

PORT AUTHORITY MEETING

APPROVED

Council Chambers

December 5, 2019

1. Call to Order

Vice Chair Patten called the meeting to order at 6:00 PM.

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

Members absent: Chairperson Kelly Philbrook.

2. Pledge of Allegiance

3. Agenda Amendments

Vice Chair Patten requested a letter from Kristin Fordham at Riverside Pickering & Marine Construction be added to the agenda.

4. Acceptance of Previous Minutes - November 7, 2019

Mr. Lawrence moved to accept the November 7, 2019 minutes as presented.

Mr. Bush seconded the motion.

Motion carried 5-0-0.

5. Harbormaster Report and Budget Report

Harbormaster Brosnihan updated the board on a recent Army Corps of Engineers training, Capital Improvement projects for FY21 and activities and efforts on the harbor. Harbormaster Brosnihan presented the current revenue figures and the current status of the budget.

Harbormaster Brosnihan stated that the mooring renewal period will begin January 1, 2020 online, and January 2, 2020 at Town Hall.

Harbormaster Brosnihan read a letter to the board from a local tuna fisherman. Mr. Lawrence stated that he believes the fees should be dropped in response to this letter, and in alignment with previous discussions. No final decisions were made.

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

7. Public Hearing

- a. The Kittery Port Authority moves to hold a public hearing to make changes to the Kittery Port Authority Rules and Regulations.**

Mr. Lawrence moved to accept the changes of the Kittery Port Authority Rules and Regulations and Appendix A - Port & Harbor Fee Schedule adopted December 5, 2019.

Mr. Pinkham seconded the motion.

Motion carried 5-0-0.

8. Piers, Wharves and Floats - None

9. Public Segment - None

10. Unfinished Business

a. Frisbee Float Repair

Vice Chair Patten stated that he and Mr. Bush met with the Harbormaster to discuss and describe necessary repairs for the Frisbee float. The weather did not permit them to complete their review, but they will be working on putting the information together again very soon.

11. New Business

a. Workshop on Mission Statement as well as 5-year plan in January

Mr. Patten stated that he will revisit this in agenda item 12 – C.

12. Committee and Other Reports

a. Communications from the Chairperson

Vice Chair Patten stated that Chair Philbrook recently spoke with Town Councilor Charles Denault and learned that the next applicant in the Port Authority application pool has been withdrawn. Vice Chair Patten stated that the next name should be before the board at the next meeting.

b. ACOE/DEP Workshop

Vice Chair Patten stated that a workshop was held on October 20, 2019 which was very informative. Harbormaster Brosnihan stated that updated Army Corps of Engineers information is available in the Planning Department.

c. CIP Update

Vice Chair Patten stated that the Town Manager suggested the board have a discussion and decide upon their goals regarding the future of the Kittery waterfront, 5 and 10 years down the road.

Vice Chair Patten suggested this be discussed at a future workshop.

- d. Letter from Kristin Fordham at Riverside & Pickering Marine Contractors, regarding a customer's float system.

The board agreed that the repairs noted in the letter need to be completed, but must go through the proper channels as laid out in the Port Authority Rules & Regulations.

13. Board Member Issues or Concerns

Mr. McCollett - Asked if there were any updates on the pump at the Government Street dock. Vice Chair Patten suggested the Harbormaster seek out an electrician to investigate it. Mr. McCollett also asked about the application fee associated with swim floats.

Mr. Pinkham - **None**

Mr. Bush - **None**

Mr. Lawrence - **None**

14. Executive Session - None

15. Adjournment

Mr. Bush moved to adjourn the meeting at 6:34 PM

Mr. Lawrence seconded the motion.

The motion carried 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>.