

PORT AUTHORITY MEETING
REMOTE MEETING

APPROVED
FEBRUARY 4, 2021

1. Call to Order / Attendance

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

Members present: Chair Philbrook, Vice Chair Patten, Bryan Bush, Niles Pinkham, Alan Johnston, Steve Lawrence and John McCollett.

2. Pledge of Allegiance

3. Agenda Amendments and Adoption

Chair Philbrook cast 1 vote to accept agenda as presented.

4. Acceptance of Previous Minutes: December 3, 2020 & January 7, 2021

December 3, 2020 – Amend line 26 to reflect, “the quote received was approximately \$1,450.00”, and line 23 should read “trap slide”.

Chair Philbrook moved to approve December 3, 2020 minutes as amended.

Motion Carried 7-0-0

January 7, 2021 - Line 25 should read “the Harbormaster removed”.

Chair Philbrook moved to approve January 7, 2021 minutes as amended.

Motion Carried 7-0-0

5. Harbormaster Report and Budget Report

The Harbormaster met with Chair Philbrook about ideas for kayak racks at Pepperrell Cove and Traip. The Harbormaster and Chair Philbrook also met with Code Enforcement/Shoreland Development about creating a space along the ramp at Traip for the kayak racks as well as a few benches or picnic tables. The Harbormaster obtained a permit to remove invasive species in order to complete project.

The Harbormaster stated he was working with Finance Director, Patricia Moore on a way to ensure online mooring funds get put into the correct revenue account.

The Harbormaster also worked with Online Mooring to create a mandatory field for mooring holders in which they have to select the use of their moorings every season. Options are “occupied by myself”, “unoccupied for this season”, “available for temporary mooring program”. A box underneath this field keeps track of last year the mooring was occupied by the mooring holder’s boat.

The Harbormaster worked with Vice Chair Patten as well as a few fishermen on the design of a lobster trap slide.

The Harbormaster painted the wheel assembly for Frisbee Ramp after it was repaired by Vice Chair Patten, and painted the new heavy-duty Frisbee Pier brackets that were fabricated by Vice Chair Patten.

The Harbormaster stated he had received new grating from McNichols to replace wood decking on Frisbee Ramp, and will be assembling it with Vice Chair Patten. The Harbor master stated he would be working with Vice Chair Patten on “flapper” design for the Frisbee ramp. The Harbormaster reported on a call to the Piscataqua River for a report of a person jumping from the “high level” bridge (I-95), along with KPD, KFD, DOD and USCG. The Harbormaster stated the person was recovered by the DOD boat and brought to the docks at Prescott Park where waiting medical personnel performed life saving techniques; the person later died at hospital.

The Harbormaster made contact with ME DOT regarding a SHIP grant application. ME DOT said that they have funded all projects through 2023 but the KPA could submit the letter of intent and the representative could bring it to a committee to see if they could fund the project anyway.

The KPA also received a quote from Riverside Pickering (thanks for putting it together so quickly). A 6x28’ float, replacing 2 piles and adding a piling with the total being \$16,800.

6. All Items involving Town Officials or invited guests - None

7. Public Hearing - None

8. Piers, Wharves & Floats - None

9. Public Segment (Three Mins.) - None

10. Unfinished Business

a. Boat Launch Fees

KPA members discussed the new boat launch fees.

Chair Philbrook moved to schedule a Public Hearing for new boat launch fees at the March 4, 2021 KPA meeting, seconded by Mr. Bush.

b. Dredging Pepperrell Cove

The board members and the Harbormaster discussed the cost of dredging outside the FNP.

11. New Business

a. Elections

Chair Philbrook moved to nominate Charles Patten for KPA Vice Chair, seconded by Mr. Lawrence.

Motion Carried 7-0-0

Mr. Lawrence moved to nominate Kelly Philbrook for KPA Chair, seconded by Mr. Johnston.

Motion Carried 7-0-0

12. Committee and Other Reports - None

a. Communications from the Chairperson

13. Board Member Issues or Comments

Vice Chair Patten thanked Chair Philbrook for all of her hard work.

Mr. Bush thanked Chair Philbrook and Vice Chair Patten for stepping up and for doing a great job.

Mr. Pinkham thanked Chair Philbrook and Vice Chair Patten for all their hard work.

Mr. Johnston thanked Chair Philbrook and Vice Chair Patten for all their hard work.

Mr. Lawrence - None

Mr. McCollett – None

Chair Philbrook stated that every member of the KPA brought something to the board and she couldn't do it without every member. She thanked Vice Chair Patten for all his hard work.

14. Executive Session - None

15. Adjournment

Mr. Lawrence moved to adjourn at 6:51 p.m., seconded by Mr. Bush.

Motion Carried 7-0-0

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.