

1. Call to Order / Attendance

Chair Philbrook called 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

Under 8. Piers, Wharves & Floats remove from agenda item a. The Kittery Port Authority moves to accept an application from Joseph R. Smith Jr., 5 Duncan Way, Kittery Point, Maine 03905 (Map 18, Lot 3) to add an 8' x up to 5.5' privacy fence to an existing structure.

Under 11. New Business adding two letters of appeal for non-payment of mooring fees.

Chair Philbrook cast one vote for the agenda as amended.

4. Acceptance of Previous Minutes: April 1, 2021

Line 16 HMUW corrected to UHMW.

Chair Philbrook moved to approve April 1, 2021 minutes as amended, seconded by Mr. Lawrence.

Chair Philbrook, Vice Chair Patten, Mr. Bush, Mr. Pinkham, Mr. Johnston, Mr. Lawrence voted to approve.

Mr. McCollett abstained

Motion Carried 6-0-1

5. Harbormaster Report and Budget Report

Float in was successful, it was very windy but thanks to the volunteers, KPA member Brian Bush and the crane company, it was completed and is safe. The Harbormaster put the commercial fishing ramp and the trap slide on as well as the float. Slide modifications are just about complete (added ½ inch PT plywood to edges) and will be installed tomorrow.

The wave attenuation system for the commercial float is in place and appears to be working well and will be monitored. He stated the small ramp from the dinghy docks to the commercial float extension was complete. Vice Chair Patten made brackets and two more boards were added to the end of the last float, so that during storms, the ramp

can't possibly roll off the edge but will not bottom out. The Harbormaster submitted the Port Security Grant.

The work on the Traip float extension is continuing and the Harbormaster is waiting to hear back from Maine DEP about a possible exception as it is a public ramp. The electricity to the Traip office/shed is underway, an electrician was hired, and DPW will run the conduit.

The Harbormaster reported that DPW had cleared and leveled an area of property where the kayak racks are going to be stored. The Harbormaster stated both the Harbormaster boats are in and working fine. He also said he had sent out 5 mooring revocation letters, and received an appeal from one so far (sent to all KPA). The Flagpole was lowered for servicing, new lines and a solar light top will be installed. The Harbormaster stated he assigned 11 temporary moorings, reassigned 8 permanent moorings so far with 3 more left to fill after some logistical work is done.

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

7. Public Hearing

a. The Kittery Port Authority moves to hold a Public Hearing on changes to the Kittery Port Authority Rules and Regulations to add clarification and consistency for in-kind repair/replace applications and Appendix A, Fees: addition of in kind/repair/replace fees.

Chair Philbrook moved to approve changes to the Kittery Port Authority Rules and Regulations to add clarification and consistency for in-kind repair/replace applications and Appendix A, Fees: addition of in kind/repair/replace fees, seconded by Mr. Lawrence.

Motion Carried 7-0-0

8. Piers, Wharves & Floats

b. The Kittery Port Authority moves to accept an application from Bryan Cormier, 12 Goose Point Road, Kittery Point, Maine 03905 (Map 34, Lot 16) to add 2' x 50' raised walkway and a 5' x 20' float.

Chair Philbrook moved to accept the application from Bryan Cormier, 12 Goose Point Road, Kittery Point, Maine 03905 (Map 34, Lot 16) to add 2' x 50' raised walkway and a 5' x 20' float, and to schedule a Public Hearing on June 3, 2021 for a meeting and site walk on May 25, 2021 at 4:00 p.m. seconded by Mr. Bush.

Motion Carried 7-0-0

c. The Kittery Port Authority moves to accept an application from James Lynch, 178 Whipple Road, Kittery, Maine 03904 (Map 17, Lot 22) to replace an existing 67.5' x 5' pier, 24' x 3' gangway, 40' x 10' float, 11.5 x 7' existing deck and a 22' x 12' boat house. Agent is Matt Cardin, Cardin Environmental.

Matt Cardin, of Cardin Environmental gave an overview and answered questions about the plans for the 67.5' x 5' pier, 24' x 3' gangway, 40' x 10' float, 11.5 x 7' existing deck and a 22' x 12' boat house,

Chair Philbrook moved to accept the application from James Lynch, 178 Whipple Road, Kittery, Maine 03904 (Map 17, Lot 22) to replace an existing 67.5' x 5' pier, 24' x 3' gangway, 40' x 10' float, 11.5 x 7' existing deck and a 22' x 12' boat house, and to schedule a Public Hearing on June 3, 2021 for a meeting and site walk on May 25, 2021 at 4:45 p.m. seconded by Mr. Bush

Motion Carried 7-0-0

9. Public Segment (Three Mins.) - None

10. Unfinished Business

a. Kayak Storage rental at Traip Academy Boat Ramp.

Mr. Lawrence moved to raise the rental fee to \$250.00 for non-residents, seconded by Mr. Johnston.

Motion Carried 7-0-0

Chair Philbrook moved to accept the additions to the language of 3.19.1 Kayak and Paddle Board Storage General, 3.19.2 Assignment of Storage with No Waiting List, 3.19.3 Assignment of Storage with Waiting List, and 3.19.4 Storage Permits, and to set the fees per year of \$150.00 for residents, and \$250.00 per year for non-residents to schedule a Public Hearing for the June 3, 2021 meeting presented, seconded by Mr. Bush.

Motion Carried 7-0-0

11. New Business

Robert Hendrickson, 7 King Terrace, Kittery, Maine wrote a letter to the KPA asking to reinstate his mooring #689 due to non-payment by the April 15, 2021 deadline.

Chair Philbrook moved to reinstate mooring #689 only one time for late payment on the condition that all mooring and late fees are paid, seconded by Mr. Lawrence.

Motion Carried 7-0-0

Mike Sullivan, 88 Whipple Road, Kittery, Maine 03904 wrote a letter to the KPA asking to reinstate his mooring #700 due to non-payment by the April 15, 2021 deadline.

Chair Philbrook moved to reinstate mooring #700 only one time for late payment on the condition that all mooring and late fees are paid, seconded by Mr. Bush.

Motion Carried 7-0-0

12. Committee and Other Reports - None

a. Communications from the Chairperson

Chair Philbrook stated Joseph Smith Jr., 5 Duncan Way, Kittery Point, Maine 03905 no longer wished to build the privacy fence, however submitted an application for in-kind repair/replacement for supports under the existing dock.

13. Board Member Issues or Comments

Mr. McCollett – None

Mr. Pinkham – None

Mr. Lawrence spoke about the wash down at the town dock where the bait is getting heavier now.

Mr. Johnston asked the Harbormaster about the status of the cameras.

Mr. Bush commented about how well the float in went, and stated it was good to be meeting in person.

Vice Chair Patten spoke about the inconsistencies in James Lynch's application and Bryan Cormier's application. Vice Chair Patten asked if the "Identify a fixed reference point on shore from which all seaward measurements are to be made" should be removed from the application for PIERS, WHARFS, FLOATS AND OTHER MARINE-RELATED STRUCTURES.

The KPA discussed keeping or removing the verbiage "Identify a fixed reference point on shore from which all seaward measurements are to be made. "

Chair Philbrook stated she would ask the Director of Planning & Development, Adam Causey for his opinion, and let the Board know his opinion at the next meeting.

Chair Philbrook stated the workshop with the department of Planning & Development answered a lot of questions and concerns of the KPA.

14. Executive Session - None

15. Adjournment

Mr. Lawrence moved to adjourn at 7:53 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.