

1. Call to Order / Attendance

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

Members present: Chair Philbrook, Vice Chair Charles Patten, Alan Johnston, Bryan Bush, and Steve Lawrence. Late arrival: John McCollett. Members absent: Niles Pinkham.

2. Pledge of Allegiance

3. Agenda Amendments and Adoption

Chair Philbrook cast 1 vote to accept the agenda as written.

4. Acceptance of Previous Minutes: March 4, 2021

Chair Philbrook moved to approve the March 4, 2021 as amended line 29 to add the word "he" to say "he is working with." Seconded by Mr. Lawrence.

Motion Carried 5-0-0

5. Harbormaster Report and Budget Report

The Harbormaster stated the Frisbee Ramp project was completed. He also stated he would be putting out the Frisbee Float and installing ramp with DPW on 4/2/2021. The Harbormaster mentioned he was still waiting on UHMW plastic to line trap slide with, as its on backorder.

The Harbormaster stated MEDOT said to complete the Traip Float Extension Project's actual application for the SHIP grant so he can start looking into ways to fund it. They said they would be down soon for site walk. The Deputy Harbormaster is completing this application.

The Harbormaster stated Float-In is scheduled for 4/26/2021, the crane has been booked, and the electricity is scheduled to be turned on 4/28/2021.

He mentioned the water backflow preventor inspection was complete, and needs to be picked up and installed before water can be scheduled to be installed.

The Harbormaster said he was still working on PSG, and the application is due on May 14, 2021.

The Harbormaster has moved into his new office space at the Police Department, the office has its own entrance and DPW will be assisting with making a walkway to the entrance.

The Harbormaster met with the property owner of 2-4 Badgers Island West and approved a Riparian mooring for that property.

He also stated a new mooring will be going in at Appledore Island for new property owners, and will be meeting with them before placement.

The Deputy Harbormaster is still working on new mooring assignments as well as Temp Program assignments.

The new credit card payment tablets are being programmed by City Hall systems and the staff should be trained before the season starts.

The Harbormaster said the small boat is bottom painted and ready to be launched on 4/2/2021.

The Harbormaster stated he responded to an area of Badgers Island after a Navy boat reported a dock adrift in the back channel and found a partially submerged wooden structure resting against a float mooring.

Permit Renewals to Date:

Moorings – 249 approved, 76 in various stages of approval, and 155 incompletes.

Waitlist – 155 approved renewals, and 46 incompletes.

Launch Permits– 29 submitted and approved, 4 under review.

6. All Items involving Town Officials or invited guests

a. Adam Causey – Title 16 recodification

Adam Causey, Director of Planning & Development, Bart McDonough, Town Planner, and Craig Alfis, Code Enforcement Officer spoke with the KPA about Title 16 recodification. The KPA members requested a workshop with the Planning & Development department to review the changes in Title 16 recodification.

7. Public Hearing -None

8. Piers, Wharves & Floats - None

9. Public Segment (Three Mins.) - None

10. Unfinished Business - None

11. New Business

a. Kayak Storage Rental Traip Academy Boat Ramp.

The KPA board members discussed the kayak storage rental at Traip Academy boat ramp.

The Town Manager stated she wrote and emailed the Harbormaster a draft of rules and regulations that included kayak and paddle board storage general, assignment of storage with no waiting list, assignment of storage with waiting list, and storage permits.

b. Rules and Regulations addition of repair/replace in-kind language to add clarity. Chair Philbrook moved the Rules and Regulations changes to add repair/replace in-kind language to add clarity onto a Public Hearing at the May 6, 2021 KPA meeting, seconded by Mr. Lawrence.

Motion Carried 6-0-0

12. Committee and Other Reports

a. Communications from the Chairperson.

1. In-person meetings can resume at Rec center.

The Board agreed to start having in person meetings the KCC.

2. Sam Reid gift of Wood Island Book, Chair Philbrook stated that Sam Reid had gifted the KPA a new Wood Island book.

3. Approved a repair/replace in kind for Steven and Linda Greco, 25 Chauncey Creek Road - removing an existing damaged float pile and replacing it with a new pile, replace in kind 16' x 24' float and replace in kind 3' x 30' gangway.

Chair Philbrook stated that she had approved and stated she wrote a letter to the board as well as included the letter in the board members April 1, 2021 packet.

4. Approved a repair/replace in kind for Philip and Delphine Lowe, 74 Chauncey Creek Road – replacing a 5'x 4' landing, 6'x 5' stairway, 6'x 28' fixed pier, 3.3'x16' gangway and a 10'x20' float.

Chair Philbrook stated that she had approved repair/replace in kind to replacing a 5'x 4' landing, 6'x 5' stairway, 6'x 28' fixed pier, 3.3'x16' gangway and a 10'x20' float.

5. Approved a repair/replace in kind for Jim Stott, 100 Pepperrell Road – replacing decking and railings on a 6'x 51' fixed pier and replacing decking on a 10'x 40' float system.

Chair Philbrook stated that she had approved the repair/replace in kind decking and railings on a 6'x 51' fixed pier and replacing decking on a 10'x 40' float system.

6. Approved a repair/replace in kind for Seaview Lobster, 43 Government Street- remove and replace 3 damaged piles and reinstall existing 2"x 8" pile stiffener and pile guide.

Chair Philbrook stated that she had approved the repair/replace in kind to remove and replace 3 damaged piles and reinstall existing 2"x 8" pile stiffener and pile guide.

13. Board Member Issues or Comments

Mr. Lawrence – None

Mr. McCollett – None

Mr. Bush stated he was glad the board is resuming in person meetings.

Mr. Johnston stated he was glad to be back and wanted to thank the board and the community for all their support this past month.

Vice Chair Patten stated he was glad to have Mr. Johnston back.

Chair Philbrook mentioned she had received a request from a resident about getting a "No Blocking path" sign for the ramp at Chauncey Creek Road and Seapoint by Rachel Carson.

14. Executive Session

15. Adjournment

Mr. Bush moved to adjourn at 7:09 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.