
64 River Bend Rd.
Berkeley Heights, NJ 07922
2 SEP 2023 21 6 L




*Town of Kennebunkport
Alison Kenne-way
Director of Public Health
PO Box 566
Kennebunkport ME
04046*

PAMELA B. DAVIS
HARRY R. DAVIS
64 RIVER BEND RD
BERKELEY HEIGHTS, NJ 07922-1813

251
55-1394/212

9-2 2023

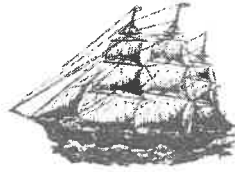
PAY TO THE ORDER OF *Kennebunkport Public Health - NURSE* \$ *200.00*

Two hundred DOLLARS  Security Features Details on Back

CONNECTONE BANK

FOR *Lois Badger*

P. Q. B. R.



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

October 12, 2023

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

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

Thank you!

Alison Kenneway RN, BSN
Kennebunkport Public Health

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



The Flynn Family Foundation

October 10, 2023

Town of Kennebunkport: Visiting Nurses
Att: Alison Kenneway BSN, RN
101-A Main St.
Kennebunkport, ME 04046

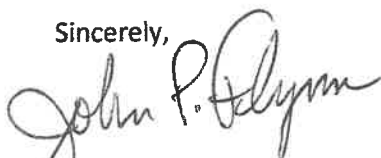
RE: Gift from The Flynn Family Foundation

To Whom It May Concern:

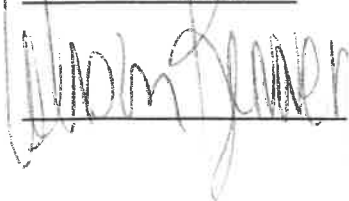
Mary F. Woodman would like to thank you for the great work that your organization performs. As a Trustee of the Foundation, Mary has designated a donation to your organization. Enclosed is a onetime donation in the amount of \$12,500.00 to support the Kennebunkport Visiting Nurses. This gift is a charitable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

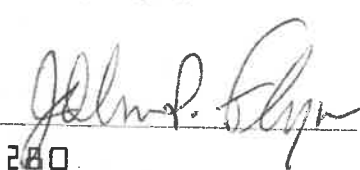
Kindly acknowledge receipt of this gift by signing and returning the enclosed letter in the envelope provided, on the organization's behalf and to confirm the fact that no goods or services were received in exchange for the gift.

Sincerely,

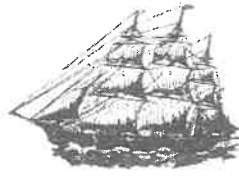

John P. Flynn
Trustee

ACKNOWLEDGEMENT:



FLYNN FAMILY FOUNDATION 10 WYNDEGATE DR. KENNEBUNK, ME 04043		52-7450/2112	1280
DATE		Oct. 10, 2023	
PAY TO THE ORDER OF	Town of Kennebunkport: Visiting Nurses		
Twelve thousand five hundred dollars		\$12,500.	
Kennebunk Savings		DOLLARS	
			
		280	

cc: Mrs. Mary F. Woodman



Kennebunkport Public Health

— INCORPORATED 1653 —

Kennebunkport Public Health

October 16, 2023

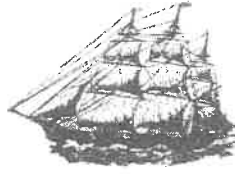
ATN: Kennebunkport Board of Selectman, Laurie Smith- Kennebunkport Town Manager

Please accept this generous donation of \$5000.00 from Mary Woodman and the Flynn Family Foundation. This gift is dedicated to 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 provide food to our residents upon request along with the weekly food pantry in Kennebunk.

Thank you!

Alison Kenneway RN, BSN

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



Kennebunkport Public Health

INCORPORATED 1653

Kennebunkport Public Health

October 16, 2023

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

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

NEWPORT OK SAFETY PAPER

FLYNN FAMILY FOUNDATION
10 WYNDEGATE DR.
KENNEBUNK, ME 04043

52-7450/2112 1278

DATE Oct. 10, 2023

PAY TO THE ORDER OF Town of Kennebunkport Fuel Fund \$ 5,000.00
Five Thousand Dollars

DOLLARS

Security Features
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Kennebunk Savings

[Signature] MP

278

NEWPORT OK SAFETY PAPER

FLYNN FAMILY FOUNDATION
10 WYNDEGATE DR.
KENNEBUNK, ME 04043

52-7450/2112 1287

DATE Oct. 10, 2023

PAY TO THE ORDER OF Town of Kennebunkport Fuel Fund \$ 5,000.00
Five Thousand Dollars

DOLLARS

Security Features
Details on Back.

Kennebunk Savings

[Signature] MP

7