

1. Call to Order

Chairperson Beers called the meeting to order at 7:01 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, Kenneth Lemont, Judith Spiller, and Jeffrey Thomson.

Absent from the roll call was Russell White.

5. Agenda Amendment and Adoption

Chairperson Beers stated that Item 13d under New Business was withdrawn from the applicant.

A request from the Shoreland Resource Officer was made for Item 9a from the June 13, 2016 regular meeting for reconsideration. The Council did not make a motion for reconsideration of that agenda item.

Councilor Dennett requested to add Item 13d to read as follows: "The Kittery Town Council hereby resolves to extend adoption of the Sewer Enterprise Fund Budget to not later than 29 July 2016."

Agenda was adopted as amended.

6. Town Manager's Report

Town Manager Granfield reviewed her written report.

Sewer Betterments – Town Manager Granfield noted she anticipated presenting a proposed plan that is fair and equitable for both the residents and Town.

July 4th Holiday – Town Hall will be closed on July 4, 2016.

Budget – The FY2017 budget was adopted and staff will move forward with implementing changes beginning in the new fiscal year. Additionally, staff continues to pursue the GFOA for the Distinguished Budget Award.

Town Manager Search – Eaton & Peabody met with Council and the advertisement for the new Town Manager position will begin in July. The consultants will disseminate information soon for those interested in participating in the citizen panel in September.

Fort Foster Requests – Town Manager Granfield will request a meeting with the Parks

Commission to gather recommendations regarding senior passes, drones, and other items.

Councilor Spiller asked if a workshop could be arranged with the Parks Commission to discuss rules pertaining to dogs, especially in the parks. Chairperson Beers referenced a proposed revision by the Code Enforcement Officer and Animal Control Officer to address chickens. He felt scheduling a workshop would be appropriate.

7. Acceptance of Previous Minutes

Regular Meeting 6/13/2016

Line 74 – replace “postpone any action” with “be postponed”

Line 131 and 142 – replace “CHAIRPERSON BEERS” with “COUNCILOR LEMONT”

Line 231-232 and 238 – replace “Dickinson” with “Dixon”

The minutes were amended as adopted.

8. Interviews for the Board of Appeals and Planning – None.

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

a. (060216-1) The Kittery Town Council moves to receive a presentation from the Town Manager, on the proposal for Sewer Betterment Assessment Plan.

Town Manager Granfield’s presentation included the following statements:

- Town Manager Granfield described the background of the sewer betterment assessment plan as written in the agenda item material.
- Staff worked to propose a solution that would be fair and equitable to both the residents and the Town. The highlights of the plan were as follows:
 - Item 1 – Reduce property owner share from 50% to 18.7% (\$1,422,000).
 - Item 2 – Retain the existing 50-25-25 allocation formula. It shows a substantial change that generates an average parcel assessment of \$6,500 for less than 30,000 square feet. An assessment with inflation factors determined it is reasonable to have an average of \$9,000.
 - Item 3 – Ordain revisions to Town Code Title 13 to mitigate the 90-day connection mandate with payment deferment provisions for certain situations.
 - Item 4 – Authorize a 2% interest rate to provide for administrative costs.
- Town Manger Granfield proceeded to describe the schedule and details for the revised plan.

Councilor Thomson asked where the difference of \$2.3 million is derived from. Town Manager Granfield pointed to Enclosure 1 where it details the various funds. Chairperson Beers added that the assessment totals \$1,422,000, plus the portion of \$100,000 leftover in municipal bonds. The impact fee current balance is \$373,000 and the total available from impact fees is \$468,287. There are new impact fees currently known in the amount of \$290,000. The use of TIF funds of \$46,000, plus the aggregate of others. From 2017-2031, the department budget is fundamentally net zero.

Councilor Thomson asked what action is required for the TIF funds to actualize. Chairperson

Beers replied that development would have to occur and the department would have difficulties if development did not occur.

Councilor Lemont asked to clarify the overall goal of the proposed plan. Town Manager Granfield responded that staff wanted to lower the cost per parcel by incorporating inflation factors and typical assessments of other communities. Councilor Lemont asked what past project was referenced. Ms. Saklad explained that the total project cost was \$615,000 and the betterments were \$307,000. There were 63 parcels assessed, which averaged \$4,878 per parcel. With inflation factors, that assessment equated to \$6,369. She noted that Mr. Steve Tapley provided figures for several different projects that averaged \$9,058, with the exception of the Route 1 project as an outlier.

Councilor Lemont asked if there was consideration given to multi-purpose units. Mr. George Kathios replied that in the past the assessments were based on each property, not unit.

Councilor Lemont asked if there exist any other fees other than betterment. Mr. Kathios replied that the betterment fee is the only fee that exists. However, an off shoot street would pay a special entrance fee of \$2,500 and special impact fee of \$2,000. He suggested that Council may want to consider having a workshop.

Chairperson Beers asked to confirm whether the sewer impact fee and special connection fee applies to new connections anywhere in the system and exist outside the betterment process. Mr. Kathios replied in the affirmative.

Vice Chairperson Denault noted the mobile home park of 39 units is almost equal to other single family parcels. He felt that further review of a per unit basis could drop the 18% lower. He asked if there has been consideration for potential gains on future developments. Mr. Kathios replied that a change in the ordinance would be required, which is in the Council's purview.

Vice Chairperson Denault asked if a per unit basis was discussed. Town Manager Granfield believed it was not a factor explored.

Chairperson Beers noted that eleven preceding projects were assessed at the 50% margin and a departure from that formula could raise concerns for fairness to those past assessments. Secondly, the lowering of the 50% would require the infusion of additional revenue. The fifteen years of revenue projections may be achievable, but are very aggressive. He felt that the additional revenue sources required were not identified and detailed in the proposed plan.

Vice Chairperson Denault felt that given the experience with Eliot, past practices may require further revisions. He asked Mr. Kathios whether the conditions of the bed underneath the roadway were considered for the amount of ledge. Mr. Kathios replied that pre-drilled profiles were conducted.

Councilor Dennett recommended to consult with the Town attorney. He asked whether the arbitrator's report being final and binding is correct. He added that a legal opinion is vital regarding the use of "may" in the statement that "the tax collector may enter into a written agreement". Lastly, he found no authority for making a change in state law for an 18-year payback period and would like further guidance.

Chairperson Beers asked if any easements were granted by any owners in the assessed property

scenario. Mr. Kathios replied three. Chairperson Beers asked if those were paid an easement or granted in lieu of betterment fees. Mr. Kathios was not aware that in the past when a betterment fee was assessed, the impact fees were not charged for those granted easements based on the number of tie-ins. He added that in the current sewer expansion project, the three properties granted easements were not paid for by the department nor received a negotiation.

Chairperson Beers asked to clarify that in the negotiation with those three properties, it was said they would receive \$2,000 per tie-in. Mr. Kathios confirmed that statement and that there were two, three, or five tie-ins for each parcel. Chairperson Beers asked to explain the \$2,000 per tie in assessment. Mr. Kathios replied it was based on the impact fee per tie-in, which he later learned they were not obligated to pay.

Chairperson Beers noted that the current ordinance provision states there is no betterment fee properties for gravity fed systems. Mr. Kathios understood that those properties were not required to connect, but were still assessed the betterment fees.

Chairperson Beers asked if any properties in question have been considered “unbuildable”. Mr. Kathios did not identify any properties as such.

Councilor Dennett felt that historical processes have been lost, which has caused convolution. He understood that if a property owner must pump up, there is no betterment fee. Also, anyone who is granted an easement to the Town does not pay betterment fees. He felt that unbuildable lots would not pay a betterment fee. Vacant land could pose an issue since a determination needs to be made on these properties whether they are unbuildable.

Chairperson Beers recommended that consideration be added for assessments to non-gravity feed pump up systems and those granted easements. That value would be accounted for in the total cost to the residents. Councilor Dennett noted that has not been the historical practice, which demonstrated what was paid out is a responsibility of the sewer department, not the betterment payers.

Councilor Thomson asked for a specific and detailed financial analysis of where projected revenues from TIF fees would come from.

Vice Chairperson Denault asked if the project serves mainly to create more buildable areas and attract businesses to the business park. Chairperson Beers replied that it intends to develop business opportunities and to remove failing overboard discharge systems. Vice Chairperson Denault felt that those intentions would help to drive TIF fee revenues. Chairperson Beers felt that a financial analysis would provide more assurance of those projections. Councilor Spiller suggested to refer to the Economic Development Committee given their charge to review opportunities within the business park. Chairperson Beers noted it may be helpful to review the recent workshop between the EDC and Planning Board.

Councilor Thomson questioned whether Vice Chairperson Denault experiences a conflict of interest in the decision of the proposed sewer betterment plan.

Councilor Dennett stated his relation to the Dennett property is to the seventh degree.

The Council proceeded to discuss each item in the proposed plan as follows:

ITEM 1 – Reduce property owner share of betterment assessment from 50% to 18.7%

- Councilor Dennett felt it was not the proper time to discuss the item.
- Vice Chairperson Denault asked to incorporate consideration for units.
- Chairperson Beers noted that a per unit basis does not change the overall cost, but rather re-distributes the cost. The crucial consideration is the availability of revenue.
- Councilor Lemont asked to see the analysis suggested by Vice Chairperson Denault. He requested to see an analysis based on an average \$5,000 assessment per parcel. Chairperson Beers detailed the average cost for each past project and the overall averages.

ITEM 2 – Retain 50-25-25 allocation formula (same as all others)

- The Council unanimously agreed to review a formula based on the number of units per property.
- Council Dennett noted that for large properties with excessive acreage, it has been past practice to assess those properties in sections based on the overall average lot size. The assessment would only apply to where the buildings were located and the rest of the land would not be charged until it was developed.

ITEM 3 – Ordain revisions to the Town Code Title 13 to mitigate the 90-day connection mandate

- Town Manager Granfield explained to Vice Chairperson Denault that septic systems in the 10-year window is based on the time it was installed. Chairperson Beers considered that to be a reasonable recommendation because there is no mechanism for differentiating different systems that fall within the 90-day window.
- Councilor Thomson clarified the interpretation of the existing ordinance in that the connection requirement could be deferred up to 10 years, but not the assessment charges.

Chairperson Beers requested that another item be added relating to pump-up systems.

Chairperson Beers saw consensus to bring the four items discussed forth for ordinance revision and public hearing.

ITEM 4 – Authorize a payment plan interest rate at 2.00%

- Chairperson Beers felt this could receive the same consideration as the others previously mentioned when the plan comes forward.

Chairperson Beers noted that a hearing and adoption of the plan be scheduled for August 15, 2016. At that meeting, the ordinance revisions and considerations would be addressed.

10. PUBLIC HEARINGS – None.

11. DISCUSSION

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

Gary Holmes

Mr. Holmes introduced himself as representing the Bethany Church of Greenland, NH. He noted that a petition has been provided to Council from the First Baptist Church for the Town to assume the title of the ancient burial ground deed. He noted that the Town has been maintaining the cemetery for decades.

Barbara Bean, Martin Road

Ms. Bean explained the discrepancies in property area and frontage calculation that she identified. She asked a series of questions as follows:

- What method was used to determine the unit cost per parcel? Distributive fees of property owners does not appear equitable. Individual considerations should be made to unit occupancies.
- What is the origin used of the numbers used in the current revision? Based on the current provision, her betterment fee would be \$2,400. There was a reference made at the public meeting in May that the average assessment per parcel was \$2,500-\$5,000 range over 250 projects.
- How are the impact and connection fees of \$4,500 comparable to past projects? The property being developed should be considered betterment, not just impact.
- When is date for the special meeting?
- If citizens are not satisfied with the current assessments, what is the recourse for individuals? Do we go to arbitration or is there a prior negotiation point to have concerns heard individually or collectively?

Tricia Robillard, Martin Road

Ms. Robillard thanked the Town for the sewer betterment proposal. As a taxpayer, she is surprised that the project was not handled more professionally. She questioned how the consideration for buildable lots was not already studied. The purpose of this project was for economic expansion and she felt further research needs to be conducted before formulating a new proposal, specifically in impact fees and negotiations for easements. She was thankful there is more time available until next meeting to devise a fair and equitable solution for all.

Willie Goodson, 15 Martin Road

Mr. Goodson thanked the staff and Council for their work regarding the sewer betterment fees. He felt that errors need to be corrected as soon as possible regardless of past practices. He requested guidelines be provided to the homeowners regarding what is required to connect to the sewer system to include schedule of the pipe, pitch of the pipe, how much fill is required, or who should conduct inspections.

Kathy Hawkes, Stevenson Road

Ms. Hawkes thanked the staff and Council for their work regarding the sewer betterment fees. She felt that the comments made in a previous meeting regarding the Comprehensive Public Forum may have been understood as a condemnation to some. She stated her intent was to raise awareness to the need for availability of information and she encouraged individuals to ask questions when information is missing. She asked a series of questions as follows:

- Were any past projects that did not include multi-unit parcels including in the calculation of the historical average assessment per parcel? She felt that those examples do not provide a good basis for comparison in the current sewer expansion project.
- Does the ordinance address whether the assessments will be recorded as a lien, in the event homeowners choose to finance the assessments?
- Are there are additional fees that may result?
- If re-routing plumbing to be gravity fed, is that an option?
- Are there additional fees for new connections?

Henry Martin, Bartlett Road

Mr. Martin noted the Clarkson Moore cemetery off School Lane is actually called the Baptist cemetery. The cemetery on the corner of Crockett Neck Road and Haley Road is labeled Clarkson Moore Cemetery. To his knowledge, there is no Clarkson Moore Cemetery in Kittery Point. Mr. Martin owns 12 vacant grave lots and he was aware of others that are privately purchased and owned. He was unsure what will happen if the Town takes ownership of these lots. He cited Title 13.1.22.1 regarding deeding the land. He asked what the Town's plan is to communicate to the residents in the event of property title ownership transfers. He suggested that the Town approach this title change cautiously and expressed his concern.

Don Petty, Martin Road

Mr. Petty asked when paving will begin on Martin Road.

Roussey Wiggin, 25 Jones Ave

Mr. Wiggin reference his assessment he paid years ago. He noted that the residents in that areas pay rent for all the fire hydrants and street lights. Sharing the cost by a betterment fee to offer a new pipeline is a great idea. He felt that we can't own that pipe as individuals. He asked if any future value calculation has been conducted to identify the earnings potential over the life of the pipe. He felt that the Town should be responsible for the entire cost of the pipe. He suggested that the costs be depreciated sufficiently to reduce the costs to property owners. Mr. Wiggin described a situation when the total costs of water consumption shortfall was imposed on residents after the PNSY installed water saving devices.

b. Response to public comment directed to a particular Councilor – None.

c. Chairperson's response to public comments

Mr. Holmes and Ms. Bean – the calculation material was preliminary. The April 28, 2016 and June 27, 2016 proposed formula was confirmed by Town's planning and assessing staff based on property records on file. If discrepancies exist, the owner has the opportunity for a valid appeal and the assessing department would make corrections to the record. The project's inflation calculation came directly from Steve Tapley's data provided at the May 2, 2016 forum. Copies can be provided.

Ms. Robillard – The Council will work diligently to complete the proposal as best as possible.

Mr. Goodson – Guidelines for connection procedures can be formulated.

Ms. Hawkes – The lien payment plans will be addressed in proposed plan.

Mr. Wiggin – There have been forward projections of revenue to be earned for newly installed pipe and the 25-year profile for payment of departmental expense. The user or quarterly fees are dedicated to repair operations and maintenance.

12. UNFINISHED BUSINESS – None.

13. NEW BUSINESS

a. Donations/gifts received for Council disposition

- (060216-2) The Kittery Town Council moves to accept donations from Kenneth

Bonnell, Donald & Nicole Kerr and the Kittery Maine Improvement Fund in the amount of \$460.00 for the Thresher Memorial Fund.

A MOTION WAS MADE BY COUNCILOR THOMSON TO ACCEPT DONATIONS TO BE DEPOSITED INTO ACCOUNT #500743600 FROM KENNETH BONNELL, DONALD & NICOLE KERR AND THE KITTERY MAINE IMPROVEMENT FUND IN THE AMOUNT OF \$460.00 FOR THE THRESHER MEMORIAL FUND, SECONDED BY COUNCILOR SPILLER. MOTION CARRIED BY VOICE VOTE 6/0/0.

- (060216-3) The Kittery Town Council moves to accept a donation of a small refrigerator from Richard Brooks to be used at the Gate House at Fort Foster.

A MOTION WAS MADE BY COUNCILOR THOMSON TO ACCEPT WITH GRATITUDE A DONATION OF A SMALL REFRIGERATOR FROM RICHARD BROOKS TO BE USED AT THE GATE HOUSE AT FORT FOSTER, SECONDED BY COUNCILOR SPILLER. MOTION CARRIED BY VOICE VOTE 6/0/0.

- b. (060216-4) The Kittery Town Council moves to approve the disbursement warrants.

Town accounts payable of \$397,876.97.

Sewer account payable of \$1,504.70.

School accounts payable of \$230,590.68.

Total of all disbursement warrants of \$629,972.35.

Councilor Dennett stated that the Town and Sewer warrants are in order. Councilor Lemont that the School warrants are in order.

A MOTION WAS MADE BY COUNCILOR SPILLER TO APPROVE THE DISBURSEMENT WARRANTS, SECONDED BY COUNCILOR THOMSON. MOTION CARRIED BY VOICE VOTE 6/0/0.

- c. (060216-5) The Kittery Town Council moves to schedule a public hearing on July 11, 2016 on proposed amendments to Title 13 of the Kittery Town Code.

The agenda item was withdrawn.

- d. (060216-6) The Kittery Town Council hereby resolves to extend adoption of the Sewer Enterprise Fund Budget to not later than 29 July 2016.

Councilor Dennett explained the purpose of the agenda item. The motion intends to sustain the sewer department with an extended deadline.

A MOTION WAS MADE BY COUNCILOR DENNETT TO RESOLVE TO EXTEND ADOPTION OF THE SEWER ENTERPRISE FUND BUDGET NOT LATER THAN JULY 29, 2016, SECONDED BY CHAIRPERSON BEERS.

Councilor Thomson understood the Charter indicates in the circumstance a budget is not adopted before July 1, 2016, only 1/12th of expenditures can be made. Councilor Dennett noted that it requires a resolution.

ROLL CALL TAKEN WAS ALL IN FAVOR. MOTION CARRIED 6/0/0.

e. (060216-7) The Kittery Town Council moves to sign a Release Deed, releasing the tax liens to DSS Land Holdings LLC for property located at Adams Road, Kittery, Maine identified as Assessor's Tax Map 60 Lot 24-1.

A MOTION WAS MADE BY COUNCILOR THOMSON TO SIGN A RELEASE DEED, RELEASING THE TAX LIENS TO DSS LAND HOLDINGS LLC FOR PROPERTIES LOCATED AT ADAMS ROAD, KITTERY, MAINE IDENTIFIED AS ASSESSOR'S TAX MAP 60 LOT 24-1, 24-2, 24-3, 24-4, 24-5, AND 24-6 TO BE HELD BY THE TOWN ATTORNEY AND RELEASED UPON RECEIPT OF PAYMENTS ON OR ABOUT JULY 15, 2016, SECONDED BY CHAIRPERSON BEERS.

Councilor Dennett expressed concern that no indications had been provided that the tax liens had been paid off.

Mr. Duncan McEachern, the Town Attorney, explained that the owner of the property does not have enough funds until the sale of the property occurs. The property owner's lawyers were present. Mr. McEachern explained that the deed would be held in escrow until the money is received. Councilor Dennett asked if it is necessary to have a release deed delivered for it be valid. Mr. McEachern replied in the affirmative and that he or anyone else could hold the deed, but they would not be delivered to the owner of the property. He stated the amount owed is roughly \$25,000.

Chairperson Beers asked whether it could be held contingent upon payment of liens on or about July 15, 2016. Mr. McEachern recommended that they should be. The Town should not release the deed until it has the funds and this is not uncommon practice.

Chairperson Beers requested that the motion be amended to include contingent upon payment of tax liens on or about July 15, 2016. Councilor Dennett requested to include in the motion that the deed be held by the Town attorney.

Councilor Dennett stated for the record his opposition to the motion.

ROLL CALL TAKEN WITH COUNCILOR DENNETT OPPOSED. MOTION CARRIED 5/1/0.

f. (060216-8) The Kittery Town Council moves to sign a Release Deed, releasing the tax liens to DSS Land Holdings LLC for property located at Adams Road, Kittery, Maine identified as Assessor's Tax Map 60 Lot 24-2.

The previous motion carried to sign a Release Deed for Tax Map 60 Lot 24-2.

g. (060216-9) The Kittery Town Council moves to sign a Release Deed, releasing the tax liens to DSS Land Holdings LLC for property located at Adams Road, Kittery, Maine identified as Assessor's Tax Map 60 Lot 24-3.

The previous motion carried to sign a Release Deed for Tax Map 60 Lot 24-3.

h. (060216-10) The Kittery Town Council moves to sign a Release Deed, releasing the tax liens to DSS Land Holdings LLC for property located at Adams Road, Kittery, Maine identified as Assessor's Tax Map 60 Lot 24-4.

The previous motion carried to sign a Release Deed for Tax Map 60 Lot 24-4.

i. (060216-11) The Kittery Town Council moves to sign a Release Deed, releasing the tax liens to DSS Land Holdings LLC for property located at Adams Road, Kittery, Maine identified as Assessor's Tax Map 60 Lot 24-5.

The previous motion carried to sign a Release Deed for Tax Map 60 Lot 24-5.

j. (060216-12) The Kittery Town Council moves to sign a Release Deed, releasing the tax liens to DSS Land Holdings LLC for property located at Adams Road, Kittery, Maine identified as Assessor's Tax Map 60 Lot 24-6.

The previous motion carried to sign a Release Deed for Tax Map 60 Lot 24-6.

k. (060216-13) The Kittery Town Council moves to act on a petition submitted to the Town Council by the First Baptist Church of Kittery Point, in accordance with Title 13 M.R.S. §1221, to accept title ownership of the Baptist Cemetery located northerly of School Lane and adjacent to the Petitioner's church building at the intersection of Haley Road and School Lane.

No motion was heard to act on the petition submitted to the Town Council by the First Baptist Church.

l. (060216-14) The Kittery Town Council moves to endorse the Portsmouth-based Seacoast Area Renewable Energy Initiative (SEAREI) to facilitate a bulk purchase solar energy project – the first of its kind in the seacoast.

A MOTION WAS MADE BY COUNCILOR THOMSON TO ENDORSE THE PORTSMOUTH-BASED SEACOAST AREA RENEWABLE ENERGY INITIATIVE (SEAREI), SECONDED BY COUNCILOR SPILLER.

Councilor Dennett stated for the record his abstention from the vote due to lack of information provided.

ROLL CALL TAKEN WITH COUNCILOR DENNETT ABSTAINING. MOTION CARRIED 5/0/1.

m. (060216-15) The Kittery Town Council moves to approve a renewal application from Tributary Brewing Company LLC, 5 Winding Brooke Lane, South Berwick, Maine, for a Malt Liquor License for Tributary Brewing Company 10 Shapleigh Road

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE A RENEWAL APPLICATION FROM TRIBUTARY BREWING COMPANY LLC, 5 WINDING BROOKE LANE, SOUTH BERWICK, MAINE, FOR A MALT LIQUOR LICENSE FOR TRIBUTARY BREWING COMPANY 10 SHAPLEIGH ROAD, SECONDED BY COUNCILOR SPILLER. ROLL CALL TAKEN WAS ALL IN FAVOR. MOTION CARRIED 6/0/0.

14. COUNCILOR ISSUES OR COMMENTS

Councilor Lemont noted the Economic Development Committee is making progress and felt a recent workshop with the Planning Board went well.

Councilor Lemont noted that Councilor Thomson led the Town Council for 8 years and commended his leadership skills.

Councilor Spiller followed up with the previous vote regarding the Spruce Creek project. She noted there is no information available on the Town website regarding the project and that Councilor Lemont is still listed as a member of the Shellfish Conservation Committee. Councilor Spiller felt it would be helpful to have more information from the Shellfish Conservation Committee.

Vice Chairperson Denault stated he received a complaint from a resident on South Eliot Road that a manhole cover was paved over at Old Dennett Road.

Vice Chairperson Denault felt local residents had benefited from the PNSY traffic control when it was in place. Lack of traffic control has caused traffic issues around the PNSY gates. The new Police Chief and PNSY should ensure there are no communication gaps regarding this issue by possibly recertifying the officers with a strict policy or temporarily detail Kittery police officers.

Councilor Thomson stated it is time for canine waste at Fort Foster and Seapoint Beach be addressed.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

Town Manager Granfield reported at the last meeting that the PNSY traffic issues continue to be discussed.

Chairperson Beers drafted terms for the appointment process of Planning Board and Board of Appeals and would like to see an ordinance revision set forth in the next meeting.

Eaton & Peabody asked that Town Manager salary range benefits expression be provided for the July 11, 2016 meeting.

b. Committee Reports

The York Scenic and Wild River Designation Committee is meeting June 28, 2016 at 5:30pm at the Grand House.

The Wood Island working group is in receipt from National Parks Program Manager expressing federal lands program approval for the draft revisions to the repair and maintenance concession agreements. They will be put forth before the Council for consideration.

16. EXECUTIVE SESSION – None.

17. ADJOURNMENT

IT WAS MOVED BY COUNCILOR SPILLER, SECONDED BY COUNCILOR THOMSON TO ADJOURN THE MEETING AT 8:55 P.M. ALL WERE IN FAVOR BY A VOICE VOTE. MOTION PASSED 6/0/0.

Submitted by Marissa Day, Minutes Recorder, on July 14, 2016.

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>.