

1. Call to Order / Attendance

Chair Philbrook called the meeting to order at 6:00 P.M.

Members present: Vice Chair Charles Patten, Bryan Bush, Steve Lawrence, Niles Pinkham, Alan Johnston, and Chair Kelly Philbrook. Absent member: John McCollett.

2. Pledge of Allegiance

3. Agenda Amendments and Adoption

Chair Philbrook cast one vote to approve the agenda.

4. Acceptance of Previous Minutes: August 6, 2020

Mr. Lawrence moved to approve the minutes with corrections being made, seconded by Mr. Bush.

Motion Carried 5-0-1

Vice Chair Patten, Mr. Bush, Mr. Lawrence, Mr. Pinkham, and Mr. Johnston voted to approve.

Chair Philbrook abstained due to her absence at the August meeting.

5. Harbormaster Report and Budget Report

The Harbormaster reported on:

The bathroom at Pepperrell Cove remaining closed for the season due to COVID-19.

"No Fishing" restriction remaining in place on all Town facilities due to COVID-19.

The Harbormaster and the Assistant Harbormaster's continued effort in patrolling the Back Channel and Badgers Island to stop wake violators.

An update on the Town Conservation Commission's new 24" x 36" sign. The sign depicting marine life, will be placed at Pepperrell Cove. The design was approved and the group is awaiting its completion.

An update on the 15' Maritime Skiff. The boat is in production and expected to be delivered in the next couple of weeks. The Harbormaster and Vice-Chair Patten met at the facility, discussed the design of the required push-plate and decided on its construction.

On 8/12, with the direction of Vice Chair Patten, the installation of temporary ropes on the commercial float mooring chains was completed and the tension was taken up on them to enhance the stability of the float in heavy weather.

On 8/29, mooring revocation notices were sent.

The recommendation that “Float-Out” be scheduled for Wednesday, 10/28. The tide will be high in Pepperrell Cove at 9:49 AM and will be an approximately 9' tide.

The Harbormaster also reported on the calls he and the Assistant Harbormaster made in the month of August.

As of 8/31, 130 season launch passes had been sold.

6. All Items involving Town Officials or invited guests - None

7. Public Hearing

a. The Kittery Port Authority moves to hold a public hearing on an application from Ruth Lawrence, 19 Pleasant Street, Kittery, Maine 03904, (Map 4, Lot 35A) to add a 3'x 30' gangway to an existing structure for safety and ease of access. The only access currently is by ladder.

Mr. Lawrence stated he would not be voting due to the applicant being a family member.

Chair Philbrook moved to approve the application from Ruth Lawrence, 19 Pleasant Street, Kittery, Maine 03904, (Map 4, Lot 35A) to add a 3'x 30' gangway to an existing structure.

Seconded by Mr. Bush.

Motion Carried 5-0-1

Vice Chair Patten, Mr. Bush, Chair Philbrook, Mr. Pinkham, Mr. Johnston voted to approve.

Mr. Lawrence abstained.

8. Piers, Wharves & Floats - None

9. Public Segment (Three Mins.) - None

10. Unfinished Business

a. KPA Future Capital Goals

The KPA Board members discussed the Long – Term Capital Ideas and Goals list and rated each item 1 – 4, (1 not so important and 4 being very important) depending on how important each board member felt the items were and their reason for the rating.

1. Existing facility repair and replacement - Pepperrell Cove boat ramp and seawall repair/rebuild.

2. Maintain or improve draft – Dredge Pepperrell Cove, Chauncey Creek.

3. Improve navigation and mooring capacity – Mooring field re-grid Back Channel.

4. Provide more access for non-motorized craft - Add or formalize boat/kayak/paddleboard launches at another Town owned property.

5. Preserve commercial fishing access to waterfront - Identify strategic areas and desirable parcels to acquire or protect for commercial fishing in town.

6. Expand Pepperrell Cove facility - Investigate opportunities to expand parking over the water, and add decks to expand pedestrian flow around the site.

7. Create space to store Harbormaster boats and various equipment.

8. Preserve and improve Rice Ave facility - Protect against encroachment, beautify/add amenities.

11. New Business

a. 2021/2022 Rules & Regulations / Fees Planning

Mr. Lawrence – No changes to 2021/2022 Rules & Regulations / Fees Planning.

Mr. Johnston – No changes to 2021/2022 Rules & Regulations / Fees Planning.

Mr. Bush – Commented on launch fees not charging residents and only charging non-residents.

Mr. Lawrence - Commented that for \$5.00, launch fee customers get to park and have access to the water. The Harbormaster stated that, in his opinion, the fee is for more than just parking and access to the water and the fee helps with a lot of other things as well. Chair Philbrook suggested collecting data to see if it is even feasible.

Mr. Pinkham – Stated he didn't see anything wrong with charging everyone \$5.00 for the launch fee.

The Harbormaster spoke about the temporary mooring program for mooring holders that were not using their moorings. The board and the Harbormaster discussed the benefits and the disadvantages of the temporary mooring program.

Vice Chair Patten – Vice Chair Patten wanted definitions for the pier use permit and facility use permit.

12. Committee and Other Reports - None

a. Communications from the Chairperson - None

13. Board Member Issues or Comments

Mr. Lawrence – Mr. Lawrence spoke about a conversation he had with the Harbormaster at the pier in reference to moving all of the shoal draft boats to one side and putting all of the outboard boats towards Moores Island. Mr. Lawrence thought it was a good idea, and would free up some spots and get some people off of the waiting list.

Mr. Johnston – None

Mr. Bush – None

Mr. Pinkham – None

Vice Chair Patten – None

Chair Philbrook - None

14. Executive Session - None

15. Adjournment

Chair Philbrook moved to adjourn the meeting at 7:34 p.m., seconded by Mr. Lawrence.

Motion Carried 6-0-0

Submitted by Kim Tackett

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.