

**Kittery Town Council**  
**December 11, 2023**

1. Call to Order

Chair Spiller called the meeting to order.

2. Land Acknowledgement & Introductory

3. Pledge of Allegiance

4. Roll Call

Councilors present- Councilor Bragg, Councilor Clark, Councilor Hamm, Councilor Stevens, Vice Chair McGuire, Chair Spiller

Councilors not present- Councilor Mason

5. Agenda Amendment and Adoption

Chair Spiller casts one vote in favor of adoption as presented.

6. Town Manager's Report

Town Manager reported on the Holiday Parade, National Fish and Wildlife Foundation Grant and the Freebie Barn.

Upcoming Dates:

Freebie Barn Closed – Month of December

Rte 236/Dennett Road Hydrological Study – December 14

Breakfast with Santa – December 16

Town Hall Closed Holidays – December 25, 2023 and January 1, 2024

Dog License Renewal Deadline – January 31, 2024

Councilor Stevens asked about the staff who were involved in getting the grants for our community.

Town Manager responded.

Chair Spiller stated that the ribbon cutting for the expansion on the Gorges Road Fire Department was a very nice ceremony.

7. Acceptance of Previous Minutes-None
8. Interviews for the Board of Appeals and Planning Board
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.

a. (120123-01) The Kittery Town Council moves to receive a presentation from Dr. Cameron Wake, the Chair of the Climate Adaptation Committee on the Climate Action Plan Strategies.

Chair Spiller introduced Cameron Wake.

Dr. Cameron Wake gave a presentation on climate action strategies.

Councilor Stevens asked Dr. Wake to discuss how all scientists agree on climate change and the effects that it is having on earth.  
Dr. Wake responded.

Chair Spiller introduced Thomas Morley, the community planning and liaison officer at the Naval Shipyard.

Mr. Morley gave a presentation on climate change and the Navy's involvement.

Councilor Hamm asked Mr. Morley if the traffic associated with the shipyards employees is on the Shipyard's radar of discussion and change.  
Mr. Morley responded.

Chair Spiller stated that the National Fish and Wildlife Foundation Grant was a result of the work that the climate adaptation committee had done. She thanked the committee as well as the Town Manager for all their help and hard work in getting grants like this for the Town.

## 10. PUBLIC HEARINGS

a. (120123-02) The Kittery Town Council moves to hold a public hearing on Title 13 – Municipal Property Tax Assistance Maximum.

Town Manager gave an overview.

Chair Spiller moves that in accordance with Titles 30A MRS § 3001 and Town Charter § 2.14, the Town of Kittery hereby ordains amendments to Title 13.4.3 of the Town Code and amended appendix A as presented, seconded by Councilor Hamm.

Councilor Hamm asked the Town Manager asked if the funds would be coming from the Town's money.

Town Manager responded.

Motion passes  
6-0-0

## 11. DISCUSSION

### a. Discussion by members of the public (three minutes per person)

Robert McDonough, 48 Old Post Rd, stated that he is a member of Parks Committee as well as a recent member of the Climate Action Committee. He stated that he is very proud of the work that is being done within the community and that we should be appreciative of the expertise that we have.

Melissa Paley, founding member of the Kittery Climate Action Now group, stated that there are a lot of people in the committee that really care about this topic and will work hard to implement this. She also thanked Chair Spiller, Cameron Wake and all involved.

Patty Chesney, asked about the communication in regards to getting involved within the community and helping people to understand things. She recommended people look into jumping worms.

Romey Charlesworth, stated that it can sometimes be difficult finding information and asked that minutes be posted more regularly for planning board and give more details within them. She also stated that she is grateful for the Climate action groups. Lastly, she stated that some strategies are best implemented by Town Ordinances and asked who organizes and makes those happens.

### b. Response to public comment directed to a particular Councilor c. Chairperson's response to public comments

Chair Spiller read an email from Suzanne Johnson who reported that she would like to see one of Maine's edible seaweed companies replace Warrens Lobster.

Chair Spiller read an email from Nancy Lovett, who thanked the Town Manager and climate adaptation task force for the direction provided over the last several years as a plan was developed and moved forward.

Chair Spiller thanked everyone who has supported the climate action planning efforts.

Chair Spiller responded to the question for how to get information within the town. She also responded to the concerns about minutes being posted. Chair Spiller stated that the minutes are very close to up to date.

Vice Chair McGuire also stated that the Kittery Town Hall Facebook page is also an excellent source of information as well as signing up for e alerts on the town website.

## 12. UNFINISHED BUSINESS - None

## 13. NEW BUSINESS

a. Donations/gifts received for Council disposition.

b.(120123-03) The Kittery Town Council moves to approve the Climate Action Plan Strategies.

Move to accept by Chair Spiller, seconded by Councilor Bragg.

Chair Spiller stated that the strategies will soon be accompanied by a foundational document that will outline some various relations Dr Wake discussed earlier.

Vice Chair McGuire stated that he is impressed with the quality of the expertise we have in town.

Motion passes  
6-0-0

c. (120123-04) The Kittery Town Council moves to discuss the 2024 Annual Goals.

d.(120123-05) The Kittery Town Council moves to appoint Todd Endres to the Kittery Port Authority for a five-year term to expire December 31, 2028.

Moves to appoint Todd Endres by Councilor Stevens, seconded by Councilor Clark

Motion passes  
6-0-0

e.(120123-06) The Kittery Town Council moves to appoint a Councilor along with the Chair of the Housing Committee to interview Priscilla Ford for a

three-year term on the Housing Committee.

Move to appoint Chair Spiller to interview Priscilla Ford by Vice Chair McGuire, seconded by Councilor Hamm.

Motion passes  
6-0-0

- f. (120123-07) The Kittery Town Council moves to appoint a Councilor along with the Chair of the Capital Improvement Committee to interview Jeff Thomson for a three-year term on the Capital Improvement Committee.

Move to appoint Councilor Stevens to interview Jeff Thomson by Councilor Bragg, seconded by Councilor Hamm.

Motion passes  
6-0-0

- g. (120123-08) The Kittery Town Council moves to appoint a Councilor along with the Chair of the Economic Development Committee to interview Douglas Basnett for a three-year term on the Economic Development Committee.

Move to appoint Vice Chair McGuire to interview Douglas Basnett by Councilor Hamm, seconded by Councilor Clark.

Motion passes  
6-0-0

- h. (120123-09) The Kittery Town Council moves to accept resignations from the following members of the Conservation Committee.

- Karen Saltus
- Edwin Thompson

Move to accept resignations with thanks by Vice Chair McGuire, seconded by Councilor Hamm.

Motion passes  
6-0-0

- i. (120123-10) The Kittery Town Council moves to reappoint the following Board and Committee members; all terms are for three years and will expire December 31, 2026 unless otherwise noted.

- Frederick Nohmer – Board of Appeals
- Joyce Tobey – Board of Trustees of Trust Funds
- Erin Kempster – Climate Adaptation
- David Gibson – Climate Adaptation
- Jeffrey Clifford – Capital Improvement Plan
- Gerri Luke – KCC Board of Directors
- Rose Eppard – KCC Board of Directors
- Gale Turner – Parks Commission
- Maureen Bilodeau – Parks Commission
- Russell White – Planning Board
- Charles Patten – Port Authority (5-year term, expires 12/31/2028)
- Steven Lawrence – Port Authority (5-year term, expires 12/31/2028)

Move to re appoint all member s by Councilor Stevens, seconded by Councilor Hamm.

Motion passes  
6-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Councilor Stevens stated that the E Alerts are the best way to get information on the town. She also thanked everyone working on the climate action plan.

Councilor Hamm thanked Dr. Wake and the Chair as well as everyone involved with the climate action plan. He also stated that he will be on military leave from January to April. He also talked about patriotism in our country and community.

Councilor Clark stated that he believes living without social media provides a better life.

Councilor Bragg stated the holidays can be hard on people and hopes that those people know that they are not alone, please reach out to local resources and to never feel guilty or embarrassed.

Vice Chair McGuire wanted to acknowledge the fire department and thanked everyone who attended the holiday parade. He also agrees that the E Alerts are the best way to find information within the town. Lastly, he wished everyone a happy holiday season.

Chair Spiller thanked everyone for a productive and positive year. She also wished everyone a happy holiday and hopes that people remember the victims of the Lewiston mass shooting and hopes to see change on laws regarding assault weapons in the new year.

15. COMMITTEE AND OTHER REPORTS

- a.Communications from the Chairperson
- b.Committee Reports

16. EXECUTIVE SESSION

17. ADJOURNMENT

Motion to adjourn by Councilor Bragg, seconded by Councilor Hamm.

All were in favor.

Submitted by Jennifer Wheeler

Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a refer to the video of the meeting on the Town of Kittery website.