

TOWN OF KENNEBUNK
SELECT BOARD – FINANCE SUBCOMMITTEE
MONDAY, JULY 10, 2023 – 10:00 A.M.
KENNEBUNK TOWN HALL, 3rd FLOOR
AGENDA

1. Call to Order
2. Discuss the Sale of the Fire Ladder Truck. This item will likely sell at less than \$1,000 per the Town's Purchasing Policy (Section VI, Item 2a) below.

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 Equipment or material that is obsolete or surplus is to be reported to the Town Manager for disposition.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 \(PDF\)](#)

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.

3. Discuss retaining the police cruiser that is set to be replaced per the fleet replacement schedule for the Fire Department.
4. Finance Director discussion of future policies to bring to the Finance Subcommittee for review and consideration:
 - a. Purchasing Policy
 - b. Fund Balance Policy
 - c. Cash Management/Internal Control Policy
 - d. Credit Card Use Policy
 - e. Investment Policy

[View supporting material \(PDF\)](#)

5. Future Items
 - a. Meeting Dates
 - Schedule recurring monthly meeting date/time
Suggestion: 2nd Monday of each month at 10:00 a.m.
6. Adjourn

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

Staff: Town Manager Heather Balsler, Finance Director Kayla Tierney, other department staff