



KITTERY PORT AUTHORITY

Meeting Agenda

October 1, 2020 - 6:00 PM

Remote Meeting - Zoom

Phone: 207-439-0452 ext 301
Email: kpa@kitteryme.org
www.kitteryme.gov

1. Call to Order / Attendance
2. Pledge of Allegiance
3. Agenda Amendments and Adoption
4. Acceptance of Previous Minutes: September 3, 2020
5. Harbormaster Report and Budget Report
6. All Items involving Town Officials or invited guests
7. Public Hearing
8. Piers, Wharves & Floats
9. Public Segment (Three Mins.)
10. Unfinished Business
 - a. 2021/2022 Rules & Regulations / Fees Planning
11. New Business
12. Committee and Other Reports
 - a. Communications from the Chairperson
13. Board Member Issues or Comments
14. Executive Session
15. Adjournment

- 1 1. Call to Order / Attendance
- 2 Chair Philbrook called the meeting to order at 6:00 P.M.
- 3 Members present: Vice Chair Charles Patten, Bryan Bush, Steve Lawrence, Niles Pinkham,
- 4 Alan Johnston, and Chair Kelly Philbrook. Absent member: John McCollett
- 5 2. Pledge of Allegiance
- 6 3. Agenda Amendments and Adoption
- 7 Chair Philbrook cast one vote to approve the agenda.
- 8 4. Acceptance of Previous Minutes: August 6, 2020
- 9 Mr. Lawrence moved to approve the minutes with corrections being made, seconded by Mr.
- 10 Bush.
- 11 Motion Carried 5-0-1
- 12 Vice Chair Patten, Mr. Bush, Mr. Lawrence, Mr. Pinkham, and Mr. Johnston voted to approve.
- 13 Chair Philbrook abstained due to her absence at the August meeting.
- 14 5. Harbormaster Report and Budget Report
- 15 The Harbormaster reported on:
- 16 The bathroom at Pepperrell Cove remaining closed for the season due to COVID-19.
- 17 "No Fishing" restriction remaining in place on all Town facilities due to COVID-19.
- 18 The Harbormaster and the Assistant Harbormaster's continued effort in patrolling the Back
- 19 Channel and Badgers Island to stop wake violators.
- 20 An update on the Town Conservation Commission's new 24" x 36" sign. The sign depicting
- 21 marine life, will be placed at Pepperrell Cove. The design was approved and the group is
- 22 awaiting its completion.
- 23 An update on the 15' Maritime Skiff. The boat is in production and expected to be delivered in
- 24 the next couple of weeks. The Harbormaster and Vice-Chair Patten met at the facility,
- 25 discussed the design of the required push-plate and decided on its construction.
- 26 On 8/12, with the direction of Vice Chair Patten, the installation of ropes on the commercial float
- 27 mooring chains was completed and the tension was taken up on them to enhance the stability of
- 28 the float in heavy weather.
- 29 On 8/29, mooring revocation notices were sent.

30 The recommendation that “Float-Out” be scheduled for Wednesday, 10/28. The tide will be high
31 in Pepperrell Cove at 9:49 AM and will be an approximately 9’ tide.

32 The Harbormaster also reported on the calls he and the Assistant Harbormaster made in the
33 month of August.

34 As of 8/31, 130 season launch passes had been sold.

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

36 7. Public Hearing

37 a. The Kittery Port Authority moves to hold a public hearing on an application from Ruth
38 Lawrence, 19 Pleasant Street, Kittery, Maine 03904, (Map 4, Lot 35A) to add a 3’x 30’ gangway
39 to an existing structure for safety and ease of access. The only access currently is by ladder.

40 Mr. Lawrence stated he would not be voting due to the applicant being a family member.

41 Chair Philbrook moved to approve the application from Ruth Lawrence, 19 Pleasant Street,
42 Kittery, Maine 03904, (Map 4, Lot 35A) to add a 3’x 30’ gangway to an existing structure.

43 Seconded by Mr. Bush.

44 Motion Carried 5-0-1

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

46 Mr. Lawrence abstained.

47 8. Piers, Wharves & Floats - None

48 9. Public Segment (Three Mins.) - None

49 10. Unfinished Business

50 a. KPA Future Capital Goals

51 The KPA Board members discussed the Long – Term Capital Ideas and Goals list and rated
52 each item 1 – 4, (1 not so important and 4 being very important) depending on how important
53 each board member felt the items were and their reason for the rating.

54 1. Existing facility repair and replacement - Pepperrell Cove boat ramp and seawall
55 repair/rebuild.

56 2. Maintain or improve draft – Dredge Pepperrell Cove, Chauncey Creek.

57 3. Improve navigation and mooring capacity – Mooring field re-grid Back Channel.

58 4. Provide more access for non-motorized craft - Add or formalize boat/kayak/paddleboard
59 launches at another Town owned property.

60 5. Preserve commercial fishing access to waterfront - Identify strategic areas and desirable
61 parcels to acquire or protect for commercial fishing in town.

62 6. Expand Pepperrell Cove facility - Investigate opportunities to expand parking over the water,
63 and add decks to expand pedestrian flow around the site.

64 7. Create space to store Harbormaster boats and various equipment.

65 8. Preserve and improve Rice Ave facility - Protect against encroachment, beautify/add

66 amenities.

67 11. New Business

68 a. 2021/2022 Rules & Regulations / Fees Planning

69 Mr. Lawrence – No changes to 2021/2022 Rules & Regulations / Fees Planning.

70 Mr. Johnston – No changes to 2021/2022 Rules & Regulations / Fees Planning.

71 Mr. Bush – Commented on launch fees not charging residents and only charging non-residents.

72 Mr. Lawrence - Commented that for \$5.00, launch fee customers get to park and have access to

73 the water. The Harbormaster stated that, in his opinion, the fee is for more than just parking and

74 access to the water and the fee helps with a lot of other things as well. Chair Philbrook

75 suggested collecting data to see if it is even feasible.

76 Mr. Pinkham – Stated he didn't see anything wrong with charging everyone \$5.00 for the launch

77 fee.

78 The Harbormaster spoke about the temporary mooring program for mooring holders that were

79 not using their moorings. The board and the Harbormaster discussed the benefits and the

80 disadvantages of the temporary mooring program.

81 Vice Chair Patten – Vice Chair Patten wanted definitions for the pier use permit and facility use

82 permit.

83 12. Committee and Other Reports - None

84 a. Communications from the Chairperson - None

85 13. Board Member Issues or Comments

86 Mr. Lawrence – Mr. Lawrence spoke about a conversation he had with the Harbormaster at the

87 pier in reference to moving all of the shoal draft boats to one side and putting all of the outboard

88 boats towards Moores Island. Mr. Lawrence thought it was a good idea, and would free up

89 some spots and get some people off of the waiting list.

90 Mr. Johnston – None

91 Mr. Bush – None

92 Mr. Pinkham – None

93 Vice Chair Patten – None

94 Chair Philbrook - None

95 14. Executive Session - None

96 15. Adjournment

97 Chair Philbrook moved to adjourn the meeting at 7:34 p.m., seconded by Mr. Lawrence.

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.

Propose that the KPA alter the launch ramp fees to include a paddle only fee. This fee would be for paddle boards, canoes, and row boats only.

The KPA currently has a motorized and non-motorized daily launch fee but does not have a motorized and non-motorized seasonal fee. Currently paddle boaters who wish to purchase a seasonal pass pay the same rate as a motorized vessel user.

The proposed fees for non-motorized (paddle) season pass are inline with current Fort Foster Season Pass fees.

E. Boat Launch Ramp Fees

Passes must be visible on trailer or vehicle dashboard

1. Season Launch Fee

- a. Resident **Motorized** \$50 / **Non-Motorized (paddle)** \$20
- b. Non-Resident **Motorized** \$125 / **Non-Motorized (paddle)** \$75
- c. Resident Elders (65 and over) and Active Duty Military \$20
- d. Non-Resident Elders (65 and over) and Active Duty Military \$40

2. Daily Launch Fee

- a. Non-Motorized \$5
- b. Resident Motorized \$10
- c. Non-Resident Motorized \$20

Proposed Additional Definitions

Motorized Vessel - any watercraft equipped with propulsion machinery of any type, whether or not the machinery is the principal source of propulsion, is permanently or temporarily attached or is available for propulsion on the watercraft.

Non-Motorized – watercraft under 16", not propelled by machinery of any sort.

Kittery Port Authority
Town of Kittery
300 Rogers Road
Kittery, ME 03904

8 Sep 2020



Subj. Letter of appeal concerning mooring #515 revocation

Dear Sir,

Simple answer....we thought we paid the fees. We think now we confused the payment of this year's inspection fee with the mooring fee. With the pandemic hitting we had some family issues and things slipped by. If you look at our record you will see we never failed to pay. We regret this oversight and request this appeal be considered favorably and we be allowed to pay the 2020 fees and maintain the mooring. The prior owner, Brad Parady, had a float with a lobster tank on the mooring. We have maintained the mooring in case the dock were ever to be used again for lobstering. The mooring is in the center of the creek just out from our dock at 12 Chauncey Creek Road, next to John Waldron's. We look forward to getting your decision.

Kind regards,

Richard and Victoria Jones

35 Pocahontas Road

Kittery Point, Maine 03905 207-439-8234