

**Board of Selectmen
Village Fire Station – 32 North Street
March 23, 2017 – 6:00 PM**

Minutes of the Selectmen Meeting of March 23, 2017

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

Others present: Judy Barrett, Mike Claus, Carol Cook, Mike Davis, Werner Gilliam, Alison Kenneway, Dan Lay, Jen Lord, Arlene McMurray, Bob Pappas, Tracey O’Roak, Molly Reinfried, Craig Sanford, Laurie Smith, Dick Stedman, and others

1. Call to Order.

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

2. Final review of fiscal year 2018 municipal budget requests.

The Board of Selectmen reviewed the budget requests (See Exhibit A).

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to fund the Senior Center \$2,500. **Vote:** 5-0.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the budget as presented by the Town Manager for \$19,503,821 with the understanding that the actual overlay, education, and county funds are to be determined. **Vote:** 5-0.

Town Manager Laurie Smith announced that there will be a bond article included in the Town Meeting Warrant.

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. Approve the 2017 selectmen meeting minutes of February 21, 23, and March 9.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the February 21, 2017, Selectmen Meeting Minutes. **Vote:** 3-0-2/Selectmen Briggs and Hutchins, abstained because they were not present at that meeting.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to approve the February 23, 2017, Selectmen Meeting Minutes. **Vote:** 3-0-2/ Selectmen Briggs and Matthews-Bull abstained because they were not present at that meeting

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the March 9, 2017, Selectmen Meeting Minutes. **Vote:** 3-0-1/Selectman Barwise abstained because he was not present at that meeting.

5. Consider a renewal liquor license application submitted by the Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the renewal liquor license application submitted by the Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue. **Vote:** 5-0

6. Consider a renewal special amusement permit application submitted by the Tina Hewett-Gordon, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the renewal special amusement permit application submitted by the Tina Hewett-Gordon, Seaside Hotel Association, L.T.D., DBA Nonantum Resort, 95 Ocean Avenue. **Vote:** 5-0.

7. Consider a renewal liquor license application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the renewal liquor license application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue. **Vote:** 5-0.

8. Consider a renewal special amusement permit application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the renewal special amusement permit application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue. **Vote:** 5-0.

9. Consider a renewal liquor license application submitted by Richard and Keith Nunan, DBA Nunan's Lobster Hut, Inc., 9 Mills Road.

Motion by Selectman Matthews-Bull, seconded by Selectman Daggett, to approve the renewal liquor license application submitted by Richard and Keith Nunan, DBA Nunan's Lobster Hut, Inc., 9 Mills Road. **Vote:** 5-0.

10. Consider a renewal special amusement permit application submitted by Maria Kaya, Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve The renewal special amusement permit application submitted by Maria Kaya, Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road. **Vote:** 5-0.

12. Approve a Quit Claim Deed for Frederick P. King, Jr., map 34, block 4, lot 1.

Motion by Selectman Daggett, seconded by Selectman Hutchins, to approve the Quit Claim Deed for Frederick P. King, Jr., map 34, block 4, lot 1. **Vote:** 5-0.

13. Approve the 2017 waste hauling permit for Waste Management.

Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to approve the 2017 waste hauling permit for Waste Management. **Vote:** 5-0.

Selectman Matthews-Bull added that Waste Management does a very good job.

14. Appoint Town Officers.

Animal Control Officer	David R. Conway
Assessor's Agent	Donna Moore Hays, CMA
Code Enforcement Officer	Werner D. Gilliam
Asst. Code Enforcement Officer	Wayne B. Mathews
Asst. Code Enforcement Officer	Jonathan Reed
Plumbing Inspector	Werner Gilliam
Asst. Plumbing Inspector	Wayne B. Mathews
Asst. Plumbing Inspector	Gregory Reid
Constable	Tracey O'Roak
Emergency Management Director	Craig Sanford
Fire Inspector	Allan K. Moir
Harbor Master-Cape Porpoise	Lee F. McCurdy
Harbor Master-Kennebunk River	Ray Billings
Health Officer	Judith A. Barrett
Deputy Health Officer	Alison Z. Kenneway
Public Access Officer	Tracey O'Roak
Registrar of Voters	Tracey O'Roak
Road Commissioner	Michael W. Claus
Shellfish Warden	Everett Leach
Street Naming & Numbering Delegate	James E. Burrows
Tax Collector	Laurie A. Smith
Town Clerk	Tracey O'Roak
Town Forester	Patrick A. Briggs
Treasurer	Jennifer L. Lord
Tree Warden	Patrick A. Briggs

Motion by Selectman Daggett, seconded by Selectman Hutchins, to appoint the Town Officers listed above. **Vote:** 5-0.

15. Other business.

- a. Correspondence with DOT regarding speed limit reduction.**

The Board received a copy of the letter sent to the Maine DOT requesting them to review the speed limits on a portion of two streets located at Goose Rocks Beach. The Board approved this action at a previous meeting.

Ms. Smith asked the Board to select a date for a site walk at 22 Augementitus Avenue in Cape Porpoise. April 7, at 3:30 PM was selected.

Selectman Matthews-Bull announced that since the Mat Lanigan Bridge is closed, there is a pedestrian bridge so people can visit the shops in town. She said it is a good time to support local businesses when it is not crowded, and it would be greatly appreciated. She stated a lot of the restaurants are having specials and the stores are working on having a block party around April 1.

16. Approve the March 23, 2017, Treasurer's Warrant.

Motion by Selectman Matthews-Bull, seconded by Selectman Hutchins, to approve the March 23, 2017, Treasurer's Warrant. **Vote:** 5-0.

At 6:30 PM, the Board took a break to wait for the H.M. Payson presenters.

The meeting resumed at 6:42 PM.

11. Presentation by H.M. Payson regarding town investments.

Dan Lay and Molly Reinfried gave the investment presentation (See Exhibit B).

17. Adjournment.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to adjourn. **Vote:** 5-0.

The meeting adjourned at 6:59 PM.

Submitted by

Arlene McMurray
Administrative Assistant

Exhibit A - 3-23-2017

Town of Kennebunkport						
2018 Expense Budget						
	2018 Proposed	Additions (Deletions)	Revised Budget	Notes	Board of Selectmen	Budget Board
Dept: 25 General government						
01 - Administration	935,713.00	0.00	935,713.00			
05 - Zoning Board	500.00	0.00	500.00			
07 - Conservation Committee	4,350.00	0.00	4,350.00			
08 - Growth Planning	2,000.00	0.00	2,000.00			
09 - Legal fees	167,000.00	0.00	167,000.00			
10 - Insurance	160,600.00	0.00	160,600.00			
11 - Community Development	25,799.00	0.00	25,799.00			
12 - Planning/Development	396,655.00	0.00	396,655.00			
Dept: 27 Public safety						
01 - Police dept	1,508,114.00	0.00	1,508,114.00			
02 Communications	511,117.00	0.00	511,117.00			
03 - Fire dept	385,211.00	0.00	385,211.00			
04 - KEMS	125,000.00	0.00	125,000.00			
05 - Emergency Management	1,500.00	0.00	1,500.00			
06 - Animal Control	14,987.00	0.00	14,987.00			
07 - Harbormaster	20,614.00	0.00	20,614.00			
Dept: 29 Health & welfare						
01 - Solid Waste	469,797.00	0.00	469,797.00			
02 - Health	159,345.00	0.00	159,345.00			
03 - Welfare	3,335.00	0.00	3,335.00			
04 - Social Services	22,400.00	0.00	22,400.00			
07 - Shellfish	3,945.00	0.00	3,945.00			
10 - Public Restrooms	32,500.00	0.00	32,500.00			
Dept: 31 Public works						
01 - Highway dept	840,473.00	0.00	840,473.00			
02 - Mechanic	98,132.00	0.00	98,132.00			
03 - Utilities	174,470.00	0.00	174,470.00			
04 - Shade Tree	38,571.00	0.00	38,571.00			
06 - Cemetery	14,454.00	0.00	14,454.00			

		2018 Proposed	Additions (Deletions)	Revised Budget	Notes	Board of Selectmen	Budget Board
Dept: 33 Recreation & culture							
01 - Recreation		375,725.00	0.00	375,725.00			
02 - Graves Library		126,000.00	0.00	126,000.00			
03 - Cape Porpoise Library		12,675.00	0.00	12,675.00			
04 - Parsons Way		3,700.00	0.00	3,700.00			
05 - GRB Advisory		40,000.00	0.00	40,000.00			
Dept: 36 Overlay							
01 - Overlay		87,512.00	0.00	87,512.00	to be determined at commitment time		
Dept: 37 Unclassified							
07 - Contingency		95,000.00	0.00	95,000.00			
Dept: 38 Miscellaneous Agencies							
01 - Miscellaneous Agencies		6,997.00	0.00	6,997.00			
Dept: 39 Capital Outlay							
01 - Administration		58,000.00	0.00	58,000.00			
02 - Police		29,500.00	0.00	29,500.00			
04 - Fire		209,500.00	0.00	209,500.00			
06 - Highway		140,000.00	0.00	140,000.00			
09 - Road Improvement		505,300.00	0.00	505,300.00			
11 - Sidewalk Construction		86,050.00	0.00	86,050.00			
13 - Recreation		250,000.00	0.00	250,000.00			
39 - "Piers		150,000.00	0.00	150,000.00			
Dept: 41 Debt service							
01 - Debt Service		253,842.00	0.00	253,842.00			
Dept: 50 Assessment							
01 - Education		9,758,270.00	0.00	9,758,270.00	actual to be determined		
02 - County		1,198,168.00	0.00	1,198,168.00	actual to be determined		
Expense Totals:		19,502,821.00	0.00	19,502,821.00		0.00	0.00

HMPayson

March 2017

Town of Kennebunkport
Portfolio Review

Daniel M. Lay, Esq.
Managing Director

Molly C. Reinfried, CFP®
Relationship Manager

Jenny Lynd Robinson
Investment Assistant

Portland 207 772 3761 // Damariscotta 207 563 1854 // hmpayson.com

Exhibit B – 3-23-2017

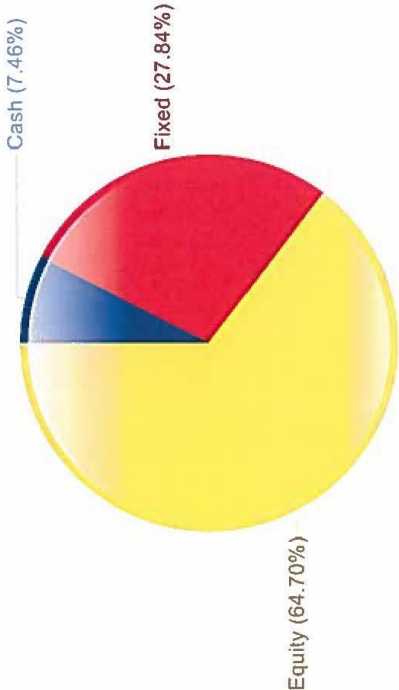
H. M. Layson

Town of Kennebunkport Portfolio Composition

Trust	Market Value 12/31/16	Beneficiaries
Kittredge Trust	\$692,236.45	Vehicles for fire companies (per trust %)
Macomber Trust	\$5,773.60	Support public health nurse
Picavet Trust	\$456,111.44	½ Police Department equipment ½ Equipment and supplies for Public Health and Nursing Service

Portfolio Summary By Asset Class

TOWN OF KENNEBUNKPORT
Account Number: 5990438786



Description	Total Cost	Market Value	Percent	Income	Yield
Cash and Equivalents	88,962.60	88,962.60	7.46%	456.13	0.51%
Fixed Income	336,002.03	332,239.50	27.84%	8,781.88	2.64%
Equity	699,094.40	772,076.26	64.70%	14,574.12	1.89%
Total Portfolio	1,124,059.03	1,193,278.36	100.00%	23,811.93	2.00%

Town of Kennebunkport Account Activity 7/1/2016 – 2/28/2017

Beginning Market Value - 7/1/2016 \$1,089,209

Income

Dividends	\$18,442
Interest	\$55
Other Income	\$0

Additions

\$0

Withdrawals

Account Fees -\$5,803

Taxes Paid (on foreign equities) \$0

Other Disbursements -\$20,328

Increase in Market Value \$103,965

Ending Market Value - 2/28/2017 \$1,185,540

HM Payson

Town of Kennebunkport Performance through 2/28/2017

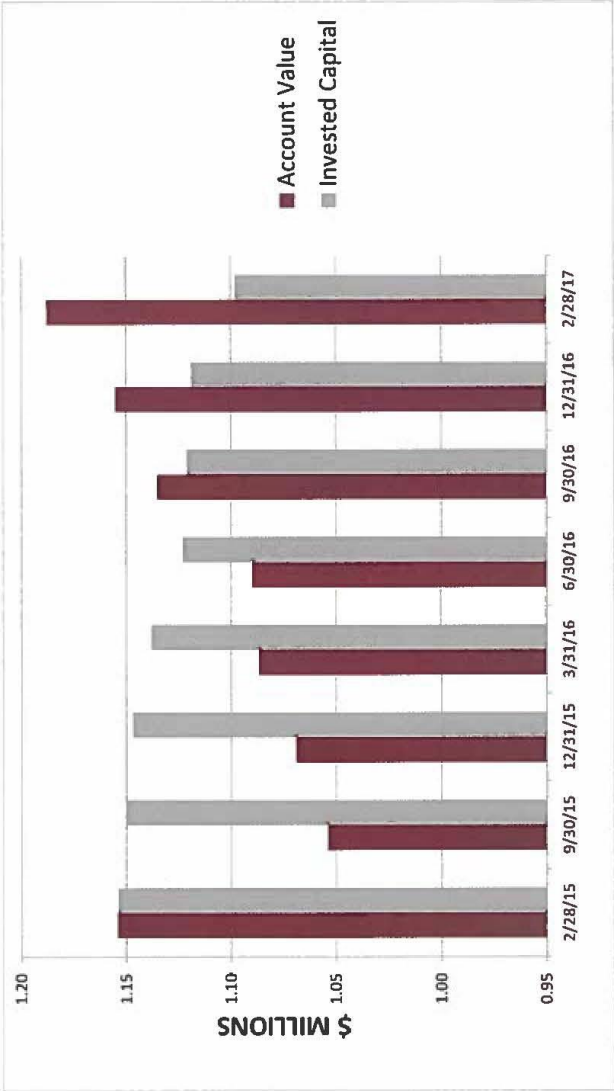
	Fiscal Year to Date	1 Year	From Inception*
Total Account	11.38%	19.41%	2/28/2015 4.05%
Fixed Income (Bonds)	2.64%	6.68%	N/A
Equity (Stocks)	15.64%	26.22%	5.65%
Benchmark ¹	13.44%	23.56%	6.03%

*Annualized

¹ Benchmark mix allocation 75% S&P and 25% MSCI ACWIexUS

HM Payson

Town of Kennebunkport Market Value vs. Invested Capital



Total Investment Gains	\$90,000
Net Distributions	-\$57,000

Beginning Value 2/28/15	\$1,154,000
Ending Value 2/28/17	\$1,188,000

TOWN OF KENNEBUNKPORT

HMPayson

Account #: 5990438786
 Report Period: 02/28/2015 - 02/28/2017

Equity Characteristics - 10 Largest Holdings

Company	% of Equity	Sector	Market Cap (\$ Millions)	P/E Latest 4 Qtrs	Dividend Yield	Dividend Growth: 5 Year Annualized	Earnings Growth: 5 Year Annualized	V-Ratio	S&P EPS & Dividend Rating
APPLE INC.	7.89	Information Technology	733,361	16.7	1.6	N/A	15.6	1.10	B+
QUALCOMM INCORPORATED	4.91	Information Technology	83,364	17.2	3.8	20.1	10.3	0.50	A-
PFIZER INC.	4.52	Health Care	205,459	29.5	3.7	8.5	2.9	0.12	B+
BERKSHIRE HATHAWAY INC. CLASS B	4.39	Financials	433,140	18.0	0.0	N/A	13.9	0.37	B+
TWENTY-FIRST CENTURY FOX, INC. CLASS B	4.30	Consumer Discretionary	55,969	18.3	1.2	14.9	5.6	0.41	B+
CISCO SYSTEMS, INC.	3.89	Information Technology	171,719	17.6	3.4	50.9	11.8	0.51	B+
AMAZON.COM, INC.	3.78	Consumer Discretionary	405,538	173.4	0.0	N/A	28.5	0.04	B-
MASTERCARD INCORPORATED CLASS A	3.60	Information Technology	118,288	30.3	0.8	67.5	14.5	1.07	A-
JOHNSON & JOHNSON	3.52	Health Care	335,885	20.9	2.6	7.0	8.0	0.51	A
PHILLIPS 66	3.50	Energy	40,658	26.8	3.2	N/A	-15.8	0.15	NR
Top 10 Largest Holdings*	44.30		298,296	34.1	2.0	26.9	10.2	0.53	
Total Portfolio*			223,081	30.2	2.0	17.4	-3.2	0.57	
S&P 500			162,246	21.8	2.0	11.4	2.9	0.27	

* Excludes cash and/or mutual funds and ETF holdings

* The V-Ratio is a H.M. Payson & Co. proprietary measure comparing a company's dividend yield plus reinvestment rate to its P/E ratio

Town of Kennebunkport Income Review

	2015	2016	Since Inception through 2/28/17
Kittredge Trust	\$ 12,021.77	\$ 16,483.10	\$ 30,226.66
Macomber Trust	\$ 100.18	\$ 137.80	\$ 246.08
Picavet Trust	\$ 7,914.33	\$ 10,886.23	\$ 19,945.11
TOTAL	\$ 20,036.29	\$ 27,507.13	\$ 50,417.85

HMPayson

March 13, 2017

Appraisal With Income

HMPayson

TOWN OF KENNEBUNKPORT
Account Number: 5990438786

Description	Units	Unit Cost	Total Cost	Price	Market Value	Percent	Income	Yield
Cash and Equivalents								
FDIC INSURED MONEY MARKET DEPOSIT ACCOUNT	87,745.70	1.00	87,745.70	1.00	87,745.70	7.35%	438.73	0.50%
FDIC INSURED MONEY MARKET DEPOSIT ACCOUNT	3,479.85	1.00	3,479.85	1.00	3,479.85	0.29%	17.40	0.50%
UNINVESTED CASH	-2,262.95	1.00	-2,262.95	1.00	-2,262.95	-0.19%	0.00	0.00%
UNINVESTED CASH	0.00	0.00	0.00	1.00	0.00	0.00%	0.00	0.00%
Total	88,962.60		88,962.60		88,962.60	7.46%	456.13	0.51%
Fixed Income								
Corporate Bonds and Notes								
VANGUARD SHORT-TERM INVESTMENT-GRADE ADM	5,000.00	10.62	53,100.00	10.62	53,100.00	15.98%	1,075.00	2.02%
SPDR BLOOMBERG BARCLAYS SHORT TERM HIGH YIELD BOND ETF	3,000.00	28.38	85,149.02	27.69	83,070.00	25.00%	4,782.00	5.76%
ISHARES 1-3 YEAR CREDIT BOND (MKT)	1,870.00	105.75	197,753.01	104.85	196,069.50	59.01%	2,924.68	1.49%
Total	9,870.00		336,002.03		332,239.50	100.00%	8,781.68	2.64%
Total	9,870.00		336,002.03		332,239.50	27.84%	8,781.68	2.64%
Core Equity								
Consumer Discretionary								
ADIANT PLC ORD SHS	285.00	70.95	20,219.41	70.10	19,978.50	2.76%	0.00	0.00%
AMAZON.COM INC	35.00	795.62	27,846.68	852.46	29,836.10	4.12%	0.00	0.00%
DELPHI AUTOMOTIVE PLC	305.00	68.45	20,878.71	77.09	23,512.45	3.24%	353.80	1.50%
DISCOVERY COMMUNICATIONS INC A	530.00	31.29	16,584.57	27.69	14,675.70	2.03%	0.00	0.00%
DISNEY WALT CO	110.00	94.01	10,340.82	110.92	12,201.20	1.68%	171.60	1.41%
THOR INDUSTRIES INC	50.00	101.42	5,070.98	99.56	4,978.00	0.69%	66.00	1.33%
TWENTY FIRST CENTURY FOX INC COM CL B SHS	795.00	30.74	24,439.95	29.96	23,818.20	3.29%	286.20	1.20%
Total	2,110.00		125,381.12		129,000.15	17.80%	877.60	0.68%
Consumer Staples								
UNILEVER PLC SPONSORED ADR (ISIN #US9047677045 SEDOL #2416520)	365.00	39.20	14,307.56	49.14	17,936.10	2.48%	509.54	2.84%

TOWN OF KENNEBUNKPORT (5990438786)

March 13, 2017

Description	Units	Unit Cost	Total Cost	Price	Market Value	Percent	Income	Yield
Energy	Total	365.00	14,307.56		17,936.10	2.48%	509.54	2.84%
EXXON MOBIL CORP	255.00	84.23	21,478.62	81.61	20,810.55	2.87%	765.00	3.68%
PHILLIPS 66	350.00	78.00	27,300.01	78.86	27,601.00	3.81%	882.00	3.20%
Financials	Total	605.00	48,778.63		48,411.55	6.68%	1,647.00	3.40%
AFLAC INC	205.00	60.38	12,378.33	72.02	14,764.10	2.04%	352.60	2.39%
BERKSHIRE HATHAWAY INC B	200.00	139.01	27,802.24	174.98	34,996.00	4.83%	0.00	0.00%
JPMORGAN CHASE & CO COM	150.00	57.89	8,683.99	91.28	13,692.00	1.89%	288.00	2.10%
Health Care	Total	555.00	48,864.56		63,452.10	8.76%	640.60	1.01%
ABBOTT LABORATORIES	450.00	40.50	18,224.14	45.72	20,574.00	2.84%	477.00	2.32%
DANAHER CORP	160.00	64.77	10,363.91	87.76	14,041.60	1.94%	89.60	0.64%
GILEAD SCIENCES INC	250.00	98.18	24,545.40	68.19	17,047.50	2.35%	520.00	3.05%
JOHNSON AND JOHNSON	225.00	94.10	21,173.44	126.21	28,397.25	3.92%	720.00	2.54%
MERCK & CO INC	310.00	53.52	16,590.05	65.60	20,336.00	2.81%	582.80	2.87%
MYLAN N V SHS	520.00	72.51	37,704.60	43.40	22,568.00	3.11%	0.00	0.00%
PFIZER INC	1,035.00	32.63	33,775.49	34.11	35,303.85	4.87%	1,324.80	3.75%
Industrials	Total	2,950.00	162,377.03		158,268.20	21.84%	3,714.20	2.35%
CUMMINS INC	115.00	96.00	11,039.78	151.50	17,422.50	2.40%	471.50	2.71%
JOHNSON CTLS INTL PLC SHS	273.00	45.69	12,473.37	41.23	11,255.79	1.55%	273.00	2.43%
Information Technology	Total	388.00	23,513.15		28,678.29	3.96%	744.50	2.60%
ALPHABET INC CAP STK CL A	10.00	755.55	7,555.51	861.41	8,614.05	1.19%	0.00	0.00%
ALPHABET INC CAP STK CL C	25.00	738.47	18,461.69	843.25	21,081.25	2.91%	0.00	0.00%
APPLE INC	450.00	119.76	53,890.79	139.14	62,613.00	8.64%	1,026.00	1.64%
CISCO SYSTEMS INC	890.00	27.05	24,072.37	34.26	30,491.40	4.21%	1,032.40	3.39%
INTEL CORP	532.00	28.50	15,164.46	35.91	19,104.12	2.64%	553.28	2.90%
INTERNATIONAL BUSINESS MACHINES	95.00	143.70	13,651.56	177.83	16,893.85	2.33%	532.00	3.15%
MASTERCARD INC CLASS A	255.00	95.54	24,362.58	111.21	28,358.55	3.91%	224.40	0.79%
MICROSOFT CORP	290.00	42.48	12,319.17	64.93	18,829.70	2.60%	452.40	2.40%
QUALCOMM INC	680.00	52.58	35,757.21	58.64	39,875.20	5.50%	1,441.60	3.62%

TOWN OF KENNEBUNKPORT (5990438786)

March 13, 2017

Description	Units	Unit Cost	Total Cost	Price	Market Value	Percent	Income	Yield
SKYWORKS SOLUTIONS INC	185.00	67.55	12,496.69	98.18	18,163.30	2.51%	207.20	1.14%
VISA INC CLASS A SHARES	165.00	73.10	12,060.85	89.73	14,805.45	2.04%	108.90	0.74%
Total	3,577.00		229,792.88		278,829.87	38.48%	5,578.18	2.00%
Total	10,550.00		653,014.93		724,576.26	60.72%	13,711.62	1.89%
Other Equity								
Foreign Equity Funds								
DFA EMERGING MARKETS CORE EQUITY PORTFOLIO	2,500.00	18.43	46,079.47	19.00	47,500.00	100.00%	862.50	1.82%
Total	2,500.00		46,079.47		47,500.00	100.00%	862.50	1.82%
Total	2,500.00		46,079.47		47,500.00	3.98%	862.50	1.82%
Total Portfolio	111,882.60		1,124,069.03		1,193,278.36	100.00%	23,811.93	2.00%