

TOWN OF KENNEBUNK
SELECT BOARD – FINANCE SUBCOMMITTEE
WEDNESDAY, APRIL 5, 2023 – 6:30 P.M.
KENNEBUNK TOWN HALL, 3rd FLOOR
AGENDA

1. Call to order
2. Discuss a Purchase and Sale Agreement for Police K-9 “Otto” to the Town of Cumberland

The Police Department recommends the Town of Kennebunk enter into a Purchase and Sale Agreement with the Town of Cumberland as it relates to the sale of Otto, our dual-certified Police Canine (K-9).

Otto’s handler has accepted a conditional offer of employment with the Cumberland Police Department, and given the length of time (four years) the handler has had Otto, and given Otto’s remaining service life (estimated to be approximately 3.5 years), a change in handler is not recommended. The negotiated purchase price is \$15,000, which has been agreed to by the Town of Cumberland and tentatively been approved by the Town of Kennebunk pending Select Board approval. The price was based on the original cost of \$8,500 for Otto, current K-9 equipment depreciated at approximately \$2,000, with the remaining \$4,500 from time invested in Otto’s training.

[View the P&S Agreement \(PDF\)](#)

3. Discuss the Sale of the Harbormaster’s Zodiac Boat

The Harbormaster’s new boat will be received shortly and we are looking to dispose of the current Zodiac boat. This item may be above the \$3,000 threshold as noted in the Town’s Purchasing Policy (Section VI, Item 2a) below.

Staff will advertise and sell this item on GovDeals, the online marketplace that provides services for the sale of surplus assets to the public. The Town’s Bids and Purchases webpage will direct viewers to www.govdeals.com. This is the same approach we have used in the past when selling surplus vehicles and equipment.

- 2) SURPLUS AND OBSOLETE VEHICLES, EQUIPMENT AND MATERIALS. Equipment or material that is obsolete or surplus is to be reported to the Town Manager for disposition.
 - a) **Sales that have an estimated dollar value over \$3,000 shall be sold at a public auction or through formal competitive bids. The Select Board Finance Subcommittee shall award such bids.**
 - b) Sales from \$1,000 to \$3,000 shall be supported by price quotations from preferably three (3) competitive sources or adequate explanation justifying the absence of such competition. The Town Manager shall award such sales.
 - c) Sales estimated at less than \$1,000 shall be conducted in the most economical manner and in the best interest of the Town. The Town Manager shall award such sales.

[View the full Purchasing Policy \(PDF\)](#)

4. Adjourn

Select Board Committee Members: Shiloh Schulte, Leslie Trentalange, William Ward, Jr.

Staff: Town Manager Heather Balsler, Finance Director Kayla Tierney, Police Chief Robert MacKenzie