

TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Board of Selectmen Agenda
Village Fire Station – 32 North Street
June 27, 2019
6:00 PM

1. Call to Order.
2. Approve the June 13 and 15, 2019, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).
4. Public Hearing to consider a new liquor license application submitted by Maine-ly English, Inc. d.b.a. 1802 House Bed and Breakfast, 15 Locke St.
5. Village Parcel Master Plan update and request for Selectmen feedback.
6. Discussion of Town's carbon footprint with Sarah Merriam.
7. Sign the Proclamation to recognize the Seashore Trolley Museum accomplishments.
8. Accept a donation from the Kennebunk Rotary Charitable Fun for \$4,500 to the Parks and Recreation scholarship fund.
9. Other business.
10. Approve the June 27, 2019, Treasurer's Warrant.
11. Adjournment.



Agenda Item Divider



**Board of Selectmen Meeting
June 13, 2019
6:00 PM
Village Fire Station—32 North Street**

Minutes of the Selectmen's Meeting of June 13, 2019

Selectmen Attending: Patrick A. Briggs, Allen Daggett, Edward Hutchins

Selectmen Absent: Stuart Barwise, Sheila Matthews-Bull

Others: Michael Davis, Jon Dykstra, Dave Eglinton, Harvey Flashen, Anthony Inverso, Chris Mayo, Tom McClain, Arlene McMurray, Laurie Smith, Kinder Wilson, and others

1. Call to Order.

Chair Hutchins called the meeting to order at 6:07 PM.

2. Approve the May 23, 2019, selectmen meeting minutes.

Motion by Selectman Daggett, seconded by Selectman Briggs, to approve the May 23, 2019, selectmen meeting minutes. **Vote:** 3-0.

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 application to renew liquor license submitted by Beverly D. Davis and Richard W. Litchfield, d.b.a. Captain Lord Mansion, 6 Pleasant St.

Motion by Selectman Daggett, seconded by Selectman Briggs, to approve the renewal liquor license submitted by Beverly D. Davis and Richard W. Litchfield, d.b.a. Captain Lord Mansion, 6 Pleasant St. **Vote:** 3-0.

5. Consider application to renew liquor license submitted by Arundel Marine Service, d.b.a., Arundel Wharf Restaurant, 43 Ocean Avenue.

Motion by Selectman Daggett, seconded by Selectman Briggs, to approve the renewal liquor license submitted by Arundel Marine Service, d.b.a., Arundel Wharf Restaurant, 43 Ocean Avenue. **Vote:** 3-0.

6. Consider application to renew liquor license submitted by Breakwater Inn & Spa, Kennebunkport, LLC, d.b.a. Breakwater Inn & Spa, 127 Ocean Ave.

Motion by Selectman Daggett, seconded by Selectman Briggs, to approve the renewal liquor license submitted by Breakwater Inn & Spa, Kennebunkport, LLC, d.b.a. Breakwater Inn & Spa, 127 Ocean Ave. **Vote:** 3-0.

Selectman Daggett added that all of these licenses were inspected and approved by the police chief, fire inspector, and code enforcement officer.

7. Consider appointments to the Solid Waste Committee.

Kinder Wilson, Jon Dykstra, Harvey Flashen, David Englington, and Tom McClain all introduced themselves and expressed their reasons for wanting to be on the committee.

Motion by Selectman Daggett, seconded by Selectman Briggs, to appoint: Jon Dykstra, Dave Englington, Harvey Flashen, Paul Hogan, Kinder Wilson, and Thomas McClain to the Solid Waste Committee for a term expiring in June 2020. **Vote:** 3-0.

8. Consider a request to mow town property on Langsford Road.

Steve Doe, representative for Lord and Harrington, said the property owner would like permission to remove dead phragmites grass stalks from the marsh across the street for a better view.

Motion by Selectman Briggs, seconded by Selectman Hutchins, to allow the one-time mowing of grass and trash removal as proposed to town property on Langstford Road. **Vote:** 3-0.

9. Consider requests for sewer abatements.

Deputy Director of public works Chris Simeoni explained that two properties were billed incorrectly: 30 Dock Square, Units 2 and 7; and 11 Binnacle Lane. He requested abatements for all three for a total amount of \$935.24.

Motion by Selectmen Daggett, seconded by Selectman Briggs, to approve the three sewer abatements: 30 Dock Square, Units 2 and 7; and 11 Binnacle Lane for a total amount of \$935.24. **Vote:** 3-0.

10. Consider a supplemental sewer bill.

Mr. Simeoni said a new sewer user applied for service after the commitment was made.

Motion by Selectman Briggs, seconded by Selectman Daggett to approve the supplemental sewer bill in the amount of \$271.22. **Vote:** 3-0.

11. Consider request to repurpose wastewater capital funds.

Mr. Simeoni stated there is \$13,012.02 remaining which was to be used for wet well hatches, but the crew was able to fix the current hatches. He would like to use the funds for:

1. Pump room ventilation upgrade - \$5,280
2. Pump station #12 auxiliary generator input (waiting for an estimate).
3. Bio-ash remaining funds (\$1,000 per load).
4. Compost material-remaining funds (\$16.00 per load)

Motion by Selectman Briggs, seconded by Selectman Daggett, to approve the request to repurpose \$13,012.02 in wastewater capital funds. **Vote:** 3-0.

12. Consider request to dispose of Wastewater oil tank.

Mr. Simeoni said he needs to dispose of the 500-gallon waste oil tank because it is no longer needed due to the propane boiler upgrade. Brian Beauchmenin agreed to take both the tank and its contents at no charge.

Motion by Selectman Daggett, seconded by Selectman Briggs, to donate the wastewater oil tank and its contents to Brian Beauchemin. **Vote:** 3-0.

13. Consider authorization for the purchase of a new boat for the Cape Porpoise Harbormaster.

Harbormaster/Pier Manager Chris Mayo gave a PowerPoint presentation. The Pier Committee recommends the purchase of a new work boat for him. He has been searching for an appropriate boat. Out of five boats, he chose the 20-foot 1996 Shamrock Center Console from Yarmouth, Maine, which costs \$9,500. He plans to auction off the current boat which has an estimated value of \$6,500.

Motion by Selectman Daggett, seconded by Selectman Briggs, to authorize the Harbormaster to purchase a the 20-foot 1996 Shamrock Center Console from Yarmouth, Maine which costs \$9,500. **Vote:** 3-0.

14. Consider proposals for the facilities needs assessment and planning for the town offices and fire department.

Ms. Smith said staff has been examining the four different fire stations and the town offices for future needs. She said the town hall is cramped inside with limited public space and limited parking spaces. They anticipate the fire departments will eventually need to have paid staff which will require a different work set up. She recommends hiring Steve Doe from Sebago Technics who will partner with David Graham from Graham Architects, both town residents, to perform a facilities needs assessment and plan at cost of \$10,890. She said this amount will fit within the current funding, depending on the town vote at town

Motion by Selectman Daggett, seconded by Selectman Briggs, to authorize the expenditure of \$10,890 to hire Steve Doe and David Graham to perform a facilities needs assessment for the town hall and the Village Fire Station pending town meeting approval. **Vote:** 3-0.

15. Accept new rescue boat motor from the Goose Rocks Beach Fire Company and transfer ownership of the old motor to the Goose Rocks Beach Fire Company.

Fire Chief Jay Everett said the Goose Rocks Beach Fire Company purchased a new 30 horsepower Tohatsu motor at a cost of \$4,725 for the Marine 1 rescue boat, which they would like to donate to the Town. He asked the Board to accept this new motor and transfer ownership of the old motor back to the Goose Rocks Beach Fire Company so those proceeds can be used to offset the cost of a new motor. He thinks the old motor will probably sell for approximately \$500 - \$800.

Motion by Selectman Daggett, seconded by Selectman Briggs, to accept the donation of the new 30 hp, Tohatsu motor from the Goose Rocks Beach Fire Company. **Vote:** 3-0.

Motion by Selectman Daggett, seconded by Selectman Briggs, to transfer ownership of the old motor back to the Goose Rocks Beach Fire Company. **Vote:** 3-0.

16. Approve the waste hauling permit for Robert Noble.

Motion by Selectman Daggett, seconded by Selectman Briggs, to approve the waste hauling permit for Robert Noble. **Vote:** 3-0.

17. Award bid for purchase of photocopiers.

The Town received bids from:

Vendors	Bids
Budget with HP Copiers and Printers	\$7,155.05
Budget with Konica Minolta Copiers and Printers	\$9,770.53
KMBS with Konica Minota Copiers and Printers	\$8,341.72
A-Copi with Toshiba Copiers & HP Printers	\$9,439.68
Ricoh USA with Ricoh Copiers & Printers	\$9,862.33

Specialized Purchasing Consultants recommends the Konica Minolta copiers from KMBS because they received high marks in the industry for both product and

Motion by Selectman Briggs, seconded by Selectman Daggett, to award the bid to purchase 8 photocopiers to KMBS for Konica Minolta Copiers and Printers for at a cost of \$8,341.72. **Vote:** 3-0.

18. Consider a Quit Claim Deed for the ice-skating rink parcel.

The Board authorized this transfer of the ice-skating rink at a previous meeting so a vote was not necessary.

19. Authorize contract for insurance carrier.

Town Manager Laurie Smith said staff sent out RFP's for insurance and Jean Conaty, a resident, helped them narrow down their selection to two companies: Kennebunk Savings and MMA. She gave the pros and cons of each company.

Anthony Inverso, agent for Clark's Traveler's, thought the Town figures were incorrect for his agency and gave his sales pitch.

Motion by Selectman Daggett, seconded by Selectman Briggs, to authorize a contract with Maine Municipal Association for a cost of \$79,694. **Vote:** 3-0.

20. Accept a donation of \$50 from Peter and Kathryn Hussey to the nurses general account.

Motion by Selectman Briggs, seconded by Selectman Daggett, to accept the donation of \$50 from Peter and Kathryn Hussey to the nurses general account. **Vote:** 3-0.

21. Accept a donation of \$3,500 to the Parks and Recreation Department summer scholarships from the Tommy McNamara Foundation.

Motion by Selectman Briggs, seconded by Selectman Daggett, to accept the donation of \$3,500 to the Parks and Recreation Department summer scholarships from the Tommy McNamara Foundation with many thanks. **Vote:** 3-0.

22. Other business.

Ms. Smith announced Town Meeting is this Saturday, at 9 AM, at Consolidated School.

Selectman Hutchins thanked the Board for its support during his tenure as chair.

23. Approve the June 13, 2019, Treasurer's Warrant.

Motion from Selectman Briggs, seconded from Selectman Daggett, to approve the

June 13, 2019, Treasurer's Warrant. **Vote:** 3-0.

24. Adjournment

Motion from Selectman Briggs, seconded from Selectman Daggett, to adjourn.

Vote: 3-0.

The meeting adjourned at 6:51 PM.

Submitted by Arlene McMurray
Administrative Assistant

**Town of Kennebunkport
Board of Selectmen Meeting
June 15, 2019 – immediately following Annual Town Meeting
Consolidated School, School Street**

Minutes of the Selectmen's Meeting of June 15, 2019

Selectmen Attending: Patrick Briggs, Sheila Matthews-Bull, Allen Daggett, Edward Hutchins.

Selectman Absent: Stuart E. Barwise

1. Call to Order.

Selectman Hutchins called the meeting to order at 9:55 AM.

2. Elect a Chair.

Motion by Selectman Matthew-Bull seconded by Selectman Hutchins to nominate Allen Daggett as Chair of the Board of Selectmen.

VOTE: 4-0

3. Elect a Vice-Chair.

Motion by Selectman Briggs seconded by Selectman Daggett to nominate Sheila Matthews-Bull as Vice-Chair of the Board of Selectmen.

VOTE: 4-0

4. Other business and communications. There was no other business.

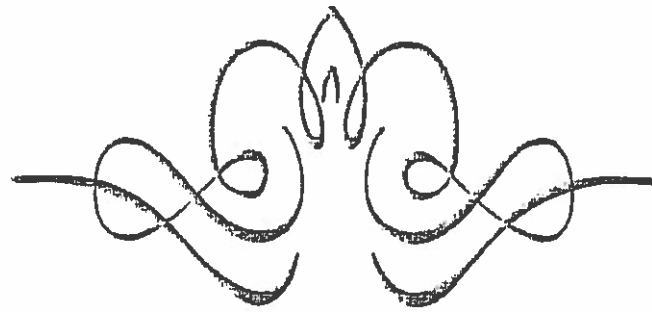
5. Adjournment.

Motion by Selectman Briggs to adjourn, seconded by Selectman Matthews-Bull. **VOTE:** 4-0.

The meeting was adjourned at 9:56 AM.

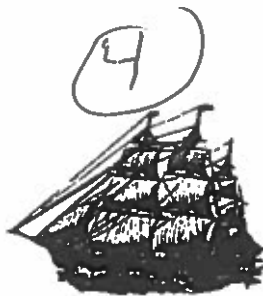
Submitted by

Laurie A. Smith
Town Manager



Agenda Item Divider





KENNEBUNKPORT TOWN CLERK

To: Laurie Smith, Town Manager
Board of Selectmen

From: Tracey O'Roak, Town Clerk

Date: June 20, 2019

Re: Liquor License Approvals

The following new liquor license application is scheduled for a public hearing at the June 27th Board of Selectmen's meeting.

1. *Maine-ly English LLC d/b/a 1802 House Bed & Breakfast*. This is a new request and has been signed off by all required departments. Approval is recommended.

Thank you for your consideration.

1802 House
6/27/19

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Roark

, Town Clerk

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
 10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
 TEL: (207) 624-7220 FAX: (207) 287-3434
 EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA: YES <input type="checkbox"/> NO <input type="checkbox"/>	

PRESENT LICENSE EXPIRES: _____

NEW application: ☒ Yes ☐ No

If business is NEW or under new ownership, indicate starting date: 04/30/2019

Requested inspection (New Licensees/ Ownership Changes Only) Date: _____ Business hours: _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☐ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|---|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> 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 (Class I,II,III,IV) | <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING |
| <input type="checkbox"/> OTHER: _____ | | <input type="checkbox"/> SELF-SPONSORED EVENTS |
- (QUALIFIED CATERERS ONLY)

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: MAINE-LY ENGLISH INC			Business Name (D/B/A) 1802 HOUSE BED AND BREAKFAST		
APPLICANT(S) (Sole Proprietor) NICHOLAS C ROBLEY			DOB: 07/02/1966		
APPLICANT(S) (Sole Proprietor) EILEEN M ROBLEY			DOB: 09/05/1966		
Address 15 LOCKE STREET			Physical Location: 15 LOCKE STREET		
City/Town KENNEBUNKPORT			State ME		Zip Code 04046
Mailing Address 15 LOCKE STREET			Same As Above? <input checked="" type="checkbox"/>		
City/Town KENNEBUNKPORT			State ME		Zip Code 04046
Telephone Number 207 967 5632			Fax Number		
Business Telephone Number 207-967-5632			Fax Number		
Federal I.D. # 83-3628434			Seller Certificate #: or Sales Tax #:		
Email Address: OWNER@1802HOUSE.COM			Website: WWW.1802HOUSE.COM		

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: 6
- State amount of gross income from period of last license:
 ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
- Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒



Agenda Item Divider



(7)

TOWN OF KENNEBUNKPORT, MAINE PROCLAMATION

- WHEREAS,** the Town of Kennebunkport, Maine wishes to recognize the accomplishments of the New England Electric Railway Historical Society, doing business as Seashore Trolley Museum, located in Kennebunkport, Arundel and Biddeford, Maine on its 80th Anniversary; and
- WHEREAS,** the Museum began the global streetcar preservation movement on July 5, 1939 when founders purchased Car 31 from the Biddeford & Saco Railroad and brought it to Kennebunkport. In the 1940s-1960s the collection grew to include both New England country trolleys and city cars, significant national and international cars, trackless trolleys and buses.
- WHEREAS,** over one million people have visited the Museum from around the country and the world. The Museum has become an educational historical institution and a respected resource to the transit industry, and since its inception has expanded to over 1,000 members and over 300 historic railway and public transportation vehicles preserved; and
- WHEREAS,** the efforts and dedication of the volunteers and staff of the Museum over the years have demonstrated extraordinary vision and preserved the history of the trolley in a manner to educate the public; and
- WHEREAS,** the Town of Kennebunkport is honored to have such valuable resource and historic asset in our community.

NOW, THEREFORE, I, Laurie A. Smith, Town Manager of Kennebunkport, Maine do hereby declare, in the Town of Kennebunkport, Maine, July 2019 as:

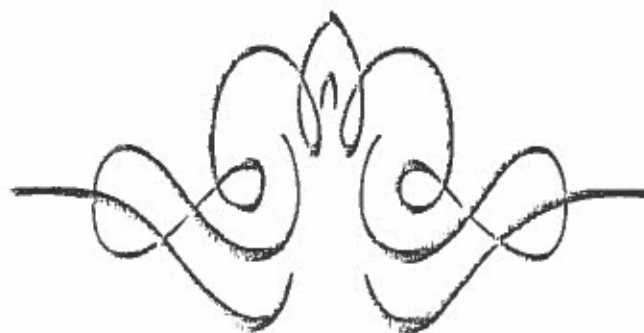
SEASHORE TROLLEY MUSEUM MONTH

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Kennebunkport, Maine to be affixed this xxx day of xxx, 2019.

Laurie A. Smith, Town Manager
Town of Kennebunkport, Maine



Agenda Item Divider



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52-7457/2112
KENNEBUNK ROTARY CHARITABLE FUND
P.O. BOX 888
KENNEBUNK, ME 04043

DATE JUNE 13, 2019

PAY TO THE ORDER OF Kennebunk Post Parks and Rec \$ 4,500.⁰⁰

Four Thousand Five Hundred and 00/100 DOLLARS

Gorham
SAVINGS BANK

MEMO _____

MP _____

Security features Details on back

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