



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1329 Fax: (207) 439-6806

KITTERY TOWN COUNCIL

March 22, 2021

6:00PM

The public may submit public comments for the DISCUSSION agenda item via email, US Mail, or by dropping written comments in the Drop Box outside the Town Hall entrance. Emailed comments should be sent to TownComments@kitteryme.org.

The public may also participate in the meeting via Zoom webinar. **Register in advance for the webinar at:**

https://us02web.zoom.us/webinar/register/WN_Oqp2vCBvTDSSqG09hjV06A

After registering, you will receive a confirmation email containing information about joining the webinar. Webinar participants will be able to submit questions and comments during a public hearing.

Comments received by **noon on the day of the meeting** will become part of the public record and may be read in whole or in summary by the Council Chair.

-
1. Call to Order
 2. Introductory
 3. Pledge of Allegiance
 4. Roll Call
 5. Agenda Amendment and Adoption
 6. Town Manager's Report
 7. Acceptance of Previous Minutes
 - March 8, 2021 – Regular Meeting
 - March 10, 2021 – Special Meeting

Due to the Declaration of a State of Emergency for the State of Maine and Town of Kittery, this meeting will be held remotely in accordance with LD 2167. The meeting will be broadcast on Channel 22, Facebook, and live broadcast from the Town's website.

8. Interviews for the Board of Appeals and Planning Board
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.
10. PUBLIC HEARINGS –
 - a. (030321-1) The Kittery Town Council moves to approve a New Victualer’s License application from K’sone’s Thai Cuisine located at 340 US Route 1 Unit 10, Kittery.
11. DISCUSSION
 - a. The public may submit public comments in writing or raise their hand in the webinar for the DISCUSSION agenda.
 - b. Chairperson will read written comments into the record.
 - c. Chairperson’s response to public comments.
12. UNFINISHED BUSINESS
13. NEW BUSINESS
 - a. Donations/gifts received for Council disposition –

(030321-2) The Kittery Town Council moves to approve the following sponsored spaces.

 - Children’s Garden – Given in memory of Ann H. Grinnell
 - Book Stacks – Given in memory of Ada Cohen and Maxine Keen Clifford
 - b. (030321-3) The Kittery Town Council moves to elect a Vice Chair Pro Tempore in case of Chairperson Absence.
 - c. (030321-4) The Kittery Town Council moves to review vacant Council Board and Committee assignments.
 - d. (030321-5) The Kittery Town Council moves to vote on the Town Meeting Warrant Articles language for the June 8, 2020 Town Meeting.
 - e. (030321-6) The Kittery Town Council moves to return the Title 16 - Marijuana Amendments to the Planning Board for further review.
 - f. (030321-7) The Kittery Town Council moves to disband the Taylor Building Committee, with gratitude.

Due to the Declaration of a State of Emergency for the State of Maine and Town of Kittery, this meeting will be held remotely in accordance with LD 2167. The meeting will be broadcast on Channel 22, Facebook, and live broadcast from the Town’s website.

14. COUNCILOR ISSUES OR COMMENTS
15. COMMITTEE AND OTHER REPORTS
 - a. Communications from the Chairperson
 - b. Committee Reports
16. EXECUTIVE SESSION
17. ADJOURNMENT

Posted: March 18, 2021

Due to the Declaration of a State of Emergency for the State of Maine and Town of Kittery, this meeting will be held remotely in accordance with LD 2167. The meeting will be broadcast on Channel 22, Facebook, and live broadcast from the Town's website.



TOWN OF KITTEERY

Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

Telephone: 207-475-1329 Fax: 207-439-6806

kamaral@kitteryme.org

Town Manager's Report to the Town Council March 22, 2021

- 1. COVID Restrictions** – The State is finalizing the update of its COVID guidelines for businesses this month. The Town will be following suit and lifting a number of COVID restrictions in our operations.

On April 1, I will be ending the local Emergency Proclamation that allowed for restrictions on parking and public use of our open spaces including Fort Foster, Seapoint and Crescent Beaches, the Kittery Community Center, the Taylor Building, and Pepperrell Cove. I will work with Councilor Spiller, David Wrocklage, Chief Richter, and the neighbors on Pocahontas to address parking concerns outside of the Fort Foster gate.

The Governor's Emergency Declaration and Executive Orders regarding face coverings, gathering and capacity limits remains in effect and will continue to govern safety protocols in public spaces and private businesses.

The Council granted administrative authority to permit outdoor dining and retail sales for the duration of the State's Emergency Declaration. Restrictions on indoor gatherings through the summer show a continued need to provide the businesses throughout Kittery with flexibility to use outdoor space for their operations.

I intend to reinstitute the sidewalk accommodations for businesses in the Foreside this year. We will be bringing back the painted jersey barriers. An invitation for artist proposals will be going out in the next week for the decoration of the barriers and to invite last year's artists to touch up their artwork if they wish.

We will post details about the changes next week on our website.

- 2. Emery Field Phase 2** – Councilor Spiller received a question about the parking lot design for the Emery Field Phase 2 project. The expanded parking has been an anticipated component of the project since its inception in 2015 with the Athletic Field Master Plan. The concept plan for Phase 2 of the project, which includes the expanded parking lot, was presented publicly on September 19, 2019 and November 12, 2020. The project was further discussed at Council meetings on February 10, 2020 and July 13, 2020. Details of the project were posted on our website in October 2019 on our Projects tab and includes the Concept Design from 2015 and Schematic Designs from 2019. In all cases, the parking lot has been shown as expanded.
- 3. Officer Robert Byrnes Retirement** – Please help me in congratulating Officer Robert Byrnes on his recent retirement. Officer Byrnes has served as a Kittery Police Officer since March 2006. His last two years have been focused on Animal and Parking Control; where he transformed the Town's animal control service from a part-time effort to a full-time dedicated service. We offer our sincere gratitude for his 15 years of dedicated service and wish him well in retirement.

4. New Animal Control and Parking Officer – Please help me in congratulating Officer William Walsh on his transition to the role of Animal Control and Parking Officer. Officer Walsh has been a member of the Kittery Police Department since 2007 and has established positive relationships throughout town.

5. Upcoming Dates:

- Mooring Renewals Due April 15 – Harbormaster
- KEEP Property Tax Payment Applications Available Now – Town Hall
- Community Print & Color Egg Hunt – March 25, Kittery Community Center Sign-Up
- Egg Hunt at Shapleigh Field – March 27, Kittery Community Center Sign-Up
- Toward a Sustainable Kittery – March 31, 6PM, Presentation via ZOOM
- Town Council Nomination Papers Deadline – April 8, 2021, Town Clerk
- Kittery Education Scholarship Application Deadline – April 15, Town Clerk

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Kendra', with a long horizontal flourish extending to the right.

Kendra Amaral
Town Manager

Moving Maine Forward

A plan to protect public health and support Maine's economy

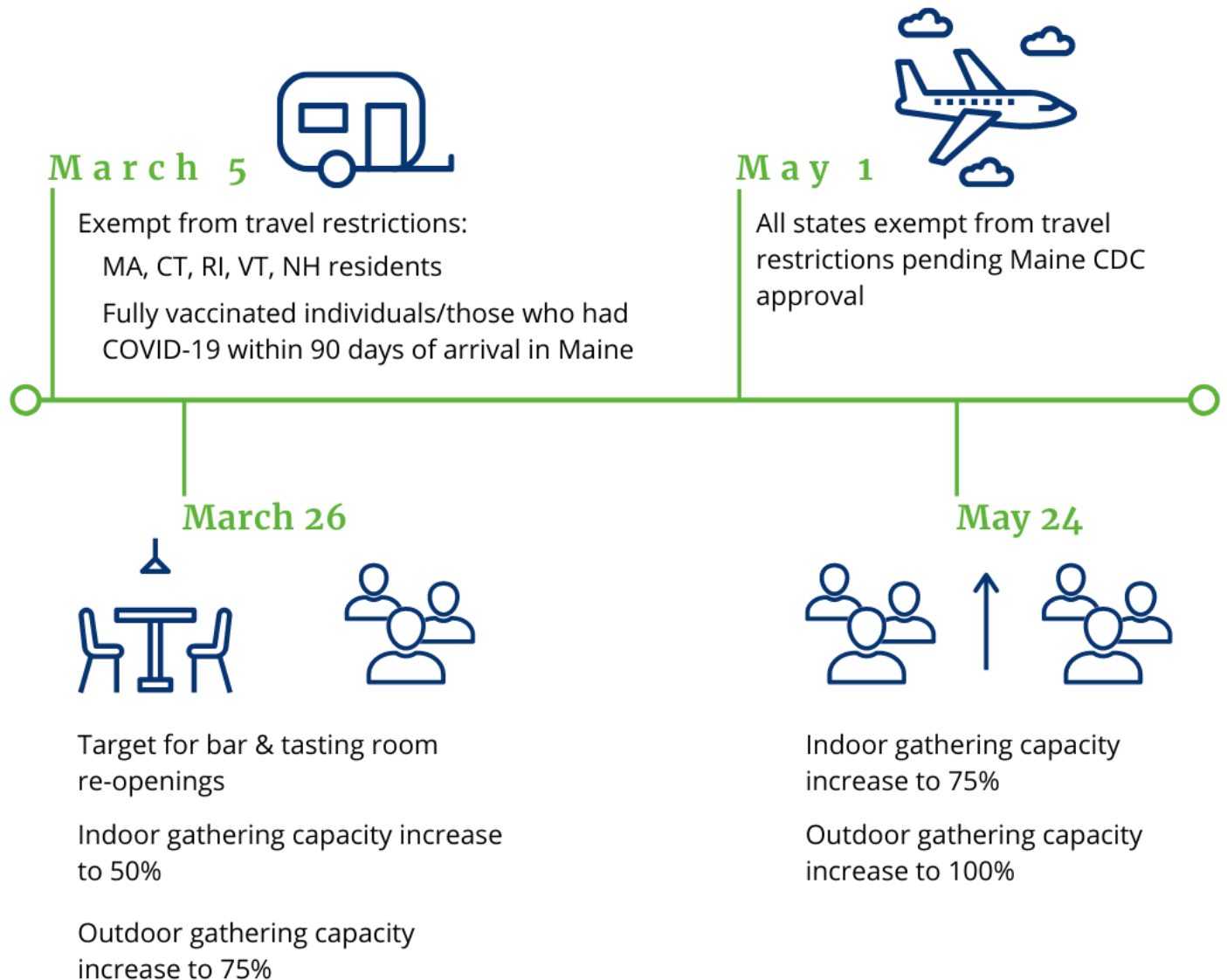
Last updated: March 5, 2021

To protect public health and support Maine's economy during our busy tourism season, Governor Mills has announced the "Moving Maine Forward" plan, which provides clear, predictable guidance for Maine people, business and visitors to plan for the summer and further establishes Maine as a safe place to visit.

Related Documents

[Moving Maine Forward FAQs \(/decd/restarting-maines-economy-faqs\)](#)

[Winter Capacity Limits \(https://www.maine.gov/covid\)](https://www.maine.gov/covid)
(Effective until March 26)



Under Moving Maine Forward, the state will:

1. Maintain the COVID-19 health and safety protocols implemented through the [COVID-19 Prevention Checklists](https://www.maine.gov/decd/covid-19-prevention-checklists) (<https://www.maine.gov/decd/covid-19-prevention-checklists>).

The plan targets **March 26** to resume indoor service at bars, distilleries and tasting rooms.

2. Establish straightforward and consistent capacity percentages for indoor and outdoor gatherings.

- **Effective March 26:** The capacity limit for indoor gatherings will increase to 50 percent, and outdoor gatherings to 75 percent.
- **Effective May 24:** The capacity limit for indoor gatherings will increase to 75 percent, and outdoor gatherings to 100 percent.

To protect public health, if the Maine Center for Disease Control and Prevention (CDC) determines hospital capacity is at risk or if a new COVID-19 variant poses a significant risk in Maine, these capacity limits can be dialed down.

Physical distancing and face-covering requirements remain in effect, [per COVID-19 Prevention Checklists](https://www.maine.gov/decd/covid-19-prevention-checklists). (<https://www.maine.gov/decd/covid-19-prevention-checklists>)

Note: Businesses with more capacity under the current limits -- 50 people for indoor gatherings, 100 people for outdoor gatherings, or 5 people per 1,000 square feet -- are permitted to maintain that standard until May 24.

3. Update travel policies established last summer.

- **Effective March 5:** Travel from Massachusetts, Connecticut, and Rhode Island are exempted from Maine's test or quarantine requirement, joining Vermont and New Hampshire. People who have either had COVID-19 in the previous 90 days, or are fully vaccinated against COVID-19, regardless of state of origin, are now exempted from Maine's test or quarantine requirement. Federal requirements related to international travel, however, remain in effect.
- **Effective May 1:** Shift Maine's COVID-19 travel policy to automatically exempt all states, unless otherwise determined by the Maine CDC. If one or more states see a spike in cases of highly contagious COVID-19 variants, Maine will apply its test or quarantine requirement to travelers to and from that state.

Credits

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Information

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[COVID-19 Home](#)



KITTERY TOWN COUNCIL Unapproved Minutes

March 8, 2021

Remote Meeting

6:00PM

1 1. Call to Order

2 Chair Thomson called meeting to order at 5:57 p.m.

3 2. Introductory

4 3. Pledge of Allegiance

5 4. Roll Call

6 Councilors present: Chair, Jeffrey Thomson, Jeffrey Pelletier, George Dow, Cyrus Clark,
7 and Judith Spiller. Councilor Absent: Vice Chair, Kenneth Lemont

8 5. Agenda Amendment and Adoption

9 Chair Thomson moved to accept the agenda as written, seconded by Councilor Dow.

10 Motion Carried 5-0-0

11 6. Town Manager's Report

12 The Town Manager reported on: COVID-19 vaccinations, Emery Field phase 2, Rice
13 Public Library groundbreaking selfies, upcoming dates: Mooring renewals due April 15,
14 2021, KEEP property tax payment applications available now at the Town Hall, Toward
15 a Sustainable Kittery presentation via Zoom – March 31,2021, 6:00PM and the Kittery
16 Education Scholarship application deadline is – April 15, 2021.

17 7. Acceptance of Previous Minutes

18 February 22, 2021- Regular Meeting

19 Chair Thomson moved to accept February 22, 2021 Council minutes as presented,
20 seconded by Councilor Spiller.

21 Motion Carried 5-0-0

22 8. Interviews for the Board of Appeals and Planning Board

23 9. All items involving the town attorney, town engineers, town employees or other town
24 consultants or requested offices.

25 10. PUBLIC HEARINGS –

26 a. (030121-01) The Kittery Town Council moves to hold a Public Hearing on a new
27 Liquor License application from Urban Farm Fermentory, 165 State Road Unit 3 Kittery.

28 Moved by Councilor Spiller, seconded by Councilor Pelletier.

29 Motion Carried 5-0-0

30 b. (030121-02) The Kittery Town Council moves to hold a Public Hearing on a new
31 Victualer's License application from Urban Farm Fermentory, 165 State Road Unit 3
32 Kittery.

33 Moved by Councilor Spiller, seconded by Councilor Pelletier.

34 Motion Carried 5-0-0

35 11. DISCUSSION

36 a. The public may submit public comments in writing or raise their hand in the webinar
37 for the DISCUSSION agenda.

38 b. Chairperson will read written comments into the record.

39 Mitchell Delaney, 120 State Road, Kittery, ME. wrote he was opposed to the Adult
40 Cannabis Ordinance in the Town of Kittery.

41 c. Chairperson's response to public comments.

42 Chair Thomson stated the Council is having a workshop next Monday, March 15, 2021
43 with the Planning board to discuss the proposed ordinance, questions and concerns
44 could be voiced at that time.

45 12. UNFINISHED BUSINESS - None

46 13. NEW BUSINESS

47 a. Donations/gifts received for Council disposition

48 (030121-03) The Kittery Town Council moves to accept a donation in the amount of
49 \$21,850 to be deposited into account #4060-43602 Rice Library Project.

50 Moved by Councilor Dow, seconded by Councilor Pelletier.

51 Motion Carried 5-0-0

52 b. (030121-04) The Kittery Town Council moves to accept the resignation of Charles
53 Denault, Jr. from the Town Council, effective immediately.

54 Moved by Chair Thomson, seconded by Councilor Pelletier.

55 Motion Carried 5-0-0

56 c. (030121-05) The Kittery Town Council moves to approve a renewal Liquor License
57 application from Rudders Public House, 70 Wallingford Square, Kittery.

58 Moved by Councilor Spiller, seconded by Councilor Pelletier.
59 Motion Carried 5-0-0
60 d. (030121-06) The Kittery Town Council moves to approve a renewal Liquor License
61 application from The View, 90 Pepperrell Road, Kittery Point.
62 Moved by Councilor Pelletier, seconded by Councilor Dow
63 Motion Carried 5-0-0
64 e. (030121-07) The Kittery Town Council moves to approve a Special Activity
65 Amusement Permit from The View, 88 Pepperrell Road, Kittery Point.
66 Moved by Councilor Dow, seconded by Councilor Pelletier.
67 Motion Carried 5-0-0
68 f. (030121-08) The Kittery Town Council moves to approve Special Activity Amusement
69 Permit from the Wharf, 88 Pepperrell Road, Kittery Point.
70 Moved by Councilor Dow, seconded by Councilor Clark.
71 Motion Carried 5-0-0
72 g. (030121-09) The Kittery Town Council moves to appoint Maureen Bilodeau to the
73 Parks Commission for a three-year term to expire 12/31/2023.
74 Motion by Councilor Dow, seconded by Councilor Pelletier.
75 Motion Carried 5-0-0
76 14. COUNCILOR ISSUES OR COMMENTS
77 Councilor Dow stated he thought Maureen Bilodeau would be a great addition to the
78 Parks Commission, and encouraged the residents to get involved with the Town's
79 boards and committees, if they find something that interests them.
80 15. COMMITTEE AND OTHER REPORTS
81 a. Communications from the Chairperson
82 Chair Thomson read a Thank you note from the Amaral family. Chair Thomson also
83 spoke about an article in the publication of Town and City titled Vacation Land or Rental
84 Land.
85 b. Committee Reports
86 Councilor Spiller gave an update on the Animal Control working group.
87 16. EXECUTIVE SESSION - None
88 17. ADJOURNMENT

- 89 Councilor Spiller moved to adjourn at 6:29 p.m., seconded by Councilor Dow.
90 Motion Carried 5-0-0

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.

KITTERY TOWN COUNCIL

Special Meeting - Requested by Chairperson Thomson

March 10, 2021 Remote 6:00PM

1 1. Call to Order

2 Chair Thomson called meeting to order at 5:59 p.m.

3 2. Introductory

4 3. Pledge of Allegiance

5 4. Roll Call

6 Councilors present: Chair Jeffrey Thomson, Jeffrey Pelletier, George Dow, Cyrus Clark,
7 and Judith Spiller.

8 5. DISCUSSION – Discussion is limited to the matter on the agenda for this meeting
9 only.

10 a. The public may submit public comment in writing or raise their hand in the webinar for
11 the DISCUSSION agenda - None

12 b. Chairperson may read written comments into the public record - None

13 c. Chairperson's response to public comments.

14 6. New Business

15 a. (030221-1) The Kittery Town Council moves to accept the resignation of Councilor
16 Kenneth Lemont.

17 Moved by Chair Thomson, seconded by Councilor Pelletier.

18 Motion Carried 5-0-0

19 7. ADJOURNMENT

20 Councilor Spiller moved to adjourn at 6:02 p.m., seconded by Councilor Dow.

21 Motion Carried 5-0-0

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.



TOWN OF KITTELY
Office of the Town Clerk
200 Rogers Road, Kittery, Maine 03904
Telephone: (207) 475-1313 Fax: (207) 439-6806

**APPLICATION FOR VICTUALERS, INNKEEPERS,
AND LODGING HOUSE OPERATORS LICENSE**

Applicant's Name Ken Koehler

please print

Applicant's Address 371 Alfred St, Biddeford, ME 04005

please print

Applicant's mailing address if different from above: _____

Applicant's Email address (required) ksonesthai.kittery@gmail.com

Date of Birth 11/04/58 Applicant's Telephone Number: 2072813268

Business Name: K'sone's Thai Cuisine

please print

Business Address: 340 U.S. RT 1, unit 10, Kittery, ME

please print

Business Telephone Number: 207-994-3086

Signature of Applicant _____ DATE: 3/11/21

LICENSE FEE: \$ 50.00

FIRST TIME APPLICATIONS: \$50.00

RENEWAL OF LICENSE: \$25.00

PLEASE SUBMIT THIS FORM WITH THE APPROPRIATE FEE TO THE TOWN CLERK'S OFFICE

Rice Public Library Corporation



March 15, 2021

Dear Kittery Town Council:

Please approve the following sponsored spaces for the Rice Public Library

Children's Garden

“Given in memory of Ann H. Grinnell”

Book stacks:

“Given in memory of Ada Cohen”

“Given in memory of Maxine Keene Clifford”

These sponsorships will be recognized with a plaque, with donor names listed on the Donor Wall (for individual contributions of \$2500 or higher) and in the Book of Benefactors (all individual donors).

Upon acceptance of these sponsored spaces, we will forward a check to the Town of Kittery for \$10,000, representing the donations to the Rice Library Campaign for the book stack sponsored spaces.

Fundraising for the Children's Garden continues, so we are not yet prepared to send a check for that space, but have been working in close consultation with the Town Manager, and are 100% certain that the Children's Garden will be fully funded.

Thank you for your support of the Rice Public Library and the wonderful expansion and renovation project.

Best regards-

Dianne Fallon
Rice Library Campaign Chair

Cc: Rachel Dennis, RPLC President
Lee Perkins, Director, Rice Public Library

TOWN COUNCIL STANDING ADHOC & COMMITTEE LIST

COUNCIL CHAIRPERSON / VICE CHAIR - 1 ST ORDER OF BUSINESS AFTER SWEARING IN

Chairperson - Jeffrey Thomson

Vice Chair -

Capital Improvement Committee (1 Council Rep)

VACANT

Climate Adaptation Committee

Judith Spiller

VACANT

Comprehensive Plan Implementation Committee (1 Council Rep)

Council Chairperson Jeffrey Thomson

Council Vice Chair

Economic Development Committee (1 Council Rep)

George Dow

Education Scholarship Selection Committee (2 Council Reps)

VACANT

Jeffrey Pelletier

Kittery Community Center Board of Directors (1 Council Rep)

Jeffrey Pelletier (Until 3/31/21)

Trustees of Trust Funds (Council Chair serves as ex-officio member)

Chairperson - Jeffrey Thomson

Kittery Land Issues Committee (1 Council Rep)

Judith Spiller

Disbursement Warrant for Town Employee Wages (Primary, Secondary, Tertiary)

Jeffrey Thomson

Cyrus Clark

Jeffrey Pelletier

Disbursement Warrant for Town Expenses (Primary, Secondary, Tertiary)

Cyrus Clark

VACANT

VACANT

School Warrant for General Disbursements (Primary, Secondary, Tertiary)

Jeffrey Pelletier

Jeffrey Thomson

Cyrus Clark

Taylor Building Committee (Ad Hoc) (2 Council Reps)

Former Councilor Matt Brock - Serving as Council Rep

Jeffrey Thomson

Library Building Committee (Ad Hoc) (2 Council Reps)

VACANT

Jeffrey Pelletier

Celebration Committee (Ad Hoc) (1 Council Rep)

Jeffery Thomson

Library Advisory Board (1 Council Rep)

Judy Spiller

Housing Committee (1 Council Rep)

Former Councilor Matt Brock - Serving as Council Rep

**TOWN OF KITTERY
TOWN MEETING WARRANT
JUNE 8, 2021**

To Robert V. Richter, a Constable of the Town of Kittery, in the County of York, State of Maine.

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Kittery in said county and state, qualified by law to vote in town affairs:

To meet, in said town, on Monday the 7th day of June 2021, at 6:00 p.m. to hold a public hearing on Articles 2 through 10.

To hold a **Municipal Election** at the Kittery Community Center Gymnasium, in said town, on Tuesday, the 8th day of June, 2021 at 8 a.m. to:

Elect one member of the Town Council for an unexpired term ending November 8, 2022

Elect one member of the Town Council for an unexpired term ending November 13, 2023

Act on Article 1 to elect a moderator by written ballot and to act on Articles 2 through 10 by secret ballot

The polls will be open from 8:00 a.m. until 8:00 p.m.

Absentee ballots will be processed centrally at 9:00 a.m., 10:00 a.m., 11:00 a.m., 12:00 p.m., 1:00 p.m., 2:00 p.m., 3:00 p.m., 4:00 p.m., 5:00 p.m., 6:00 p.m., 7:00 p.m., and 8:00 p.m.

Article 1. To elect a moderator to preside at said meeting and to vote by written ballot.

Article 2. Shall the town vote to authorize the Town Council to transfer up to \$125,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$125,000 when necessary to maintain a positive fund balance in the Compensated Absences account and to pay for accrued vacation and/or sick leave to settle any unpaid benefits owed to retired or terminated employees in the fiscal year?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

The purpose of this article is to provide funds from the town's unassigned funds (unencumbered surplus) to pay for accrued benefits owed when a municipal employee retires or leaves. The reserve account balance is currently \$153,059. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 3. Shall the town vote to authorize the Town Council to transfer up to \$25,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$25,000 when necessary for the purpose of paying the town's cost on accepted insurance claims against the town?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

The purpose of this article is to provide funds from the town's unassigned funds (unencumbered surplus) to pay the deductible and other associated costs on insurance claims that may be made in the fiscal year. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 4. Shall the town vote to authorize the Town Council to transfer up to \$500,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$500,000 when necessary for the purpose of providing the town's match to federal, state, and non-profit grants?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

Grant applications are filed by different town departments to assist with the operations and capital purchases. These grants, if successful, often require a local match to be raised. The purpose of this article is to provide funds from the town's unassigned funds (unencumbered surplus) when and if necessary, for the purpose of meeting grant match requirements. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 5. Shall the town vote to authorize the Town Council to transfer up to \$40,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$40,000 when necessary for the purpose of covering shortfalls in the town departments' fuel accounts due to the unpredictable fuel pricing markets?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

The purpose of this article is to provide departments, who have exhausted their allocated fuel budgets in the fiscal year, access to funds for fuel needs. The Town Council favored keeping the fiscal year fuel and utility accounts as low as possible, with this article making available surplus funds as a safety net in case of an unstable market for fuel. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 6. Shall the town vote to authorize the Town Council to transfer up to \$40,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$40,000 when necessary for the purpose of providing for the town's General Assistance Program as required by town, state, and federal laws in the fiscal year?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

The General Assistance Program is budgeted from the town's operational budget each year. The program assists town citizens with welfare type services by following very strict state and federal guidelines for income eligibility within the General Assistance Ordinance. The purpose of this article is to create a method for the Town Council to supplement the General Assistance budget if needed. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 7. Shall the town vote to authorize the Town Council to transfer up to \$50,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$50,000 when necessary for the purpose of paying for emergency repairs and energy efficiency improvements to town-owned facilities that are not contemplated in the regular fiscal year operating budget?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

Occasionally, repairs to town facilities are needed that have not been budgeted. In addition, energy efficiency projects are being identified to further save the town funds. The purpose of this article is to allow the Town Council to make unplanned emergency facility repairs and undertake energy efficiency projects that may arise in the fiscal year. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 8. Shall the town vote to authorize the Town Council to transfer up to \$50,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$50,000 for a Municipal Property Tax Assistance program to credit property taxes owed by certain residents that meet the program requirements?

Town Council Recommends – Vote: Yes _____ No _____

Explanation:

The Senior Tax Credit program allows for taxpayers that qualify to receive a credit on their property taxes each year. The program assists seniors with their property tax obligations. The unassigned fund balance (unencumbered surplus) is currently \$6,970,748.

Article 9. Shall the town vote to authorize the Town Council to transfer up to \$800,000 from unassigned funds (unencumbered surplus) and to expend up to that amount for the expansion of the Gorges Road Fire Station to house the ambulance service; and to surplus and sell, in accordance with Town Ordinance, 25 Walker Street (Walker Street Fire Station), with sale proceeds to be returned to the unassigned funds?

Town Council Recommends – Vote: Yes ____ No ____

Explanation:

The Town has determined that the Gorges Road Fire Station is a more advantageous site for the ambulance service than the current Walker Street Fire Station. The Gorges Road station will require an expansion to house the ambulance service, to include two ambulance bays, a small living quarter for bunking of staff, an office area, and an upgrade to the existing kitchen. Upon completion of the expansion, the Walker Street Fire Station will be sold, with proceeds used to reimburse the expenditure from the unassigned funds. The Walker Street station was appraised at \$635,000 in March of 2020.

Article 10. Shall the town vote to authorize the Town Council to sell 2 Walker Street (Taylor Building), in accordance with Town Ordinance, with sale proceeds assigned in a manner approved by the Town Council?

Town Council Recommends – Vote: Yes ____ No ____

Explanation:

The Town Council formed the ad hoc Taylor Building Committee to conduct research and identify what the opportunities and concerns are related to the potential, sale, lease, or re-use of the building. The Taylor Building Committee recommended sale or long-term lease to a non-profit organization that supports art, culture, or other community-related purpose that adds to the vitality of the Foreside. The building was appraised at \$770,000 in March of 2019.

The Registrar of Voters will hold office hours while the polls are open to correct any error in, or change a name or address on, the voting list; to accept registration of any person who becomes 18 years of age on Election Day or after the close of registration prior to it; and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Dated at Kittery this 22nd day of March, 2021.

Municipal Officers

A true copy

ATTEST: _____
Town Clerk

RETURN ON THE WARRANT

County of York
of Maine

State

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of Kittery, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the Kittery and Kittery Point Post Offices, Kittery Municipal Office, Kittery Community Center, and Kittery Resource Recovery Facility in said town, being public and conspicuous places in said town on

_____, 2021, being at least seven days before the meeting.

Robert V. Richter

Date

TAYLOR BUILDING COMMITTEE

CHARGE

The KITTERY TOWN COUNCIL:

Hereby establishes the Taylor Building Committee as follows:

1. The Taylor Building Committee membership will consist of two Town Councilors appointed by the Town Council, two Library Board members appointed by the Library Board of Directors, three residents appointed by the Town Council. The Town Manager, the Finance Director, and the Library Director will serve on the committee as ex officio members and will remain voting members of the Committee.
2. The Council wishes to appoint the resident representatives as recommended by the Council and Library Board members of the Committee. The recommended resident appointees will be selected from a pool of candidates who apply to be on the Taylor Building Committee, and who present a beneficial combination of background and experience, interest in the project, and availability to actively participate in the Committee's work.
3. The Council wishes the Committee to gather public input on the goals, concerns, and options for the development of the Taylor Building parcel, to develop a request for proposals for the sale and/or development of the parcel, to evaluate proposals based on criteria it establishes, and to recommend the most advantageous proposal to the Council for consideration and action.
4. The Council expects the Committee to provide progress reports to the Council, and to present recommendations for consideration and action by the Council at appropriate times.
5. The Committee is expected to encourage input and participation from residents, businesses, applicable boards, commissions and committees, and experts in the execution of its tasks.
6. The Committee will meet as often as it determines necessary to complete its tasks.
7. The Committee reports to the Town Council as a whole. It has no authority with municipal departments and staff, except as it may be requested of, and directed by, the Town Manager.
8. The Council herewith dissolves the Committee upon the completion of a sale or other disposition of the Taylor Building or within three years of its establishment, whichever occurs first.