

## TOWN OF KITTERY, MAINE

### Port Authority

#### Approved Minutes of April 7, 2016 - Recorded by Jennifer Scrafford

A complete video record of this meeting is available online at [kitteryme.org](http://kitteryme.org)

**Members Present:** Kelly Philbrook, Steve Lawrence, Bruce Crawford (Chair), Mark Alesse, Peter Johnson, Mark Drummond

**Staff:** Harbormaster Derek Jacobs

- 1) Call to order – Meeting called to order by Chair at 6:00 p.m.
- 2) Pledge of allegiance
- 3) Minutes Approval –

***Mr. Lawrence moved to accept the minutes as printed and read, dated March 3, 2016. Ms. Philbrook seconded. Motion carried 6-0-0.***

- 4) Harbormaster Report –
  - a) Budget Report – Budget is provided to the Board.
  - b) Mooring renewals – Roughly a quarter of moorings still need to be approved. Mooring invoices went out as emails and some people have had problems so Derek has resent.
  - c) HMA Training - Derek provided training schedule and earned his certification.
  - d) Meeting with shipyard personnel – Went well and Derek established as emergency contact.
  - e) Wait list deadline – Roughly 43 people did not get their application in on time. Mr. Lawrence noticed deadline was not published so it should be extended to April 15 and, in the future, it should be the same date as mooring renewal deadlines.

***Mr. Lawrence moved to extend waitlist payment period to April 15, 2016. Ms. Philbrook seconded. Motion carried 6-0-0.***

- f) Work on float – Derek received a quote of \$800 to fix the float on the fishing float. Work will replace the cleats and some decking. The money is available in the CIP. Ms. Philbrook asked about adding rubber sheets to the float and Derek said he would investigate.

***Ms. Philbrook moved to approve no more than \$1000 to replace cleats and decking on Frisbee float as well as look into installing bumpers. Mr. Alesse seconded. Motion carried 6-0-0.***

- g) Trapshoot Pepperrill Pier – Derek wants to put a trapshoot and stage traps on float as long it can be removed if capacity is reached. Bruce asked if fisherman

would pay for that and Derek said it would likely go on KPA bill but it should not be very much since he has the materials. Ms. Philbrook wants to see plans before any approval. Trapshoot will go in mid-June and be there for a month.

- 5) Chair Report – skipped because Chair is absent
- 6) Updates
  - a) Port Authority and Town Council Working Group update – Mr. Drummond provided an update. Discussion of Harbor Master role ensued but no changes were made. Legal services needed by KPA were also discussed and they may be brought to Town Manager.
- 7) Applications
  - a) 27 Badgers Island West Kittery, ME. 03904- Badgers Island Marine- Daren LaPierre.

Applicant wants to rebuild the existing pier. The Acting Chair mentioned there was a site walk and Board decided it wasn't an in-kind application so that is why Daren has returned for a full application. The Acting Chair expressed concern he didn't see a full application with plans. Mr. Johnson noted Daren wanted to extend deck 36 inches and pilings aren't in the same location. Mr. Lawrence pointed out Derek received an email from Submerged Lands saying new pilings were of no concern because footprint is the same. Daren is upset that drawing was just mentioned since he had previously asked Derek if any other paperwork was needed. Ms. Philbrook noted a repair is fine and they are only raising questions about the 36 inches. If the repair is deemed in-kind for now, Daren can return with an application to extend the Pier 36 inches.

***Ms. Philbrook moved to approve repair in-kind as long as the owner does not add 36 inches. Mr. Alesse seconded. Motion carried 6-0-0.***

- 8) Public Hearing – postponed to next month
- 9) Public Segment –
  - a) Reporter from Portsmouth Herald – apologized for incorrect information published for public hearing.
  - b) Milton Hall – Pilings are allowed anywhere as long as surface doesn't change. There is a note in the file that shows exact plans of Mr. LaPierre's pier and Chair should review. Mr. Hall notes minutes from March said skids needed to be added. However, skids were already on float. Rails at Kittery Point parking lot are under KPA jurisdiction. New rules are being discussed that appointees to Board need to be asked certain questions and KPA needs to outline these questions.

10) Schedule for future work sessions – Ms. Philbrook suggested discussions during board meeting instead of a special work session as long as information is presented before meeting.

11) Board member discussions –

- a) Ms. Philbrook mentioned a Honda fire pump left behind harbormaster shed. Derek stated this was the pump from the boat that was housed outside. It has seized up regularly so Derek will remove it to the trash. Ms. Philbrook said people were asking about second working group between KPA, Navy Yard and NH but Ms. Philbrook did not have enough information. KPA should vote on whether that group should exist. Ms. Philbrook asked how they would handle squid fishing. Derek said dingy space is at a minimum.
- b) Mr. Lawrence mentioned trash left behind at Wallingford Square from to-go cups. He also asked if KPA can put out a white buoy and have it left unmolested from the Navy Yard at entrance to back channel and Derek said that is being discussed.
- c) Mr. Crawford noted that Government Street Pier is beat-up with three cave-ins between wood and pavement. Derek said there are plans to redo the pier but immediate repairs to pier and railing needs to happen. Public works could do some patching.

12) Adjourn

***Mr. Alesse moved to adjourn. Ms. Philbrook seconded. Motion carried 6-0-0.***

Meeting adjourned at 7:08 pm.