



# TOWN OF KENNEBUNKPORT, MAINE

*- INCORPORATED 1653 -*

MAINE'S FINEST RESORT

**Board of Selectmen Agenda  
Village Fire Station – 32 North Street  
February 11, 2016 – 6:00 PM**

1. Call to Order.
2. Approve the January 7, and 28, 2016, 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. Consider a liquor license renewal application for Sheila W. Matthews-Bull, d.b.a. Rhumb Line Resort, 41 Turbats Creek Road.
5. Consider a special amusement permit renewal application for Sheila W. Mathews-Bull, d.b.a. Rhumb Line Resort, 41 Turbats Creek Road.
6. Consider a renewal liquor license application for Allen and Wanda Daggett, d.b.a. Cape Pier Chowder House, 79 Pier Road.
7. Discuss FY 2017 capital improvement plan.
8. Accept donations to Kennebunkport accounts.
  - a. Church on the Cape—\$500 to be directed to the Public Health outreach programs.
  - b. Atlantic Hall—\$1,000 to be directed to the emergency fuel program.
9. Other business.
10. Approve the February 11, 2016, Treasurer's Warrant.
11. Adjournment.

2

**Town of Kennebunkport  
Joint Meeting with:  
Arundel Board of Selectmen  
Kennebunk Board of Selectmen  
Kennebunkport Board of Selectmen  
RSU 21 School Board of Directors  
Common Board Meeting  
January 7, 2016  
6:00-7:30 PM  
Middle School of the Kennebunks**

Minutes of the joint Selectmen Meeting of January 7, 2016

**Kennebunkport Selectmen present:** Patrick A. Briggs, Edward W. Hutchins, Sheila Matthews-Bull

**Kennebunkport Selectmen absent:** Allen A. Daggett and Stuart E. Barwise

**Others present:** Katie Hawes, Laurie Smith, Barry Tibbetts, Keith Trefethen, and others

**1. Welcome and Overview of the Meeting Outcomes:**

- Share information about major budget drivers for FY 17
- Follow up on items prioritized during the September Dine and Discuss
- Discuss areas of focus moving forward

**Chair Matthews-Bull opened the meeting at 6:00 PM.**

See Exhibit A for more information on items 1, 2, 3 and 4.

**2. FY17 Budget Overview:**

- RSU 21, Katie Hawes, Superintendent of Schools
- Arundel, Keith Trefethen, Town Manager
- Kennebunk, Barry Tibbetts, Town Manager
- Kennebunkport, Laurie Smith, Town Manager

**3. Follow up on September Dine and Discuss**

- Items prioritized
- Work completed to date
- Areas of focus moving forward

**4. Feedback/Questions**

**Motion** by Selectmen Briggs, seconded by Selectmen Hutchins, to adjourn. **Vote:** 3-0.

The meeting adjourned at 7:48 PM.  
Submitted by

Laurie A. Smith  
Town Manager

**Exhibit A – January 7, 2016**

**Arundel, Kennebunk, Kennebunkport Selectmen and  
RSU 21 School Board Directors  
Dine and Discuss  
January 7, 2016  
6:00-7:30 PM  
Middle School of the Kennebunks**

- Working Dinner
- Welcome and Overview of the Meeting Outcomes:
  - Katie Hawes, Superintendent of School shared information about major budget drivers for FY 17 – A PowerPoint was shared with all. The drivers include debt service, personnel contracts, and incoming students with special needs. Reductions include contract with TAMS, and heating oil and other debt service. Possible reductions include Sea Road School – there will be an upcoming School Board discussion on January 25, 2016 and a full report by May/June 2016. Revenue includes Maine PERS Refund for Kennebunk and Kennebunkport. State subsidy and Federal Grants are unknown at this time. A full analysis of RSU 21 Programs was shared and the RSU 21 Budget Development Timeline. The timeline includes July-January – Comprehensive Program Review; November – January – Administrative Team Development and Review; January 4<sup>th</sup> – School Board Action on Finance Committee Recommendation of Budget Targets – 0%, 3%, Superintendent's Recommendation; February-March – Finance Committee Review and Revision; March-May – Board of Directors Review and Revision; May 17<sup>th</sup> – District Budget Meeting and June 14<sup>th</sup> – Budget Validation Referendum.
  - Arundel, Keith Trefethen, Town Manager shared Arundel's Budget Drivers. Municipal operating budget flat funded being proposed for 16/17, and capital expenditure for new town office.
  - Kennebunk, Barry Tibbetts, Town Manager shared Kennebunk's Budget Drives. Contractual obligations, manpower (fire, police, public works, technicians), infrastructure (road paving, sidewalks, buildings (public works facil-

ity/transfer station) and Pay as You Throw (PAYT). Increases include education debt service, increase in wages and benefits due to contractual agreements, increase in operation debt service, potential additional manpower, increase to utility costs, upgrades to technology infrastructure and security, potential loss in homestead exemption, and PAYT program status is being reviewed/determined. Draft capital includes: paving, road maintenance, vehicles and equipment in all divisions, building maintenance and renovation projects, transfer station improvements, drainage, sidewalks, bridges, and infrastructure in TIF districts. FY 17 Budget Schedule for Kennebunk – December 2015-January 2016 – Budget preparation; Feb 2,4,6,11,13 – Budget meetings/discussions; March – Budget Public Hearing, April 26, 2016 – Last day for 2<sup>nd</sup> reading of ordered referendum, and June 14<sup>th</sup> Town Vote.

- o FY 17 Utilities (Kennebunk) – Kennebunk Light and Power District, Kennebunk Sewer District, and Kennebunk, Kennebunkport and Wells Water District.

Kennebunk Sewer District Capital Improvement Plan – Collection system rehabilitation, Doane's Beach and grove, and pump station rehabilitation. Wastewater Treatment Facility – Upgrades to the plant to provide biological treatment capacity to meet regulatory requirement and town growth.

Kennebunk, Kennebunkport and Wells Water District recent cost drivers include – Increase in debt service (2013 through 2015), continual increases in energy, chemicals and supplies, major tank painting project in 2015. Cost savings and revenue enhancement initiatives include – reduction in workers compensation insurance cost, improved vehicle fleet efficiency, and designed and installed most capital improvement with in-house staff. Ongoing initiatives – Continue with lower cost employee health insurance plan, reduction of subcontractor services, collaborative chemical purchases with SMRWC, farming out of GIS and facilities maintenance services, selective harvesting of forest land, and maintain water tank site cell phone lease contracts.

- o Kennebunkport, Laurie Smith, Town Manager – FY17 Major Budget Drives. Expenses include – increase in education debt service, increase in wages and benefits due to contractual agreements, increase in operation debt service for wastewater and public safety, addition hours for code and planning personnel, increase in utility costs for public safety addition, and upgrade to technology infrastructure and security. Capital – draft capital list, historical commitment, experiencing increased in equipment purchases prices, infrastructure needs and costs are growing in roads and sidewalks, infrastructure needs in wastewater treatment will likely be supported by tax dollars, and building and maintenance and renovation projects are increasing with aging facilities. Budget Revenues – no increase in state revenues, potential increase in building permit revenue, increased excise tax revenues, and loss in valuation for homestead exemption increase. Budget Schedule – November –December – department review of current and proposed budgets; December 10- Board of Selectmen will submit priorities and special requests; January 8 – All department budget requests are submitted to Finance; January 29 – Budget board social service agency recommendations are given to town manager; February 26 – town manager submits capital and operating budget to the Board of Selectmen and Budget Board; March 3-April 14 – Budget Board and Selectmen

review operational and budgets; Board of Selectmen meeting to sign the warrant; June 14 – annual town meeting – elections, and June 18 – annual town meeting – Consolidated School.

- Follow up on September Dine and Discuss
  - Kids go to closest school – shared enrollment projections, discussed existing kids who attend our other schools, and Master Facilities Committee. The next area of focus is Arundel middle schoolers to MSK.
  - Shared public safety – Kennebunk and Kennebunkport evaluated cost of patrolling Arundel and Kennebunk and Arundel reviewed previous study. The next area of focus is a collaborative recreation program/early and often connections for kids across towns.
  - Shared purchasing and grounds service – fuel costs, paper would also increase cost to leave collaborative, cleaning and mowing would add a person to either Kennebunk or RSU, possible Kennebunkport and RSU, and Kennebunk joined RSU Insurance Meetings. The next area of focus is to look for efficiencies and opportunities to maximize recreation departments.
  - Communication follow-up – monthly meetings and 2<sup>nd</sup> Dine and Discuss.

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# **PAGE DIVIDERS**

**Town of Kennebunkport  
Board of Selectmen Meeting  
Village Fire Station-32 North Street  
January 28, 2016 – 6:00 PM**

Minutes of the Selectmen Meeting of January 28, 2016

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

**Others present:** Dean Auriemma, Gerry Dworki, Amy D'Amico, Werner Gilliam, Tim Good, David James, Daniel Lay, Jen Lord, Arlene McMurray, Molly Reinfried, Craig Sanford, Laurie Smith, Jim Stockman, and others

**1. Call to Order.**

Chair Matthews-Bull called the meeting to order at 6:00 PM.

**2. Approve the January 14, 2016, selectmen meeting minutes.**

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to approve the January 14, 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. H.M. Payson to present annual investment report.**

The Investment Policy requires the Investment Committee and H.M. Payson to report to the Board of Selectman annually. Daniel Lay and Molly Reinfried of H.M. Payson presented their report. (See Exhibit A).

Gerry Dworkin of the Cape Porpoise Fire Company asked if money from the Kittredge Fund could be used to purchase a rescue boat.

Fire Chief Allan Moir said he planned on using the Kittredge fund to replace an existing ladder truck in the future. He said he needs more details if the Fire Company wishes to purchase a rescue boat. He needs a mission statement indicating the distance the boat would go, where it would be stored, who would operate it, etc. He would like to go in with other towns if they were to purchase a rescue boat.

The Board supports proceeding with H.M. Payson's growth plan.

**5. Update on 2016 foreclosures and possible land purchase installment contracts.**

Treasurer Jen Lord said nine accounts came to foreclosure. Four wish to enter land installment contracts, one is working with their bank and would like to come to the February 11 meeting, one is currently in a land installment contract, one is waived, one has a military exemption, and one she hasn't tracked down.

**Motion** by Selectman Briggs, seconded by Selectman Daggett, to approve the land installment contracts for Wade and Tammy Bickford; and the Grace Brennan heirs. **Vote:** 5-0.

#### **6. Update from Amy D'Amico regarding Habitat for Humanity.**

The Habitat for Humanity has raised funds to build a home for a veteran. Amy D'Amico reported that they broke ground on the property at 160 Beachwood Avenue and will try to put the foundation in within the next couple weeks. They will continue work throughout the winter, weather permitting. She said the families selected are required to complete 400 hours of work "sweat equity" such as working on their home and volunteering for Habitat for Humanity of York County. They are hoping that the home will be ready so the family's children can attend school in Kennebunkport in the fall. Interested volunteers can contact the Habitat for Humanity at 985-4850.

#### **7. Review of Dock Square Parking Lot Operations - 2015**

Ms. Smith presented the history of the parking lot and Police Chief Craig Sanford discussed the staff operations. The Dock Square Parking Lot has been in existence since 1984. In its first year of operations, the lot took in revenues slightly over expenses (\$37,000). It was a cash only, manned lot. Over the years, the amount of revenues increased to \$350,000. Last year, a new system was installed with security cameras and credit card machines. The lot was open from June 3, 2015, to October 29, 2015, with 11 days lost from problems with the card reader, replacing parts, and eventually replacement of the entire exit payment machine. Gross revenue was \$350,271 and most people did not take advantage of the free parking. Out of 5,000 chaser tickets issued, only 849 were redeemed.

Chief Sanford explained that the main problem at the lot was people trying to exit. When someone had trouble with the credit card machine, a line would form and sometimes extend back out into the street. He said a solution could be to make people entering the lot turn left to look for a parking space instead of going straight. This option would cause them to lose some parking spaces. He thinks it is good to have staff there during the busy hours to help with technical issues and people issues.

Discussion followed such as:



- They must make sure the abutters are aware before they make any changes.
- They need to look at increasing fees if they lose parking spaces to offset the costs.
- They could make semi trucks park at Cross Street.

Mr. Smith thanked the Police Chief for all of his help with the parking lot and also all of the people who helped this past summer.

**8. Set the 2016 fees for Goose Rocks Beach parking stickers.**

Current fees are:

Resident seasonal	\$5.00
Nonresident daily	\$15.00
Nonresident weekly	\$50.00
Nonresident seasonal	\$100.00

**Motion** by Selectman Daggett, seconded by Selectman Hutchins, to keep the fees the same for the Goose Rocks Beach parking stickers. **Vote:** 5-0.

**9. Adopt the Goose Rocks Beach Parking Sticker Rules/Regulations.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins, to adopt the Goose Rocks Beach Parking Sticker Rules/Regulations. **Vote:** 5-0.

**10. Accept donation of \$204.50 from the families of Consolidated School to the to the Kennebunkport emergency fuel program. They also donated 100 pounds of nonperishable food to the food pantry, which came from their annual Sock Hop.**

**Motion** by Selectman Hutchins, seconded by Selectman Daggett, to accept a donation of \$204.50 from the families of Consolidated School to the to the Kennebunkport emergency fuel program. **Vote:** 5-0.

**11. Authorize the closure of the School Street land purchase account.**

Ms. Smith explained that the Town approved funding \$400,000 from the undesignated fund balance to purchase Dick McCabe's land adjacent to Parsons Field. After the land was purchased, \$11,633.25 remains. She said the Treasurer is requesting to return the \$11,633.25 back to the undesignated fund balance.

**Motion** by Selectman Daggett, seconded by Selectman Barwise, to approve returning \$11,633.25 back to the undesignated fund balance. **Vote:** 5-0.

**12. Appoint Alison Kenneway as Assistant Health Officer.**

**Motion** by Selectman Hutchins, seconded by Selectman Briggs, to appoint Alison Kenneway as Assistant Health Officer. **Vote:** 5-0.

**13. Other business.**

**a. February Meeting Schedule**

Ms. Smith asked who would be attending the meetings in February. There will be a quorum for both meetings.

Director of Planning and Development Werner Gilliam said they may see an increase in elevations on the FEMA maps. It may be June 2017 before there will be something to vote on.

**14. Approve the January 28, 2016, Treasurer's Warrant.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to approve the January 28, 2016, Treasurer's Warrant. **Vote:** 5-0.

Selectman Daggett thanked the Town Manager, MDOT, and Highway for clearing out the brush on Route 9.

**15. Adjournment.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to adjourn.

The meeting adjourned at 7:05 PM.

Submitted by

Arlene McMurray  
Administrative Assistant

**HMPayson**

January 2016

**Town of Kennebunkport  
Portfolio Review**

**Daniel M. Lay, Esq.**  
*Managing Director*

**Molly C. Reinfried, CFP®**  
*Relationship Manager*

**Jenny Lynd Robinson**  
*Investment Assistant*

*H.M. Payson*

# Town of Kennebunkport Portfolio Overview

Goals:

- Implement an Investment Policy Statement
- Generate income to provide for beneficiaries
- Title 9- Prudent Investor Rule
- Grow the balance of the trusts long term to hedge inflation

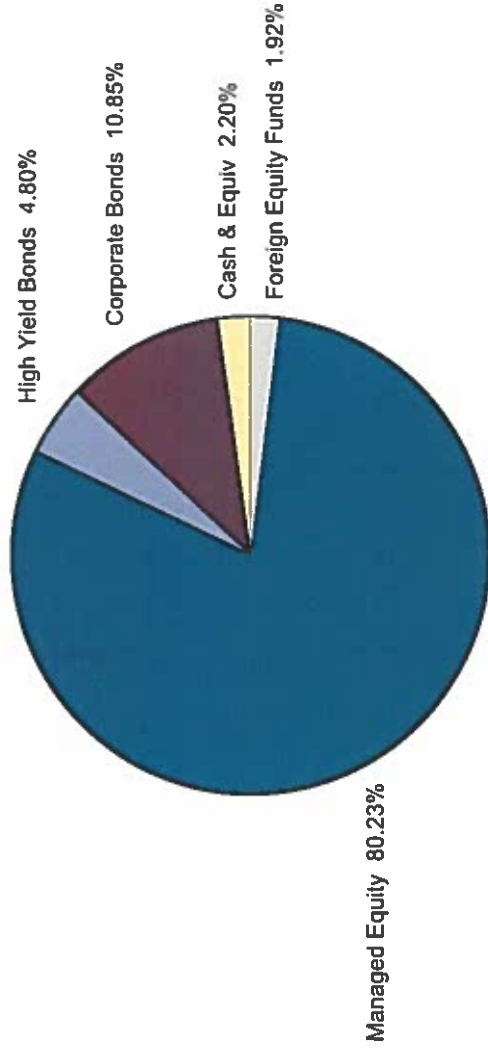
Portfolio Composition

Trust	Market Value 12/31/15	Beneficiaries
Kittredge Trust	\$640,380.80	Vehicles for fire companies (per trust %)
Maccomber Trust	\$5,336.51	Support public health nurse
Picavet Trust	\$422,581.19	½ Police Department equipment ½ Equipment and supplies for Public Health and Nursing Service

TOWN OF KENNEBUNKPORT

Account #: 5990438786  
Report Period: 02/28/2015 - 12/31/2015

Asset Allocation Detail



	Market Value	Percent of Total
Cash & Equiv	23,554	2.20
Corporate Bonds	116,106	10.85
High Yield Bonds	51,376	4.80
Managed Equity	858,222	80.23
Foreign Equity Funds	20,488	1.92
Total Account	1,069,746	100.00

## Town of Kennebunkport Account Activity 1/1/2015 – 12/31/2015

Beginning Market Value - 1/1/2015		\$0
Income		
	Dividends	\$20,036
	Interest	\$0
	Other Income	\$0
Additions		\$1,149,090
Withdrawals		
	Account Fees	-\$6,486
	Taxes Paid <small>(on foreign equities)</small>	-\$252
	Other Disbursements	\$0
Increase in Market Value		-\$94,090
Ending Market Value - 12/31/2015		\$1,068,298

# Town of Kennebunkport Performance through 12/31/2015

	From Inception*
	2/28/2015
Total Account	-6.80%
Fixed Income (Bonds)	N/A
Equity (Stocks)	-8.53%
	Benchmark <sup>1</sup>
	-4.01%

\*Annualized

<sup>1</sup> Benchmark mix allocation 75% S&P and 25% MSCI ACWIexUS

## Town of Kennebunkport Top 10 Holdings

<u>Company</u>	<u>% of Total Equity</u>	<u>Sector</u>
Southern Company	5.46	<i>Industrials</i>
Sysco Corp.	5.40	<i>Consumer Staples</i>
Berkshire Hathaway Inc. Cl B	5.01	<i>Financials</i>
Intel Corp.	4.73	<i>Information Technology</i>
Exxon Mobil Corp.	4.55	<i>Energy</i>
Apple Inc.	4.48	<i>Information Technology</i>
Chevron Corp	4.2	<i>Energy</i>
Occidental Petroleum Corp.	3.94	<i>Energy</i>
Pfizer Inc.	3.90	<i>Health Care</i>
Procter & Gamble	3.71	<i>Consumer Staples</i>

**HM Payson**



## Income: past vs. future

Past 3 years average income:\*

**\$10,371**   **1.5%**

2015 Income^

**\$19,759**   **1.9%**

	Total Portfolio	%	Projected Income	%
US Equity: Large Cap	826,575	80%	24,072	2.9%
US Equity: Small Cap	0	0%	0	-
International Equity: Developed	0	0%	0	-
International Equity: Emerging	19,019	2%	468	2.5%
Real Estate	0	0%	0	-
Corporate: High Yield	50,665	5%	2,969	5.9%
Corporate: Investment Grade	116,184	11%	1,374	1.2%
Government	0	0%	0	-
Municipal	0	0%	0	-
Cash	18,840	2%	24	0.1%
<b>Total</b>	<b>\$1,031,283</b>	<b>100%</b>	<b>\$28,907</b>	<b>2.8%</b>

\*Does not include Picavet trust; based on 2012, 2013 and 2014

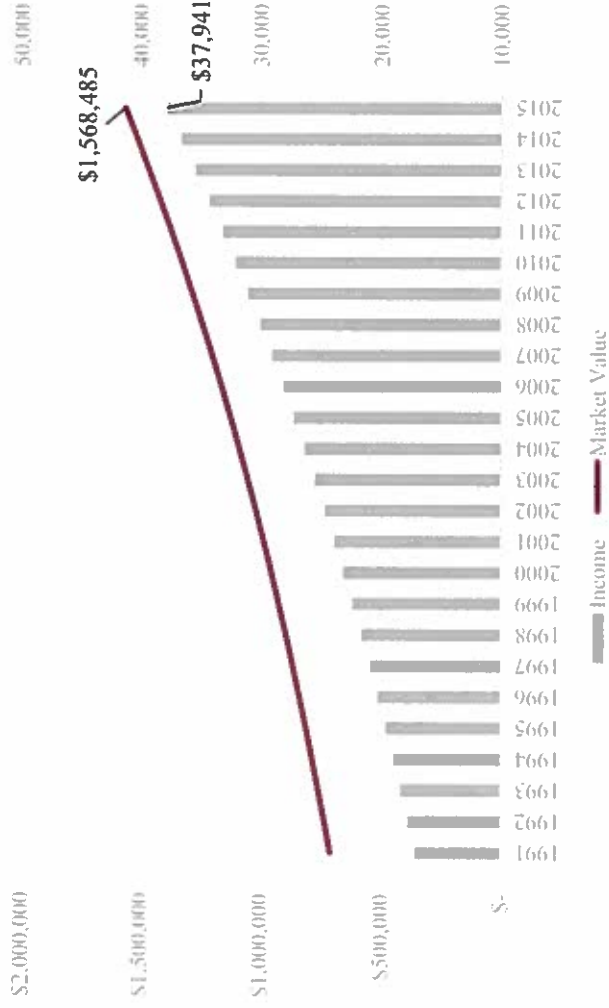
^ 2015 income for 10 months (beginning March 2015)

**HM Payson**

# What If?

## Assumptions:

- Kittredge Trust principal: \$688,206 (no additional funds added)
- Assume 6% total return beginning 1991
- 2.5% income distribution each year



*S&P 500 annual return approximately 9% over this time period*

# Effect of Inflation

## Assumptions:

- Kittredge Trust principal: \$688,206 in 1991
- No additional funds added or distributed from principal
- 3% inflation discount applied each year
- *\$338,551 value in today's dollars*



4

BUREAU OF ALCOHOLIC BEVERAGES  
DIVISION OF LIQUOR LICENSING & ENFORCEMENT  
8 STATE HOUSE STATION  
AUGUSTA, ME 04333-0008



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

LICENSE NUMBER:

CLASS:

DEPOSIT DATE

AMT. DEPOSITED:

BY:

CK/MO/CASH:

PRESENT LICENSE EXPIRES

2/1/16

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ SPIRITUOUS ☒ VINOUS

INDICATE TYPE OF LICENSE:

- ☒ RESTAURANT (Class I,II,III,IV)  
☒ HOTEL-OPTIONAL FOOD (Class I-A)  
☒ CLASS A LOUNGE (Class X)  
☒ CLUB (Class V)  
☒ TAVERN (Class IV)

- ☐ RESTAURANT/LOUNGE (Class XI)  
☐ HOTEL (Class I,II,III,IV)  
☐ CLUB-ON PREMISE CATERING (Class I)  
☐ GOLF CLUB (Class I,II,III,IV)  
☐ OTHER:

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) --(Sole Proprietor, Corporation, Limited Liability Co., etc.) Sheila W Matthews-Bull DOB: 9-8-49		2. Business Name (D/B/A) Rhumb Line Resort	
DOB:			
DOB:		Location (Street Address) 41 Turbats Creek Rd	
Address 59 Langsford Rd		City/Town Kennebunkport ME	
		State ME	
		Zip Code 04046	
City/Town Kennebunkport ME		City/Town Same	
State ME		State ME	
Zip Code 04046		Zip Code 04046	
Telephone Number 207-967-5457		Business Telephone Number 207-967-5457	
Fax Number 207-967-4418		Fax Number 207-967-4418	
Federal I.D. # 00011890		Seller Certificate #	

EMAIL ADDRESS: sheila@rhumb lineresort.com

3. If premises is a hotel, indicate number of rooms available for transient guests:

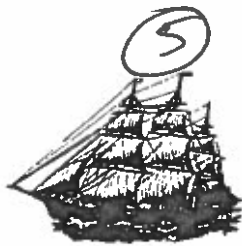
4. State amount of gross income from period of last license: ROOMS \$ 850,000<sup>00</sup> FOOD \$ 40,000 LIQUOR \$ 25,000

5. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

complete Supplementary Questionnaire, If YES

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# **PAGE DIVIDERS**



# TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

## APPLICATION

### SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Sheila Matthews-Bull  
Residence Address 59 Langsford Kennebunkport ME  
Home Telephone Number 902 3022  
Name of Business Rhumb Line Resort  
Business Address 41 Turbats Creek Rd Kennebunkport  
Type of Business Hotel  
Business Telephone Number 207-967-5457  
Nature of Special Amusement Entertainment/Dancing

Has your liquor and or amusement license ever been denied or revoked?

Yes \_\_\_\_\_ No ☒

If yes, describe circumstances specifically. (Attach additional page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

Sheila Matthews-Bull  
applicant

A decorative border made of elegant, symmetrical scrollwork and flourishes, framing the central text. The design is intricate, with multiple layers of curves and swirls, creating a classic, ornate appearance.

# **PAGE DIVIDERS**

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**BUREAU OF ALCOHOLIC BEVERAGES  
DIVISION OF LIQUOR LICENSING & ENFORCEMENT  
8 STATE HOUSE STATION  
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

**DEPARTMENT USE ONLY**

**LICENSE NUMBER:**

**CLASS:**

**DEPOSIT DATE**

**AMT. DEPOSITED:**

**BY:**

**CK/MO/CASH:**

**PRESENT LICENSE EXPIRES** 3/20/16

**INDICATE TYPE OF PRIVILEGE:** X MALT ☐ SPIRITUOUS X VINOUS

**INDICATE TYPE OF LICENSE:**

X RESTAURANT (Class I,II,III,IV)

☐ HOTEL-OPTINONAL FOOD (Class I-A)

☐ CLASS A LOUNGE (Class X)

☐ CLUB (Class V)

☐ TAVERN (Class IV)

☐ RESTAURANT/LOUNGE (Class XI)

☐ HOTEL (Class I,II,III,IV)

☐ CLUB-ON PREMISE CATERING (Class I)

☐ GOLF CLUB (Class I,II,III,IV)

☐ OTHER: \_\_\_\_\_

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

<b>1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.)</b>			<b>2. Business Name (D/B/A)</b>		
DOB:			Cape Pier Chowder House		
Allen A. Daggett DOB: 03/30/51			Location (Street Address)		
Wanda L. Dagget DOB: 12/05/1961			79 Pier Rd		
Address			City/Town	State	Zip Code
PO Box 7217			Cape Porpoise	ME	04014
Mailing Address			PO Box 7217		
City/Town	State	Zip Code	City/Town	State	Zip Code
Cape Porpoise	ME	04014	Cape Porpoise	ME	04014
Telephone Number		Fax Number	Business Telephone Number		Fax Number
207-967-2168			207-967-0123		207-967-3511
Federal I.D. # 84-0000000			Seller Certificate # 1030229		

**EMAIL ADDRESS:** info@capeporpoiselobster.com

3. If premises is a hotel, indicate number of rooms available for transient guests: N/A

4. State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ 509,443.00 LIQUOR \$ 31,652.03

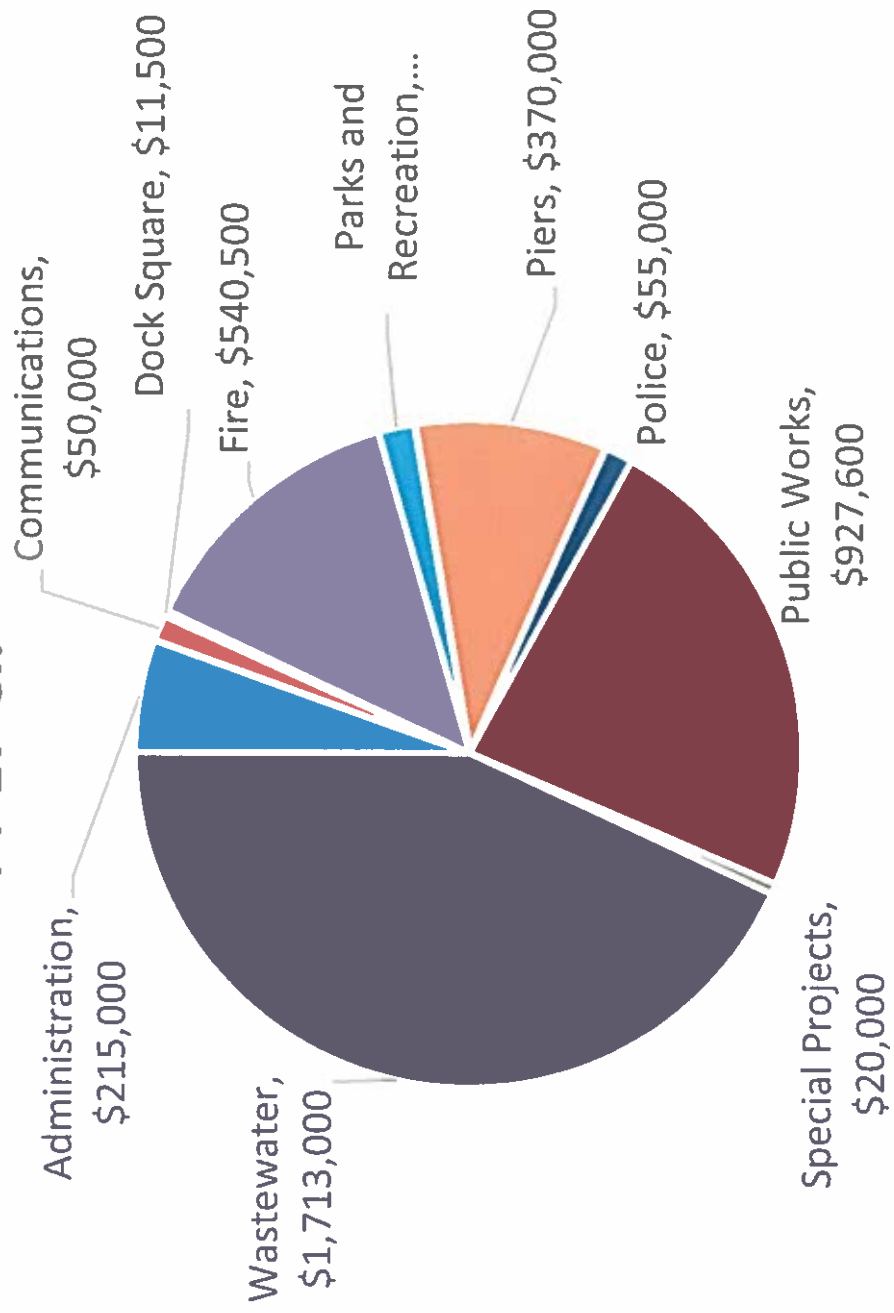
5. Is applicant a corporation, limited liability company or limited partnership? YES X NO ☐



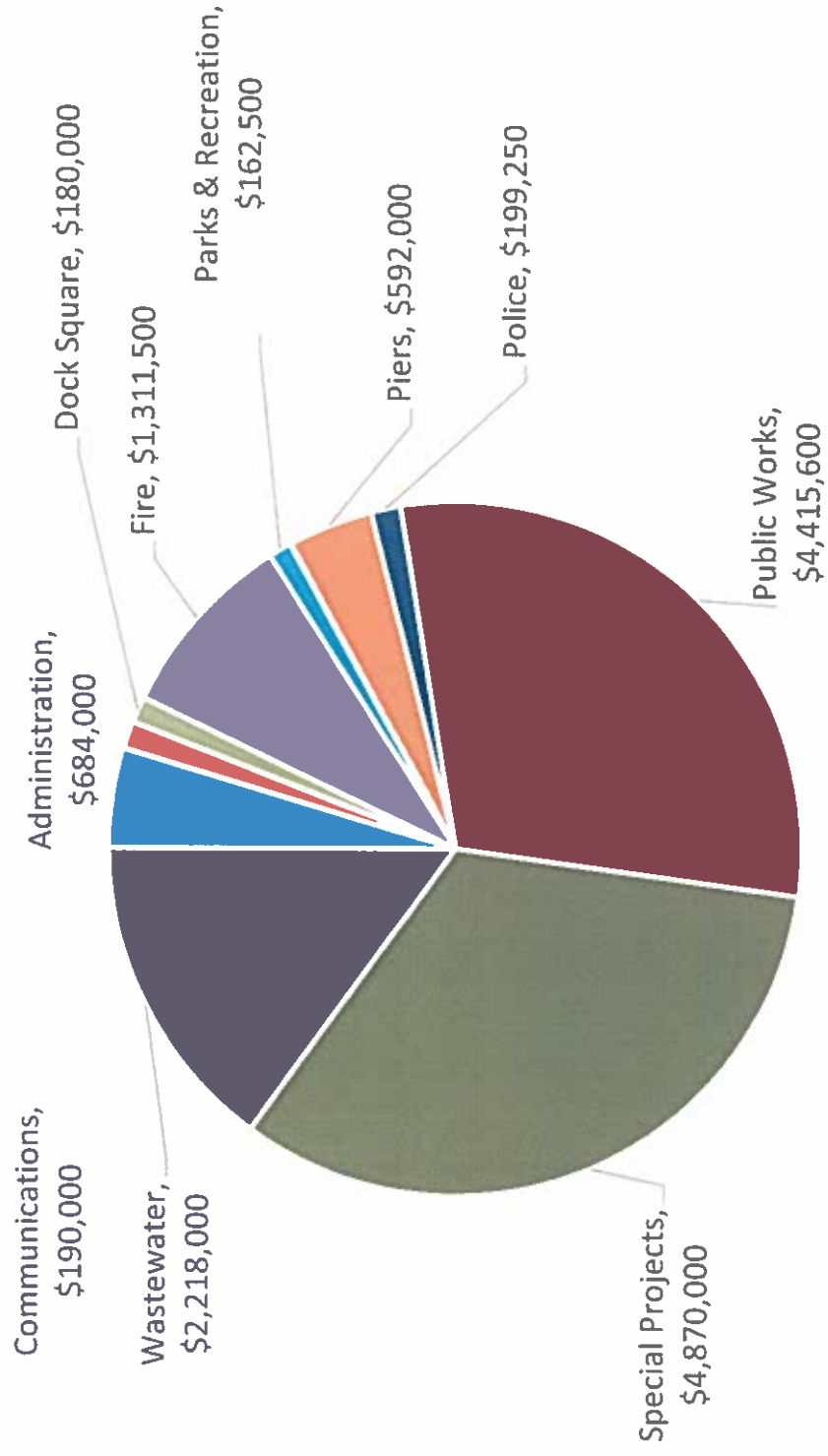
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# **PAGE DIVIDERS**

## FY 17 CIP



## FY 17 - 21 CIP



# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
<b><u>Administration</u></b>							
Town Office Building Renovations	Bldg/Facilities	\$ 100,000					
Video Equipment for streaming and filming in new Police Addition	Equipment	\$ 65,000					
Document Management System	Equipment	\$ 30,000					
Records Preservation	Admin	\$ 5,000					
Replace 2009 Codes Vehicle	Equipment	\$ 15,000					
Town Office Building Renovations	Bldg/Facilities	\$ 100,000					
GIS Aerial Photographs	Admin	\$ 5,000					
Records Preservation	Admin	\$ 5,000					
Town Office Building Renovations	Bldg/Facilities		\$ 100,000				
Town Office Pavement Restoration	Bldg/Facilities		\$ 19,000				
Town Office Generator	Bldg/Facilities		\$ 25,000				
Records Preservation	Admin		\$ 5,000				
Town Office Building Renovations	Bldg/Facilities		\$ 100,000				
Records Preservation	Admin		\$ 5,000				
Town Office Building Renovations	Bldg/Facilities		\$ 100,000				
Records Preservation	Admin		\$ 5,000				
Replace 2017 Codes Vehicle	Equipment					\$ 30,000	
Records Preservation	Admin					\$ 200,000	
<b>subtotal - Administration</b>		<b>\$ 215,000</b>	<b>\$ 110,000</b>	<b>\$ 149,000</b>	<b>\$ 105,000</b>	<b>\$ 105,000</b>	<b>\$ 230,000</b>
<b><u>Communications</u></b>							
Furniture, cameras, and equipment for new addition	Equipment	\$ 50,000					
Repair Police Station Roof	Bldg/Facilities		\$ 10,000				
Replace Dispatch station	Equipment		\$ 20,000				
Replace Dispatch Consoles with digital IP	Equipment		\$ 80,000				
Replace Building Cooling System	Bldg/Facilities				\$ 30,000		
<b>subtotal - Communications</b>		<b>\$ 50,000</b>	<b>\$ 110,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>

# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
<b><u>Dock Square</u></b>							
Expand sidewalk Benois block	Infrastructure	\$ 11,500					
Parking Lot Pavement Restoration	Infrastructure		\$ 30,000				
Union Square enhancements	Infrastructure		\$ 25,000				
Replace sidewalks / heating maintenance East Side (bridge to monument)	Infrastructure			\$ 87,000			
Sidewalk replacement on West side of Dock square	Infrastructure				\$ 26,500		
Wayfinding signs for Downtown	Bldg/Facilities						\$ 25,000
		\$ 11,500	\$ 55,000	\$ 87,000	\$ 26,500	\$ -	\$ 25,000
<b>subtotal - Dock Square</b>							
<b><u>Fire</u></b>							
Replace Engine 33 or Ladder 4	Equipment	\$ 440,000					
Firefighter PPE	Equipment	\$ 17,000					
Radio equipment	Equipment	\$ 10,500					
SCBA air bottles	Equipment	\$ 12,000					
Replace & Upgrade Hydraulic Rescue Tools	Equipment	\$ 11,000					
Replace Brush 5 - 1974	Equipment	\$ 50,000					
Replace & Upgrade Hydraulic Rescue Tools	Equipment		\$ 11,000				
Firefighter PPE	Equipment		\$ 17,000				
Radio equipment	Equipment		\$ 10,500				
SCBA air bottles	Equipment		\$ 14,000				
Replace one thermal imager	Equipment		\$ 14,000				
Firefighter PPE	Equipment			\$ 17,000			
Radio equipment	Equipment			\$ 10,500			
SCBA air bottles	Equipment			\$ 12,000			
Replace Brush 35 1980 GMC	Equipment			\$ 50,000			
Replace 2nd thermal imager	Equipment			\$ 14,000			
Replace Ladder 4 or Engine 33	Equipment				\$ 440,000		
Firefighter PPE	Equipment				\$ 17,000		
Radio equipment	Equipment				\$ 10,500		
SCBA air bottles	Equipment				\$ 12,000		
Replace 3rd thermal imager	Equipment				\$ 14,000		

# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
Firefighter PPE	Equipment					\$ 17,000	
Radio equipment	Equipment					\$ 10,500	
SCBA air bottles	Equipment					\$ 12,000	
Replace Brush 15 1984 GMC	Equipment					\$ 50,000	
Replace base station, antenna & cable	Equipment					\$ 18,000	
Replace Engine 12 - PV REPLACE IN 2023	Equipment						\$ 410,000
Replace Ladder 34 - GRB REPLACE IN 2026	Equipment						\$ 1,000,000
Replace Tank 1 - GRB REPLACE IN 2033	Equipment						\$ 200,000
Replace Squad 11 REPLACE IN 2031	Equipment						\$ 150,000
Engine 23 REPLACE IN 2034	Equipment						\$ 410,000
Rigid Inflatable Boat/engine/trailer - GRB	Equipment						\$ 18,000
Rigid Inflatable Boat/engine/trailer - WD	Equipment						\$ 18,000
SCBA Air Packs (45)	Equipment						\$ 90,000
Compressor	Equipment						\$ 20,000
Generator - WD	Equipment						\$ 7,500
Generator - Village	Equipment						\$ 20,000
Hydraulic rescue tool	Equipment						\$ 80,000
Village Fire Station	Equipment						\$ 700,000
Wildes Dist, Fire Station	Bldg/Facilities						\$ 250,000
	Bldg/Facilities						\$ 3,373,500
	<b>subtotal - Fire</b>	<b>\$ 540,500</b>	<b>\$ 66,500</b>	<b>\$ 103,500</b>	<b>\$ 493,500</b>	<b>\$ 107,500</b>	<b>\$ 3,373,500</b>
<b><u>Parks and Recreation</u></b>							
Replace Parks and Recreation Building	Bldg/Facilities	\$ 50,000					
Replace Playground equipment at Parsons Field	Equipment	\$ 20,000					
Improvements to Parson Field	Infrastructure		\$ 10,000				
Community Survey	Admin		\$ 5,000				
Improvements to Cape Porpoise Park and Rotary Parks	Infrastructure		\$ 17,500				
Resurface Tennis Courts	Infrastructure					\$ 50,000	
Trail Development	Infrastructure					\$ 10,000	
Trail Development	Infrastructure						\$ 10,000
Future Parks and Recreation Addition	Infrastructure						\$ 300,000
Replace 2016 Bus	Bldg/Facilities						\$ 60,000
Public Boat Access	Equipment						\$ 100,000
	Infrastructure						\$ 470,000
	<b>subtotal - Parks and Recreation</b>	<b>\$ 70,000</b>	<b>\$ 10,000</b>	<b>\$ 5,000</b>	<b>\$ 17,500</b>	<b>\$ 60,000</b>	<b>\$ 470,000</b>

# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
<b><u>Piers</u></b>							
<b><i>Cape Porpoise</i></b>							
Float Replacement	Bldg/Facilities	\$ 5,000					
Cooler Replacement	Bldg/Facilities	\$ 20,000					
Chowder House Painting	Bldg/Facilities		\$ 5,000				
Dredging	Infrastructure		\$ 200,000				
#1 Hoist Replacement	Bldg/Facilities		\$ 5,000				
Punt Float Pylons	Bldg/Facilities		\$ 10,000				
Keeguard system	Bldg/Facilities			\$ 2,000			
Replace Fuel Tanks (2024)	Bldg/Facilities						\$ 100,000
#3 Hoist Replacement	Bldg/Facilities						\$ 5,000
#2 Hoist Replacement	Bldg/Facilities						\$ 5,000
Leak Sensor	Bldg/Facilities						\$ 2,500
Fuel Pumps	Bldg/Facilities						\$ 5,000
Cape Porpoise Pier	Bldg/Facilities						\$ 700,000
<b><i>Government Wharf</i></b>							
Replace Bait Building	Bldg/Facilities	\$ 150,000					
Replace JIB Cranes	Bldg/Facilities	\$ 70,000					
Replace Coolers	Bldg/Facilities	\$ 125,000					
Government Wharf Maintenance Dredge	Infrastructure						\$ 50,000
<b>subtotal - Piers</b>		<b>\$ 370,000</b>	<b>\$ 220,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 867,500</b>
<b><u>Police</u></b>							
Replace 2013 Cruiser	Equipment	\$ 30,000					
Replace 2011 Chief's Cruiser	Equipment	\$ 25,000					
Replace Radar (2)	Equipment		\$ 7,000				
Replace 2014 Cruiser	Equipment		\$ 30,250				

# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
Replace 2015 Cruiser	Equipment		\$	30,500			
Replace 2016 Cruiser	Equipment				\$ 31,500		
Replace 3 work stations	Equipment				\$ 15,000		
Replace 2XXX Cruiser	Equipment					\$ 30,000	
Boiler Replacement	Bldg/Facilities						\$ 12,000
Replace 2XXX Cruiser	Equipment						\$ 31,500
Replace 2XXX Cruiser (2)	Equipment						\$ 62,000
Replace 2XXX Cruiser	Equipment						\$ 31,000
Replace 2XXX Cruiser (2)	Equipment						\$ 62,000
Replace 2XXX Cruiser	Equipment						\$ 31,000
Replace 2XXX Cruiser (2)	Equipment						\$ 62,000
subtotal - Police		\$ 55,000	\$ 37,250	\$ 30,500	\$ 46,500	\$ 30,000	\$ 291,500

## Public Works

Replace 2000 Tennant Sweeper	Equipment	\$ 160,000					
Replace 2006 Ford Ranger	Equipment	\$ 41,000					
Replace TITAN 500 Line Striper	Equipment	\$ 9,000					
Repair and reconstruct roads	Infrastructure	\$ 557,600					
Repair and construct sidewalks.	Infrastructure	\$ 160,000					
Repave Public Works Parking Lot	Bldg/Facilities	\$ 25,000					
Replace 2007 Trackless	Equipment	\$ 165,000					
Replace 2006 Ford F350 4x4	Equipment	\$ 40,000					
Repair and reconstruct roads	Infrastructure	\$ 484,000					
Repair and construct sidewalks.	Infrastructure	\$ 135,000					
Replace 2004 International Tandem	Equipment		\$ 190,000				
Replace 2005 Z Trac .JDF687	Equipment		\$ 12,000				
Replace 2009 Ford F350	Equipment		\$ 45,000				
Repair and reconstruct roads	Infrastructure		\$ 491,000				
Repair and reconstruct sidewalks.	Infrastructure		\$ 145,000				
Replace 2009 JD Backhoe	Equipment		\$ 125,000				
Repair and reconstruct roads	Infrastructure		\$ 446,000				



## Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
Repair and construct sidewalks.	Infrastructure				\$ 145,000		
Repair and reconstruct roads	Infrastructure				\$	\$ 719,000	
Repair and construct sidewalks.	Infrastructure				\$	\$ 151,000	
Replace 2011 International	Equipment				\$	\$ 170,000	
Replace 2001 Titan 5000 Line Striper	Equipment						\$ 9,000
Repair and reconstruct roads	Infrastructure						\$ 506,728
Repair and construct sidewalks.	Infrastructure						\$ 144,728
Replace 2011 International	Equipment						\$ 170,000
Repair and reconstruct roads	Infrastructure						\$ 488,482
Repair and construct sidewalks.	Infrastructure						\$ 150,069
Repair and reconstruct roads	Infrastructure						\$ 377,576
Repair and construct sidewalks.	Infrastructure						\$ 150,069
Replace 2012 International	Equipment						\$ 170,000
Repair and reconstruct roads	Infrastructure						\$ 419,196
Repair and construct sidewalks.	Infrastructure						\$ 140,864
Repair and reconstruct roads	Infrastructure						\$ 411,330
Repair and construct sidewalks.	Infrastructure						\$ 29,106
Replace 2015 International	Equipment						\$ 170,000
Repair and reconstruct roads	Infrastructure						\$ 284,554
Replace 2013 JD Loader	Equipment						\$ 160,000
Repair and reconstruct roads	Infrastructure						\$ 391,200
<b>subtotal - Public Works</b>		<b>\$ 927,600</b>	<b>\$ 849,000</b>	<b>\$ 883,000</b>	<b>\$ 716,000</b>	<b>\$ 1,040,000</b>	<b>\$ 4,172,902</b>
<b>Special Projects</b>							
Public facilities	Bldg/Facilities	\$ 20,000					
Pier Road Reconstruction	Infrastructure		\$ 800,000				
Ocean Avenue reconstruction / River Club	Infrastructure			\$ 2,700,000			
Sewer replacement Ocean Ave - Chick Cr to Fairfield Cr	Infrastructure			\$ 650,000			
Water replacement portion of Ocean Avenue Project	Infrastructure			\$ 650,000			
Dock Sq Granite Support Wall Engineering Study	Infrastructure			\$ 50,000			
<b>subtotal - Special Projects</b>		<b>\$ 20,000</b>	<b>\$ 800,000</b>	<b>\$ 4,050,000</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
<b>Wastewater</b>							
Replace 1985 WWTP Generator	Equipment	\$ 113,000					
Dock Square Sewer Line Replacement / Repair	Infrastructure	\$ 250,000					
Replace Clairifer Roofs	Bldg/Facilities	\$ 220,000					
Replace 2006 1 ton 4x4 with plow	Equipment	\$ 57,000					
Green Street Pump Station Replacement #3	Infrastructure	\$ 516,000					
Chicks Creek Pump Station Replacement #4	Infrastructure	\$ 319,000					
Grinder Pump Replacement	Equipment	\$ 20,000					
Replace 1985 Aeration System Blowers (4)	Equipment	\$ 80,000					
Replace 1985 Influent Pumps (3)	Equipment	\$ 69,000					
Replace 1985 Effluent Pumps (3)	Equipment	\$ 69,000					
Replace 2003 2x4 Pick Up Truck	Equipment		\$ 27,000				
Replace Generator Pump Station #4	Equipment		\$ 20,000				
Grinder Pump Replacement	Equipment		\$ 20,000				
Side panels for compost building	Bldg/Facilities		\$ 30,000				
Grinder Pump Replacement	Equipment		\$	20,000			
Replace Kohler Portable Generator	Equipment		\$	38,000			
Replace 2004 JD Loader	Equipment		\$	120,000			
Grinder Pump Replacement	Equipment				20,000		
Replace Generator Pump Station #12	Equipment				20,000		
Grinder Pump Replacement	Equipment				100,000		
ReplaceSouth Main St. Pump Station #5	Infrastructure				25,000		
Replace Generator Pump Station #12	Infrastructure				\$	20,000	
Grinder Pump Replacement	Equipment				\$	20,000	
ReplaceSouth Main St. Pump Station #5	Infrastructure				\$	25,000	
Grinder Pump Replacement	Equipment						100,000
Replace Generator @ Green St. Pump Station #3	Equipment						20,000
Replace Generator @ Chicks Cr. Pump Station #4	Equipment						20,000
Replace Magnum Portable Generator	Equipment						38,000
Replace 2013 Ser. Truck	Equipment						35,000
Replace 2006 Jetter	Equipment						60,000
Replace 2008 Crane	Equipment						10,000

# Capital Improvement Program

Department	Type	FY 17	FY 18	FY 19	FY 20	FY 21	Future
Replace Filter Press (2)	Equipment						\$ 250,000
Replace Mills Lane Pump Station #2	Infrastructure						\$ 250,000
Replace Ocean Ave. Pump Station #6	Infrastructure						\$ 250,000
Replace Turbals Creek Pump Station #7	Infrastructure						\$ 250,000
Replace Wildes Rd. Pump Station #8	Infrastructure						\$ 250,000
Replace Paddy Creek Pump Station #9	Infrastructure						\$ 250,000
Replace Cape Porpoise Pump Station #10	Infrastructure						\$ 250,000
Replace Mills Rd. Pump Station #11	Infrastructure						\$ 250,000
Replace Kings Highway Pump Station #12	Equipment						\$ 50,000
Replace Kings Lane Pump Station #13	Equipment						\$ 40,000
Replace Kings Highway (West) Pump Station #14	Equipment						\$ 25,000
Replace Prescott Drive Pump Station #15	Infrastructure						\$ 15,000
Replace Washington Court Pump Station #16	Infrastructure						\$ 20,000
Replace Wakefield Pasture Pump Station	Infrastructure						\$ 20,000
Replace 4.3 miles 1972 Sewer Lines	Infrastructure						\$ 6,000,000
	<b>subtotal - Wastewater</b>	<b>\$ 1,713,000</b>	<b>\$ 97,000</b>	<b>\$ 178,000</b>	<b>\$ 165,000</b>	<b>\$ 65,000</b>	<b>\$ 8,453,000</b>
<b>Total Summary:</b>		<b>\$ 3,972,600</b>	<b>\$ 2,354,750</b>	<b>\$ 5,488,000</b>	<b>\$ 1,570,000</b>	<b>\$ 1,437,500</b>	<b>\$ 17,883,402</b>

A decorative border made of elegant, symmetrical scrollwork and flourishes, framing the central text. The design is intricate, with multiple layers of swirls and loops.

# **PAGE DIVIDERS**

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# Kennebunkport Public Health

JANUARY 27, 2016

At: Kennebunkport Board of Selectmen  
Laurie Smith Kennebunkport Town Manager

Please accept this generous gift of \$ 500 from the members of the Church on the Cape wish that this gift be dedicated towards Kennebunkport Public Health outreach programs

Account # 49-03-50-01

<b>CHURCH ON THE CAPE UNITED METHODIST</b>		52-7450-2112	1689
P.O. BOX 7663 Cape Porpoise, ME 04014 207-967-5787		DATE <u>1-18-16</u>	
PAY TO THE ORDER OF	<u>Kennebunkport Dept of Health</u>	<u>\$500.00</u>	
<u>Six hundred and no/100</u>		DOLLARS	
MEMO <u>Kennebunk Savings Outreach</u>		<u>Oleta E. Triplett</u>	
<del>1689</del>		<del>1689</del>	1689

KENNEBUNKPORT PUBLIC HEALTH

January 27, 2016

ATT: Mary Jane Grant,


Please deposit this generous donation of \$500 from the members  
of the Church on the Cape

They wish that this gift be dedicated towards the Kennebunkport  
Outreach Programs Account #49-03-50-01

CHURCH ON THE CAPE UNITED METHODIST 52-7450-2112 1689  
P.O. BOX 7663  
Cape Porpoise, ME 04014  
207-967-5787

Check Fraud  
Protection for Business  
DATE 1-18-16

PAY TO THE ORDER OF Kennebunkport Dept. of Health \$500.00  
Five hundred and no/100 DOLLARS

  
Kennebunk Savings  
MEMO Outreach Oleta E. Triplett MP

~~66004984~~ 66004984 1689

A decorative border made of elegant, symmetrical scrollwork and flourishes, framing the central text. The design is intricate, with multiple layers of curls and swirls extending from the top, bottom, and sides.

# **PAGE DIVIDERS**

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# Kennebunkport Public Health

JANUARY 26, 2016

At: Kennebunkport Board of Selectmen  
Laurie Smith Kennebunkport Town Manager

Please accept this generous gift of \$ 1,000 from the members of the Atlantic Hall Association Hop They wish that this gift be dedicated towards the Kennebunkport Emergency Fuel Program

Account # 29-08-01-50

<b>ATLANTIC FIREMEN'S EDUCATIONAL ASSOCIATION</b>		<b>1699</b> 51-7218/2211 402
Date <u>JAN 26, 2016</u>		
Pay to the Order of	<u>TOWN OF KENNEBUNKPORT</u>	\$ <u>1,000.00</u>
<u>ONE THOUSAND AND NO/100</u>		Dollars
<b>People's United Bank</b> peoples.com		Security Features Outlines on Back
For	<u>FULL ASSISTANCE PROGRAM</u>	<u>Richard L. Smith</u> MP
<u>1699</u>		<u>1699</u>



## KENNEBUNKPORT PUBLIC HEALTH

January 26, 2016

ATT: Mary Jane Grant,

Please deposit this generous donation of \$1,000 from the members of the Atlantic Hall Association.

They wish that this gift be deposited into the Emergency Fuel Account # Account, 29-08-01-50.

**ATLANTIC FIREMEN'S  
EDUCATIONAL ASSOCIATION**

1699  
51-7218/2211  
402

JAN 26, 2016  
Date

Pay to the Order of TOWN OF KENNEBUNKPORT \$ 1,000.<sup>00</sup>  
ONE THOUSAND AND NO / 100 ————— Dollars ☐ Security Features Details on Back.

**People's United Bank**  
peoples.com

For FULL ASSISTANCE PROGRAM Richard L Smith MP

~~COPY TO THE BOSTON OFFICE~~ 1699