

1. Call to Order

Chairperson Beers called the meeting to order at 7:00 p.m.

2. Introductory

Chairperson Beers read the introductory.

3. Pledge of Allegiance

Chairperson Beers led those present in the Pledge of Allegiance.

4. Roll Call

Answering the roll call were Chairperson Gary Beers, Vice Chairperson Charles Denault, Councilors Frank Dennett, Jeffrey Pelletier, Jeffrey Thomson, Judith Spiller, and Kenneth Lemont

5. Agenda Amendment and Adoption

Chairperson Beers added Item 16 to read as: “The Kittery Town Council moves to go into Executive Session with the Town Manager in accordance with 1 M.R.S. §405(6)(F) to discuss information concerning constituent complaints contained in records received by the Town where access by the general public to those records is prohibited by 1 M.R.S. §402(3)(C-1)(1)(d).”

Councilor Spiller requested to move Item 13m. to Item 13a. to accommodate the individuals present in the meeting for that item.

Agenda was adopted, as amended.

6. Town Manager’s Report

Town Manager Amaral reviewed her written report.

**DPW Appreciation** – She thanked and recognized the Department of Public Works and public safety for their efforts during the snowstorms.

**Sewer Line Break** – The sewer line break had an impact on Carl’s Meat Market and she has been in contact with Jim Spencer and George Kathios on the issue. After meeting with MMA and Mr. Kathios, a claim was submitted and they have worked with them to review the information. She is still awaiting a decision on coverage. A GoFundMe page was set up to raise donations for the Carl’s employees loss of work at [www.gofundme/carlsmeatmarket](http://www.gofundme/carlsmeatmarket).

**John Paul Jones Park** – The legislature approved the conveyance some time again, which was vetoed. No additional reasoning was provided in regards to Governor LePage’s decline to sign the conveyance. The maintenance agreement has expired and she is seeking Council direction to proceed with a new agreement.

**Legalization of Marijuana** – Dr. Robert Hulefeld, York Hospital Emergency Services, will join the committee to develop the regulations regarding marijuana. The first committee meeting is

March 1<sup>st</sup>, which is after the MMA workshop. The Planning Board is hearing the definitions as a short-term measure that will prohibit use.

**Sewer Assessments** – If a parcel is within the sewer assessment area and has not yet paid in full, received a deferral, or entered into a payment plan before the due date, interest may accrue against the account.

**TIF #3 and Sewer Expansion** – There was a question regarding whether or not the TIF can be used to support the sewer expansion debt service. After review with counsel and auditors, the way the funding plan was adopted allows for TIF funds to be utilized. She has contacted the State to understand the entire process.

**Kick Off of Foreside Planning Study** – There was a great turnout for the first public meeting. The study is a recommendation from the Foreside Forums and aims to focus on transportation improvements and potential areas for development. The project is funded through KACTS and MDOT.

Vice Chairperson Denault recognized Town Manager Amaral for providing a complimentary dinner to the snow plow workers.

Councilor Thomson cited a few excerpts from State of Maine Constitution Section 2 Article 4 dealing with bills to be signed by the Governor and proceedings in the event the Governor disapproves. He asked if the Town Manager would: 1) contact Maine State Attorney General's Office to inquire if a violation of the constitution has occurred, and 2) speak with Town attorney to file suit against the Governor. The consensus of the Council was not to proceed with the recommendation. Councilor Thomson questioned how the community can proceed with the Foreside study since a key portion of that study area includes John Paul Jones Park.

7. Acceptance of Previous Minutes – None.
8. Interviews for the Board of Appeals and Planning  
(two re-appointments until 3/1/20 – 3 applicants)

- Jeffery Brake

Mr. Brake replied to Councilor Spiller that the role of the Board of Appeals is to make decisions on Planning Board appeals. Councilor Thomson noted that the Board of Appeals also hears cases that a citizen has been denied by the Code Enforcement Officer. Mr. Brake confirmed that statement.

- Barry Fitzpatrick

Mr. Fitzpatrick replied to Councilor Spiller that the role of the Board of Appeals is to understand citizens of the Town who have unresolved questions or appeals to Codes that have been cited for. Based on the Ordinances, the Board judges whether those appeals have merit or not.

- Vern Gardner

Mr. Gardner replied to Councilor Spiller that the role of the Board of Appeals is to hear the variances and administrative appeals applications as they apply to Title 16.

**CHAIRPERSON BEERS NOMINATED JEFFERY BRAKE FOR RE-APPOINTMENT  
TO THE BOARD OF APPEALS UNTIL 3/1/20, SECONDED BY VICE CHAIRPERSON**

**DENAULT. THE MOTION PASSED BY A ROLL CALL VOTE 6/1/0, WITH COUNCILOR THOMSON OPPOSED.**

**CHAIRPERSON BEERS NOMINATED BARRY FITZPATRICK FOR RE-APPOINTMENT TO THE BOARD OF APPEALS UNTIL 3/1/20, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**COUNCILOR DENNETT NOMINATED VERN GARDNER FOR RE-APPOINTMENT TO THE BOARD OF APPEALS UNTIL 3/1/20, SECONDED BY COUNCILOR THOMSON. THE MOTION FAILED TO PASS BY A ROLL CALL VOTE 3/4/0, WITH COUNCILORS LEMONT, DENAULT, PELLETIER, AND CHAIRPERSON BEERS OPPOSED.**

Mr. Brake and Mr. Fitzpatrick were re-appointed to the Board of Appeals.

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

a. (020117-1) The Kittery Town Council moves to receive a CIP presentation from the Town Manager.

Town Manager Amaral provided an overview of the CIP projects, policies, and schedule.

Chairperson Beers recognized the efforts made by the committee and department heads.

Councilor Spiller felt it was misleading to refer to the Athletic Fields Master Plan without the document being approved. Town Manager Amaral explained that there will be an opportunity for the plan to be reviewed by the Council prior to any future development associated with it.

Councilor Dennett noted an error in regards to the Rice Public Library lighting.

Councilor Lemont felt the Council should have the opportunity to prioritize the projects in the Athletic Fields Master Plan. He noted the funds budgeted for the library is to improve energy efficiency in the building. He questioned whether sufficient amount of funding was set aside for the wharf in the Foreside. Town Manager Amaral explained that the study is the first step in addressing the wharf issues and it is unknown as to what additional funding would be required until that is completed.

Councilor Thomson briefly explained the burdens resulting from the construction of the Town Hall building and stated he would not support funding to move people to the second floor.

#### 10. PUBLIC HEARINGS

a. (020117-2) The Kittery Town Council moves to hold a public hearing and hereby ordains to amend Title 2 of the Kittery Town Code, Chapters 4 and 5, to add 2.4.1.12 Human Resources Generalist.

Chairperson Beers opened the floor for public comment. Hearing none; Chairperson Beers closed the public hearing.

**A MOTION WAS MADE BY COUNCILOR THOMSON THAT THE KITTERY TOWN**

**COUNCIL HEREBY ORDAINS TO AMEND TITLE 2 OF THE KITTERY TOWN CODE, CHAPTERS 4 AND 5, TO ADD 2.4.1.12 HUMAN RESOURCES GENERALIST, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

b. (020117-3) The Kittery Town Council moves to hold a public hearing and hereby ordains to amend Title 2 of the Kittery Town Code, Chapters 4 and 5, to remove 2.4.7.5 Mechanic and amend 2.4.7.6 Mechanic Assistant/Operator to Mechanic/Operator.

Chairperson Beers opened the floor for public comment. Hearing none; Chairperson Beers closed the public hearing.

**A MOTION WAS MADE BY COUNCILOR THOMSON THAT THE KITTERY TOWN COUNCIL HEREBY ORDAINS TO AMEND TITLE 2 OF THE KITTERY TOWN CODE, CHAPTERS 4 AND 5, TO REMOVE 2.4.7.5 MECHANIC AND AMEND 2.4.7.6 MECHANIC ASSISTANT/OPERATOR TO MECHANIC/OPERATOR, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

11. DISCUSSION

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

Vern Gardner, 2 Tuckers Cove

Mr. Gardner stated that Vice Chairperson Denault had released copies of his report to people. He cited lines from the report and began to state his own counter allegations. Chairperson Beers requested that Mr. Gardner be removed from the meeting for defamatory statements made on a sitting municipal officer. Mr. Gardner was escorted from chambers by the Chief of Police.

Jenny Freeman, 4 Prince Ave

Ms. Freeman provided a brief history of Shawn Scott, a Las Vegas casino developer, and his difficulties operating casinos in various locations. She expressed concerns that he is now trying to petition for a York County casino referendum. She emphasized the negative impact that gambling has on people and communities.

- b. Response to public comment directed to a particular Councilor – None.  
c. Chairperson's response to public comments

Chairperson Beers responded to Ms. Freeman that her message was well articulated and will surely receive attention in the upcoming months.

12. UNFINISHED BUSINESS

- c. (010117-5) The Kittery Town Council moves to approve an Agreement between the Town of Kittery and the Kittery Port Authority.

Town Manager Amaral highlighted the version changes and noted that any change since the Port Authority's approval will have to be reviewed and approved again by the Port Authority after Council vote.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO APPROVE AN AGREEMENT BETWEEN THE TOWN OF KITTERY AND THE KITTERY PORT AUTHORITY, SECONDED BY COUNCILOR PELLETIER.**

**A MOTION WAS MADE BY COUNCILOR DENNETT TO AMEND LINE 143 TO INSERT THE WORD 'TIDAL' BETWEEN THE WORDS 'NAVIGABLE' AND 'WATERS', SECONDED BY COUNCILOR LEMONT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**THE MAIN MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

d. (010117-6) The Kittery Town Council moves to amend the Personnel Position-Classification Policy to add the Harbormaster job description.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO AMEND THE PERSONNEL POSITION-CLASSIFICATION POLICY TO ADD THE HARBORMASTER JOB DESCRIPTION, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**13. NEW BUSINESS**

a. (020117-16) The Kittery Town Council moves to endorse the concept of public participation process to address issues associated with future Rice Library location.

Councilor Spiller stated citizens in Kittery are looking for a resolution to whether or not the Rice Library will relocate. She highlighted what the future of the library needs to be. A committee was formed to evaluate the potential options and it was determined that more information from the public is necessary. Ultimately, a non-binding referendum will endorse the suggested location.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO ENDORSE THE CONCEPT OF PUBLIC PARTICIPATION PROCESS TO ADDRESS ISSUES ASSOCIATED WITH FUTURE RICE LIBRARY LOCATION, SECONDED BY CHAIRPERSON BEERS.**

Chairperson Beers noted comments received from a citizen and Councilor Spiller replied that the points made would be reviewed for consideration during the process. Councilor Dennett felt the non-binding referendum could be complex.

**THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**b. Donations/gifts received for Council disposition**

(020117-4) The Kittery Town Council moves to accept a donation in the amount of \$40 from G. Richard and Alice M. Emery, to be deposited in account #2063001-43600 Kittery Community Center Giving Tree..

**A MOTION WAS MADE BY COUNCILOR THOMSON TO ACCEPT A DONATION IN THE AMOUNT OF \$40 FROM G. RICHARD AND ALICE M. EMERY, TO BE DEPOSITED IN ACCOUNT #2063001-43600 KITTERY COMMUNITY CENTER GIVING TREE, SECONDED BY COUNCILOR LEMONT. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 7/0/0.**

- c. (020117-5) The Kittery Town Council moves to approve the disbursement warrants.

Town accounts payable of \$108,888.89.  
Sewer account payable of \$276,387.65.  
School accounts payable of \$66,910.74.  
Total of all disbursement warrants of \$452,187.28.

Chairperson Beers stated that the Town and Sewer warrants are in due form. Councilor Pelletier that the School warrants are in due form.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE THE DISBURSEMENT WARRANTS, SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 7/0/0.**

- d. (020117-6) The Kittery Town Council moves to amend the Personnel Position-Classification Policy to add 1.12 Human Resources Generalist job description.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO AMEND THE PERSONNEL POSITION-CLASSIFICATION POLICY TO ADD 1.12 HUMAN RESOURCES GENERALIST JOB DESCRIPTION, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

- e. (020117-7) The Kittery Town Council moves to amend the Personnel Position-Classification Policy to remove job description 7.5 Mechanic and to amend job description 7.6 Mechanic assistant/operator to Mechanic/Operator.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO AMEND THE PERSONNEL POSITION-CLASSIFICATION POLICY TO REMOVE JOB DESCRIPTION 7.5 MECHANIC AND TO AMEND JOB DESCRIPTION 7.6 MECHANIC ASSISTANT/OPERATOR TO MECHANIC/OPERATOR, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

- f. (020117-8) The Kittery Town Council moves to authorize the Kittery Little League to hang a banner across Rogers Road in front of the Kittery Community Center February 13th through March 17<sup>th</sup>, 2017, to advertise for their open registration.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO AUTHORIZE THE KITTERY LITTLE LEAGUE TO HANG A BANNER ACROSS ROGERS ROAD IN FRONT OF THE KITTERY COMMUNITY CENTER FEBRUARY 13TH THROUGH MARCH 17<sup>TH</sup>, 2017, TO ADVERTISE FOR THEIR OPEN REGISTRATION, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

- g. (020117-9) The Kittery Town Council moves to approve a renewal application from BNKittery LLC, 57 State Road, Kittery for a Malt, Vinous and Spirituous Liquor License for The Farm Bar & Grille, 57 State Road.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO APPROVE A RENEWAL APPLICATION FROM BNKITTERY LLC, 57 STATE ROAD, KITTERY FOR A**

**MALT, VINOUS AND SPIRITUOUS LIQUOR LICENSE FOR THE FARM BAR & GRILLE, 57 STATE ROAD, SECONDED BY COUNCILOR THOMSON. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

h. (020117-10) The Kittery Town Council moves to approve a renewal application from JKrestaurants LLC, 5 Melanies Court, Kittery for a Malt, Vinous and Spirituous Liquor License for Rudders Public House, 70 Wallingford Square.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE A RENEWAL APPLICATION FROM JKRESTAURANTS LLC, 5 MELANIES COURT, KITTERY FOR A MALT, VINOUS AND SPIRITUOUS LIQUOR LICENSE FOR RUDDERS PUBLIC HOUSE, 70 WALLINGFORD SQUARE, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

i. (020117-11) The Kittery Town Council moves to appoint Janice Carson to serve on the Registration Appeals Board until 12/31/20 as nominated by the Republican Committee.

**A MOTION WAS MADE BY COUNCILOR DENNETT TO APPOINT JANICE CARSON TO SERVE ON THE REGISTRATION APPEALS BOARD UNTIL 12/31/20 AS NOMINATED BY THE REPUBLICAN COMMITTEE, SECONDED BY VICE CHAIRPERSON DENAULT.**

Councilor Thomson noted that Janice Carson is the spouse of the Chair of the Republican Committee.

**THE MOTION PASSED BY A ROLL CALL VOTE 6/1/0 WITH COUNCILOR THOMSON OPPOSED.**

j. (020117-12) The Kittery Town Council moves to appoint Bryan Bush to the Port Authority to fill the unexpired term of Peter Johnson until 8/31/20.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO APPOINT BRYAN BUSH TO THE PORT AUTHORITY TO FILL THE UNEXPIRED TERM OF PETER JOHNSON UNTIL 8/31/20, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

k. (020117-13) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Mary Safford Wildes Trust to interview Joyce Tobey for her re-appointment to that board until 12/31/20.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO APPOINT JOYCE TOBEY FOR HER RE-APPOINTMENT TO THE MARY SAFFORD WILDES TRUST BOARD UNTIL 12/31/20 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY CHAIRPERSON BEERS. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

l. (020117-14) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Shellfish Conservation Commission to interview Joseph Carven, Jr. for his re-appointment to that board until 12/31/20.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO APPOINT JOSEPH CARVEN, JR. FOR HIS RE-APPOINTMENT TO THE SHELLFISH CONSERVATION COMMISSION UNTIL 12/31/20 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY CHAIRPERSON BEERS. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

m. (020117-15) The Kittery Town Council moves to inform Kittery based employers of J-1 Visa Foreign Student Workers, the student's sponsoring agencies, and, most importantly, the students themselves, that said students are welcome and safe in Kittery. We welcome the diversity, work ethic, and cultural exchange you bring.

Councilor Thomson read the report to Town Council and emphasized the importance of the J-1 students in the community. He reminded how many J-1 students were employed in the area during the summer season and that over 1,000 hospitality positions were left unfilled last year.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO INFORM KITTERY BASED EMPLOYERS OF J-1 VISA FOREIGN STUDENT WORKERS, THE STUDENT'S SPONSORING AGENCIES, AND, MOST IMPORTANTLY, THE STUDENTS THEMSELVES, THAT SAID STUDENTS ARE WELCOME AND SAFE IN KITTERY. WE WELCOME THE DIVERSITY, WORK ETHIC, AND CULTURAL EXCHANGE YOU BRING, SECONDED BY CHAIRPERSON BEERS.**

Councilor Dennett stated that he agrees to welcome the students, but he cannot guarantee their safety, and for that reason he would abstain from voting.

**THE MOTION PASSED BY A ROLL CALL VOTE 6/0/1, WITH COUNCILOR DENNETT ABSTAINING.**

n. (020117-17) The Kittery Town Council moves to approve the 2018-2022 Capital Improvement Program in accordance with Town Charter Section 6.05 and Council Policy, as presented.

**A MOTION WAS MADE BY VICE CHAIRPERSON DENAULT TO APPROVE THE 2018-2022 CAPITAL IMPROVEMENT PROGRAM IN ACCORDANCE WITH TOWN CHARTER SECTION 6.05 AND COUNCIL POLICY, AS PRESENTED, SECONDED BY COUNCILOR SPILLER.**

Town Manager Amaral clarified the error previously identified by Councilor Dennett.

Councilor Thomson understood that the CIP cannot be approved until the budget is heard. The Council further discussed the appropriate procedure and protocol for when a CIP is approved or accepted.

**A MOTION WAS MADE BY VICE CHAIRPERSON DENAULT TO AMEND THE MAIN MOTION TO STRIKE APPROVE AND REPLACE WITH ACCEPT, SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A ROLL CALL VOTE 6/1/0, WITH CHAIRPERSON BEERS OPPOSED.**

**THE MAIN MOTION PASSED BY A ROLL CALL VOTE 6/1/0, WITH CHAIRPERSON BEERS OPPOSED.**



o. (020117-18) The Kittery Town Council moves to approve the fiscal year 2018 Capital Improvement Program budget in accordance with Town Charter Section 6.04 (2) and Council Policy, in the amount of \$1,509,303.

**A MOTION WAS MADE BY ~~VICE-CHAIRPERSON~~ COUNCILOR THOMSON TO ACCEPT THE FISCAL YEAR 2018 CAPITAL IMPROVEMENT PROGRAM BUDGET IN ACCORDANCE WITH TOWN CHARTER SECTION 6.04 (2) AND COUNCIL POLICY, IN THE AMOUNT OF \$1,509,303, SECONDED BY COUNCILOR DENNETT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**14. COUNCILOR ISSUES OR COMMENTS**

Councilor Lemont recognized Ms. Freeman's efforts and felt she is an example of someone who is making a difference. He asked for a copy of the Comprehensive Plan 2015-2025 presentation. He suggested to move forward on the John Paul Jones Park and offered to take initiative.

Councilor Spiller asked for the status of the FEMA maps. Town Manager Amaral explained that the public is offered an opportunity to comment before the maps are approved. Each community signs one letter for it to be adopted and Kittery has already done so. The letter states that each municipality will assume the responsibility for raising awareness about FEMA.

Vice Chairperson Denault recognized individuals that have recently passed.

Councilor Thomson suggested to contact the offices of Susan Collins and Angus King to host a Town Hall in April at the STAR Theatre. He recognized George Washington's birthday and stated solidarity with Bowling Green and Sweden. The Council reached consensus for the Town Manager to extend an invitation to the Susan Collins and Angus King.

Councilor Dennett noted there is a bill in the legislature transfer shellfish control to the State.

**15. COMMITTEE AND OTHER REPORTS**

**a. Communications from the Chairperson**

Chairperson Beers reminded the Councilors to stop by Town Hall to sign the final page of the Port Authority Agreement.

**b. Committee Reports – None.**

**16. EXECUTIVE SESSION**

a. (The Kittery Town Council moves to go into Executive Session with the Town Manager in accordance with 1 M.R.S. §405(6)(F) to discuss information concerning constituent complaints contained in records received by the Town where access by the general public to those records is prohibited by 1 M.R.S. §402(3)(C-1)(1)(d).

**A MOTION WAS MADE BY COUNCILOR SPILLER TO GO IN TO EXECUTIVE SESSION AT 8:42 P.M. WITH THE TOWN MANAGER IN ACCORDANCE WITH 1 M.R.S. §405(6)(F) TO DISCUSS INFORMATION CONCERNING CONSTITUENT COMPLAINTS CONTAINED IN RECORDS RECEIVED BY THE TOWN WHERE ACCESS BY THE GENERAL PUBLIC TO THOSE RECORDS IS PROHIBITED BY 1**

**M.R.S. §402(3)(C-1)(1)(D), SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**A MOTION WAS MADE BY COUNCILOR THOMSON TO COME OUT OF EXECUTIVE SESSION AT 9:11 P.M., SECONDED BY SPILLER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**17. ADJOURNMENT**

**A MOTION WAS MADE BY COUNCILOR THOMSON TO ADJOURN THE MEETING AT 9:12 P.M., SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 7/0/0.**

Submitted by Marissa Day, Minutes Recorder, on March 7, 2017.

*Disclaimer: The following minutes constitute the author's understanding of the meeting. While 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>.*