

PORT AUTHORITY MEETING

APPROVED

Council Chambers

January 2, 2020

1. Call to Order

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

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

Members absent: None

2. Pledge of Allegiance

3. Agenda Amendments - None

4. Acceptance of Previous Minutes – December 5, 2019

Mr. Lawrence moved to accept the December 5, 2019 minutes as presented.

Seconded by Mr. Bush.

Motion carried

6-0-0

5. Harbormaster Report and Budget Report

Harbormaster Brosnihan stated the revenue had not changed, and stated the Financial Director had advised him the budget was at 50%, right where it should be this time of the year.

6. All Items Involving Town Officials or Invited Guests - None

7. Public Hearing - None

8. Piers, Wharves and Floats - None

9. Public Segment - None

10. Unfinished Business

a. Frisbee Float Repair

Harbormaster Brosnihan stated that there has not been much progress. The Harbormaster stated the Sub-Committee had put together an R.F.Q., he spoke about not using pressure treated wood due to the ACQ in the wood, and getting quotes for wood that is not pressure treated.

Vice Chair Patten asked Chair Kelly Philbrook who makes the decision on a new member, Port Authority or the Town Manager. Harbormaster Brosnihan said he would speak to the Town Manager and find out.

Vice Chair Charles Patten, Mr. Bush, Mr. Lawrence, Mr. Pinkham, Mr. McCollett and Chair Philbrook discussed extending taking bids, and contacting the vendors.

Chair Philbrook spoke about replacing the ramp in the future.

11. New Business

- a. Workshop on Mission Statement as well as 5-year plan in January

Chair Philbrook discussed speaking to the Town Manager's Secretary about dates that would work for the Town Manager for the Workshop after the February meeting.

- b. Election of Offices

Vice Chair Patten nominated Kelly Philbrook for Chair.

Kelly Philbrook accepted.

Motion carried

6-0-0

Chair Philbrook nominated Charles Patten for Vice Chair.

Seconded by Mr. Lawrence.

Motion carried

6-0-0

Chair Philbrook stated that the Port Authority Secretary position would not be filled at this time.

12. Committee and Other Reports

- a. Communications from the Chairperson – None

13. Board Member Issues or Concerns

Mr. McCollett- None

Mr. Pinkham - None

Mr. Bush - None

Mr. Lawrence – None

14. Executive Session - None

15. Adjournment

Chair Philbrook moved to adjourn at 6:41 PM.

Seconded by Bryan Bush

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.