

TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

Board of Selectmen Agenda Village Fire Station – 32 North Street December 8, 2016 – 6:30 PM

1. Call to Order.
2. **6:30 pm** executive session pursuant to 1 M.R.S.A. § 406 (6) A to discuss personnel.
3. Approve the November 22, 2016, selectmen meeting minutes.
4. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).
5. Consider proposal by Bill Leffler for a Senior Citizen's Committee
6. Consider proposal to create trailhead at Rotary Park.
7. Award bid for Planning and Codes vehicle.
8. Award bids for Police Equipment
 - a. Generator
 - b. Scooter
 - c. ATV
9. Sign the supplemental Certificate of Commitment of Sewer User fees for Richard and Stephanie Walsh.
10. Consider budget development schedule for FY 2018 and submit budget priorities and requests.
11. Authorize waivers of tax foreclosures.
12. Accept donations to the emergency fuel fund.
 - a. \$2,500 from the William J.J. Gordon Family trust.
 - b. \$1,000 from the Kennebunkport Residents Association
13. Appoint Tracey O'Roak as the Registrar of Voters effective through December 31, 2018
14. Other business.
 - a. Consider regulation of recreational marijuana sales or social clubs.

**Town of Kennebunkport
Board of Selectmen Meeting
Town Hall, 6 Elm Street
November 22, 2016 – 9:00 PM**

Minutes of the Selectmen Meeting of November 22, 2016

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

Others present: Jen Lord, Laurie Smith

1. Call to order.

Chair Barwise called the meeting to order at 9:10 AM.

2. Approve the November 10, 2016, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the November 10, 2016, selectmen meeting minutes. **Vote:** 5-0.

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

There were no comments.

4. Consider authorization of a Beach Use Agreement.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize a Beach Use Agreement for Lisa Sotir Parsons. **Vote:** 5-0.

5. Accept the following donations:

- a. The Goose Rocks Beach Fire Company donated \$500 to Secret Santa and \$1,000 to the Emergency Fuel Assistance Program.**

Motion by Selectman Hutchins, seconded by Selectman Briggs to accept the Goose Rocks Beach Fire Company donated \$500 to Secret Santa and \$1,000 to the Emergency Fuel Assistance Program.

- b. The Flynn Family Foundation donated \$2,500 to the Emergency Fuel Assistance Program; \$2,500 to the Community Outreach Program; and \$2,500 to the Public Health Department.**

Motion by Selectman Hutchins, seconded by Selectman Briggs to accept the Flynn Family Foundation donated \$2,500 to the Emergency Fuel Assistance Program; \$2,500 to the Community Outreach Program; and \$2,500 to the Public Health Department. **Vote:** 5-0.

There was no other business.

7. Approve the November 22, 2016, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the November 22, 2016, Treasurer's Warrant. **Vote:** 5-0.

8. Adjournment.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett to adjourn.

The meeting adjourned at 9:15 AM.

Submitted by

Laurie A. Smith
Town Manager



Agenda Item Divider



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Senior Citizens' Committee Kennebunkport, ME

Proposal to Selectmen:

We are fortunate to have the Center in Lower Village, which provides social programs and FISH drivers for seniors, but there is a great deal more than can be done to address the needs and concerns of Kennebunkport residents in that age group.

Therefore, the below persons propose that the Selectmen of Kennebunkport establish an officially recognized Town Committee to address the many issues regarding the older population of the Town. While our Town Nurse does a fine job in meeting some of the needs of this demographic group, there are many that go unmet. One person can only do so much.

A Town Committee of this nature can begin to assist in addressing the wide scope of needs and issues which are present within Kennebunkport's older population and which are currently not being addressed to the fullest extent possible.

This Committee would begin to assess the needs of the older citizens of Kennebunkport, seeing what is currently available, discovering what is not available, but would be greatly appreciated by this population if they knew of them

With this in mind, we are asking that the Selectmen appoint an officially recognized Town Committee to begin to address this subject in an organized, official fashion, so that the older residents of Kennebunkport may have their unmet needs more fully addressed.

Some of the Needs which we see can be better met:

- 1) Transportation beyond what FISH and YCCA currently provide
- 2) Housing needs – minor repairs, disability access, snow removal beyond what plowing accomplishes, etc.
- 3) Meals – providing meals on a short term basis when a person is not able to do so himself, perhaps because of an injury or surgery..
- 4) Providing a current list of all agencies which can be of help when needed
- 5) Increased coordination with the Town Nurse, so that many more volunteers can help her.
- 6) See about establishing a Neighbor Helping Neighbor organization to encourage volunteers to be of assistance to those who need a helping hand from time to time.
- 7) We are certain there may well be many other subjects which will come within the purview of this committee and, when properly addressed, will make life easier for our older citizens, enabling them to remain in their homes longer, before having to move to a senior citizens facility

Committee:

Bill Leffler, Chair, Kate Burke, Bob Convery, Eva Downs, Mary Ellen Foley, Paul Chisholm



Agenda Item Divider



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MEMO

To: Board of Selectmen

Fr: Laurie Smith, Town Manager


Carol Cook, Parks and Recreation Director

Re: Proposed Trailhead at Rotary Park

Dt: December 2, 2016



Above is a map defining the proposed trail through the public works parcel. The trailhead would begin behind the tennis courts near the center of the parcel and wind its way behind the salt shed. In order to improve the trail and maintain a distance from the public works facilities, the Rotary is suggesting moving the trail off the road to the south, into the woods. A short boardwalk would be needed to get over the wet area adjacent to the end of the landfill, but otherwise it's an easy passage and would be much nicer for hikers than walking on the road. This is highlighted on the map in magenta between "!" markers.

The map also shows location for signs. At the beginning of the trail the Rotary would plan to have trailhead information signs with maps at either end (marked with the hiker symbol) that would include warnings to stay on the trail as the Town has suggested. Also, at each of the locations marked with a . We are proposing a "Be Respectful" sign, or a "caution not to leave the trail" sign, as appropriate to keep people mindful of private property and the public facility. The path will also be marked with short posts with red blazes to delineate the trail. The Rotary has budgeted the purchase of these signs as part of the project.

Attached please find two proposed signs to place along the trail to inform hikers of the need to stay along the path and away from private property.

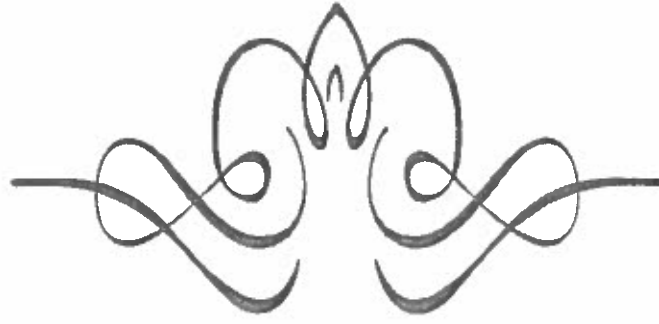
WELCOME

to the Rotary Park Trail

**In order to maintain public access to
the trail, please respect private
property and public works facilities
by staying on the marked trail.**

NO MOTORIZED VEHICLES

**FOR THE SAFETY OF HIKERS
AND IN ORDER TO RESPECT
PRIVATE PROPERTY
OWNERS, PLEASE STAY ON
THE MARKED TRAIL.**



Agenda Item Divider



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TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

November 21, 2016

Memo: Recommendation for Planning and Development Vehicle Purchase

From: Werner Gilliam CFM Director of Planning and Development

To: Board of Selectmen

Last year the Town approved the budgeting of \$22,500 for a new vehicle for the Planning and Development Department. After researching numerous vehicle options, it was decided that the Subaru Forester fit the needs of the department quite well, along with having superior safety and reliability ratings compared to other mid-size SUV options. This fall we sent out a bid request to 5 dealerships. We received 2 responses; one from Evergreen Subaru in Auburn and the other from Patriot Subaru in Saco.

Vendor	2017 Subaru Forester	Trade in Value 2009 Crown Vic	Extended Warranty	Total Cost
Patriot Subaru	\$23,318.00	-\$1,200.00	\$1,030.00	\$23,148.00
Evergreen Subaru	\$23,466.00	-\$2,000.00	\$1,595.00	\$23,061.00

I am requesting that the Board favorably consider the proposal as submitted by Evergreen Subaru. I requested as an option an extended warranty proposal due to the fact for a municipal/commercially used vehicle the basic factory warranty is for 3 years, 36,000 miles. We maintain a low (\$800 annually) maintenance budget that would not cover a major issue should one occur outside of the warranty timeframe.

The extended warranty proposed by Evergreen is a comprehensive coverage that extends to 10 years or 125,000 miles. This would cover our anticipated time and mileage use of this vehicle. Patriot proposed a less comprehensive coverage for 5 years or 100,000 miles. This would not meet our anticipated time and mileage use of this vehicle.

The proposal that I am recommending is \$561 over our Capital budget amount. We do have sufficient funds in the current operating budget allocated for vehicle maintenance and repair to cover the overage.



Werner Gilliam and the Town of Kennebunkport,

Attached, you will find our price offer on a 2017 Subaru Forester with automatic CVT transmission and Alloy Wheel Package. I have also attached a copy of the window sticker for that exact car and you should see that enclosed.

In regards to your trade in... We are prepared to pay you a full \$2000 for the Police Interceptor that you have indicated for removal from your fleet.

As far as the warranty quote you also see included. It is important to know that this is a Zurich backed Vehicle Service Contract that is good for 10 years from the original in-service date or 125,000 miles on the odometer of the vehicle. There is a brochure with all of that information and the coverage offered is the "Comprehensive" as indicated in the pamphlet.

I truly look forward to doing business with you. Thank you for your consideration in doing business with Evergreen Subaru.

Kind Regards,

A Preston Paussard
Business Development Manager




Kennebunkport Planning and Development **NOTICE/Bid Proposal**

Accepting Bids
2016 or 2017 Subaru Forester (1 Unit)

The Kennebunkport Planning and Development Office Kennebunkport, Maine is accepting sealed bids for **ONE** new 2016 or 2017 Subaru Forester for use by the department. Bids will be accepted in a sealed envelope clearly marked **Subaru Forester BID** by the Director of Planning and Development in the form of mail or in-hand at,

Kennebunkport Town Hall
Werner Gilliam CFM Director of Planning and Development
6 Elm Street
PO Box 566
Kennebunkport, ME 04046

The bidder hereby proposes to furnish to the Town of Kennebunkport, subject to acceptance of this proposal, this vehicle as per the described specifications.

Planning and Development Vehicle Specifications

Scope: The specifications described herein are the minimum acceptable requirements and nothing less (within reasonable tolerance) will be accepted. Bidders must give a complete description of any part of the specifications that are not met by the package bid. Vehicle shall be factory built with all the standard equipment and accessories as specified below. Additional equipment, option packages, special pricing groups and rebates may be considered to improve pricing or insure availability of minimum specification requirements.

Specifications. The intent of this specification is to procure ONE (1) 2016 or 2017 Subaru Forester for the Planning and Development Department equipped with:

- 2.5i Lineartronic CVT
- Vehicle Exterior Color is Silver or White, Vehicle Interior Color is Black or Platinum Cloth
- Splash Guards
- Rear Bumper Cover

Purchase Price:

\$23,466

Alternate 1. The Town may choose to trade a 2009 Ford Crown Victoria Police Interceptor VIN: 2FAHP71V49X105226 / 4.6L V8 Engine / Automatic transmission. This vehicle is painted all Blue. As of 10/25/2016 this vehicle has 109,794 miles. There is no known collision damage and has been well maintained. Trade in Value/Allowance to be deducted from bid price at the option of the Town of Kennebunkport.

Trade in Allowance:

\$2,000

Alternate 2. Extended Warranty Purchase Price (Extended warranty information must be included in package) \$ 1595.00

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

2. All bids shall include the proposed price of the new vehicle, the trade-in value of trade-in vehicle, and any associated fees with the final sale.

3. The Town of Kennebunkport is a tax exempt government entity.

4. All bids shall be based upon the price available to the Town of Kennebunkport to make a purchase of one specifically equipped 2016 or 2017 Subaru Forester outlined in the specifications above.

5. The Town of Kennebunkport does not accept any bid as a contract to purchase or as a promise to purchase the specified vehicle(s) in this advertised process.

6. Bids for alternative vehicles will not be accepted.

7. Bids will be opened and reviewed November 15th 2016 at 9:00AM Kennebunkport Town Hall.

Please contact Werner Gilliam at 207-967-1604 or wgilliam@kennebunkportme.gov with any additional questions.

Name of Firm	Evergreen Subaru
Signature	<i>[Signature]</i>
Printed Name	Preston Poussard
Title	Business Development Manager
Address	774 Center Street
	Auburn, ME 04210
Telephone	207-786-8500

Bid List

Patriot Subaru	David Shoemaker	david.shoemaker@patriotsubaru.com	769 Portland Road Saco ME 04072
Pape Subaru	Bob Schulte	bobschulte@papesubaru.com	2065 Broadway South Portland ME 04106
Tri-City Subaru	Andrew Cyr	acyr@tricitysubaru.com	195 Route 108 Somersworth NH 03878
Evergreen Subaru	Christian Duchette	christian.duchette@evergreensubaru.com	774 Center Street Auburn ME 04210
Bath Subaru	George Ellis	carsales@bathsubaru.com	116 Main St Woolwich ME 04579

Kennebunkport Planning and Development

NOTICE/Bid Proposal

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Kennebunkport Town Hall
Werner Gilliam CFM Director of Planning and Development
6 Elm Street
PO Box 566
Kennebunkport, ME 04046

The bidder hereby proposes to furnish to the Town of Kennebunkport, subject to acceptance of this proposal, this vehicle as per the described specifications.

Planning and Development Vehicle Specifications

Scope: The specifications described herein are the minimum acceptable requirements and nothing less (within reasonable tolerance) will be accepted. Bidders must give a complete description of any part of the specifications that are not met by the package bid. Vehicle shall be factory built with all the standard equipment and accessories as specified below. Additional equipment, option packages, special pricing groups and rebates may be considered to improve pricing or insure availability of minimum specification requirements.

Specifications. The intent of this specification is to procure ONE (1) 2016 or 2017 Subaru Forester for the Planning and Development Department equipped with:

- 2.5i Lineartronic CVT
- Vehicle Exterior Color is Silver or White, Vehicle Interior Color is Black or Platinum Cloth
- Splash Guards
- Rear Bumper Cover

*also has body side moldings
and license plate bracket*

Purchase Price:

\$ 23,318

Alternate 1. The Town may choose to trade a 2009 Ford Crown Victoria Police Interceptor VIN: 2FAHP71V49X105226 / 4.6L V8 Engine / Automatic transmission. This vehicle is painted all Blue. As of 10/25/2016 this vehicle has 109,794 miles. There is no known collision damage and has been well maintained. Trade in Value/Allowance to be deducted from bid price at the option of the Town of Kennebunkport.

Trade in Allowance:

\$ 1,200

Alternate 2. Extended Warranty Purchase Price (Extended warranty information must be included in package)

5 year, 100,000 Subaru Gold Plus


\$ 1030.00

1. The Town reserves the right to accept or reject any or all bids, to determine which bids are conforming, and to waive minor defects and irregularities.
2. All bids shall include the proposed price of the new vehicle, the trade-in value of trade-in vehicle, and any associated fees with the final sale.
3. The Town of Kennebunkport is a tax exempt government entity.
4. All bids shall be based upon the price available to the Town of Kennebunkport to make a purchase of one specifically equipped 2016 or 2017 Subaru Forester outlined in the specifications above.
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7. Bids will be opened and reviewed November 15th 2016 at 9:00AM Kennebunkport Town Hall.

Please contact Werner Gilliam at 207-967-1604 or wgilliam@kennebunkportme.gov with any additional questions.

Name of Firm	Patriot Subaru of Saco
Signature	
Printed Name	David C. Shoemaker
Title	Sales Manager
Address	769 Portland Rd Saco ME 04072
Telephone	207-281-7900

Bid List

Patriot Subaru	David Shoemaker	david.shoemaker@patriotsubaru.com	769 Portland Road Saco ME 04072
Pape Subaru	Bob Schulte	bobschulte@papesubaru.com	2065 Broadway South Portland ME 04106
Tri-City Subaru	Andrew Cyr	acyr@tricitysubaru.com	195 Route 108 Somersworth NH 03878
Evergreen Subaru	Christian Duchette	christian.duchette@evergreensubaru.com	774 Center Street Auburn ME 04210
Bath Subaru	George Ellis	carsales@bathsubaru.com	116 Main St Woolwich ME 04579

FORESTER

VN: JF2SJA6C4HH478052
Model Code: 2017 Subaru Forester 2.5i HI-B02
Exterior Color: Crystal White Pearl
Delivery by / Center 11530

SHIP TO 010072 SOLD TO 010072
Evergreen Subaru Evergreen Subaru
774 Center Street 774 Center Street
Albany, ME 04210 Albany, ME 04210



STANDARD EQUIPMENT

SAFETY
Symmetrical All-wheel Drive (AWD)
Vehicle Dynamics Control (VDC)
4-wheel Disc Brakes with ABS
Anti-Lock Braking System (ABS)
Electronic Brake-force Distribution
Brake Override System
Driver's Side Knee Airbag
Subaru Advanced Front Airbag System
Front Seat Side (Pelvic/Torso) Airbags
Side-Curtain Airbags w/ Rollover Sensor
Anti-Theft Alarm & Immobilizer System
Daytime Running Lights
Whiplash Protection Front Seats
Safety Pedal System

PERFORMANCE AND EXTERIOR

2.5i horizontally-opposed DOHC Engine
17-inch Steel Wheels w/ Center Caps
Variable Intermittent Wiper/Wash Wipers
Electric Power-Assisted Steering
COMFORT, CONVENIENCE & INTERIOR
Air Conditioning w/ Air Filtration System
6.2 Infotainment System w/ CD, HD Radio
STARLINK SmartPhone Connectivity/Apps
USB Port with iPod Connectivity
Bluetooth Hands-Free Phone Connectivity
Steering Wheel: Bluetooth/Audio Switches
Cruise Control/Tilt/Telescopic Steering
Power Door Locks & Dual Power Mirrors
Remote Keyless Entry System

Power Windows With Driver's Auto Down
EZ-DO Split Fold-Down Rear Seatback
Color Multi-Function Display
Rear Vision Camera
12V Outlet in Dash, Console & Cargo Area

LIMITED WARRANTY/ROADSIDE ASSISTANCE
3 Year/33,000 Miles Basic
5 Year/50,000 Miles Powertrain
5 Year/50,000 Miles Mileage Plus
3 Year/33,000 Miles 24/7 Roadside Assistance
See Owner's Manual & Warranty for Details

OPTIONAL EQUIPMENT AND OTHER ITEMS

Manufacturer's Suggested Retail Price
Option Package: 02 \$22,595.00
ALLOY WHEEL PACKAGE SUGGESTED VALUE \$1,300
17-in Alloy Wheels w/ Machine Finish
Roof Rails, Black Finish
Auto Up/Down Power Passenger Window
ALLOY WHEEL VALUE PACKAGE DISCOUNT (\$500) \$800
ALLOY WHEEL VALUE PACKAGE PRICE 1000.00
Lineartronic Continuously Variable Transmission \$187.00
Splash Guards \$81.00
All Weather Floor Mats \$41.00
License Plate Bracket Non-1 \$98.00
Rear Bumper Cover

Fuel Economy and Environment

Fuel Economy SMALL SUVs car's range from 18 to 30 mpg
The best vehicle rates 119 MPGe
28 MPG
combined city/hwy
26 32
city highway
You save \$500
in fuel costs
over 5 years
compared to the
average new vehicle

Annual fuel cost \$1,300

Fuel Economy & Greenhouse Gas Rating

This vehicle emits 315 grams CO₂ per mile. The best emits 0 grams per mile (gasoline only). Producing and distributing fuel also causes emissions, learn more at fuelconomy.gov



JF2SJA6C4HH478052

iPod is a registered trademark of Apple Inc. iTunes is a registered trademark of Apple Inc. Bluetooth is a registered trademark of Bluetooth SIG, Inc. TomTom is a registered trademark of TomTom International B.V. Corporation. TORSEN is a registered trademark of JTEKT Torsten North America Inc.

PART CONTENT INFORMATION
FOR VEHICLES IN THIS CATALOG
U.S. CANADIAN PARTS CONTENT %
MAJOR SOURCES OF FOREIGN PARTS
CONTENT: JAPAN: 90%
FOR THIS VEHICLE
FINAL ASSEMBLY POINT: OTA GUNMA, JAPAN
COUNTRY OF ORIGIN
ENGINE: JAPAN
TRANSMISSION: JAPAN
Note: parts content does not include final assembly, distribution or other non-parts costs.

Additional information is available on
the vehicle from Subaru
ADDED SECURITY*
Subaru
*Additional features are available on certain models.
*Available at the 100,000 mile mark.
*Interior theft-deterrent system.
*Theft-deterrent system.
*The information and the listed benefits are for informational purposes only.

Destination and Delivery \$875.00
Total Suggested Retail Price \$25,457.00



Agenda Item Divider



8

The Police Department solicited bids for their generator, 4-wheeler, and scooter. Below are the bids received:

4 Wheeler– minimum bid was \$1,000 – Staff recommends awarding to Bryant.

Bryant -	\$2,440
Williamson -	\$2,387
Moses -	\$2,222.22
Smith -	\$2,222

Scooter – no minimum bid – Staff recommends awarding to Moses

Moses -	\$333.33
Smith -	\$322.00
Hickman -	\$117.25
Truman -	\$ 73.80

Generator – minimum bid was \$1,000 – no bids received.

Town of Kennebunkport
Vehicles and Equipment for Sale
via Sealed Bid

1993 Kohler 60hz standby generator. The generator for sale is an inside generator with 267 hours. Fuel is LPG. Well maintained and currently running one month ago. It was replaced with a larger generator because of an addition to the building. Model 35RZ62 serial # 372278. It is currently inside the Kennebunkport Police Department at 101 Main St. Kennebunkport, ME. Successful bidder will be responsible for all costs associated with removal and any damage to building or property during removal. Removal must be at the approval of and coordinated with the Kennebunkport Police Department.

MINIMUM BID ACCEPTIBLE—\$1,000.



2005 Polaris Sportsman VIN: 4XAMH42AX5B676403 runs very well used little as a 4x4 vehicle for the police department. Has been stored inside and well maintained. Blue in color. MINIMUM BID ACCEPTABLE - \$2,000



TOWN OF KENNEBUNKPORT

BID

2005 POLARIS 400 FOUR WHEELER

MY BID IS \$2440.

STEVE BRYANT
38 BRYANT LANE
KENNEBUNKPORT, ME 04046

2054210

11/03/16

I would like to bid

\$ 2387.00

on the 2015 Polaris Sportsman
offered by the Kport PD,
VIN# 4XAMH42AX5B676403

Richard Williamson

PO Box 374

Kport, ME 04046

(207) 602-8905

or

(207) 710-1021

1123-16

Sealed Bids

BARRY MOSES

85 HUNT RD

KINGSTON N.H.

03848

603-481-0391

OLDMEATSTUFF@AOL.COM

2008 Scooter

\$ 333.33

2005 Polaris

\$ 2222.22

2005 Polaris

11-23-16

I Warren Smith Am Bidding
\$2,222.00 Two Thousand Two Hundred
And Twenty two dollars on the
polaris Sports man.

Warren Smith
42 Diamond Rd
Livermore Falls, Maine
04254

Cell 320-0475

2008 Police Scooter VIN: LHJC13UX8B001083 runs and is in fair condition. Has been stored inside with 2679 miles on vehicle. White in color. Manufactured by Chongqing Astronautical Bashan Motorcycle Manufacturing.



Vehicles can be inspected at 105 Beachwood Avenue,
Kennebunkport, Maine. (At Highway Department complex.)
Vehicles may be viewed Monday-Friday, 7:00 AM to 3:00 PM.

All sealed bids are due by December 1, 2016 3:00 PM
Bids must include contact information.

Mail bids to: Town of Kennebunkport
Attn: Sealed Bids-used police equipment
P. O. Box 566
Kennebunkport, ME 04046

Bidders must purchase vehicles "where is-as is" and
make payment to the Town of Kennebunkport by cash
or cashier's check within 4 (four) days of bid opening.

The Town of Kennebunkport reserves the right to accept or deny any and all bids.

11-23-16

Sealed Bids

Barry Moses

85 Hunt Rd

Kingston N.H.

03848

603-481-0391

OLDMEATSTUFF@AOL.COM

2008 Scooter

\$ 333.33

2005 Polaris

\$ 2222.22

2008 Scooter

11-23-16

I Warren Smith Am Bidding
322.00 Three Hundred twenty two
dollars on the Scooter

Warren Smith Cell 320-0475
42 Diamond Rd
Livermore Falls, MAINE
04254

Bid for white police

scooter in amount of \$117.25

Colin Hickman

19 crockett st

Rochester NH, 03867

(603) 767-8430



THE MOST **ADVANCED** NAME IN DRAINAGE SYSTEMS



Bid For 2008 Police Scooter
VIN# LHJC134X8B001083

\$ 73.80

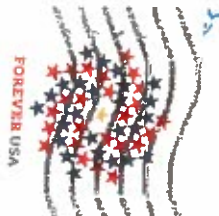
Seventy Three and 80/100 dollars

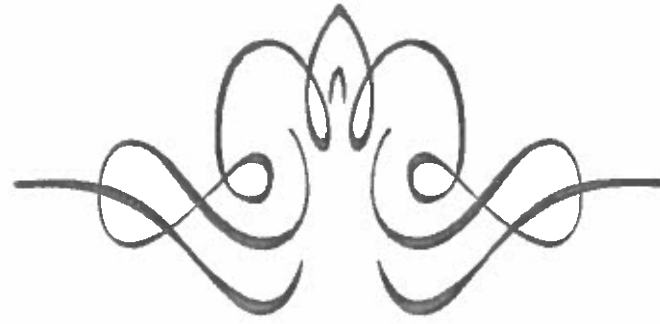
Thom TRUMAN
P.O. Box 1914
Kennebunkport, ME. 04046

207-284-3675

www.ads-pipe.com

800-733-9554





Agenda Item Divider





KENNEBUNKPORT SEWER DEPARTMENT

Certificate of Commitment of Sewer User Rates

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

We, the undersigned municipal officers of the municipality of Kennebunkport, hereby certified and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period beginning January 1, 2016 and ending December 31, 2016. This list is comprised of the pages numbered 1 to 1 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) January 9, 2017. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum total of those lists being \$16.00. You are hereby required to charge interest at a rate of 7.00% per annum on any unpaid account balance beginning January 10, 2017. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before December 31, 2017, you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 8th December, 2016.

Municipal Officers, Town of Kennebunkport

Created Bills Report

Rate Key : 79 Interest As Of: 12/09/2016

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	4340	0	431.00	0.00	0.00	-415.00	0.00	16.00	868	WALSH RICHARD & STEPHANIE
<hr/>										
Book: 99										
1 bill		0	431.00	0.00	0.00	-415.00	0.00	16.00		
<hr/>										
Total:		0	431.00	0.00	0.00	-415.00	0.00	16.00		
1 bill										



Agenda Item Divider



10

MEMORANDUM

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Budget Development Schedule and FY 18 Goals
Cc: Department Directors
Dt: December 2, 2016

In preparation for our FY 18 Budgetary discussion on December 8th I have enclosed a proposed budget development schedule for your review. I am also asking the Board of Selectmen to identify priorities and challenges that they would like to see addressed in the upcoming budget. As you know, the Town is extremely fortunate to have beautiful natural assets, quality people, great volunteers, top educational assets, and has become a top destination spot. The question is how do we build upon those strengths and opportunities. Some of the challenges we have discussed over the past year are included below:

- Mat Lanigan Bridge Project
- New FEMA flood maps will be reviewed in 2017
- The workforce housing charrette from 2016 has spurred additional discussion and fact finding.
- Succession planning in departments as workforce ages
- Increased debt service demand from school construction project.
- Aging population that may require additional services.
- Support for partner agencies (i.e. KEMS, Libraries, etc.)
- Public facilities for visitors & residents (i.e. boat ramps, restrooms, etc.)
- There is a continued need to invest in local buildings and infrastructure:
 - Roads and Sidewalks
 - Government Wharf
 - Cape Porpoise Pier
 - Parks and Recreation Building
 - Town Hall storage and meeting space.
 - Wastewater lines and treatment facility upgrades

As with most budget years, we will need to balance the desire to limit impacts to taxpayers with the need to plan for our future. **What issues do you wish the departments and I to examine as part of the budget process and what is your budgetary direction as we prepare the document that will ultimately determine the direction for the coming year?**

**TOWN OF KENNEBUNKPORT
FIVE YEAR FINANCIAL PROJECTION**

	FY 17	FY 18	FY 19	FY 20	FY21	Notes
Municipal						
	\$8,054,126	\$8,336,288	\$8,413,441	\$8,661,604	\$8,917,131	
<i>General debt</i>	\$255,818	\$304,031	\$140,216	\$140,182	\$140,067	actual
<i>Capital Outlay</i>	\$1,426,600	\$1,469,398	\$1,513,480	\$1,558,884	\$1,605,651	projected 3% annual increase
<i>General Operating</i>	\$6,371,708	\$6,562,859	\$6,759,745	\$6,962,537	\$7,171,413	projected 3% annual increase
Education						
	\$9,055,448	\$9,890,549	\$10,444,359	\$10,644,949	\$10,853,214	
<i>Operating & Capital</i>	\$8,037,311	\$8,278,430	\$8,526,783	\$8,782,587	\$9,046,064	projected 3% increase
<i>15/16 Bond Pymt</i>	\$1,018,137	\$1,612,119	\$1,917,576	\$1,862,362	\$1,807,149	projected as of 12/5/16
County						
	\$1,163,270	\$1,198,168	\$1,234,113	\$1,271,137	\$1,309,271	projected 3 % increase / final pymt
Overlay						
	\$87,512	\$88,387	\$89,271	\$90,164	\$91,065	projected 1% increase
Expense Total:						
	\$18,360,356	\$19,513,393	\$20,181,184	\$20,667,853	\$21,170,681	
Revenues						
	\$2,251,823	\$2,296,859	\$2,342,797	\$2,389,653	\$2,437,446	projected 2% increase
Fund Balance Contribution						
	\$275,000	\$250,000	\$225,000	\$200,000	\$175,000	projected 25,000 decrease yearly
Tax Commitment						
	\$15,833,533	\$16,966,533	\$17,613,387	\$18,078,200	\$18,558,235	
Valuation						
	\$1,912,262,450	\$1,921,823,762	\$1,931,432,881	\$1,941,090,045	\$1,950,795,496	projected 0.5% increase
Tax Rate						
	\$8.28	\$8.83	\$9.12	\$9.31	\$9.51	
% increase						
	7.53%	6.62%	3.30%	2.13%	2.14%	
Municipal & overlay						
	\$2.94	\$3.06	\$3.07	\$3.17	\$3.28	
Education						
	\$4.74	\$5.15	\$5.41	\$5.48	\$5.56	
County						
	\$0.61	\$0.62	\$0.64	\$0.65	\$0.67	

**Town of Kennebunkport - Fiscal Year 2018
July 2017 to June 2018 - Budget Development Schedule**

- **October 31, 2016** - Send out all applications to Social Service Agencies.
- **December 1, 2016**- Social service agency requests are due.
- **December 2, 2016** -Budget request sent to all departments, committees and outside agencies.
- **December 8, 2016** - Board of Selectmen to review proposed budget development schedule and *submit priorities and special requests*.
- **December 30, 2016** - Forward all social service agency requests to Budget Board subcommittee.
- **January 6, 2017** - (Friday) All budget requests are submitted to Finance.
- **January 23, 2017** - Week of - Town Manager meets with all departments
- **January 30, 2017**- Budget Board social service agency recommendations are given to Town Manager.
- **February 6, 2017** - Week of - Town Manager has follow-up meetings with all departments.
- **February 24, 2017** - (Friday) Town manager submits capital and operating budget to the Board of Selectmen and Budget Board. THIS IS NOT A MEETING. It is a deadline for submitting information.
- **March 2, 2017 (Thursday @ 6:00 PM)** - JOINT MEETING - Budget Board will meet at 5:30 to elect officers. Town manager and department heads present overview and department operational budgets to the Board of Selectmen. The Budget Board will attend the meeting to hear all requests.
- **March 9, 2017 (Thursday @ 6:00 PM)** -JOINT MEETING - Presentation of department capital requests. (Regular Board of Selectman Meeting to follow at 7 PM.)
- **March 16, 2017 (Thursday @ 6:00 PM)** - JOINT MEETING - Presentation of Town Committee requests, outside agency requests and social service requests. Board of Selectmen meeting to review and consider all budget requests.
- **March 23, 2017 (Thursday @ 6:00 PM)** - SELECTMEN meet to review final budgets and take all recommendation votes. (Regular Board of Selectman Meeting to follow at 7 PM.)
- **March 24, 2017 (Friday)** - submit all budget changes to Budget Board
- **March 30, 2017 (Thursday @ 6:00 PM)** - BUDGET BOARD meet to review final budgets and take all recommendation votes.
- **April 6, 2017 (Thursday @ 6:00 PM)** - JOINT MEETING - *if necessary* - Last chance to make any adjustments in the budget or their recommendations. (Regular Board of Selectman Meeting to follow.)
- **April 13, 2017 (Thursday @ 7:00 PM)** - Board of Selectmen meeting to sign the warrant (Last possible day to sign will be April 27th)
- **April 21, 2017** - (Friday) Submit town report version of the budget to the printers.
- **May 19, 2017** - (Tuesday) Distribution of town reports.
- **June 13, 2017** - (Tuesday) Annual town meeting - elections.
- **June 17, 2017** - (Saturday) Annual town meeting - Consolidated School.

12

Kennebunkport Public Health

November 19, 2016

At: Kennebunkport Board of Selectmen

Laurie Smith Kennebunkport Town Manager

Please accept this generous donation of \$2,5,00 from the William J.J. Gordon Family Trust. This gift is to be dedicated to the Kennebunkport Emergency Fuel Program.

Judy Barrett

Alison Kenneway

Family Foundation

Foundation Source, Administrator 108346

Description		Date	Amount
			\$2,500.00
Check Date	Check No.	Payee	Check Amount
11/14/2016	108346	TOWN OF KENNEBUNKPORT	\$2,500.00

The William J. J. Gordon Family Foundation
Foundation Source, Administrator
501 Silverside Road, Suite 123
Wilmington, DE 19809
(800) 839-1754

STERLING NATIONAL BANK
500 WESTCHESTER AVENUE
PORT CHESTER, NY 10573
50-7044/2219

108346

11/14/2016

PAY ***Two Thousand Five Hundred Dollars And 00 Cents*

\$2,500.00

VOID AFTER 180 DAYS

To The
Order Of: TOWN OF KENNEBUNKPORT
PO BOX 566
KENNEBUNKPORT, ME 04046


Susan Calzone

A Century Insurance Indemnity Plan is not a bank

Memo:

⑈108346⑈ 108346 3310001201⑈

12

Kennebunkport Public Health

November 29, 2016

At: Kennebunkport Board of Selectmen
Laurie Smith Kennebunkport Town Manager

Please accept this generous donation of \$1,000 from the Kennebunkport Residents Association. This gift is to be dedicated to the Kennebunkport Emergency Fuel Program.

Judy Barrett
Alison Kenneway

KENNEBUNKPORT RESIDENTS ASSOCIATION 52-7450/2112
66437155

1123

DATE 11/22/2016

PAY TO
THE ORDER OF

Town of Kennebunkport \$ 1000.00
One thousand + No 100 DOLLARS



MEMO Donations

1:2112745021:

1123

[Signature]



Agenda Item Divider



13

MEMO

To: Laurie Smith
From: Tracey O'Roak
Re: Registrar of Voters Appointment
Date: November 28, 2016

Every two years, in an even year December, the State of Maine requires the Board of Selectmen to appoint at a public meeting and in writing a Registrar of Voters for a term of two years.

Attached is the form that I must send in to the Secretary of State's office by January 1, 2017.

Please put this on the Selectmen's agenda for December 8, 2016. We normally appoint all town officers in March, but this is a special situation required by law.

Thanks!

TOWN OF KENNEBUNKPORT, MAINE

Effective January 1, 2017

TO: TRACEY O'ROAK

OF: KENNEBUNKPORT

County of York and State of Maine.

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

REGISTRAR OF VOTERS

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

Given under our hand this 8th day of December, 2016.

_____	Selectmen
_____	of
_____	Kennebunkport

STATE OF MAINE

County of York, ss

Date: _____

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

Notary Public