

TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

**Board of Selectmen Agenda
Town Hall – 6 Elm Street
August 24, 2017 – 9:00 AM**

1. Call to Order.
2. Approve the August 10, 2017, 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. Authorize the Town Manager to enter into a contract with Foglio, Inc. for the New Biddeford sewer extension.
5. Approve street opening permit for Brian MacDonald at Windemere Place to install underground utilities.
6. Approve street opening permit for Chet Homer for new water service at 83 Ocean Avenue.
7. Sign the supplemental Certificates of Commitment of Sewer User Rates.
8. Other business.
9. Approve the August 24, 2017, Treasurer's Warrant.
10. Adjournment.



Agenda Item Divider



**Town of Kennebunkport
Board of Selectmen Meeting
Village Fire Station – 32 North Street
August 10, 2017–7:00 PM**

Minutes of the Selectmen's Meeting of August 10, 2017

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

Others: Kate Brassert, Mike Caola, Jerry Collins, Gary Eaton, Kathi Preble-Jordan, Laura Henny, David James, Jen Lord, Lee McCurdy, Allan Moir, Arlene McMurray, Allan Moir, David Powell, Laurie Smith, Terri Stevens, and others

1. Call to Order.

Chair Briggs, called the meeting to order at 7:01 PM.

2. Approve the July 27, 2017, selectmen meeting minutes.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the July 27, 2017, selectmen meeting minutes. **Vote:** 4-0-1/Selectman Hutchins abstained because he was not present at that meeting.

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.)

Jerry Collins expressed his concerns that some people are trying to undermine the Board's intent to keep Kennebunkport a dry town. He wanted everyone to be aware that there is a proposal to establish marijuana as a for-profit operation and to allow them to sell recreational marijuana where they sell medical marijuana. He sent the Selectmen important questions that they should consider asking.

Gary Eaton spoke at length about a property on Langsford Road that changed owners. He discussed the history of the property and was concerned about upcoming building permits for the new owner, Mr. Zuke. He did not agree with earlier Planning Board decisions to allow a building permit to the previous owner in order to build a working waterfront dependent building. He gave numerous reasons why the building should not have been permitted. He said he missed the Planning Board meetings because he does not live in Kennebunkport year round.

Chair Briggs announced that Selectmen Meetings are not the proper venue to discuss grievances about building permits; these matters are considered at Planning Board meetings. He said the Board of Selectmen do not have the authority to make these decisions.

Mr. Zuke's attorney was present at the meeting and explained that he followed the proper procedures for his permits. He stated there will be another building permit coming up, and abutters will be notified.

Kathi Preble-Jordan said even though she is not an abutter within 200 feet, her property was effected by the building on Langsford Road. She said she no longer has a view of the lighthouse. She wanted to be notified of any new Planning Board meetings for building permits on her road and asked how to find out this information.

Town Manager Laurie Smith responded that Ms. Preble-Jordan could subscribe to the Town Website so that she will receive e-mail notices of when hearings are coming up. She also informed her that information is available at the town hall.

Terry Stevens and Kate Brassert also had questions about the property on Langsford Road.

The Board went out of order and addressed items 8 and 10 next.

8. Award bids for grinder pumps for Wastewater Department.

Wastewater Superintendent Allan Moir said the Wastewater Department would like to continue the replacement program for their grinder pump system that began in 2014. They are happy with the new Barnes pumps and would like to continue purchasing them.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to award the bid to Barnes for 13 grinder pumps for the Wastewater Department at a cost of \$23,725.00. **Vote:** 5-0.

10. Consider Special Town Meeting on September 7 to authorize the sewer extension on Mills Road.

Ms. Smith announced that a Special Town Meeting is proposed for September 7 at 6:30 PM to get a town vote on the sewer extension on Mills Road.

Motion by Selectman Daggett, seconded by Selectman Barwise, to hold a Special Town Meeting on September 7, at 6:30 PM to authorize the sewer extension on Mills Road. **Vote:** 5-0.

The Board went back to addressing item 4 next.

4. Appoint Jonathan Nunan to the Cape Porpoise Pier Advisory Committee.

Motion by Selectman Daggett, seconded by Selectman Barwise, to appoint Jonathan Nunan to a one-year term on the Cape Porpoise Pier Advisory Committee expiring in July 2018. **Vote:** 5-0.

5. Consider appointment of Neil Higgins to the Planning Board.

Mr. Higgins spoke about his legal background, which would be helpful to the Planning Board.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to appoint Neil Higgins to an alternate membership on the Planning Board for a term expiring in July 2018. **Vote:** 5-0.

6. Appoint Jim Black as harbormaster and Ray Billings as assistant harbormaster.

Ray Billings is the current harbormaster who has been training Jim Black. Mr. Billings is now satisfied that Mr. Black has the necessary knowledge and skills to move into his position and suggested appointing him as harbormaster. Mr. Billings will still provide support when needed.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to appoint Jim Black as harbormaster and Ray Billings as assistant harbormaster. **Vote:** 5-0.

7. Consider a request for FY 2017 carry forwards.

Ms. Smith reported that according to the annual Town Meeting Warrant, the Board can authorize carry forwards to the next fiscal year. The Board received a spreadsheet of carry forwards for consideration. (See Exhibit A.)

Treasurer Jen Lord was present to explain and answer questions regarding the carry forwards.

Motion by Selectman Daggett, seconded by Selectman Barwise, to carry forward \$102,575,00 to fiscal year 2018. **Vote:** 5-0.

9. Consider warrant for the November ballot.

Ms. Smith announced that now is the time to make any changes to the November ballot items. If there are no amendments tonight, she said she will bring them to the next meeting for the Board to sign the Warrant.

a. Marijuana Prohibition Ordinance.

The Board did not make any suggestions. (See Exhibit B).

b. Amendment to Land Use Ordinance Article 11-Administration.

The Board did not make any suggestions. (See Exhibit C).

c. Amendment to Waterfront Ordinance.

The Board did not make any suggestions. (See Exhibit D).

11. Award the road salt bid.

The Town received bids from Morton Salt, Eastern Salt Co., and Safe Road Services (See Exhibit E).

Ms. Smith said that staff recommends awarding the bid to Morton Salt for sodium chloride at \$60.60 delivered (per ton) and Treated Ice B' Gone for \$78.60, and to Safe Road Services, Inc. for liquid Safe Melt 40/60 for \$1.23 per gallon.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to award the bid to Morton Salt for sodium chloride at \$60.60 delivered (per ton) and Treated Ice B' Gone for \$78.60, and to Safe Road Services, Inc. for liquid Safe Melt 40/60 at \$1.23 per gallon. **Vote:** 5-0.

12. Commitment of the 2017 property taxes and establishment of a tax rate.

Treasurer Lord mentioned four options for the tax rate

Option 1: \$8.70 with a \$ 15,731.92 overlay
Option 2: \$8.72 with a \$ 54,578.35 overlay
Option 3: \$8.73 with a \$ 74,001.56 overlay
Option 4: \$8.75 with a \$112,848.00 overlay

She recommends option 3.

Motion by Selectman Barwise, seconded by Selectman Daggett to accept the mil rate of \$8.73 with an overlay of \$74,001.56 for fiscal year 2018. **Vote:** 5-0.

13. Authorize Assessor's Return for County taxes.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to authorize the Assessor's Return for County taxes. **Vote:** 5-0.

14. Review of Housing Needs Study proposals.

The Town received the following bids:

Gorill Palmer	\$23,000
Reinholt Consulting	\$20,000
Camoin Associates	\$22,040

Motion by Selectman Daggett, seconded by Selectman Hutchins, to award the bid for the a housing needs analysist to Camoin Associates at a cost of \$22,040.
Vote: 5-0.

15. Other business.

Ms. Smith asked the college intern, Laura Henny, to talk about her accomplishments at the Town Hall. After Ms. Henny spoke, Ms. Smith presented her with a fleece jacket to show her appreciation from everyone at town hall.

Ms. Smith announced that there will be a Chalk Fest in Kennebunkport on August 19 and 20, from 10 AM to 2 PM, on Cross Street. It will feature local artists and have a children's area.

Ms. Smith said she has heard complaints regarding painting lines not completed on North Street. She explained that the company had an emergency and will be completing this tonight.

16. Approve the August 10, 2017, Treasurer's Warrant.

Motion by Selectman Barwise, seconded by Selectman Daggett, to approve the August 10, 2017, Treasurer's Warrant. **Vote:** 5-0.

17. Adjournment.

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

The meeting adjourned at 8:40 PM.

Submitted by Arlene McMurray
Administrative Assistant

Exhibit A - 8-10-2017

Town of Kennebunkport FY 17				
Carryforwards for Consideration				
Department	Account Name	Number	Carryforward Request	FY 18 Funds
	Police - Overtime	27-01 10-10	7,491.00	Funds to complete training not budgeted in FY 18
	Communications - Bldg Maint	27-02 35-01	609.00	Cleanup costs related to sprinkler leak
	Capital Outlay-Police Vehicle	39-02 30-09	4,750.00	Transfer to reserve account - capital project fund
	Growth Planning	25-08 XX-XX	3,150.00	FEMA flood maps
	Legal fees	25-09 XX-XX	3,708.00	FEMA flood maps
	Planning/Development	25-12 XX-XX	16,142.00	FEMA flood maps
	Contingency	37-07 XX-XX	32,000.00	FEMA flood maps
	FY 18 Contingency			FEMA flood maps
				<u>30,000.00</u>
				<u>85,000.00</u>
	Admin	25-01 XX-XX	14,000.00	Funds to cover Training and Needed technology upgrades
	EMA	27-05 30-02	725.00	Establishment of EMA Reserve Account
	Health/Welfare	27-02&27-03	2,000.00	Funds to cover unanticipated Nurse insurance cost
	Contingency	37-07 XX-XX	13,000.00	Funds to cover unanticipated Nurse insurance cost
	Public Works	31-01 XX-XX	5,000.00	Trial Interactive speed sign
	Total FY 17 carryforwards		102,575.00	

Exhibit B - 8-10-2017

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**Ordinance Prohibiting Retail Marijuana Establishments and Retail Marijuana Social Clubs
in the Town of Kennebunkport**

Section 1. Authority.

This ordinance is enacted pursuant to the Marijuana Legalization Act, 7 M.R.S.A. c. 417; and Municipal Home Rule Authority, Me. Const., art. VIII, pt. 2; and 30-A M.R.S.A. § 3001.

Section 2. Definitions.

For purposes of this ordinance, retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, and retail marijuana social clubs are defined as set forth in 7 M.R.S.A. § 2442.

Section 3. Prohibition on Retail Marijuana Establishments and Retail Marijuana Social Clubs.

Notwithstanding any provisions in the Town of Kennebunkport's Land Use Ordinance or any other applicable ordinance to the contrary, retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities, and retail marijuana testing facilities, and retail marijuana social clubs, are expressly prohibited in the Town of Kennebunkport.

No person or organization shall develop or operate a business that engages in retail or wholesale sales of a retail marijuana product or that otherwise engages in the activities of a retail marijuana cultivation facility, a retail marijuana products manufacturing facility, a retail marijuana testing facility and/or a retail marijuana social club, as those terms are defined by 7 M.R.S.A. § 2442, regardless of the licensure status of such business.

Nothing in this ordinance is intended to prohibit any lawful use, possession or conduct pursuant to the Maine Medical Use of Marijuana Act, 22 M.R.S.A. c. 558-C, or pursuant to the Maine Marijuana Legalization Act, 7 M.R.S.A. c. 417.

Section 4. Effective date; duration.

This ordinance shall take effect immediately upon enactment by the municipal legislative body unless otherwise provided and shall remain in effect until it is amended or repealed.

Section 5. Penalties.

The Code Enforcement Officer is authorized and shall have the authority to enforce all provisions of this ordinance and shall have the same powers and duties conferred to the Code Enforcement Officer under Section 11.9 of the Land Use Ordinance to enforce this ordinance. Violations of this ordinance shall be subject to the enforcement and penalty provisions of 30-A M.R.S.A. § 4452.

Exhibit C - 8-10-2017

96.

Article 11-Administration

11.12. Growth Management Permit Required

- A. Purpose. The purpose of this section is to:
1. Ensure fairness in the allocation of building permits between sub-dividers and single lot property owners.
 2. Avoid a situation in which the rapid completion of major subdivisions could outstrip the Town's capability to expand its municipal services.
 3. Guide the Town's growth in an orderly fashion so that the annual increase in population can be adequately served by community facilities as those services are needed.
 4. Manage the Town's future residential growth in a manner consistent with the Town of Kennebunkport's Comprehensive Plan.
- B. Compliance required; violations.
1. All new dwelling units, including new manufactured housing dwelling units, within the Town, whether occupied permanently or seasonally, shall conform with the provisions of this section. It shall be a violation of this section for any person to construct or place a new dwelling unit within the Town, without first having obtained a growth management permit and building permit, in accordance with this section and Article 11, from the Code Enforcement Officer, unless such construction or placement constitutes an exception under this section.
 2. If a dwelling unit has been constructed or placed without a growth management permit or building permit as required under the provisions of this Ordinance, it shall also be a violation for any person to convey such dwelling unit.
- C. Exemptions. The following are exempt from the provisions of this section:
1. The repair, replacement, reconstruction or alteration of any existing building or structure not resulting in additional dwelling units;
 2. Housing for the elderly which is constructed, operated, subsidized or funded, in whole or in part, by the town an agency of the state or federal government; and
 3. The construction or alteration of a nonresidential building or structure.

4. The Construction or alteration of a new Accessory Apartment.
- G. Application. Applications for growth management permits shall comply with the following:
1. A growth management permit application must be completed by the lot owner of record and/or the owner's agent, including all endorsements and certifications.
 2. Applications shall be on forms provided by the Town. The Code Enforcement Officer may request additional information and shall have the authority to require that the application be revised or supplemented in order to meet state or local requirements.
 3. Growth management permit applications shall be accompanied by a non-refundable application fee of ~~\$250.00~~, as set annually by the Municipal Officers, a complete application for a building permit and Planning Board and/or Zoning Board of Appeals approval, when necessary.

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WATERFRONT ORDINANCE

1. GENERAL PROVISIONS

1.1 TITLE

This ordinance shall be known as the "Waterfront Ordinance of the Town of Kennebunkport, Maine". It shall be referred to herein as the "Ordinance".

1.2 AUTHORITY

This ordinance is adopted pursuant to the authority granted by Title 38 M.R.S.A., Chapter 1, as amended, Title 30-A M.R.S.A., §§ 3001, 3007, 3009 and 4452, as amended and the Home Rule provisions of the Constitution of the State of Maine with additions and deletions.

1.3 PURPOSE

Kennebunkport's waterfront is a limited and valuable resource. The demands on this resource have been increasing for both commercial and recreational uses; therefore, this Ordinance is adopted for the following purposes:

1.3.1 Ensure that there will always be adequate and usable mooring space for the Kennebunkport Commercial Fishing Fleet.

1.3.2 Preserve the working waterfront, which includes commercial fishing, marine related businesses and recreational boating.

1.3.3 Provide Ordinance guidelines and authority for the Harbormaster to administer mooring space and to resolve any conflicts.

1.3.4 Address dangerous and unsuitable mooring placements.

1.3.5 Ensure consistency with the policies set by the state of Maine and the US Army Corps of Engineers.

1.3.6 Plan, establish and maintain the arrangement and utilization of Mooring areas, public landings, boat ramps, harbor channels and other related properties in Kennebunkport Waters.

1.4 APPLICABILITY

The provisions of this ordinance shall apply to all tidal water areas located within the municipal boundaries of Kennebunkport, Maine, with the

exception of the Kennebunk River, hereinafter referred to as Kennebunkport Waters.

1.5 SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unenforceable by any Court, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion.

1.6 CONFLICT

Whenever any section, subsection, sentence, cause, phrase or portion of this ordinance is deemed to be in conflict with any existing state law and/or federal rule(s), then the stricter provision shall apply, unless preempted by federal law.

1.7 EFFECTIVE DATE

This ordinance shall become effective immediately upon adoption.

2. DEFINITIONS

For the purpose of interpreting this Ordinance, the following terms, phrases and words shall be defined as set forth below.

COMMERCIAL FISHERIES BUSINESS: An enterprise, as defined in Title 12 M.R.S. Section 6001(6-A), which is directly or indirectly concerned with the commercial harvest of wild or aquacultured marine organisms, whose primary source of income is derived from these activities. "Commercial fisheries business" includes, but is not limited to:

A. Licensed commercial fishermen, aquaculturists and fishermen's cooperatives;

B. Persons providing direct services to commercial fishermen, aquaculturists or fishermen's cooperatives, as long as provision of these direct services requires the use of working waterfront property; and

C. Municipal and private piers and wharves operated to provide waterfront access to commercial fishermen, aquaculturists or fishermen's cooperatives.

COMMERCIAL FISHING VESSEL: A vessel used in furtherance of the purposes of a commercial fisheries business, including vessels rigged to engage in the commercial harvest, processing or transport of wild or

aquacultured marine organisms as well as supporting vessels such as lobster, crab and shellfish cars.

FEE: A charge for the use of Town owned waterfront facilities; all fees described herein are set by the Board of Selectmen annually and will be effective upon adoption by the Board of Selectmen at a public meeting.

FINE: A civil penalty for a violation of this Ordinance; all fines are set by the Board of Selectmen annually and will be effective upon adoption by the Board of Selectmen at a public meeting.

HARBOR MASTER: A person appointed pursuant to Title 38 M.R.S.A. § 1 and this Ordinance; all references to the Harbor Master shall include any Deputy Harbor Master.

KENNEBUNKPORT WATERS: Has the meaning defined by Section 1.4.

MOORING: The Means of securing a vessel to a particular location in Kennebunkport Waters, other than temporarily by anchor for a period of no more than 72 hours. Dock, pier, wharf or float tie-ups are not moorings. There are three classes of moorings, Commercial, Recreational and Transient, which are defined below.

Commercial: A Mooring issued to and utilized by a Commercial Fisheries Business for the purpose of mooring a Commercial Fishing Vessel.

Recreational: A Mooring other than a commercial mooring that is permitted for the purpose of mooring a specific Vessel.

Transient: A Mooring set aside for temporary (7 days or less) use by Vessels cruising along the coast.

MOORING PERMIT: An annual permit that is issued by the Harbor Master to a Mooring Permittee, authorizing the placement of a specific class of Mooring at a specific Mooring Site and which expires on May 31 of the year following its issue.

MOORING PERMITTEE: A person granted a Mooring Permit.

MOORING PERMIT WAITING LIST: A list of persons desiring a Mooring Permit as described in Section 4.3.2.

MOORING RELOCATION WAITING LIST: A list of Mooring Permittees desiring relocation of a Mooring Site as described in Section 4.3.2.

MOORING SITE: A specific location assigned by the Kennebunkport Harbor Master for placement of a Mooring, defined by GPS coordinates where practicable.

PERSON: An individual, a corporation, a firm, partnership, an association or any other entity.

SHIP CHANNELS: Ship channels as described herein and depicted on the NOAA nautical chart and other such channels designated by the Harbor Master which shall be kept open for the passage of watercraft. These channels are maintained by the US Army Corps of Engineers and are depicted on the Corps Condition Survey for Cape Porpoise and the Kennebunk River.

SHOREFRONT OWNER: A person who owns Kennebunkport shorefront property with a minimum 100 feet of shore frontage on Kennebunkport Waters who can demonstrate that a Mooring Site fronting their property is both practicable and safe.

VESSEL: Any type of watercraft, including a ship, boat, barge, float or craft, other than a seaplane, used or capable of being used as a means of transportation on water. For purposes of this Ordinance floating docks including commercial work floats and lobster, crab and shellfish cars are vessels.

VESSEL OWNER: The person who can demonstrate the controlling interest in a Vessel and who is named on the boat registration or the person identified as the managing owner on the U.S.C.G. Certificate of Documentation.

3. HARBOR MASTER

3.1 APPOINTMENT AND COMPENSATION

Pursuant to the Kennebunkport Administrative Code, Article III, the Board of Selectmen shall annually appoint a Harbor Master who shall be subject to all the duties and liabilities of that office as prescribed by state law, regulations adopted by the municipal officers and municipal ordinances. Pursuant to the Kennebunkport Administrative Code, Article II, the Town Manager shall establish compensation and may remove the Harbor Master for cause after notice and hearing and appoint another instead.

3.2 POWERS AND DUTIES

3.2.1 Removal of Vessels

The Harbor Master, upon complaint from the master, owner or agent of any Vessel, shall cause any other Vessel or Vessels obstructing the free movement or safe anchorage of that Vessel to

be removed to a position as designated by the Harbor Master and may, without any complaint being made, cause any Vessels anchoring within the ship channels to be removed to such anchorage as the Harbor Master may designate. If that Vessel has no crew on board or if the master or other person in charge neglects or refuses to move such Vessel as directed by the Harbor Master, the Harbor Master may put a suitable crew on board and move that Vessel to a suitable berth at a wharf or anchorage at the expense and risk of the owner(s) of the Vessel and shall charge a Vessel Removal Fee plus expenses, to be paid to the Town of Kennebunkport by the master or owner of that Vessel.

Once a Vessel has been removed by the Harbor Master the owner of record shall be notified in writing and mailed a notice via US Mail certified return receipt. Such notice shall give the owner 30 calendar days to relocate the Vessel to a suitable location and pay a Vessel Removal Fee as set by the Board of Selectmen. Should the Vessel not be relocated within the set time period a fine of up to \$100 per day may be assessed until the Vessel is relocated. After 60 calendar days the Vessel may be declared abandoned. Abandoned Vessels may be disposed of at the direction of the Harbor Master.

3.2.2 Mooring Removal or Replacement

In case of neglect or refusal of the Mooring Permittee to remove a Mooring or to replace it by one of a different character when so directed by the Harbor Master, the Harbor Master shall cause the entire Mooring to be removed or shall make such change in the character of the Mooring as required and shall charge a Mooring Removal/Replacement Fee, plus expenses, to be paid to the Town of Kennebunkport by the Mooring Permittee for either of those services rendered. Before removing a Mooring, the Harbor Master shall notify the Mooring Permittee by first class mail, at the address on the current Mooring Application, of the action desired, the fact that the Mooring will be removed, and the amount of the Mooring Removal/Replacement Fee. If the matter is not settled to the Harbor Master's satisfaction within 14 days, the Harbor Master may take any action provided for in this section.

The Harbor Master is authorized to remove any unmarked and/or unauthorized moorings. The Harbormaster may remove the mooring immediately and shall charge a Mooring Removal Fee, plus expenses, to be paid to the Town of Kennebunkport by the owner of the mooring.

3.2.3 Training

The Harbor Master shall complete training as required by Title 38 M.R.S.A. §1-A, as amended. In addition the Harbormaster shall be required to attend the annual Harbormaster training by the Maine Harbormasters Association.

4. MOORINGS

4.1 ANCHORAGES

No person shall place or allow to anchor or to lay any Vessel in any position in Kennebunkport Waters for more than 72 hours unless written permission has been granted by the Harbormaster. The Harbormaster may designate a specific area available as a general anchoring area.

4.2 DESIGNATION OF MOORING SITES

The Harbor Master shall designate Mooring Sites in accordance with Title 38 M.R.S.A., § 3, as amended. Mooring Sites shall be permitted for the sole use of the Vessel indicated on the application. Any change in the Vessel using the Mooring Site must be in accordance with this ordinance and state law and have the written approval of the Harbor Master.

The Harbor Master shall have the authority to determine the total number of allowed moorings based on available Mooring Sites. The Harbor Master may consult with the Board of Selectmen and any other appropriate authority to determine mooring areas and their capacity. Commercial Moorings shall comprise at least 60% of the total number of Mooring Sites within Cape Porpoise Harbor. If an existing Commercial Mooring becomes available within Cape Porpoise Harbor, it may not be assigned for use as a Recreational or Transient Mooring if such assignment would cause the number of Commercial Moorings to constitute less than 60% of the total number of available mooring sites within Cape Porpoise Harbor. Mooring Sites outside of Cape Porpoise Harbor may be designated commercial, recreational, or transient at the discretion of the Harbor Master.

The Harbor Master may change the location of assigned Mooring Sites when the crowded condition of the harbor, the need to conform with Title 38 M.R.S.A., §§ 3, 7-A, or other conditions render the change desirable.

4.3 MOORING PERMIT

4.3.1 Application

Application for a Mooring Permit shall be made annually and shall contain the information set forth on the application. The applicant must demonstrate that the applicant is the Vessel Owner of the Vessel associated with the Mooring. An application will not be

processed unless it is complete, the payment of required fees, including excise taxes or other taxes or charges owed to the Town of Kennebunkport, or its agent, are made prior to May 1st and there be a current Mooring Inspection Certification on file with the Harbor Master. At the time of each annual review of Mooring Permits, existing Mooring Permittees shall be given priority over other applications for a Mooring.

The Harbor Master shall deny any application where incorrect information is submitted, where outstanding Kennebunkport pier use fees or fuel fees are owed to the Town, or where an applicant is not in compliance with this ordinance.

4.3.2 Waiting List

The Harbor Master shall maintain a Mooring Permit Waiting List and a Mooring Relocation Waiting List each of which shall be available for inspection at the Harbor Master's office. The operation of all waiting lists shall conform to Title 38 M.R.S.A., § 7-A as amended.

All persons desiring mooring space in Kennebunkport Waters shall place their name and the type of mooring desired on the Mooring Permit Waiting List. All Mooring Permittees desiring a different Mooring Site shall place their names and their desired mooring location on the Mooring Relocation Waiting List. A fee may be charged to be placed on the Mooring Permit Waiting List which shall be applied against the mooring permit fee as a credit the year the mooring is placed. The Mooring Permit Waiting List will be operated on a first come first serve basis, priority being given as stated below:

1. Commercial fishing vessel owners.
2. Shorefront property owners.
3. Recreational vessel owners.
4. Transient moorings to be operated by the Town of Kennebunkport.
5. Transient moorings to be operated by any other person.

The Mooring Relocation Waiting List will be operated on a first come first serve basis. The Harbor Master shall attempt to accommodate any request for a relocated Mooring Site when, in the Harbor Master's discretion, conditions do not render the relocation undesirable, and the relocation is consistent with Section 4.2.

4.3.3 To Whom Issued

A Recreational Mooring Permit shall only be issued to the Vessel Owner and a Commercial Mooring Permit shall only be issued to an officer or principal of the Commercial Fisheries Business. A

Transient Mooring Permit shall be issued to the person who will maintain and operate the Transient Mooring.

4.3.4 Conversion

A Mooring shall not be converted from the class of Mooring originally permitted if such conversion would be inconsistent with Section 4.2.

4.4 MOORING IDENTIFICATION

All Moorings shall have the number of the Mooring Permittee indicated on the float or buoy above the water line for the purposes of identification. Such number and name shall be displayed in at least three (3) inch letters and be legible at all times. Mooring buoys shall be white with a single blue horizontal band clearly visible above the water line.

4.5 PLACEMENT OF MOORINGS

No person shall place a Mooring of any type within the boundaries of Kennebunkport Waters without a Mooring Permit issued by the Town of Kennebunkport's Harbor Master.

4.6 SIZE AND CONSTRUCTION

All Moorings shall be of a suitable size and construction for the Vessel. Mushroom or pyramid anchors are recommended, unless the owner can demonstrate holding power adequate for his boat. Blocks are permitted however they may only be granite; concrete or cement blocks are not allowed. The weight of the Mooring anchor shall conform to the requirements of either the chart or formulas below. Chain size shall conform to the chart below, regardless of whether the weight conforms to the chart or formulas below.

Length of Boat (Feet)	Weight of Mooring Anchor (Pounds)	Chain Size (Minimum)
20' Or Less	500	1/2"
20' To 30'	1000	1"
30' To 40'	1500	1 1/4"
40' To 60'	2000	1 1/2"

Mooring weight: To determine the minimum weight of a mushroom or pyramid anchor, multiply the length on deck (ft.) by the beam (ft.) by 1.5. The product is the minimum mooring weight in pounds.	Example: Boat length 31 ft., beam 10 ft. $31 \times 10 \times 1.5 = 465$ lbs. minimum weight. Round up to the next even mooring size.
Shallow water (restricted) moorings: are set in less than less than 6 feet of water at high tide for boats twenty (20) feet or less. Minimum Requirements shall be length x beam = anchor weight for mushroom or pyramid anchors (minimum weight 50 pounds).	Dead weight anchors length x beam x 1.5 x 2 = dead weight.

4.7 INSPECTION OF MOORINGS

The Board of Selectmen shall have the authority to approve regulations to establish a program requiring the inspection of moorings.

4.8 DENIAL

The Harbor Master may deny the replacement or use of a Mooring if in the judgment of the Harbor Master, the Vessel is:

- 4.8.1 Structurally unsafe;
- 4.8.2 Emitting obnoxious fumes, oils, or any other substance detrimental to the safety or comfort of others, including any pollution of its waters, shores and flats;
- 4.8.3 Of inappropriate size for the Mooring; or
- 4.8.4 Causing damage to Town owned waterfront facilities.

4.9 NON-USE OF MOORINGS

If a Mooring Permittee fails to use the assigned Mooring Site or Mooring for the Vessel listed on the current Mooring Permit during the term (June 1 to May 31) of that permit, the Mooring Permit shall not be renewed. A Mooring Permittee may appeal such non-renewal to the Board of Selectmen pursuant to Section 10 of this Ordinance.

4.10 MOORING ASSIGNMENTS

- 4.10.1 There shall be no transfer of a Mooring Permit or an assigned Mooring Site and no renting of a Recreational or

Commercial Mooring, except for good cause with the prior written approval of the Harbor Master and, if otherwise required by law, the Army Corps of Engineers, or as otherwise noted in this ordinance. Municipal and Commercial Transient moorings are permitted to be rented.

4.10.2 A Mooring Permittee shall promptly notify the Harbor Master of a proposed change of Vessel on a Recreational or Commercial Mooring. Such change of Vessel shall be permitted only with the prior written approval of the Harbor Master.

4.10.3 Any assigned Mooring Site used for commercial fishing purposes may be transferred only at the request or death of the Permittee, and only to a member of the Permittee's family and only if the mooring assignment will continue to be used for commercial purposes. For the purpose of this section, "member of the permittee's family" means a Permittee's parent, child, or sibling, by birth or by adoption including a relation of the half blood or an assignee's spouse.

4.10.4 As of the effective date of this Ordinance a vessel may only be assigned to a single mooring site.

5. FEES AND FINES

The Board of Selectmen shall establish and provide for the collection of Fees including but not limited to Fees for Mooring Permits and the Mooring Permit Waiting List, and may establish and provide for the collection of Fees for the inspection of moorings. The Board of Selectmen may establish and provide for the collection of Fines for violations of this Ordinance. Such Fees may be a flat amount or vary according to the size of the Vessel. Fines may be a flat amount or vary according to the infraction or violation. The Vessel Removal Fee and Mooring Removal/Replacement Fee shall be consistent with Title 38 M.R.S.A. §§ 4.5. A schedule of the Fees and Fines established under this section shall be available at the Town Office and from the Harbor Master. Fees and Fines shall be set by the Board of Selectmen annually and will be effective upon adoption by the Board of Selectmen at a public meeting. If a Fee and Fine is not paid in the prescribed time, after billing, the Mooring Permit will be void and the Mooring Site reassigned to the next eligible individual on the Mooring Permit Waiting List.

6. ABANDONMENT

No person shall cause to be abandoned any Vessel, floating device, cradle, or any other obstruction on the shore within Kennebunkport Waters. Any such object left within the confines of Kennebunkport Waters

and which has been unattended for a period of ninety (90) days shall be deemed to be abandoned. The Harbor Master shall then order the last owner of any such abandoned Vessel, floating device, cradle or other obstruction, if such owner is ascertainable, to remove same within thirty (30) days. Upon refusal or failure to do so, the Harbor Master shall cause its removal or destruction at the cost of the said last ascertainable owner. Any violation of the above shall be considered a Class E crime pursuant to Title 38 M.R.S.A. § 9, and further punishable as set forth in this Ordinance.

7. POLLUTION

Except in case of emergency imperiling life or property or unavoidable accident, collision, or stranding, no person shall discharge, or suffer, or permit the discharge of sewage, garbage, trash or other refuse of any kind, by any method, means, or manner into or upon Town wharves or docks or Kennebunkport Waters.

8. RULES AND REGULATIONS

The Harbor Master shall recommend to the Board of Selectmen for adoption such rules and regulations as shall be necessary to implement the intent of this ordinance.

9. ENFORCEMENT

9.1 ENFORCEMENT BY THE HARBOR MASTER

It is the duty of the Harbor Master to enforce the provisions of this Ordinance. No person shall fail to observe any lawful order of the Harbor Master with reference to the navigation and disposition of Vessels or Moorings within Kennebunkport Waters. If, after investigation, the Harbor Master finds that any provision of this Ordinance is being violated, he or she shall give written notice delivered by hand, if the owner agrees to sign a receipt for the notice, or by certified mail, return receipt requested, to the person responsible for such violation, and/or to the owner and/or to the operator of such Vessel. The notice shall indicate the nature of the violation and order the action necessary to correct it, including discontinuance of illegal use of moorings, or work being done, removal of illegal moorings, fishing equipment and abatement of nuisance conditions. The notice shall demand that the violation be abated within some designated reasonable time. If after such notice, the violation is not abated within the time specified, the Harbor Master shall take appropriate measures to enforce this Ordinance including notifying the Selectmen of the need to institute appropriate action in the name of the Town of Kennebunkport to prevent, enjoin, restrain or abate any violation of this Ordinance. A copy of each such notice of violation shall be submitted to the Board of Selectmen and be maintained as a permanent record.

9.2 ENFORCEMENT BY LAW ENFORCEMENT OFFICERS

In addition to the Harbor Master, any law enforcement officer vested with the authority to carry a weapon and make an arrest shall have the authority to enforce the provisions of this Ordinance.

9.3 MISDEMEANOR FINES; SEPARATE VIOLATIONS

Any person who violates any provision of this Ordinance or a lawful order of the Harbor Master shall be subject to a Fine. Each day that a violation continues, without action to effect abatement after receipt of notification by the Harbor Master, shall be considered a separate violation for purposes of this section. Pursuant to 38 M.R.S.A. § 13, an intentionally, knowingly, or recklessly failing to obey any lawful order of the harbormaster is a Class E Crime.

9.4. LEGAL ACTION

The Harbor Master may impose Fines as approved by the Board of Selectmen as may be appropriate to enforce any provision of this Ordinance. The Board of Selectmen, upon notice from the Harbor Master, are hereby authorized and directed to institute any and all action and proceedings, either legal and/or equitable, including seeking injunctions of violations and the collection of Fees or Fines as may be appropriate or necessary to enforce the provisions of this ordinance in the name of the Town. In any such action in which the town prevails, the town shall be awarded reasonable attorney's fees and the cost of suit in addition to any other relief to which it may be entitled.

10. APPEALS

The Board of Selectmen shall hear and decide appeals alleging error by the Harbor Master in the administration of this ordinance. The aggrieved person must make a written appeal within thirty (30) days of the date of the decision being appealed and the Board of Selectmen shall hold a public hearing within thirty (30) days from the date of receipt of the appeal. The Board may establish additional rules and procedures for such hearings. A party aggrieved by the decision of the Board may appeal it to Superior Court within thirty (30) days from the date of the original decision pursuant to Maine Rules of Civil Procedure, Rule 80B.

2017 - 2018 Road Salt Bid Results					
	Morton Salt (855) 665-4540	Eastern Salt Co (978) 251-8553	Safe Road Services, Inc. (508) 364-1739	American Rock Salt (585)243-9510	Cargill Delcing (800) 600-7258
Sodium Chloride					
Inside Storage - Delivered	No Bid	No Bid			
Inside Storage - Picked Up	No Bid	No Bid			
Outside Storage - Delivered (Per Ton)	\$60.60	\$63.63			
Outside Storage - Picked Up (Per Ton)	\$59.00	\$63.63			
Calcium Chloride					
Liquid - Delivered (Per Gallon)	No Bid	No Bid			
Liquid - Picked Up	No Bid	No Bid			
Flaked - Delivered (Per Pound)	No Bid	No Bid			
Flaked - Picked Up (Per Pound)	No Bid	No Bid			
Magnesium Chloride/Organic Additive/Corrosion Inhibitor					
Liquid - Bulk Delivery (Min 4,500 gallons)	No Bid	No Bid			
Pellet - Bulk Delivery	No Bid	No Bid			
ProMelt Ultra 1000 Inhibited					
Liquid - Bulk Delivery (Min 4,500 gallons)	No Bid	No Bid			
Treated Ice B'Gone					
Bulk (Per Ton)	\$78.60	No Bid			
Safe Melt 40/60					
Liquid (Gallon)	No Bid	No Bid	\$1.23		
4500 Gallons - Can be split between two municipal sites.					

NO BID

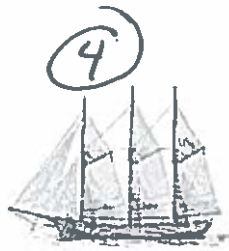
NO BID

11



Agenda Item Divider





KENNEBUNKPORT WASTEWATER DEPARTMENT

To: Laurie Smith
From: Allan Moir and Mike Claus
Date: August 18, 2017
Re: Binnacle Hill Sewer Line

The sewer line for the Binnacle Hill subdivision is going to be installed by Foglio, Inc in the next few weeks. We would like to use Foglio, Inc to do the installation of the sewer laterals for the homes on New Biddeford Road. There are approximately 17 new laterals that will be installed in the new sewer line the Town will be paying for them. The laterals will be installed into the pressurize sewer system, so each home owner will require to install a grinder pump at their expense.

We feel it is in the best interest to use Foglio, as the contractor to install the sewer laterals for the town. Foglio, is installing the main sewer line, they will have the equipment needed to do the work for the Town's part. He can easily install the tee's that are needed in the main line as they go along and it may be possible, for them to install some of the laterals at the same time. When Foglio does the pressure test on the sewer main, he will also be testing the house laterals at the same time. This will make him responsible for the main line and house laterals. This should also make for a shorter construction period in the New Biddeford Road, because we would have to wait for Foglio to install and test the main, before we would be able to install the laterals. We do not believe that Foglio, Inc would like to test the sewer main after another contractor has installed the laterals on it because, if there is a leak there is only one way to know if it is a lateral or the main and that would be to dig up all the laterals and check them.

There is also a cost saving of not having to pay another contractor to mobilize and demobilize their equipment.

See attachment for a breakdown of the costs.

The Foglio Proposal for the New Biddeford Road Sewer Laterals

Foglio has have now given us a flat rate for the installation of the sewer laterals.

For the long side laterals the cost is \$4,300 each times 10 laterals \$43,000.

For the short side laterals the cost is \$2,100 each times 7 laterals 14,700.

The total cost for the laterals is \$57,700 plus the costs of the ledge.

The cost for ledge removal will be as follows:

The excavator with hammer will be on standby for the duration of the lateral installation, whether hammering is required or not. The rental rate for the machine is \$1,500/day plus \$200 for each hour utilized. For example, if the machine is hammering ledge for 3 hours on a given day, the cost for that day is $\$1,500 + \$600 = \$2,100.00$. This charge will remain in effect for each day a crew is working on sewer service laterals.

FOGLIO INC.
Highway Const./Sitework/Residential
P.O. Box 308
Waterboro, ME 04087

August 17, 2017

Proposal Submitted to: Town of Kennebunkport
6 Elm Street
Kennebunkport, ME 04046

RE: PROPOSAL FOR SEWER LATERAL INSTALLATION ON NEW BIDDEFORD ROAD

Scope of Work:

Provide and labor and materials to install the following for each service lateral:

- Obtain Town of Kennebunkport Street Opening Permit
- Traffic control
- Pipe, lateral kit and saddle
- Sand pipe bedding
- Select backfill
- Gravel trench cap where applicable
- Pavement trench patch where applicable
- Loam and seed disturbed area

NOTES:

- 1) All permits and fees are to be obtained and paid for by others, unless specifically mentioned above.
- 2) The excavation and /or removal of ledge is excluded from this proposal. See alternate below.

We propose to furnish labor and material in accordance with the above Scope of Work for the sum of:

Long side laterals

Four thousand three hundred dollars each.....{\$4,300.00/EA}

Short side laterals

Two thousand one hundred dollars each.....{\$2,100/EA}

This proposal may be withdrawn if not accepted within 30 days.

*Authorized
Signature:*

Douglas Foglio Jr., Vice Pres.

Phone: (207) 247-4186, 247-4461 Fax: (207) 247-6910

FOGLIO INC.
Highway Const./Sitework/Residential
P.O. Box 308
Waterboro, ME 04087

ALTERNATE:

Ledge removal will be performed on an hourly basis using an excavator mounted hydraulic hammer. The rates are as follows:

The excavator with hammer will be on standby for the duration of the lateral installation, whether hammering is required or not. The rental rate for the machine is \$1,500/day plus \$200 for each hour utilized. For example, if the machine is hammering ledge for 3 hours on a given day, the cost for that day is \$1,500+\$600=\$2,100.00. This charge will remain in effect for each day a crew is working on sewer service laterals.

Terms of payment:

Invoice to be presented at project completion. Payment in full within 30 days of invoice date.

Acceptance of proposal: _____ *Date:* _____

Phone: (207) 247-4186, 247-4461 Fax: (207) 247-6910



Agenda Item Divider



5

TOWN OF KENNEBUNKPORT
Street Opening Permit

PROPERTY INFORMATION

Name of Homeowner: Brian MacDonald Date: 8/7/17

Address: 22 Windenore Pl.

Telephone: 590-0763 Map, Block, Lot: 20/3/7

Street to be excavated: Windenore Pl.

Size of excavation (length and width): x 5'

Reason for excavation: underground utilities

Permit Conditions: If there is, any intrusion into the black top, road should be paved from curb to curb.

CONTRACTOR INFORMATION

Date of excavation: _____

Name of Contractor: M. Welch & Sons Excavation

Address: 52 Welch Ln Arundel, ME 04046

Telephone: 985-7605 Fax: _____

BOND & INSURANCE INFORMATION

Performance Bond: ☐ Cash ☐ Check ☐ Money Order ☐ Surety Bond ☐ Other

Bond Amount: _____

Company that issued the bond (if applicable): _____

Person or entity providing the bond to the Town (contractor, property owner, other): _____

Insurance Company: _____

Signature of person completing the application: [Signature] Date: 8/8/17

APPROVED

Highway Superintendent: [Signature]

Selectmen: _____

Selectmen: _____

Date Approved: _____

Selectmen: _____

Selectmen: _____

Selectmen: _____

Application Fee: \$25.00

Date Paid: _____

Amount Paid: _____

☐ Cash ☐ Check ☐ Money Order

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

PAID
8-9-2017



Agenda Item Divider



TOWN OF KENNEBUNKPORT
Street Opening Permit

Name of Owner: CHET HOMER Date of Application: _____
(First, Middle Initial, Last)
Address: PO BOX 422 PORTSMOUTH NEW HAMPSHIRE 03802
Telephone: 207-229-0400 Tax Map 8, Block 1 Lot 19
Name of street to be excavated: 83 OCEAN AVE
Approximate size of excavation: Length 35', Width 8'
Reason for Permit: NEW WATER SERVICE

Permit Conditions: If there is any intrusion into the black top, road should be paved from curb to curb.

Date excavation is to take place: 7/31/7

Contractor: KKW WATER DISTRICT

Address: PO Box 88, 92 main st. Kenil 04/13

Telephone: 925-3385 Fax: 925-5102

Source: American ...

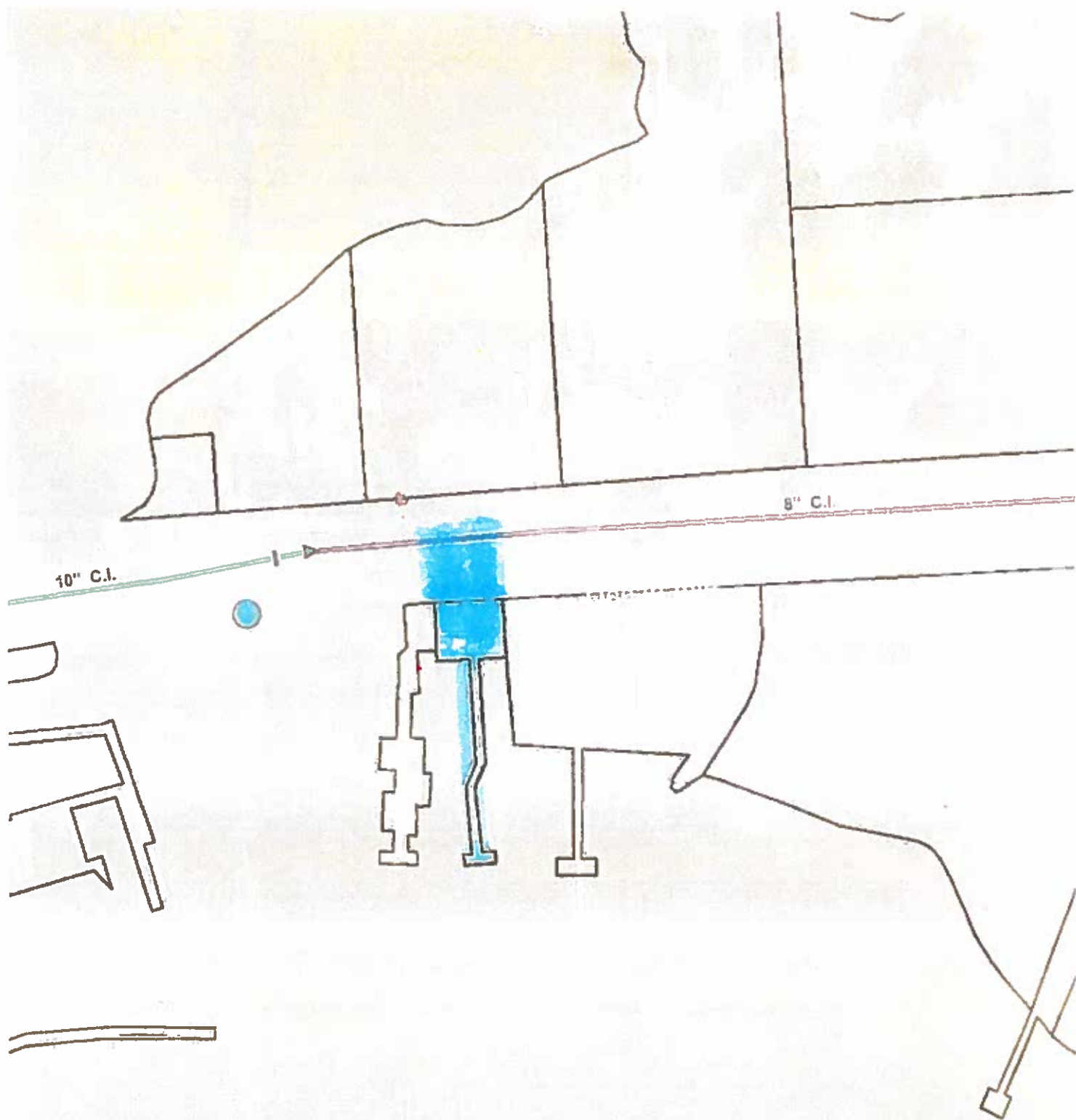
Company: K K LLOYD
(To be certified and given to Town Clerk to record)

Insurance Company & Certificates: _____

APPROVED: Mill 2) Clause Date: 8-10-17

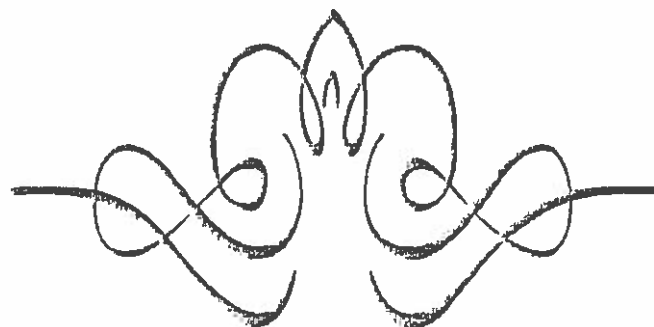
Figure 1. The structure of the proposed model. The model is composed of three main parts: a feature extraction module, a classification module, and a fusion module. The feature extraction module uses a pre-trained VGG16 model to extract features from the input images. The classification module uses a Support Vector Machine (SVM) to classify the features. The fusion module combines the features from the two input images to produce the final classification result.

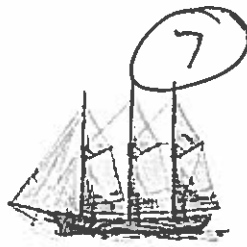
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Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

~ INCORPORATED 1653 ~

MAINE'S FINEST RESORT

To: Board of Selectman
From: Allan Moir
Date: August 17, 2017
Re: 2016 & 2017 Wastewater Bills – Account 1676

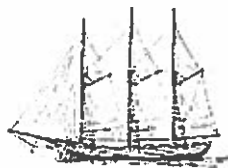
Dear Board of Selectman,

There was a computer glitch within trio, subsequently this account did not get billed for 2016 & 2017. Please find attached bills for both years. Resident is aware of the issue and is expecting the bills.

Please let me know if you have any questions.

Best,

Allan Moir



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) September 25, 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 \$431.00. You are hereby required to charge interest at a rate of 7.00% per annum on any unpaid account balance beginning September 26, 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 24th day of August 2017.

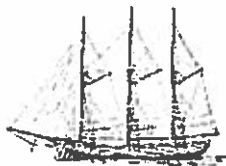
Municipal Officers, Town of Kennebunkport

Created Bills Report

Rate Key : 84 Interest As Of: 08/25/2017

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	431.00	0.00	0.00	0.00	0.00	431.00	1676	MARY H ABBOTT REVOCABLE TRUST
<hr/>										
Book: 99										
1 bill		0	431.00	0.00	0.00	0.00	0.00	431.00		
<hr/>										
Total:		0	431.00	0.00	0.00	0.00	0.00	431.00		
1 bill										



KENNEBUNKPORT SEWER DEPARTMENT

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Given under our hands this 24th day of August 2017.

Municipal Officers, Town of Kennebunkport

Created Bills Report

Rate Key : 85 Interest As Of: 09/25/2017

Book : 99

Book	Seq	Cons	Regular	Misc	Tax	Past Due	Interest	Amount	Account	Name
*99	0	0	444.00	0.00	0.00	431.00	0.00	875.00	1676	MARY H ABBOTT REVOCABLE TRUST
<hr/>										
Book: 99										
1 bill		0	444.00	0.00	0.00	431.00	0.00	875.00		
<hr/>										
Total:		0	444.00	0.00	0.00	431.00	0.00	875.00		
1 bill										