

1. Call to Order

Chair Philbrook called the meeting to order at 6:00 p.m.

Members Present: Charlie Patten, Steve Lawrence, Bryan Bush, Kelly Philbrook, Mark Drummond, Mark Alesse
Members Absent: Bruce Crawford

2. Pledge Of Allegiance

3. Agenda Amendment
None

4. Minutes: March 2, 2017

Line 6 - change to Badger "Rand"
Line 73 - change to 58.5" x 168"
Line 151 - add the word "there"

Mr. Alesse moved to approve the March 2, 2017 Minutes as amended.

Mr. Drummond seconded the motion.

The motion carried 6-0-0.

5. Harbormaster Report and Budget Report

Chair Philbrook stated the Harbormaster was absent due to illness. Mr. Patten reviewed highlights of a meeting with Badger Rand which he, the Harbormaster and Mr. Lawrence attended to discuss issues that happened during the float in and float out last fall. One recommendation is the Harbormaster be the one responsible for directing the procedure. The Board was in agreement. Mr. Patten added there was discussion of approaching the Town Manager to request the Town to provide four employees to help with the process. This would eliminate volunteers who do not carry worker's comp. insurance. Chair Philbrook pointed out staff salaries would need to come out of the KPA budget and there is no money for that. Chair Philbrook added the Town Manager has requested their input for a volunteer release form. Other suggestions included having one additional person from Badger Rand present, could send Scott to rigging school and have a mandatory safety meeting before the float in/out event. Chair Philbrook stated she or Scott Alessi will discuss this with the Town Manager.

After discussion, the Board was in consensus to move forward with the re-evaluation of Government Street Pier and use Baker Design Consultants whose quote is \$7,500.

Mr. Lawrence moved to use the quote from Baker Design Consultants for the re-evaluation proposal for Government Street Pier project.

Mr. Patten seconded the motion.

The motion carried 6-0-0.

Mr. Lawrence stated his concerns with closing down the pier and having the money to start the project from the re-evaluation results.

The Board was in consensus to schedule the float in on Tuesday, May 9th at 11:00 a.m.

Traip floats are scheduled to go in on Friday and Frisbee main floats will be on Saturday morning.

6. All Items involving the Town Attorney, Town Engineers, Town Employees or other Town Consultants or Requested Officials.

7. Public Hearings

a. The Kittery Port Authority moves to approve the application for Shepard's Cove Condominium Association, 100 Shepard's Cove Road, Kittery ME 03904 to add a 58.5" x 168" kayak launch system to an existing pier and float system.

The Chair opened to the public hearing. There being no comment, the Chair closed the public hearing.

Mr. Lawrence moved to accept the application for Shepard's Cove Condominium Association, 100 Shepard's Cove Road, Kittery ME.
Mr Drummond seconded the motion.

The motion carried 6-0-0.

8. Piers, Wharves & Floats

a. The Kittery Port Authority moves to approve the application of Sylvia Fallow Brewster 1 Bond Road (map 26, Lot 32), Kittery Point ME to construct a tidal docking structure consisting of a 4'x12' access ramp, a 4'x45' fixed pier, a 3'x 30'aluminum gangway, and a 10'x 20'float held in place by moorings with attached skids, along shorefront on Barter's Creek.

Steve Riker, from Ambit Engineering and representing the applicant, was joined by Doug Anderson from Pickering Marine Contractors. Mr. Riker explained the Agenda was incorrect and the fixed pier should be listed as 4'x32' wood fixed pier. He further explained this was before the Board in November and was denied. He described the amendments and the revised design, which included the location and dimension changes. The float will be anchored by two mooring chains and will be on skids. He stated a copy of the design was approved by the Army Corps of Engineers and a copy was sent to the Maine DEP.

Chair Philbrook moved to hold a public hearing to approve the application and schedule a site walk for the application of Sylvia Fallow Brewster 1 Bond Road (map 26, Lot 32), Kittery Point ME to construct a tidal docking structure consisting of a 4'x12' access ramp, a 4'x32' fixed pier, a 3'x 30'aluminum gangway, and a 10'x 20'float held in place by moorings with attached skids, along shorefront on Barter's Creek.

Mr. Lawrence seconded the motion.

A site walk was scheduled for Wednesday, April 19th at 4:00.

The motion carried 6-0-0.

9. Public Segment

Milton Hall stated Item 2 was listed on the Agenda as a public hearing and it is actually an application. Chair Philbrook stated the public hearing will be next month. Mr. Hall informed the Board that the speed limit buoy, discussed at the last workshop, should be 500 yards from the Kittery Point Bridge. He also referenced 11-21 and 11-29 and stated the Town cannot put rules into the State Board or the KPA.

Jim Forbes stated his appreciation of Board members' concerns with volunteer safety, but is concerned tonight's meeting may dissuade people to volunteer.

The Chair closed the public segment.

10. Unfinished Business

a. Rules and Regulation Updates

The workshop has been rescheduled for April 19th at 5:00 p.m.

b. KPA Insurance Concerns

Based on meeting with insurance broker, Mr. Patten listed the additional recommendations:

1. The broker suggested having contractual agreements with slip and mooring renters. He drafted agreements and sent out to members for feedback.

2. Create a safety committee.

The Chair will print out and include the copy of the agreement in the next packet.

c. FNP Updates

Chair Philbrook read over the results from the dredging survey that was sent to residents. Based on the results, the Board decided they will not pursue a dredging at this time.

From the recent numbers, Chair Philbrook reported there is more water in Pepperrell Cove now than in 1988. She also explained a sonar view was done and showed that there

are 75 blocks that are abandoned and would to be removed in order to dredge. Members discussed pros and cons of having a FNP membership.

11. New Business

12. Committee and Other Reports

a. Communications from the Chairperson

The Chair announced that a quarterly meeting with the Town Council will not occur this quarter. The meeting will be put on the agenda for June, September and December.

b. Committee Reports

Lighting and Railing Update

The Chair reported the light poles do not have the wall thickness they need but this is being resolved.

Sign Updates

Chair Philbrook reviewed the handout included in the Board packet of the examples. Mr. Alesse asked why the ones shown were not the ones he submitted. Chair Philbrook explained the only signs changed were the warnings signs by the Harbormaster. The Board reviewed the signs that were a priority.

Boat Updates

Chair Philbrook stated Vice Chair Crawford has been working on the bid packet for a new boat and they had approval from the Town Manager. They received an email from Surfside Boats informing them they are not taking orders for boats because of a health issue. The Harbormaster has not been able to reach them. Chair Philbrook described another Surfside boat for sale in New York. This boat has 300 hours on it and the asking price is \$25,000. The Board was in consensus to pursue the boat in New York.

13. Board Member Discussion

Mr. Patten stated he appreciates what the volunteers do to help the Port Authority and, as board members, they have the fiduciary responsibility to protect the Town.

Mr. Alesse – None.

Mr. Bush agreed with Mr. Patten's comments regarding volunteers and stated they are very important.

PORT AUTHORITY MEETING
Council Chambers

APPROVED
April 6, 2017

Mr. Lawrence restated his concern regarding Governments Street Pier staying open for the season. Mr. Patten suggested they may put limitations in order to keep it usable. Mr. Lawrence also stated they should look at what is below the mud line.

14. Executive Session

None

15. Adjournment

Mr. Lawrence moved to adjourn the meeting at 7:17 p.m.

Mr. Alessi seconded the motion.

The motion carried 6-0-0.

Respectively submitted by Mary Mancini, recording secretary on April 25, 2017.