

PORT AUTHORITY MEETING

APPROVED

Council Chambers

November 7, 2019

1. Call to Order

Chairperson Philbrook called the meeting to order at 6:00 PM.

Members present: Kelly Philbrook, Chair, Charles Patten, Vice Chair, Steve Lawrence, Member, Bryan Bush, Member, and John McCollett, Member.

2. Pledge of Allegiance

3. Agenda Amendments

Chair Philbrook requested the in-kind replacement dock application from the Richardson's be added to Item 8. Piers, Wharves and Floats.

Chair Philbrook cast 1 vote for the approval of the agenda as amended.

Mr. Lawrence seconded the motion.

4. Acceptance of Previous Minutes - October 3, 2019

Mr. Lawrence moved to accept the October 3, 2019 minutes as presented.

Mr. Bush seconded the motion.

Motion carries - 5-0-0

5. Harbormaster Report and Budget Report

Harbormaster Brosnihan updated the board on activities and efforts on the harbor.

Harbormaster Brosnihan updated the board on Float Out and remarked that it went pretty well. Harbormaster Brosnihan thanked everyone who assisted with the event.

Harbormaster Brosnihan presented the current revenue figures and the current status of the budget.

6. All Items Involving Town Officials or Invited Guests - None

7. Public Hearing - None

8. Piers, Wharves and Floats

Chair Philbrook requested the board's consensus on an application from Gerald and Frida Richardson for an in-kind replacement of an existing system which consists of a 4' x 52' section, a 4' x 80' section and 12' x 8' deck with a new 4' x 142' pier and 12' x 8' deck.

The board agreed that the application for replacement is in-kind.

9. Public Segment - None

10. Unfinished Business - None

11. New Business

- a. The Kittery Port Authority moves to review changes to the Rules and Regulations and Appendix A as a result of a workshop on September 25, 2019 and schedule a public hearing on changes at the regular meeting of the KPA on December 5, 2019.**

The board discussed the changes that arose from the workshop on September 25, 2019.

Chair Philbrook moved to send 2.5.8 B as presented to a public hearing at the next Kittery Port Authority regular meeting.

Mr. Lawrence seconded the motion.

Motion carries - 5-0-0.

Chair Philbrook moved to send the changes to Appendix A to a public hearing at the next Kittery Port Authority regular meeting.

Mr. Bush seconded the motion.

Motion carries - 5-0-0.

Chair Philbrook moved to send 2.5.2 as presented to a public hearing at the next Kittery Port Authority regular meeting.

Mr. Lawrence seconded the motion.

Motion carries - 5-0-0.

Chair Philbrook moved to send 3.16.3 as amended to a public hearing at the next Kittery Port Authority regular meeting.

Mr. Bush seconded the motion.

Motion carries - 5-0-0.

- b. The KPA will be having a Training with the ACOE and DEP on November 20, 2019 at 5:30 PM in Council Chambers.**

The board discussed the upcoming Training.

- c. CIP items are due November 11, 2019**

The board discussed the CIP process, and possible CIP requests including the purchase of additional dinghies and kayak spaces at Traip.

- d. Frisbee Float Repairs Plan**

The board discussed the Frisbee Float Repairs Plan and asked Vice Chair Patten and Mr. Bush to assist the Harbormaster with the repair plan and to provide updates to the board.

- e. Traip Float Haul-out Plan**

Chair Philbrook stated that the floats didn't come out last year, but should come out this year and a date needs to be set.

Harbormaster Brosnihan stated that he would discuss haul-out with the Public Works Department.

12. Committee and Other Reports

- a. Communications from the Chairperson**

Chair Philbrook stated that she and Vice Chair Patten recently met with the Town Manager to discuss the board's involvement in reviews for the Harbormaster and Assistant Harbormaster.

- b. Mooring Organization Meeting**

Chair Philbrook discussed the mooring organization meeting costs.

13. Board Member Issues or Concerns

Mr. Lawrence - **None**

Mr. Bush - **None**

Mr. McCollett - **None**

Vice Chair Patten - **None**

14. Executive Session - None

15. Adjournment

Mr. Bush moved to adjourn the meeting at 7:57 PM

Mr. Lawrence seconded the motion.

The motion carries - 5-0-0.

Submitted by Suzanne Esposito

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 summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website at <http://www.townhallstreams.com/locations/kittery-maine>.