



**Traffic and Parking  
Ad Hoc Committee  
Monday, November 13, 2023  
10:30AM  
Town Hall, Conference Room A**

The public may attend in person or via Zoom webinar. To register for the Zoom webinar, [click here](#). After registering, you will receive a confirmation email containing a link and information about joining the webinar.

1. Introductions
2. Review of Charge
3. Open Discussion on aspirations and expectations
4. Next Steps
  - a. Process and timeline development
  - b. Background information desired
  - c. Meeting schedule moving forward

Next Meeting: To be determined

Materials:

- Traffic and Parking Com Charge

## TRAFFIC AND PARKING AD HOC COMMITTEE

The **KITTERY TOWN COUNCIL** hereby establishes the Traffic and Parking Ad Hoc Committee (Traffic and Parking Committee) as follows:

1. The Traffic and Parking Committee is charged with the following objectives:
  - a. Working with a professional traffic engineer, evaluate various traffic and parking control measures for applicability and viability in Kittery. These may include:
    - i. Speed humps, bumps, inverts, and tables
    - ii. Variable speed signs, flashing signs, speed limit adjustments
    - iii. Controlled parking, permit parking, metered parking, automated/semi-automated parking enforcement systems
    - iv. Road diets, road striping, street trees, bollards, checanes, other horizontal traffic calming measures
    - v. One-ways, restricted access roads
  - b. Recommend a policy to Town Council for adoption, that identifies which measures are to be used in Kittery, and the criteria or conditions needed for each.
2. The Traffic and Parking Committee will consist of the following members, selected to represent a broad range of interested parties, jurisdictional authorities, and advisory entities in Town:
  - a. Up to 5 at-large residents appointed by the Town Council
  - b. 2 Town Councilors appointed by the Town Council
  - c. Up to 2 representatives from the Kittery business community (own/manage a business or commercial property in Kittery)
  - d. 1 representative each from: Economic Development Committee, Climate Adaptation Committee

Other interested parties that may be asked to engage in the conversation at critical junctures may include:

- e. Planning Board
  - f. Housing Committee
  - g. KACTS/SMPDC
  - h. Maine DOT
3. The Council will appoint the resident representatives, as recommended by the two Council members and Town Manager. The recommended resident appointees will be selected from a pool of candidates who apply to be on the Traffic and Parking Committee, who present beneficial perspectives, experiences, insight, and interest in the Town's effort and are available to actively participate in the Committee's work.

4. The Town Manager, Police Chief (or designee), and Town Planner will serve on the committee as ex officio non-voting members.
5. The Council expects the Committee to provide progress reports to the Council at appropriate times.
6. The Committee is expected to encourage input and participation from a broad range of residents and businesses.
7. The Committee will meet as often as it determines necessary to complete its work.
8. The Committee reports to the Town Council as a whole. It has no authority with municipal departments and staff, except as may be requested of, and directed by, the Town Manager. The Town Manager will be responsible for ensuring the meetings, records, and work of the Committee are managed in accordance with State Law, Town Code, and Town policy.
9. The Committee will dissolve upon issuing its recommendations, or upon vote of the Council, whichever occurs first.