



# TOWN OF KITTERY

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

## KITTERY TOWN COUNCIL

### COUNCIL CHAMBERS

November 8, 2021

6:00PM

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The public may attend the meeting in person or remotely via Zoom.

Attendees via Zoom will be recognized during the public hearings and public comment portion of the meeting. **To register via Zoom:**

After registering, you will receive a confirmation email containing information about joining the webinar.

[https://us02web.zoom.us/webinar/register/WN\\_yNHR6o0TRXi9WS-M-fUAuQ](https://us02web.zoom.us/webinar/register/WN_yNHR6o0TRXi9WS-M-fUAuQ)

The public may also submit public comments 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](mailto:TownComments@kitteryme.org).

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.

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1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Oath of Office to Newly Elected Officials
5. Roll Call
6. The Kittery Town Council moves to elect a Chair and Vice-Chair
7. Agenda Amendment and Adoption
8. Town Manager's Report
9. Acceptance of Previous Minutes – 10/13/2021 – Regular Meeting

10. Interviews for the Board of Appeals and Planning Board
11. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.
12. PUBLIC HEARINGS
13. DISCUSSION
  - a. Discussion by members of the public (three minutes per person).
  - b. Chairperson may read written comments into the record.
  - c. Chairperson's response to public comments.
14. UNFINISHED BUSINESS -
15. NEW BUSINESS
  - a. Donations/gifts received for Council disposition

(110221-1) The Kittery Town Council moves to accept a donation from William S. A. Quirk in the amount of \$750.00 to be deposited into account #5007, the Thresher Memorial Fund.
  - b. (110221-2) The Kittery Town Council moves to approve a renewal Liquor License application from the Blue Mermaid located at 10 Shapleigh Road, Kittery.
  - c. (110221-3) The Kittery Town Council moves to approve a renewal Liquor License application from Loco Coco's Tacos located at 36 Walker Street, Kittery.
  - d. (110221-4) The Kittery Town Council moves to approve a banner request from Fuel and More to hang their banner from November 15, 2021 through March 15, 2022 to advertise their fuel assistance program.
  - e. (110221-5) The Kittery Town Council moves to approve the following sponsored spaces for the Rice Public Library.
    - Atrium: Given by Carrie B. Varney
    - Maine/Room Local History: Given by Richard E. Marr
    - Director's Office: Given in honor of Hope Neilson
    - Circulation and Technology Office: Given in honor of Dudley Bierau

- f. (110221-6) The Kittery Town Council moves to appoint Danielle Hoffman to the Kittery Community Center Board of Directors for a term to expire December 31, 2024.
- g. (110221-7) The Kittery Town Council moves to discuss Council Rules for the ensuing year.
- h. (110221-8) The Kittery Town Council moves to discuss appointments of Council members to standing and ad hoc committees.
- i. (110221-9) The Kittery Town Council accepts the recommendation on the Taylor Building surplus and authorizes the Town Manager and a Council representative to enter into negotiations for the sale of the building to the Kittery Art Association.
- j. (110221-10) The Kittery Town Council moves to accept a report from the Kittery Conservation Commission.

16. COUNCILOR ISSUES OR COMMENTS

17. COMMITTEE AND OTHER REPORTS

- a. Communications from the Chairperson
- b. Committee Reports

18. EXECUTIVE SESSION

19. ADJOURNMENT

Posted: November 4, 2021



# TOWN OF KITTERY

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 November 8, 2021

- 1. November 2nd Election** – Please help me in thanking Town Clerk Karen Estee, Deputy Town Clerk Kim Tackett, Election Warden Joyce Tobey, Deputy Warden Sandi Lutts, the Clerk's Office staff, and all of our election workers for a well-run election. Though we still are not at “normal” operations for an election, this team of dedicated election workers continue to ensure voters can exercise their right to vote in a safe and efficient manner.

Thank you also to the staff at the KCC, DPW, and Police Department for their assistance with the site setup and site safety throughout the election.

- 2. COVID Update** – York County remains in the “high community transmission” category for the spread of COVID. The Maine CDC is reporting that York County has dropped to the fourth highest case rate among all Maine counties, however the percentage of the county population having COVID has not changed; meaning the spread of COVID is increasing in other areas of the state. It is critical that we remain vigilant in our efforts to protect ourselves and each other against the spread of COVID.

The US CDC has approved the Pfizer vaccine for children five years old and up. This is an important milestone in fighting the spread of COVID. The Kittery Fire Department is working with the School Department, and York County Emergency Management Agency on administering two clinics for children 5 and older. Superintendent Waddell has communicated with families about the details and instructions for sign-up.


The US CDC recommends a booster shot for individuals who received the Pfizer vaccine and are 65 years or older, residents of long-term care facilities, or are younger than 65 years old and have underlying medical conditions or a greater risk for COVID-19 exposure or transmission.

Residents are encouraged to get vaccinated and to wear face-coverings as a means to prevent the further spread of COVID. For more information about getting vaccinated please visit <https://www.maine.gov/covid19/vaccines>.

### Upcoming Dates:

- Veterans Day Holiday Town Hall Closed – November 11
- Dog License Renewals for 2022 – Town Hall and [www.kitteryme.org](http://www.kitteryme.org)
- Thanksgiving Day Holiday Town Hall Closed – November 25
- Kittery Holiday Parade – December 4, 3PM, Foreside
- Lunch & Learn w/Town Manager – December 16, 11:30AM, KCC

Respectfully Submitted,

  
Kendra Amaral  
Town Manager

KITTERY TOWN COUNCIL Unapproved Minutes

October 13, 2021, Council Chambers

6:00PM

1 1. Call to Order

2 Chair Thomson called meeting to order at 6:00 p.m.

3 2. Introductory

4 3. Pledge of Allegiance

5 4. Roll Call

6 Councilors present: Chair Jeffrey Thomson, Cameron Hamm, George Dow, Vice Chair  
7 Judith Spiller, Cyrus Clark, and Mary Gibbons Stevens. Councilor absent: Jeffrey  
8 Pelletier.

9 5. Agenda Amendment and Adoption

10 Chair Thomson cast one vote to accept the agenda as presented.

11 6. Town Manager's Report

12 The Town Manager reported on: Taylor Building proposal, Electrical Vehicle Charging  
13 Stations, Emery Field Phase 2, and Herb Parsons Pond. Upcoming Dates: Absentee  
14 ballot applications are available now at the Town Clerks Office and online at  
15 [www.kitteryme.gov](http://www.kitteryme.gov), Candidate Night is on October 20, 2021, 6PM, at the Town Hall,  
16 Marijuana retail business pre-application deadline is October 21, 2021 at the Town Hall,  
17 Voter registration night is on October 27, 2021, 6PM, at the Town Hall, Marijuana retail  
18 business lottery is on October 28, 2021 5PM, at the Town Hall, Trick-or-Treat is on  
19 October 30, 2021 5PM – 8PM, Election Day is on November 2, 2021 8AM – 8PM, at  
20 the Kittery Community Center.

21 7. Acceptance of Previous Minutes

22 September 27, 2021 – Regular Meeting

23 Page 6, line 141 Chair Thomson's name spelled incorrectly.

24 Chair Thomson cast one vote for the September 27, 2021 Town Council minutes as  
25 amended.

26 8. Interviews for the Board of Appeals and Planning Board - None

27 9. All items involving the town attorney, town engineers, town employees or other town

28 consultants or requested offices. – None

29 10. PUBLIC HEARINGS

30 a. (100121-1) The Kittery Town Council moves hold a Public Hearing on Title 12 -  
31 Political Signs. The Town Manager gave an overview of Title 12 - Political Signs.

32 Councilor Dow moved in accordance with Titles 30-A MRS §3001 and Town Charter  
33 §2.14, the Town of Kittery hereby ordains amendments to Title 12 of the Town code as  
34 presented, seconded by Vice Chair Spiller.

35 Motion Carried 6-0-0

36 11. DISCUSSION

37 a. Discussion by members of the public (three minutes per person).

38 Celina Adams, 19 Mendum Avenue, Kittery Maine, thanked Chair Thomson for his  
39 years of service on the Town Council, and also inquired about the legal fees the town  
40 accrued and if the Town paid for any legal fees for former Councilor Charles Denault  
41 after violating the Town's charter.

42 Holly Zurer, 113 Government Street, Kittery, Maine, spoke about why she thought  
43 Charles Denault should not be allowed to return as a member of the Town Council.

44 b. Chairperson may read written comments into the record.

45 Sara Rhodes, 2 Abby Drive, Kittery, Maine spoke about the time of the year DPW  
46 mows the sides of the roads which is creating crabgrass.

47 Suzanne Johnson, 13 Cromwell Street, Kittery, Maine stated she was not in support of  
48 the improvements made to the Rice Public Library.

49 c. Chairperson's response to public comments.

50 Chair Thomson responded to the concerns and questions that Ms. Adams and Ms.  
51 Zurer had concerning legal fees and the burden to the Town due to the actions of  
52 former Town Councilor Charles Denault.

53 12. UNFINISHED BUSINESS

54 13. NEW BUSINESS

55 a. Donations/gifts received for Council disposition

56 b. (100121-2) The Kittery Town Council moves to approve a renewal Liquor License  
57 application from the Black Birch located at 2 Government Street, Kittery.  
58 Moved by Vice Chair Spiller, seconded by Councilor Clark.

59 Motion Carried 6-0-0

60 c. (100121-3) The Kittery Town Council moves to approve a request from Tributary  
61 Brewing Company, 10 Shapleigh Road, to hold a special event for the release of Mott  
62 the Lesser on Saturday October 23, 2021 from 12pm to 7pm.

63 Moved by Councilor Dow, seconded by Councilor Hamm.

64 Motion Carried 6-0-0

65 d. (100121-4) The Kittery Town Council moves to appoint Tara Price to the Parks  
66 Commission for a term to expire 12/31/2024.

67 Moved by Councilor Hamm, seconded by Councilor Dow.

68 Motion Carried 6-0-0

#### 69 14. COUNCILOR ISSUES OR COMMENTS

70 Councilor Dow suggested residents go to [rice.lib.me.us](http://rice.lib.me.us) the Rice Public Library website  
71 there is a link for an online auction, which is there to support the Library Project.

72 Councilor Dow also spoke about the Parks Commission raising funding for new Fort  
73 Foster signs, and thanked everyone for their donations.

74 Councilor Dow wanted to thank the Kittery Democratic Committee for the online  
75 Candidate's night.

76 Councilor Dow mention Seacoast Fridge, take what you need, give what you can.

77 Councilor Stevens wanted to recognize and spoke about Indigenous Peoples Day.

78 Councilor Hamm wanted to thank, and congratulate the Councilors running for Council  
79 again, and encourage the residents of Kittery to educate themselves on all the  
80 candidates that are running.

81 Councilor Clark stated he went to the Taste of Kittery and how wonderful it was.

82 Councilor Clark also spoke little about each candidate that is running for Council.

#### 83 15. COMMITTEE AND OTHER REPORTS

##### 84 a. Communications from the Chairperson

85 Chair Thomson asked citizens to exercise their privilege of voting this fall.

##### 86 b. Committee Reports

#### 87 16. EXECUTIVE SESSION

88 a. (100121-4) The Kittery Town Council moves to go into executive session in  
89 accordance with1 M.R.S., §405 (6) (A) to conduct the Town Manager’s annual  
90 evaluation.

91 Chair Thomson moved to go into Executive session at 6:47 p.m., seconded by Vice  
92 Chair Spiller.

93 All were in favor

94 Chair Thomson moved to come out of Executive session at 7:20 p.m., seconded by  
95 Vice Chair Spiller.

96 All were in favor.

97 b. (100121-5) The Kittery Town Council moves to go into Executive Session with the  
98 Town Manager in accordance with M.R.S Title1 §405 (6) (D) to discuss labor contracts.

99 Chair Thomson moved to go into Executive session at 7:21 p.m., seconded by  
100 Councilor Stevens.

101 All were in favor.

102 Chair Thomson moved to come out of Executive session at 7:44 p.m., seconded by  
103 Councilor Dow.

104 All were in favor.

## 17. ADJOURNMENT

105 Councilor Dow moved to adjourn at 7:45 p.m., seconded by Councilor Hamm.

106 All were in favor.

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.



DATE	SECURITY DESCRIPTION	TYPE	AMOUNT
10/12	Retirement Distribution Check Gross Distribution FBO THRESHER MEMORIAL PERMANENT FUND - ACCOUNT #5007  PLEASE USE THIS TO MAINTAIN THE THRESHER MEMORIAL.  DUE TO IRS REGULATIONS, I WOULD APPRECIATE YOUR SENDING ME A RECEIPT. THANK YOU.	PDP	750.00
ACCOUNT NO.		TOTAL	750.00

DK\_CEBLMKHMBBBSK\_BBBBB 20211012  
 FOLD, CREASE AND TEAR HERE TO REMOVE CHECK

5752

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT. CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM LEFT TO RIGHT.

BNY MELLON TRUST OF DELAWARE

**FIDELITY**  
 BROKERAGE SERVICES LLC

NO. 935865302  
 62-35/311  
 October 12, 2021

PAY Seven Hundred Fifty Dollars and 00 Cents

EXACTLY  
 \$750.00\*

TO THE  
 ORDER OF

TOWN OF KITTERY  
 C/O WILLIAM S A QUIRK  
 43 ORCHARD HILL RD  
 EPPING NH 03042-1808

National Financial Services LLC

Not Valid After 90 Days

*Handwritten Signature*

AUTHORIZED SIGNATURE



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

**Application for an On-Premises License**

*All Questions Must Be Answered Completely. Please print legibly.*

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:    Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I:    Licensee/Applicant(s) Information;  
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC):	Business Name (D/B/A):
BEDROCK RESTAURANT ENTERPRISES INC.	BLUE MERMAID
Individual or Sole Proprietor Applicant Name(s):	Physical Location:
	10 SHAPLEIGH RD. B/C KITTERY ME.
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
	SAME
Mailing address, if different from DBA address:	Email Address:
	LOREANIS@BLUEMERMAID.COM
Telephone #                      Fax #:	Business Telephone #                      Fax #:
	207-703-2754                      NA
Federal Tax Identification Number:	Maine Seller Certificate # or Sales Tax #:
02-0470449	1187752
Retail Beverage Alcohol Dealers Permit:	Website address:
	BLUEMERMAID.COM

1. New license or renewal of existing license?     New                      Expected Start date: \_\_\_\_\_
- Renewal                      Expiration Date: 12/13/2021

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: 330,195.18                      Beer, Wine or Spirits: 246,937.28                      Guest Rooms: 0

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
- Malt Liquor (beer)     Wine                       Spirits

4. Indicate the type of license applying for: (choose only one)

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant<br>(Class I, II, III, IV)   | <input type="checkbox"/> Class A Restaurant/Lounge<br>(Class XI)         | <input type="checkbox"/> Class A Lounge<br>(Class X)  |
| <input type="checkbox"/> Hotel<br>(Class I, II, III, IV)   | <input type="checkbox"/> Hotel – Food Optional<br>(Class I-A)            | <input type="checkbox"/> Bed & Breakfast<br>(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)<br>(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary                                       | <input type="checkbox"/> Mobile Cart                  |
| <input type="checkbox"/> Tavern<br>(Class IV)  | <input type="checkbox"/> Other: _____                                    |   |
| <input type="checkbox"/> Qualified Caterer   | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) |   |

*Refer to Section V for the License Fee Schedule on page 9*

5. Business records are located at the following address:

10 SHAPLEIGH RD. KITTERY, ME. 03904

6. Is the licensee/applicant(s) citizens of the United States?  Yes  No

7. Is the licensee/applicant(s) a resident of the State of Maine?  Yes  No

**NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.**

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes  No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes  No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes  No

If yes, please provide details: \_\_\_\_\_  
 \_\_\_\_\_

11. Do you own or have any interest in any another Maine Liquor License?  Yes  No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
SCOTT LOGAN	7/14/1960	WELLSBORO, PA.
KAREN LOGAN	3/3/1962	MANCHESTER, NH.

Residence address on all the above for previous 5 years

Name	Address:	105 HOWDE RD. ELIOT, ME.
SCOTT LOGAN		
Name	Address:	105 HOWDE RD. ELIOT, ME.
KAREN LOGAN		
Name	Address:	
Name	Address:	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes  No

If Yes, provide name of law enforcement officer and department where employed:

\_\_\_\_\_

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

16. Has the licensee/applicant(s) formerly held a Maine liquor license?  Yes  No

17. Does the licensee/applicant(s) own the premises?  Yes  No

If No, please provide the name and address of the owner:

Daniel Blain / 5 SHAPLEIGH RD. KITTER / ME.

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: \_\_\_\_\_

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

RESTAURANT, BAR AND LOUNGE SEATING

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: TRAPE ACADEMY


Distance: 1/2 MILE

**Section II: Signature of Applicant(s)**

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

*Please sign and date in blue ink.*

Dated: 9/27/2021

  
Signature of Duly Authorized Person

SCOTT LOGAN  
Printed Name Duly Authorized Person

\_\_\_\_\_  
Signature of Duly Authorized Person

\_\_\_\_\_  
Printed Name of Duly Authorized Person

**Section III: For use by Municipal Officers and County Commissioners only**

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: \_\_\_\_\_

Who is approving this application?  Municipal Officers of \_\_\_\_\_

County Commissioners of \_\_\_\_\_ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of  
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

**1. Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

**B.** The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

**C.** If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

**D.** If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

**2. Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

**A.** Conviction of the applicant of any Class A, Class B or Class C crime;

**B.** Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

**C.** Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

**D.** Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

**D-1.** Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

**E.** A violation of any provision of this Title;

**F.** A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and



G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

**3. Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

**5. Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

#### **Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine**

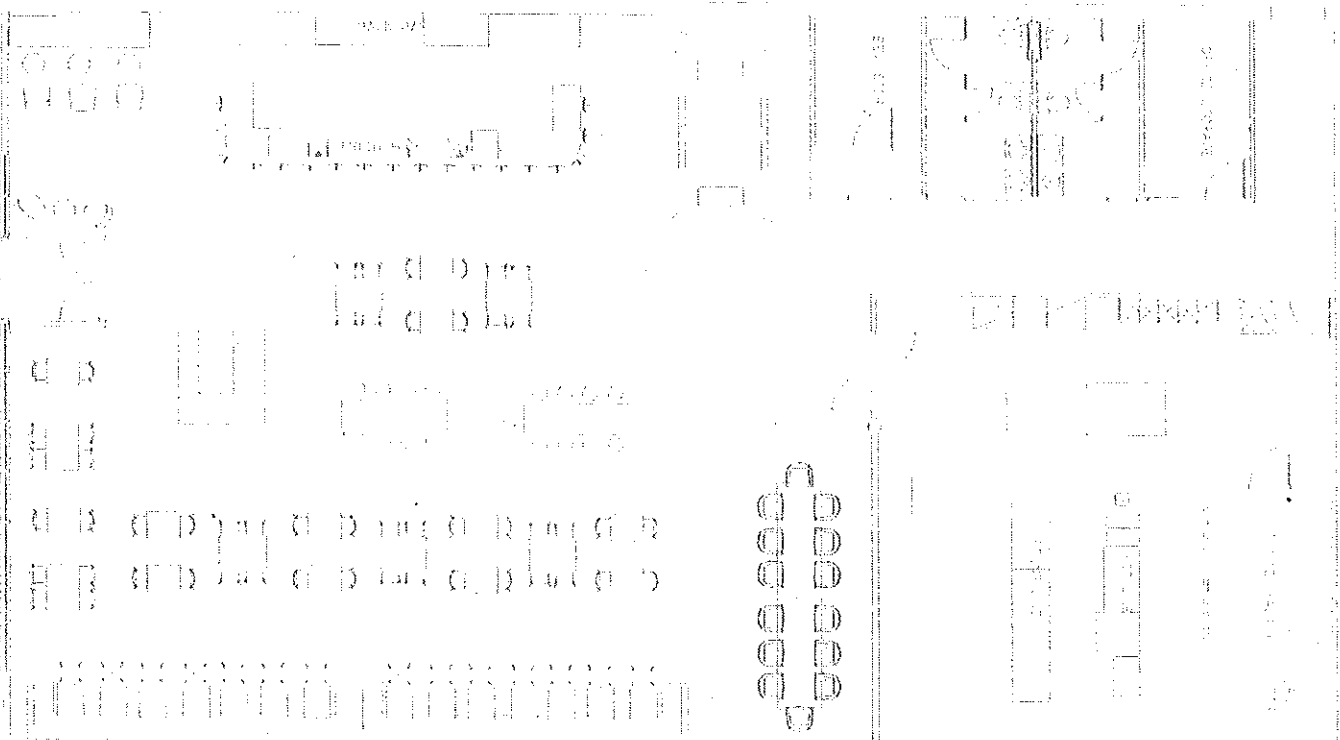
- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
  - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

## Section V: Fee Schedule

**Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

**Please note:** For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

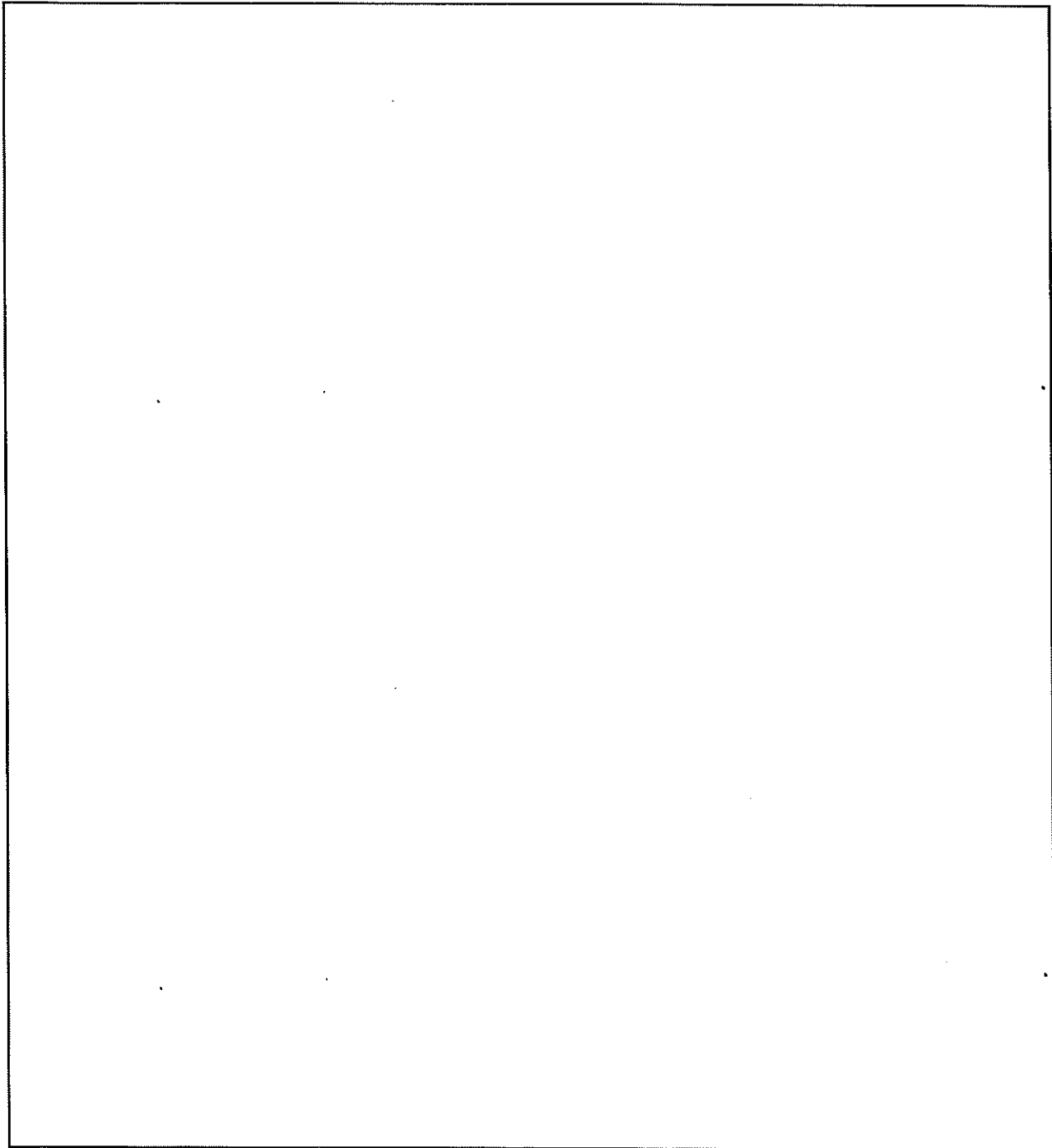
<b>Class of License</b>	<b>Type of liquor/Establishments included</b>	<b>Fee</b>
<b>Class I</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
<b>Class I-A</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only hotels that do not serve three meals a day.	\$1,100.00
<b>Class II</b>	<b>For the Sale of Spirits Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
<b>Class III</b>	<b>For the Sale of Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class IV</b>	<b>For the Sale of Malt Liquor Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class III and IV</b>	<b>For the Sale of Malt Liquor and Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
<b>Class V</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Club without catering privileges.	\$ 495.00
<b>Class X</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Class A Lounge	\$2,200.00
<b>Class XI</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Restaurant Lounge	\$1,500.00



## Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

A large, empty rectangular box with a thin black border, occupying the central portion of the page. This box is intended for the applicant to draw and label a detailed floor plan of their premises, including areas like entrances, offices, coolers, storage, display cases, shelves, restrooms, point of sale, dining rooms, event rooms, lounges, and outside areas.

**Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities**

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

*All Questions Must Be Answered Completely. Please print legibly.*

1. Exact legal name: BEDDOCK RESTAURANT ENTERPRISES INC.

2. Doing Business As, if any: BLUE MERMAID

3. Date of filing with Secretary of State: 7/11/2017 State in which you are formed: NH

4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
7/11/2017

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
SCOTT LOGAN	105 HOWE RD. ELLOT, ME	7/14/60	PRESIDENT	81%
DONNA LENCKI	256 KINGS HWY KENNEBUNKPORT, ME	3/25/59	NA	19%

(Ownership in non-publicly traded companies must add up to 100%.)



**STATE OF MAINE**  
**DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES**  
**BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS**  
**DIVISION OF LIQUOR LICENSING AND ENFORCEMENT**

**Application for an On-Premises License**

*All Questions Must Be Answered Completely. Please print legibly.*

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;**  
**Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): <u>S2 RESTAURANT GROUP</u>	Business Name (D/B/A): <u>LOCO COCO'S TACOS</u>
Individual or Sole Proprietor Applicant Name(s): <u>JAMI SCARDINA</u>	Physical Location: <u>36 WALKER ST KITTERY</u>
Individual or Sole Proprietor Applicant Name(s): <u>DOUG SCARDINA</u>	Mailing address, if different:
Mailing address, if different from DBA address:	Email Address: <u>management@locococos.com</u>
Telephone #                      Fax #: <u>207-438-9322                      207-438-9289</u>	Business Telephone #              Fax #: <u>207-438-9322                      207-438-9289</u>
Federal Tax Identification Number:	Maine Seller Certificate # or Sales Tax #:
Retail Beverage Alcohol Dealers Permit:	Website address: <u>www.lococostacos.com</u>

1. New license or renewal of existing license?  New              Expected Start date: \_\_\_\_\_  
 Renewal              Expiration Date: 1/18/2022

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: 2,500,000              Beer, Wine or Spirits: 600,000              Guest Rooms: N/A

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

Malt Liquor (beer)       Wine               Spirits

4. Indicate the type of license applying for: (choose only one)

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant<br>(Class I, II, III, IV)   | <input type="checkbox"/> Class A Restaurant/Lounge<br>(Class XI)         | <input type="checkbox"/> Class A Lounge<br>(Class X)  |
| <input type="checkbox"/> Hotel<br>(Class I, II, III, IV)   | <input type="checkbox"/> Hotel – Food Optional<br>(Class I-A)            | <input type="checkbox"/> Bed & Breakfast<br>(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)<br>(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary                                       | <input type="checkbox"/> Mobile Cart                  |
| <input type="checkbox"/> Tavern<br>(Class IV)  | <input type="checkbox"/> Other: _____                                    |   |
| <input type="checkbox"/> Qualified Caterer   | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) |   |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

36 WALKER ST KITTERY

6. Is the licensee/applicant(s) citizens of the United States?  Yes  No

7. Is the licensee/applicant(s) a resident of the State of Maine?  Yes  No

**NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.**

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes  No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes  No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes     No

If yes, please provide details: KENNERBUNK SAVINGS - mortgage

11. Do you own or have any interest in any another Maine Liquor License?     Yes     No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
JAMI ROSE SCARDINA	10/7/1976	PORTSMOUTH, NH
DOUGLAS SCARDINA	01/30/1972	AMITYVILLE, NY

Residence address on all the above for previous 5 years

Name: JAMI ROSE SCARDINA    Address: 3 APPLEGATE LN. KITTERY

Name: DOUGLAS SCARDINA    Address: 28 8th ST FARMINGDALE, NY

Name:    Address:



13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes  No

If Yes, provide name of law enforcement officer and department where employed:

\_\_\_\_\_

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

16. Has the licensee/applicant(s) formerly held a Maine liquor license?  Yes  No

17. Does the licensee/applicant(s) own the premises?  Yes  No

If No, please provide the name and address of the owner:

\_\_\_\_\_

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: \_\_\_\_\_

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Liquor served in self-service dining area, cantina,  
and full-service dining room, including enclosed porch.

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1/4

Name: St. Mark's United Methodist Church

Distance: 1/4 mile

**Section II: Signature of Applicant(s)**

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 10/28/2021

Jami Scardina  
Signature of Duly Authorized Person

[Signature]  
Signature of Duly Authorized Person

JAMI SCARDINA  
Printed Name Duly Authorized Person

Jami Scardina  
Printed Name of Duly Authorized Person

**Section III: For use by Municipal Officers and County Commissioners only**

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: \_\_\_\_\_

Who is approving this application?  Municipal Officers of \_\_\_\_\_

County Commissioners of \_\_\_\_\_ County

**Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

**1. Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

**B.** The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

**C.** If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

**D.** If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

**2. Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

**A.** Conviction of the applicant of any Class A, Class B or Class C crime;

**B.** Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

**C.** Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

**D.** Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

**D-1.** Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

**E.** A violation of any provision of this Title;

**F.** A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

**3. Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

**A. Repealed**

**B.** If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

**4. Repealed**

**5. Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

**Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine**

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
  - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

**Section V: Fee Schedule**

**Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

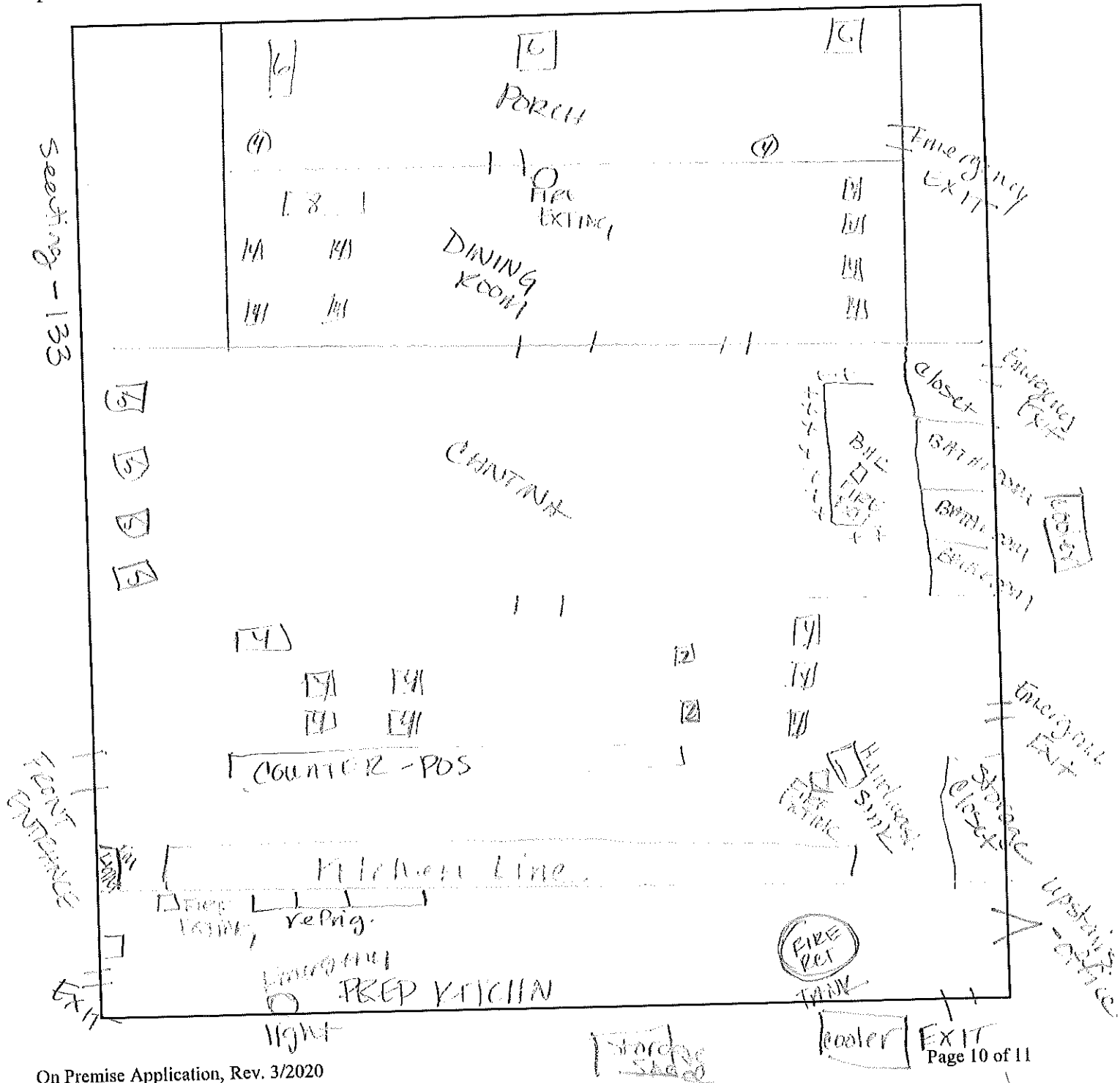
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<b>Class IV</b>	<b>For the Sale of Malt Liquor Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class III and IV</b>	<b>For the Sale of Malt Liquor and Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
<b>Class V</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Club without catering privileges.	\$ 495.00
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In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



**Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities**

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

*All Questions Must Be Answered Completely. Please print legibly.*

1. Exact legal name: S2 RESTAURANT GROUP
2. Doing Business As, if any: LOCO COCO'S TACOS
3. Date of filing with Secretary of State: 11/14/2019 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
JAMI SCARDINA	3 APPEGATE LN KITTERY	10/7/76	owner	50
DOUG SCARDINA	25 8th AVE FARMINGDALE NY	1/30/72	owner	50

(Ownership in non-publicly traded companies must add up to 100%.)





**TOWN OF KITTELY**  
**200 Rogers Road, Kittery, ME 03904**  
**Telephone: 207-475-1329**

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**REPORT TO TOWN COUNCIL**

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Date: November 8, 2021  
From: Kendra Amaral, Town Manager  
Subject: Fuel N More Banner Request  
Councilor Sponsor: N/A

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**OVERVIEW**

Fuel & More is seeking to place a banner over Rogers Road from November 15 to March 15 to inform the community of support services they offer for families in need, including free fuel assistance. This is particularly important as we head into the colder months, and the cost of heating grows exponentially.

Town policy restricts banner installation to the period between April 15 and November 1 each year. Per Town policy, banner installation applications that meet Town policy can be approved by the Town Manger. Any application that does not meet the policy may be considered for approval by the Council.

Fuel & More's request is for the banner to be installed between November 15 and March 15.

**RECOMMENDATION**

Approve the banner request with the following conditions:

- The Town is not responsible to remove or protect the banner during winter storm events or for damaging winter conditions;
- The Town may temporarily remove and reinstall the banner if other, shorter-timeframe requests are approved during the installation period sought by Fuel & More. If this occurs, the Fuel & More banner will be reinstalled following the expiration of the other request.

**ATTACHMENTS**

- Fuel & More Banner Installation Application
- Town Banner Policy



Town of Kittery  
200 Rogers Road  
Kittery, Maine 03904  
PH: 207-439-0452 Fax: 207-439-6806

### Banner Installation Application

**Banner Information:**

Organization requesting: Kittery Fuel & More

Event description: Alerting Kittery residents that Fuel & More can provide free fuel assistance to keep them, their families, and neighbors warm this winter .

**Installation Information:**

Installation date: On or before November 15th (Banner has been created and ordered)

Removal date: March 15, 2022

**Contact Information:**

Name: Linda Browning Secretary, Fuel & More Board

Address: P.O. Box 153 Kittery Point, Maine 03905

Phone: 603-498-1569

Email: lbrowning@mortgagenetwork.com

Signature on this form indicates the requesting organization agrees to the Town of Kittery Policy regarding "Banners over Public Roads". (attached)

Signature: *Linda J. Browning* Date: 10-27-2021

Town of Kittery Approval: \_\_\_\_\_ Date: \_\_\_\_\_

## **POLICY FOR BANNERS OVER PUBLIC ROADS**

Banners may be installed temporarily over public roads in accordance with this policy. Banners are permitted across Rogers Road adjacent to the Kittery Community Center site. Banners are not allowed to be hung over any other public roads, unless approved by Town Council.

Town departments, Town sponsored events, and non-profit-sponsored events, where the non-profit has a primary place of business in Kittery, may have a banner installed temporarily over a public road. Other entities are not permitted to have a banner temporarily installed over a public road, unless otherwise approved by Town Council.

Banner installation applications will be made on forms provided by the Town Manager. If the application meets the Town's policy, it may be approved by the Town Manger. All other applications must be approved by the Town Council.

The banner must be provided by the applicant. Banners must be fourteen feet long and three feet in height. Banners must have a minimum of eight reinforced grommets on the top and bottom of the banner. The grommets must have an inside diameter of ½ inch. Each corner of the banner must have a grommet. Banner fabric must have wind slits. Banners that do not comply with this policy will not be installed.

Banners may be temporarily installed between April 15 through November 1 each year. A banner may be installed for no less than two weeks at a time. Installations and removal of banners will occur when personnel and equipment is available, and may not directly align with applicants' requests. Only one banner may be hung at any given time; banners will not be hung back-to-back.

Banners approved for installation must be provided no less than one week prior to the installation date requested. Banners must be collected by the owner no less than one week from the date it is removed. Banners not collected by the owner may be disposed by the Town.

The Town is not responsible for the condition, wear and tear, or damage to installed banners. The Town is not responsible for the long-term storage of banners. The Town may reject banners that appear to be in disrepair, do not meet the specifications contained in this policy, or have content that may be deemed to be offense or inappropriate.

There is no fee for the installation of banners.

**Rice Public Library Corporation**



November 1, 2021

Dear Kittery Town Council:

Please approve the following sponsored spaces for the Rice Public Library:

**Atrium:** “Given by Carrie B. Varney”

**Maine Room/Local History:** “Given by Richard E. Marr”

**Director’s Office:** “Given in honor of Hope Neilson”

**Circulation & Technology Office:** “Given in honor of Dudley Bierau”

These gifts, which include two estate bequests, and collective gifts from more than 20 individuals, will be recognized with a plaque (using the language above) in the areas; 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 \$80,000, from our Capital Campaign fund.

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 BOARDS AND COMMITTEES  
INTERVIEW FORM

TO: KITTERY TOWN COUNCIL

FROM: COUNCILOR George Daw and Steve Workman

RE: APPOINTMENT TO KCC Board of Directors

DATE OF INTERVIEW: 11/3/21 at 1:00 a.m./p.m.

We have interviewed DANIELLE AOFFMAN, on the date and time noted above. We approve recommendation of the applicant and whole heartedly endorse his/her appointment for a term to expire on 12/31/2024

DANIELLE HAS ATTENDED  
HAD 2 MEETINGS, WITH BOARD  
APPROVAL.

[Signature]  
[Signature]  
Signatures

ATTENDANCE RECORD (for reappointments only)

Excellent \_\_\_\_\_  
Good \_\_\_\_\_  
Poor \_\_\_\_\_



# **TOWN OF KITTERY COUNCIL RULES**

**AMENDED: November 23, 2020**

**COUNCIL RULES**

Except as superseded by these rules, Robert's Rules of Order, Newly Revised, 11<sup>th</sup> Edition, govern the conduct of meetings.

**SECTION ONE. REGULAR MEETINGS:**

The regular meetings of the Council are held in the Council Chambers of the Town Hall, or through telephonic, video, electronic, or similar means of remote participation as allowed by Maine Law, on either the second or fourth Monday of each calendar month, or both. Routinely, only one regular meeting will be scheduled in July, August and December, except if the Chairperson and Town Manager deem it necessary to hold a second. Public proceedings commence at 6:00 p.m. whether or not preceded by an executive session.

When said meeting falls on a holiday or is otherwise postponed, the regular meeting is held on the following Wednesday, at the same time and place.

The date and venue of any regular meeting may be changed upon the vote of the Council, provided, however, that said change in date, or venue, will still provide for at least one regular meeting in each month.

**SECTION TWO. SPECIAL MEETINGS:**

Special meetings may be called by the Chairperson or by four members of the Town Council. Notice of such meeting must, when possible, be given at least twelve hours before the time for holding the meeting. The call for the meeting must set forth the matters to be acted upon and nothing else may be considered.

Special meetings include public comment time as provided at regular Council meetings, but such public comment is limited to the matters on the agenda for the meeting. Notices of such meetings must include the name(s) of the person(s) requesting the meeting.

**SECTION THREE. COUNCIL ACTION:**

The Town Council shall act only by ordinance, order, resolve, and by consensus.

Actions of the Council are recorded in the minutes of the Council meeting.

**SECTION FOUR. EFFECTIVE DATE OF COUNCIL ACTIONS:**

All actions of the Council, except ordinances, take effect immediately upon passage.

The effective date of ordinances is governed by Section 2.14, Paragraph 3 of the Town Charter.

**SECTION FIVE. DUTIES OF THE CHAIRPERSON.**

The Chairperson shall assume the chair at the time appointed for the meeting; call the members to order; provide for introductory and pledge of allegiance; cause the roll to be called; and, a quorum being present, proceed to conduct the business of the Council according to the published agenda.

The Chairperson shall preserve decorum and order; speak to points of order in preference to other members; and, decide all questions of order subject to an appeal to the Council by motion regularly made and seconded, and no other business is in order until the question on appeal be decided.

The Chairperson shall declare all votes, but if any member doubts a vote, the Chairperson shall cause a return of the members voting in the affirmative and in the negative without debate.

All persons wishing to speak, whether they be Council members or members of the general public must first be recognized by the Chairperson.

The Chairperson enjoys the same rights and privileges as other members of the Council, including the introduction and seconding of motions and participation in debate.

#### **SECTION SIX. VICE CHAIRPERSON.**

The position of Vice Chairperson is hereby established. The provisions of Charter Sec. 2.05 (1) apply for election to this position.

In the temporary absence or disability of the Chairperson, Charter Sec. 2.05 (3) and Section Five of these Council Rules govern the duties of the Vice Chairperson.

#### **SECTION SEVEN. RECONSIDERATION OF THE VOTE.**

When a vote is concluded, it is in order for any member who voted on the prevailing side to move a reconsideration thereof at the same or next regular meeting.

#### **SECTION EIGHT. CONDUCT IN ADDRESSING THE COUNCIL.**

Proper decorum, befitting the gravity of their solemn duties, is expected of all Councilors during the conduct of meetings.

Councilors wishing to speak shall respectfully address the Chairperson, and confine their comments to the question under debate, or the issue the Councilor wants to raise.

No member may be interrupted by another, but for a point of order or to correct a mistake, and only upon recognition by the Chairperson.

#### **SECTION NINE. MOTIONS IN WRITING**

Motions must be reduced to writing if the Chairperson so directs.



**SECTION TEN. SUSPENSION OF THE RULES.**

The rules may not be dispensed with, or suspended, unless five members of the Council consent thereto. No rules may be adopted, amended, or deleted without notice in writing being given at the preceding regular meeting.

**SECTION ELEVEN. VOTING:**

Voting is by a randomly sequenced roll call. Councilors shall indicate their vote by a yes or no, or by abstention, when polled. No Councilor may be excluded from participation in debate on any question except as required by Town Charter or state statute, (currently Section 12.01 and 30-A MRS §2605, respectively). Councilors have the right to change their vote up to the time the vote is announced by the Chairperson.

Voting on Council Chairperson, Vice Chairperson, and for appointment to the Planning Board and Board of Appeals will be conducted in the following way:

- Nomination will require a motion and second
- Councilors shall indicate their vote by stating the name of one nominee or by abstention
- In case of a tie, the vote will be taken again. In the case of a second tie vote, the Council may either take another vote or continue the matter to the next Council meeting.

The vote must be recorded in the minutes of the meeting to indicate each Councilor's vote, or abstention.

**SECTION TWELVE. AGENDA:**

In order that advance notice of the matters to be discussed at Council meetings be afforded interested parties, all meetings of the Council will be conducted according to the agenda.

An agenda will be prepared for each regular meeting and posted by the Thursday preceding said meeting. Posting will be in a public area of the municipal building and of the U.S. Post Offices in Kittery and Kittery Point, and on the Town's website.

When practicable, an agenda will be prepared at least twelve hours in advance of a special meeting; delivered to all Council members and posted as previously provided.

All Town Manager's memoranda of interest to the Council members will be delivered to them at least seventy-two hours before a regular meeting.

All reports or proposals made to the Council, which require or request that an action be taken by the Council, are to be submitted in written form. The content will consist of the following, as appropriate:

- Executive Summary
- Statement of Need
- Background
- Facts Bearing on the Equation
- Current Situation
- Proposed Solution / Recommendation
- Rationale for the Proposed Solution (including costs)

The agenda consists of the following categories:

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
8. Interviews for Planning Board and Board of Appeals.
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

Persons who are represented by legal or engineering consultants, who are present and wish to address the Council, shall notify the Chairperson prior to the Council Call to Order of the subject they wish to speak on and will be heard at this time.

10. Public hearings
11. Discussion
  - a. Discussion by members of the public (3 minutes per person)
  - b. Response to public comment directed to a particular Councilor'
  - c. Chairperson's response to public comments.
12. Unfinished business
13. New business
  13. a. Donations/gifts received for Council disposition
14. Councilor issues or comment
15. Committee and other reports
  - a. Communications from the Chairperson
  - b. Committee reports
16. Executive session, if required

17. Adjournment

To the extent possible, matters to be discussed at a meeting by the town manager or Chairperson will be listed on the agenda under Chairperson Communications, or Town Manager's Report, respectively.

The category of Unfinished Business is specifically reserved for Council business discussed at a previous meeting that has been postponed or continued to the meeting for which the present agenda is prepared.

The New Business section of the agenda is reserved for those matters which a Councilor wishes to introduce anew.

Except as provided in Charter Article XI, no proposal for ordinances enactment, repeal, or amendment may lie before the Council unless introduced by a Council member.

In keeping with the policy regarding advance notice, Councilors are encouraged and requested to submit to the Town Clerk those matters which they wish to introduce under New Business by 4:00 p.m. on the Tuesday preceding the Thursday that the agenda is to be posted. The Town Clerk shall then place those matters on the agenda.

Immediately following the roll call, the Chairperson may amend and must adopt the agenda, except no matter requiring public notice may be added without such notice. Agenda amendment after adoption may be made only by majority vote.

**SECTION THIRTEEN. DISCUSSION.**

A. Discussion by members of the public (3 minutes per person)

Any person wishing to address the Town Council will be given an opportunity to do so in accordance with the following procedures.

1. The Public Discussion section of the agenda is reserved for members of the public who wish to address the Council on any matters listed on the agenda or on other matters they wish to bring to the Council's attention.
2. Any person wishing to have an item listed on the agenda under Public Discussion shall submit the matter to be discussed in writing to the Town Clerk by 4:00 p.m. on the Tuesday preceding the Thursday that the agenda is to be posted.
3. Persons wishing to address the Council during public discussion will signify their desire and, when recognized by the Chairperson, request permission to address the Council, giving their name and address, then designating the subject matter on which they desire to address the Council.

4. Members of the public, addressing the Council during the public discussion section of the agenda shall limit their statements to the Council, to no more than three minutes per person unless the Chairperson finds it necessary to allow more time.

5. Persons wishing to address the Council on an item which appears on the agenda as a public hearing, shall wait until the Chairperson announces the consideration of such item, at which time, after being recognized, they may address the Council on that particular item.

Once the Council has begun its deliberation on the item, no person is permitted to address the Council unless the Chairperson, having determined that the Council's deliberations appear finished, and that the item under consideration is of great concern to members of the public gathered, permits persons in the audience to address the Council before closing the discussion and calling for Council vote.

**B. Response to public comments.**

In order to assure that the Council is speaking as one voice when responding to public comments all general responses shall be made by the Council Chairperson.

The Chairperson is responsible for any subsequent follow-up response to the speakers. In the event a member of the public addresses an issue to a particular Councilor, the Chairperson will invite such Councilor to respond directly, if that Councilor so desires.

**SECTION FOURTEEN. COUNCIL POLICIES:**

The Town Clerk shall maintain copies of Council rules and policies and provide same to the Rice Public Library.

To allow for the opportunity for full attendance, all workshops held by the Council will be scheduled for a Monday. When this is impossible to do, another night will be chosen by the Council at a regular Monday meeting.

No member of the Council may request a legal opinion relative to Town business from the Town's appointed attorneys without prior approval of a majority vote of the Council. All such requests must be made through the Town Manager.

**SECTION FIFTEEN. STANDING COMMITTEES**

In accordance with the Kittery Town Charter, Sec. 2.10(2) the Council may establish standing committees.

**SECTION SIXTEEN. COPY COSTS:**

The cost charged by the Town for making copies of any materials, excluding those produced by the Planning Department, access to which the public is entitled, is twenty-five (25) cents a copy.

Copies of the Council packets are to be made available to the media at ten (10) cents a page.

**SECTION SEVENTEEN. COUNCILOR AWARENESS**

The Council realizes that Councilors should make an effort to broaden and increase their knowledge of information and skills directly related to their responsibility to govern the Town, and that efforts should be made to appropriate funds for this purpose.

Prior to incurring and requesting reimbursement for such expenses, however, individual Councilors must obtain the approval of the Council. Such approval is required for any individual expense that would be paid from the Council Contingency or the Council Expense accounts.

Approved 02/27/89	Amended 09/27/99	Amended 12/17/01	Amended 09/27/10
Amended 12/28/92	Amended 11/22/99	Amended 09/16/02	Amended 01/09/12
Amended 06/26/95	Amended 05/31/00	Amended 10/28/02	Amended 09/10/12
Amended 01/03/96	Amended 10/30/00	Amended 08/24/09	Amended 02/11/13
Amended 01/10/96	Amended 03/19/01	Amended 11/23/09	Amended 03/25/13
Amended 12/09/96	Amended 07/02/01	Amended 08/23/10	Amended 01/27/14
Amended 11/28/16	Amended 01/08/18	Amended 11/14/18	Amended 02/11/19
Amended 11/23/20			

**TOWN COUNCIL STANDING ADHOC & COMMITTEE LIST**

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

Chairperson -

Vice Chair -

**Capital Improvement Committee (1 Council Rep)**

VACANT

**Climate Adaptation Committee (2 Council Reps)**

Judith Spiller

Cameron Hamm

**Comprehensive Plan Implementation Committee (Chair and Vice Chair)**

Council Chairperson

Council Vice Chair

**Economic Development Committee (1 Council Rep)**

George Dow

**Education Scholarship Selection Committee (2 Council Reps)**

Cameron Hamm

Jeffrey Pelletier

**Kittery Community Center Board of Directors (1 Council Rep)**

Jeffrey Pelletier

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

Chairperson

**Kittery Land Issues Committee (1 Council Rep)**

Judith Spiller

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

VACANT

Cyrus Clark

Jeffrey Pelletier

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

Cyrus Clark

VACANT

Mary Gibbons Stevens

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

Jeffrey Pelletier

VACANT

Cyrus Clark

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

Mary Gibbons Stevens

Jeffrey Pelletier

**Celebration Committee (Ad Hoc) (1 Council Rep)**

VACANT

**Library Advisory Board (1 Council Rep)**

Judy Spiller

**Housing Committee (1 Council Rep)**

*Former Councilor Matt Brock - Serving as Council Rep*



**TOWN OF KITTELY**  
**200 Rogers Road, Kittery, ME 03904**  
**Telephone: 207-475-1329**

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**REPORT TO TOWN COUNCIL**

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Date: November 8, 2021  
From: Kendra Amaral, Town Manager  
Subject: Disposition of Taylor Building – Request for Proposals  
Councilor Sponsor:

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**EXECUTIVE SUMMARY**

The Taylor Proposals review committee is recommending the Town accept the proposal from the Kittery Art Association for sale of the Taylor building and are also recommending the Council authorize the Town Manager and a Council representative to enter into negotiations in accordance with the request for proposals.

**REQUEST FOR PROPOSALS**

The Town Council authorized the issuance of a request for proposals (RFP) for the surplus of the Taylor Building in August. The RFP approach allowed the Town to evaluate proposals for their ability to meet the goals articulated for the site, rather than just focus on highest price offer.

The RFP was issued on August 31, 2021 with a deadline of September 30, 2021. The Town received one proposal in response to the RFP. The proposal was received from the Kittery Art Association.

A review committee consisting of Council representative Councilor Jeffrey Thomson, Finance Director/Assistant Town Manager Patricia Moore, Director of Planning and Development Adam Causey, Project Planner Kathy Connor, and me, reviewed the proposal in accordance with the evaluation criteria. We unanimously agreed that the proposal met the objectives and preferences outlined in the RFP and should be recommended to the Council for acceptance.

Per the RFP, the next step would be to enter into negotiations for the sale of the building. Negotiated terms will be brought to the Council for review and approval prior to execution of a sale contract. In accordance with 1 MRS §405(6)(C), discussion of the purchase price and terms will be presented to the Council in an executive session. At the conclusion of negotiations, the Council will need to vote in public on the final agreement.

**PROPOSED SOLUTION/RECOMMENDATION**

Accept the Kittery Art Association proposal and authorize the Town Manager and a Council Representative to enter into negotiations with the Kittery Art Association for the sale of the building.

**ATTACHMENTS**

- Request for Proposals
- Kittery Art Association Proposal (price proposal excluded for negotiation purposes)



KITTERY  
ART   
ASSOCIATION


30 September 2021

Enclosed please find the Kittery Art Association's response to the Request for Proposals regarding the Taylor Building.

If there are any questions I can be reached at 207-439-1465 (landline), 617-699-9151 (mobile), or via email at deanrgallant@gmail.com.

Thank you for your consideration.

With best regards,



Dean R. Gallant  
President, Board of Trustees

*The Kittery Art Association is a 501(c)(3) non-profit organization with tax-exempt status.*

8 Coleman Avenue • P.O. Box 44 • Kittery Point, ME 03905-0044 • 207-451-9384  
www.kitteryartassociation.org • information@kitteryartassociation.org



**Response to town of Kittery Request for Proposals  
regarding the Taylor Building, 2 Walker Street, Kittery ME 03904  
30 September 2021**

***A. Arts, Culture, and Community Engagement***

*The Town desires a use for the Taylor Building that will contribute to the arts or cultural use that will complement the current retail, restaurant, services, and residential uses that dominate the Foreside. The Town desires to support strong, livable communities with increased creative recognition and activity. This emphasis invites people to gather, enriches the cultural lives of residents and honors the cultural, artistic, and creative activities that promote the culture, heritage, and artistic practices of the neighborhood while offering opportunities for the display of community-enriching art. Arts and culture support social and physical connectivity, drive economic prosperity, reinforce community preservation and renewal, honor and foster new ideas and creativity, and celebrate traditions and heritage. The plan submitted by the Offeror should recognize and support these goals and include arts and culture as an integral part of the overall design and activation of the Property, as well as embrace the community and maintain robust and innovative community engagement throughout the activation, development, and implementation of the redevelopment plan for the Property.*

*A-1. Describe how art and culture reflective of the community will be integrated into the building use, site layout, and activation strategy.*

The Kittery Art Association has been an active force in the Seacoast arts community for over six decades. Since KAA's founding in 1958, we have been a forum for community participation in the visual and performing arts. Membership is open to all, young and old, skilled and novice, amateur and professional. All members are eligible to display and sell their art during our monthly shows. Community outreach activities are not limited to the visual arts: "open mic" nights invite young musicians and other performers to showcase their skills; poetry groups encourage members to share their writings and works-in-progress; intimate coffeehouse-style concerts bring live music to eager listeners; and annual holiday concerts fill the Kittery Point church parish hall to overflowing. (Sadly, many of these activities have necessarily paused during the COVID pandemic.) All of these activities, and more, will benefit from the larger space and prominent location of the Taylor Building.

*The Kittery Art Association is a 501(c)(3) non-profit organization with tax-exempt status.*

8 Coleman Avenue • P.O. Box 44 • Kittery Point, ME 03905-0044 • 207-451-9384  
www.kitteryartassociation.org • information@kitteryartassociation.org

*A-2. Describe the strategies planned to support the proposed use and create a use complementary to the community.*

- Participation in the Foreside's community events: Kittery Block Party, holiday and seasonal festivals.
- The central location of the Taylor Building will provide opportunities for KAA to have outreach programs with the Rice Library, Traip Academy, Kittery Community Center, Kittery Family Practice, Second Congregational Church, and residents from Admiralty Village.
- After school programs and an active 'make-art' center at the Taylor Building location will connect with students, community members, and educators. At the Taylor Building, KAA will provide a safe place for students to gather during summer vacations and holidays, weekends, and after school.
- Artist studios will give working artists greater public exposure and increase the availability of scarce studio space for the Seacoast arts community.

*A-3. Identify opportunities to collaborate with other stakeholders in the area (businesses, government, and non-profit entities, etc.) to encourage a non-duplicative diversity of art and culture offerings on the site.*

- The Dance Hall, Kittery Foreside's premier space for the performing arts, complements KAA's vision for live music and public performance, and we look forward to sharing facilities and resources as part of the Seacoast area's music and performing arts scene.
- KAA will participate and be the focal point for 'Art Walks' in the Foreside. These types of walks are successful in many communities, where once a month visitors/tourists and customers meander through local retail/business districts visiting art galleries, restaurants, and shops. These events provide economic development, foster desirable quality of life amenities, and enrich community.
- KAA hosts an annual "K-12 art show" where student artists of all ages can display their work. It is extremely popular and gives young people the opportunity for wider appreciation of their artistic talents.

### ***B. Land Use and Site Plan***

*It is the Town of Kittery's desire to attract development that contributes to the historic nature of the Foreside neighborhood and complements the existing form and scale of development found in the community.*

*B-1. Demonstrate that the proposed use conforms to the requirements of the Mixed-Use Kittery Foreside zoning district.*

- Uses and activities proposed by KAA for the Taylor Building conform to ‘Permitted Uses’ cited in Kittery’s Land Use Ordinance for the MU-KF Zone: “...institution[s] educational ... philanthropic; business and professional offices, art studio or gallery, place of assembly.”

*B-2. Describe what the redevelopment of the Property may include and how the project design will compliment or interact with other architecture in the Foreside.*

- [see B-3, below]

*B-3. Describe how the redevelopment will reuse – rather than demolish – the existing building and/or retain the form and scale of a site that has not appreciably changed since 1965.*

- The Taylor Building has been an architectural fixture in the Foreside for almost six decades. KAA is sensitive to maintaining the integrity of Kittery’s buildings, as evidenced by our respectful treatment of 8 Coleman Avenue. We are not proposing significant exterior remodeling of the Taylor Building. Front and rear entry steps and the ADA ramp (rear) are in immediate need of repair and upgrades, which will improve their appearance and functionality. KAA foresees no alterations to the building’s brick façade, exterior trim, or existing footprint. The current roof is 15-plus years old and will soon require re-roofing.
- In addition to replacement of the front and rear access steps and ramp, repairing the damaged parking lot, and addressing site drainage issues, internal upgrades to building systems and finishes will be required for a successful transition from library space to gallery/studio/workshop space. These will include repairs and improvements to air handling, flooring, lighting, and interior partitioning.

*B-4. Describe how the redevelopment may support a provision for shared-use parking or public parking arrangement during off-peak hours.*

- KAA members and supporters are predominately local residents who regularly enjoy visiting the Foreside. Our Board members and supporters know first-hand how limited parking in the Foreside challenges opportunities for Foreside retail businesses and restaurants. KAA is willing to work with town representatives to explore shared public/private arrangements for use of parking spaces at the Taylor property.

### ***C. Economic Development***

*The Town of Kittery has defined in the vision for the site its desire to create a project that complements the existing services and activities in the Foreside but that assists in its economic growth. Preference will be given to proposals that demonstrate a clear understanding of the Foreside's business culture. Proposals should consider creative models that encourage partnerships with entities that will enhance the Foreside neighborhood.*

*C-1. Demonstrate how the proposed use and/or plan supports the economic development goals of the Foreside and the Town of Kittery.*

Kittery Art Association's proposal for the Taylor Building reflects many key attributes and goals referenced in the Kittery Comprehensive Plan.

- *From the Kittery Comprehensive Plan Economic Development Goals:*  
**Objective 3.1.** Attract and retain businesses to sustain the vibrant center at foreside that provides residents and visitors with places to go and spaces to gather.
- *From the Kittery Comprehensive Plan Executive Summary:*  
**Foreside District:** The Plan recommends enhancing this district by protecting its walkability, encouraging mixed use (housing above retail) and ***reuse of existing buildings***, the development of workforce housing, improving pedestrian and bicycle access to the area, and exploring water-taxi access from Portsmouth. It is also recommended that ***parking strategies are explored (including shared parking)*** and that ***innovative uses such as makerspaces that afford artists and small business owners with space to create, invent and learn be encouraged*** to complement the other small scale uses in the district. [emphasis added]
- *From the Kittery Comprehensive Plan Key Recommendations:*  
 Provide more support and visibility to the work of **LOCAL ARTISTS** by expanding exhibition venues and providing a mechanism to support arts-related businesses, including non-profits. Artists are seen to provide a uniqueness to Kittery and residents expressed a desire to provide additional support and visibility.
- *From the Kittery Comprehensive Plan Implementation Plan:*  
 Many visual and performing artists live and work in Kittery and contribute to the economic vitality and quality of life in the town. However, studio, exhibit, and performance spaces are limited and the town lacks a mechanism for supporting arts-related startup businesses. By supporting the local visual and performing arts community, Kittery can fuel the growth of this important piece of the local economy.

- *From the Kittery Comprehensive Plan Key Recommendations:*
  - 1.3 SUPPORT AND NURTURE KITTERY'S COMMUNITY OF WORKING ARTISTS**
    - 1.3.1 Provide a mechanism to support arts-related business start-ups;
    - 1.3.2 Provide an increased number of artists' studio spaces;
    - 1.3.3 Provide more visibility to the work of local artists; and
    - 1.3.4 Institute a "Percent for Art" program in the construction of public buildings.

*C-2 Demonstrate an understanding of the Foreside's business and neighborhood culture.*

- See comments and references in support of KAA's proposal under E-3.

*C-3 Describe any proposed shared uses for the site such as maker spaces, art studios, or other creative ideas that may stimulate and support local entrepreneurs and small businesses in Kittery.*

- KAA envisions using the 'inner' basement level as classroom and studio space for High School and other Kittery students who may be taking classes offered by KAA. In addition to this, the lower space is anticipated to be used as workshop/maker space for numerous art projects generated by KAA or the community at large for seasonal events and Community outreach.
- The front of the lower space with large windows may lend itself to a couple of 'We Work' type office cubicles. These bright spaces look toward Wallingford Square and could be rented out for long or short terms to provide another revenue stream for KAA. Sound deadening partitions, glass doors, appropriate lighting, wiring, and ventilation would be needed.
- A portion of the main floor could be used for small studios, giving working artists greater public exposure and increasing the availability of scarce studio space for the Seacoast arts community.

#### ***D. Financial Feasibility and Development Timeline***

*The plan submitted for the Property must be innovative, inclusive of the minimum requirements highlighted in this Section 3, but importantly, must be financially feasible. The Town of Kittery wishes to repurpose the Property expeditiously following the Town's relocation of the library operations in April 2022; thus, the selected plan must demonstrate a realistic and achievable financial plan and structure that will support the timely redevelopment of the Property. In addition, the development plan must offer a realistic timeline for completion of the various components of the plan.*

*D-1. Describe the financial feasibility of the proposed project through a clear description of sources and uses of funds to effect the redevelopment, specific partners, subsidies or grants anticipated, phasing, and estimated closing timelines.*

- To fund the purchase, repair(s), and long-term maintenance of the Taylor property, KAA intends to utilize a mix of our past successful funds-generating operations along with selling our mortgage-free building and property on Coleman Ave. The establishment of an experienced and successful Development Committee will initiate and deliver a successful Capital Campaign by inviting the KAA Board and membership, community members and businesses, and regional grant-making entities to support the purchase of the Taylor building, support its upgrades, and establish an endowment fund for ongoing maintenance.
- KAA has raised funds for rebuilding after a devastating fire, and at another time to install a new roof on its building on Coleman Avenue. The rebuilding also involved a bank loan, which KAA paid off ahead of schedule.
- KAA has had encouraging discussions with representatives from a local bank, who have not only expressed enthusiasm for KAA relocating to the Taylor Building, but have also provided tacit interest in providing bridge loans to assist KAA in relocating to the Taylor Building.
- KAA has over 225 dues paying members, with an average membership subscription of over \$35.
- KAA's Ryder Scholarship program represents how KAA is able to consistently raise funds. Over the last thirteen years, KAA has provided between \$1,000 to \$4,000 per year to graduating seniors at Traip Academy. The program has invested almost \$35,000 in Kittery's students and future leaders.

*D-2 Describe an actionable timeline for redevelopment and activation of the Property. The timeline must begin at the execution of the purchase and sale agreement and delineate any phasing.*

- Proposal submission: Sept 30, 2021
- Town selection of successful proposal: Oct 31, 2021
- Price and other negotiation completion: Dec 31, 2021
- Following resolution of terms for acquisition of the Taylor Building, KAA will initiate a capital campaign, pursue a bank mortgage, and begin proceedings for selling its 8 Coleman Avenue property.
- Estimated Rice construction completion date: May 1, 2022
- Taylor renovations: May – August 2022
- KAA occupancy of Taylor Building: September 1, 2022

The site walkthrough on September 13 provided an opportunity for further development of the scope of work required to transform the Taylor Building from a library to an attractive and inviting gallery, workshop, classroom, and community space. Further inspections by licensed contractors and members of the project team will be required to generate a firm renovation budget and timeline for completion. Since the proceeds from the sale of KAA's Coleman Avenue property will contribute significantly to the Taylor Building acquisition and upgrade costs, we will negotiate with the Coleman Avenue purchaser to develop a schedule that will allow a smooth transition to the new facility.

### *E. Development Team*

*The development team must demonstrate that it has the technical capacity and commitment to implement the development plan in a timely and efficient manner.*

*E-1 Demonstrate successful experience in developing and operating businesses or projects similar in nature and scope of the proposed project.*

*E-2 Submit resumes of individuals, organizations or firm(s) involved in the project and assigned professional/key personnel of the development team.*

- KAA has been an established and financially successful organization for over sixty years. The board of trustees consists of nine members. Staff includes a paid Administrator and Bookkeeper.
- Members of the development team involved with the acquisition and renovation of the Taylor Building include the following:
  - Brian Rodonets and Jan Lamont-Rodonets, principals, Coastal Architects  
Coastal Architects designed the renovations and improvements to the Taylor Building when it originally became an annex to the Rice Library. See <http://www.coastalarchitects.net>.
  - Roger Cole  
Former municipal/regional land use planner. Director/staff positions: Kittery Land Trust, Kennebunk Land Trust, Mt Agamenticus to the Sea Coalition; Executive Director, Bureau of Land Management friends group at the Grand Staircase Escalante National Monument (Utah), overseeing staff and numerous federal and foundation funded projects.  
Currently, facilities director at the York Public Library and Pepperrell Cove restaurant(s).



- Dean Gallant (president, KAA)  
Retired Assistant Dean at Harvard University; former Assistant Director for Facilities, Center for the Behavioral Sciences, and Director, Science Center. Facility rep at Center for Behavioral Sciences (165,000 s.f.) for building-wide asbestos abatement (removal of sprayed-on insulation from all slab and structural members) and floor-by-floor redesign and reconstruction. Facility rep at Science Center (400,000 s.f.) for award-winning \$22m building expansion, including climate-controlled museum space, classroom and office space, and outdoor dining and green space.
- Kenneth Gilbride (treasurer, KAA)  
Multi-property owner in the Foreside for over 20 years, retired mortgage banker and underwriter for 25 years.
- Christina White  
Former Executive Director, Freeport Historical Society. Extensive, successful Federal, State and private grant-writing focused on public program development, collections development, community surveys, public signage program. Established annual ticketed Gala and Auction with very strong business community underwriting and support. Successful personal underwriting solicitations and Capital Campaign cultivation. Previously, VP Marketing/Sales, Thos. Moser Cabinetmakers; Divisional Manager, WEX; Executive Director, Rhode Island Arts Commission.

*E-3. List three (3) business or professional references for the Offeror team.*

- Ali Goodwin, Realtor®
  - Haven Homes & Lifestyle at Keller Williams Coastal Realty
  - Incoming Chair, Fair Tide
  - Cell/Text: 603-957-8466
- Christopher Kehl
  - EVP, Managing Director, Kennebunk Savings Bank
  - 1.800.339.6573 ext 1099 | direct 603.334.1021 | cell 207-408-2249
- Matt Brock
  - Attorney (retired)
  - Former Kittery Town Councilor
  - 207 752 2223

### **Comments/Supporters**

- *“Having the KAA located at the Taylor building would contribute greatly to the cultural vitality within the Foreside. Being in this centralized location would increase accessibility to students, families, and the general public. Being within walking distance from Traip Academy would create opportunities for field trip/workshop access during the school day, helping us pursue our missions to further connect students to the surrounding Kittery community.”*  
Kimberly Burke  
Art Director, Traip Academy
- *“The arts have been an integral part of all vibrant and successful communities. We see that the possibility of having the Kittery Art Association (KAA) at the Taylor Building would be a great asset to the continued growth of the Foreside and Kittery as a whole. Current arts groups such as the Dance Hall and Buoy Gallery, have greatly contributed to the Foreside mix and also bring valuable outside exposure to Kittery. The KAA would add to this and would be a great complement to the updated Rice Library. This pivotal corner in the Foreside shouts out for a community minded solution. The KAA would be a great fit for Kittery.”*  
Lucy Schlaffer & Paul Bonacci  
Building Owners, 2 Government Street, Black Birch & Buoy Gallery
- *“I have spent my life in the arts and have witnessed over and over, in communities across country, the power of the arts in communities. The maxim “Art Builds Community” has been a mantra for me, and I believe the Kittery Art association would be a perfect fit for the Taylor building in the Kittery Foreside.”*  
Drika Overton  
Founder and Executive Director of the Dance Hall
- *“I love the idea of moving the KAA to a much more accessible, useful, visible and convenient location! It will absolutely contribute to the community feel of the foreside and encourage participation in the arts. A destination location of this type will also give everyone a bit more to see and do locally while on foot, biking or what have you.”*  
David Pratt  
Owner, D. Pratt Framer

- *“The Kittery Art Association at the Taylor Building would add to the vibrant mix in the Foreside. Art classes and shows at KAA will complement the cultural offerings at the Library, and also will bring customers to local eateries and shops. I can also foresee Friday night “Art Walks” (with shows at KAA, the Buoy Gallery, the Library and other venues) becoming a regular monthly or quarterly arts event in the Foreside and beyond. This type of regular event would add even more vitality to the area, and make for a great evening for people of all ages.”*  
*Dianne Fallon, Kittery Point*  
*English Department Chair, York County Community College*
- *“I love this idea!”*  
*Michael Landgarten*  
*Kittery restaurateur*



Town of Kittery  
Maine

Request for Proposals

**REDEVELOPMENT OF TAYLOR BUILDING  
2 WALKER STREET  
KITTELY, MAINE**

**Proposals Due  
THURSDAY, SEPTEMBER 30, 2021  
2PM**

at  
Town Manager's Office  
200 Rogers Road  
Kittery, ME 03904

**TOWN OF KITTELY MAINE  
REDEVELOPMENT OF TAYLOR BUILDING**

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## INTRODUCTION

### 1. OVERALL VISION

The Town of Kittery (“Town”) is seeking a buyer or lessee with a use or redevelopment plan for the Taylor Building site relating to and supporting the arts, culture, or other community-related purpose that adds to the vitality of the Foreside and surrounding neighborhoods.

### 2. PURPOSE OF SOLICITATION

The Town of Kittery seeks responses and offers for the sale, lease, or redevelopment of property located at 2 Walker Street in the Foreside neighborhood (Map 4 Lot 89), commonly known as the Taylor Building and described in this RFP as the "Property." The proposed redevelopment on the Property shall focus primarily on a plan to create a business or other active uses that support the arts, culture, or other community-related purpose that adds to the vitality of the Foreside.

The proposed use or redevelopment must be consistent with the Town of Kittery’s Mixed-Use Foreside (MU-KF) zoning district regulations and other applicable ordinances and regulations. The Property is described more particularly in Section 2, Property Description.

The Town reserves the right to award the right to purchase/lease and redevelop/develop all or a portion of the Property to one Offeror, or to the extent practicable, to award the right to purchase/lease and redevelop/develop distinct portions of the Property to separate and multiple Offerors.

Individual firms and teams responding to this RFP shall:

- demonstrate the capability and resources to operate an arts or culture related use compatible within a neighborhood of a mix of commercial, residential, and institutional uses,
- demonstrate the ability to direct arts or cultural activities that support economic growth in collaboration with private sector and public sector partners and communities,
- demonstrate the ability to execute a financial closing within approximately six months of execution of a contract or development agreement with the Town, and
- use or redevelop/develop the Property in a timely manner, as awarded.

The Town places strong emphasis on proposals that include collaboration with nearby entrepreneurs and businesses in the Foreside, as well as the provision of public or shared-use parking arrangements.

### 3. PROPOSAL TIMELINE

Request for Proposals Available	Tuesday, Aug 31
Pre-Proposal Site Walk	Monday, Sep 13, 2PM
Deadline to Submit Written Questions	Wednesday, Sep 15, 2PM
Responses to Written Questions Posted	Monday, Sep 20, 5PM
Deadline to Submit Proposal	Thursday, Sep 30, 2PM

### 4. OVERVIEW OF THE TAYLOR BUILDING DISPOSITION PROCESS

The Town is issuing this RFP as the owner of the property. The Taylor Building, at 2 Walker Street, a former courthouse built in 1965, has housed part of the Rice Public Library collections since 1990. The Town intends to discontinue use of the Taylor Building in April of 2022, when it relocates its collections and Library services to the expanded and renovated Rice Public Library building.

In March 2019, the building was appraised by Mainland Consultants at \$770,000. Its current assessed value is \$559,000.

The Town formed the Taylor Committee in May 2018 to conduct research and outreach to identify what opportunities and concerns are related to the sale, lease, or re-use of the Taylor Building property, and to develop a request for concept proposals process, including reviewing proposals and recommending the most advantageous concept to Town Council based on criteria it establishes.

Over the course of 3 years and 14 meetings, the Committee reviewed documents like the Foreside Study and the Comprehensive Plan, and the status of other Town-owned properties in the Foreside (which include the Walker Street Fire Station/Ambulance Service site and the former Dineen property at 3 Walker Street), along with the Taylor Building site.

In November 2018, Committee members assisted the Town with gathering responses to the Foreside use survey, primarily by asking residents to complete the survey at the Community Center on Election Day. Although the survey was not dedicated to the Taylor Building (and did not mention the property), the Committee wanted to help generate a large number of responses to get a significant amount of public input on the future of the Foreside. Over a period of two weeks, 603 residents completed the survey. Results suggested that Kittery residents prioritized additional arts, music, and cultural opportunities in the Foreside, followed by restaurants and retail. In another question, residents prioritized additional housing above ground floor commercial (i.e., preferring it to other types of residential development), and a third question about public space indicated that residents prioritized green spaces with seating, followed by waterfront access. Another question prioritized “Preserving the character” of the Foreside. The full survey results are attached.

At the June 2019 Foreside Block Party, the Committee gathered further public input, specific to the Taylor Building, via postcards distributed at a table outside of the building, with about 25 cards gathered, which included varied suggestions for the future use of the property.

In fall of 2019, the Committee prepared a proposal submission process for “concept proposals” on future uses of the site, with the intention that such proposals cast a wide net and be easily accessible to any individual or entity wishing to submit a proposal, although the proposals needed to demonstrate serious intent and the capacity to carry out the project (See Appendix A for the full proposal). Criteria included the following:

- the extent to which the project is reasonable and feasible,
- the extent to which the proposal contributes to economic/community development within the Foreside,
- the extent to which the proposal will enhance the future quality of life for the community.

Due to the COVID emergency, the original proposal deadline of March 25 was extended to April 9 and then until September 15, 2020.

After reviewing the submissions, the Taylor Committee recommended that the Town of Kittery prioritize the sale or long-term lease of the Taylor Building to a non-profit organization that supports the arts, culture, or other community-related purpose that adds to the vitality of the Foreside. It further recommended that such sale or lease include terms that support public use of the parking lot in a manner supportive of the Foreside. Finally, if the building is sold to a non-profit organization, the Committee recommended the Town build in safeguards to any agreement that ensure future transfers of the property are to be consistent with the goals of supporting art, culture, or other community-related purpose that adds to the vitality of the Foreside.

## **5. TOWN OF KITTERY AND KITTERY FORESIDE OVERVIEW**

The Town of Kittery is the oldest town in the State of Maine, incorporated in 1647. Early settlers from England became fishermen, merchants, and shipbuilders in Kittery. Today, approximately 10,000 people live in Kittery.

Kittery was known for shipbuilding during colonial times and in 1800 the first Federal shipyard in the United States was established here. Construction of submarines started during World War I, and today the Portsmouth Naval Shipyard continues to play a pivotal role in maintaining the nation's defenses. Kittery is the southernmost town in Maine and many travelers headed north visit here first. Although known for its retail outlet stores along US Route 1, Kittery has an abundance of history and character, showcased most notably by the Foreside neighborhood.

The Foreside is the historic center of commerce and activity in Kittery. It contains some of the oldest commercial structures and homes in the Town and is a lively and active mixed-use neighborhood. The Portsmouth Naval Shipyard entrance is in the Foreside and directly across the street from the Taylor Building. In the last decade, the Foreside has become a center for critically acclaimed restaurants and unique retail offerings.

## **6. PROPERTY DESCRIPTION**

The Property, located at 2 Walker Street, Kittery, Maine 03904, is approximately .35 acres (15,246 square feet) with a 4,900 square-foot commercial building built in 1965. The site includes 11 off-street parking spaces. Property information via the Tax Assessor database is included in the appendix. The site is in the heart of the Foreside neighborhood, with frontage located along both Walker Street and Wentworth Street.

The Property is currently zoned Mixed-Use Kittery-Foreside (MU-KF) and zoning district standards may be found at [www.kitteryme.gov](http://www.kitteryme.gov). Any proposed project design and development are subject to the Kittery Design Handbook found at [www.kitteryme.gov/planning-and-development](http://www.kitteryme.gov/planning-and-development), site specific zoning approvals, and will also be subject to various other ordinances, covenants, conditions, restrictions, requirements and/or public policy objectives designed to assist the Town of Kittery in achieving their related vision for property and the Foreside.

## **7. EXISTING CONDITIONS**



Descriptions of the site and building provided, verbal or otherwise, are intended only as an aid. The Offeror will be responsible for verifying all existing conditions prior to transacting a purchase or lease. Prior to execution of a lease or purchase, the selected Offeror will be permitted to conduct a thorough building inspection at their own expense.

## **SCOPE – PROJECT REQUIREMENTS AND PREFERENCES**

### **8. Site Development Requirements and Preferences for the Property**

The Town of Kittery contemplates that the Taylor Building redevelopment will be a valuable asset to the community and a transformative redevelopment effort. To ensure the community focus of the process, the selected offer must advance several important goals through the redevelopment, activation, and use of the Property. While these goals are generally described in this document, the Town of Kittery reserves the right to incorporate additional goals, program components and/or preferences in the development of the site by amending this RFP.

### **9. Proposal Requirements**

Submitted proposals should include detailed information on the following requirements and preferences.

#### **A. Arts, Culture, and Community Engagement**

The Foreside neighborhood is a vibrant center of commercial and residential activity, and hosts public and private events that add to the culture and sense of community in Kittery. The Town desires a use for the Taylor Building that will contribute to the arts or cultural use that will complement the current retail, restaurant, services, and residential uses that dominate the Foreside. The Town desires to support strong, livable communities with increased creative recognition and activity. This emphasis invites people to gather, enriches the cultural lives of residents and honors the cultural, artistic, and creative activities that promote the culture, heritage, and artistic practices of the neighborhood while offering opportunities for the display of community-enriching art. Arts and culture support social and physical connectivity, drive economic prosperity, reinforce community preservation and renewal, honor and foster new ideas and creativity, and celebrate traditions and heritage. The plan submitted by the Offeror should recognize and support these goals and include arts and culture as an integral part of the overall design and activation of the Property, as well as embrace the community and maintain robust and innovative community engagement throughout the activation, development, and implementation of the redevelopment plan for the Property.

#### Minimum Proposal Requirements:

- A-1. Describe how art and culture reflective of the community will be integrated into the building use, site layout, and activation strategy.
- A-2. Describe the strategies planned to support the proposed use and create a use complementary to the community.

#### Strong Preferences:

- A-3. Identify opportunities to collaborate with other stakeholders in the area (businesses, government, and non-profit entities, etc.) to encourage a non-duplicative diversity of art and culture offerings on the site.

### **B. Land Use and Site Plan**

It is the Town of Kittery's desire to attract development that contributes to the historic nature of the Foreside neighborhood and complements the existing form and scale of development found in the community.

#### Minimum Requirements:

- B-1. Demonstrate that the proposed use conforms to the requirements of the Mixed-Use Kittery Foreside zoning district.
- B-2. Describe what the redevelopment of the Property may include and how the project design will compliment or interact with other architecture in the Foreside.

#### Strong Preferences:

- B-3. Describe how the redevelopment will reuse – rather than demolish – the existing building and/or retain the form and scale of a site that has not appreciably changed since 1965.
- B-4. Describe how the redevelopment may support a provision for shared-use parking or public parking arrangement during off-peak hours.

### **C. Economic Development**

The Town of Kittery has defined in the vision for the site its desire to create a project that complements the existing services and activities in the Foreside but that assists in its economic growth. Preference will be given to proposals that demonstrate a clear understanding of the Foreside's business culture. Proposals should consider creative models that encourage partnerships with entities that will enhance the Foreside neighborhood.

#### Minimum Requirements:

- C-1. Demonstrate how the proposed use and/or plan supports the economic development goals of the Foreside and the Town of Kittery.
- C-2 Demonstrate an understanding of the Foreside's business and neighborhood culture.

#### Strong Preferences:

- C-3 Describe any proposed shared uses for the site such as maker spaces, art studios, or other creative ideas that may stimulate and support local entrepreneurs and small businesses in Kittery.

### **D. Financial Feasibility and Development Timeline**

The plan submitted for the Property must be innovative, inclusive of the minimum requirements highlighted in this Section 3, but importantly, must be financially feasible. The Town of Kittery wishes to repurpose the Property expeditiously following the Town's relocation of the library operations in April 2022; thus, the selected plan must demonstrate a realistic and achievable financial plan and

structure that will support the timely redevelopment of the Property. In addition, the development plan must offer a realistic timeline for completion of the various components of the plan.

**Minimum Requirements:**

- D-1. Describe the financial feasibility of the proposed project through a clear description of sources and uses of funds to effect the redevelopment, specific partners, subsidies or grants anticipated, phasing, and estimated closing timelines.
- D-2 Describe an actionable timeline for redevelopment and activation of the Property. The timeline must begin at the execution of the purchase and sale agreement and delineate any phasing.

**E. Development Team**

The development team must demonstrate that it has the technical capacity and commitment to implement the development plan in a timely and efficient manner.

**Minimum Requirements:**

- E-1 Demonstrate successful experience in developing and operating businesses or projects similar in nature and scope of the proposed project.
- E-2 Submit resumes of individuals, organizations or firm(s) involved in the project and assigned professional/key personnel of the development team.
- E-3. List three (3) business or professional references for the Offeror team.

**10. PRICE PROPOSAL**

The Town will entertain sale or long-term lease proposals for the Property. The Town's Strong Preference is to sell the Property with covenants that ensure a commitment that future uses of the site are consistent with the goals of supporting the arts, culture, or other community-related activities that add to the vitality of the Foreside and surrounding neighborhoods.

Offeror must submit a preliminary acquisition/lease price proposal for the property as part of the Offeror's overall proposal submission. The acquisition/lease price proposal for the Property shall include the proposed structure of the Property purchase and/or lease. The price proposal should include information on the fair market value and describe what factors the Town should consider relative to the redevelopment proposal that may increase or decrease fair market value. The Town of Kittery may order an independent appraisal once a response is selected.

The Offeror is encouraged to put forward their highest best offer in the preliminary price proposal. If selected, the Offeror and Town acknowledge that the final price and terms may be negotiated prior to execution of any agreements.

**11. PROPOSAL SUBMISSIONS**

- A. Offerors must deliver five (5) copies of the proposal to the address below by the indicated deadline.

Kittery Town Hall  
Town Manager's Office  
200 Rogers Road  
Kittery, ME 03904

**DEADLINE: September 30, 2021, 2PM**

- B. Each proposal shall be submitted in a sealed envelope clearly marked with the Offeror's name and "Redevelopment of Taylor Building" on the outside.
- C. Each price proposal shall be submitted in a separate sealed envelope within the proposal package, clearly marked with the Offeror's name and "Redevelopment of Taylor Building Price Proposal" on the outside.
- D. Proposals shall be no more than twenty (20) pages and consist of the following:
  - a. Summary of Offeror and overview of proposed redevelopment
  - b. Narrative addressing how the proposal meets the Minimum Requirements and/or Strong Preferences of the Project Requirements and Preferences
  - c. List of proposed key personnel, titles, qualifications, and experience.
  - d. List of Names and contact information of references with knowledge of the Offeror's ability to perform the scope of their proposal.
  - e. One (1) signed **Price Proposal in a separately sealed envelope** and marked as noted above.
- E. Proposals that are incomplete, conditional or obscure, or which contain any additions not called for may be rejected by the Town.
- F. The price proposal must bear the written signature of an Offeror representative who is duly authorized to bind the Offeror to the terms, conditions, and contracts associated with this RFP.
- G. Any proposal may be withdrawn or withdrawn and resubmitted on request of the Offeror up until the deadline. Proposals may not be withdrawn after the deadline.

## **12. QUESTIONS AND BUILDING TOUR**

Unless otherwise specified, questions pertaining to general information regarding this RFP shall be addressed only in writing. No questions will be answered in-person or via telephone. Questions shall be mailed or emailed to the following:

Adam Causey  
Planning Director  
Town of Kittery  
200 Rogers Road  
Kittery, ME 03904  
[acausey@kitteryme.org](mailto:acausey@kitteryme.org)

**A pre-proposal site walk will be performed on Monday, September 13, at 2PM. Prospective Offerors will be allowed to tour the full building at that time.**

The Taylor Building is a functioning public library. Prospective Offerors may visit the spaces open to the public during normal business hours. Please note, the Library staff are focused on providing library services during business hours, and **will not** be available to conduct building tours, grant access to non-public spaces in the building, or answer questions regarding this RFP.

Written questions are due to the Town by Wednesday, September 15, 2PM. Responses to submitted questions will be answered and posted in a subsequent addendum on Monday, September 20, by 5:00PM. Any questions received after Wednesday, September 15, 2PM time will not be answered.

### **13. SELECTION PROCESS**

The Town will form a Review Committee to evaluate each proposal against the Project Minimum Requirements and Strong Preferences above. The Review Committee will recommend which proposal, if any, to forward to Town Council for further action.

Upon Town Council approval of the recommended proposal, the Town will work with the Offeror on scheduling a building inspection and negotiating the final terms of the purchase or lease.

### **14. CANCELLATION OF RFP, REJECTION OF PROPOSALS, ACCEPTANCE OF ALTERNATIVES**

The Town reserves the right to cancel the RFP and/or reject any and all proposals and/or to waive any informalities if deemed in the best interest of the Town to do so. The Town reserves the right to accept or reject proposed alternatives if deemed in its best interest. The Town is the sole judge of its best interest.

### **15. NEGOTIATIONS**

The Town will enter into negotiations with the selected Offeror. If the Town is unable to reach agreement on acceptable terms with the selected Offeror within 60 days of notification of award, the Town reserves the right to end negotiations. If negotiations are ended, the Town may choose to select the next ranked proposal, to cancel the RFP and reject all proposals, and/or to reissue the RFP at a later date, with or without modification.

**APPENDIX**  
**BUILDING PLANS**  
**PROPERTY TAX CARD**  
**TAYLOR BUILDING COMMITTEE REPORT**



# COASTAL ARCHITECTS, P.A.

BRIAN M. RODONETS  
40 PLEASANT STREET  
PORTSMOUTH, N.H. 03801  
(603) 433-2322

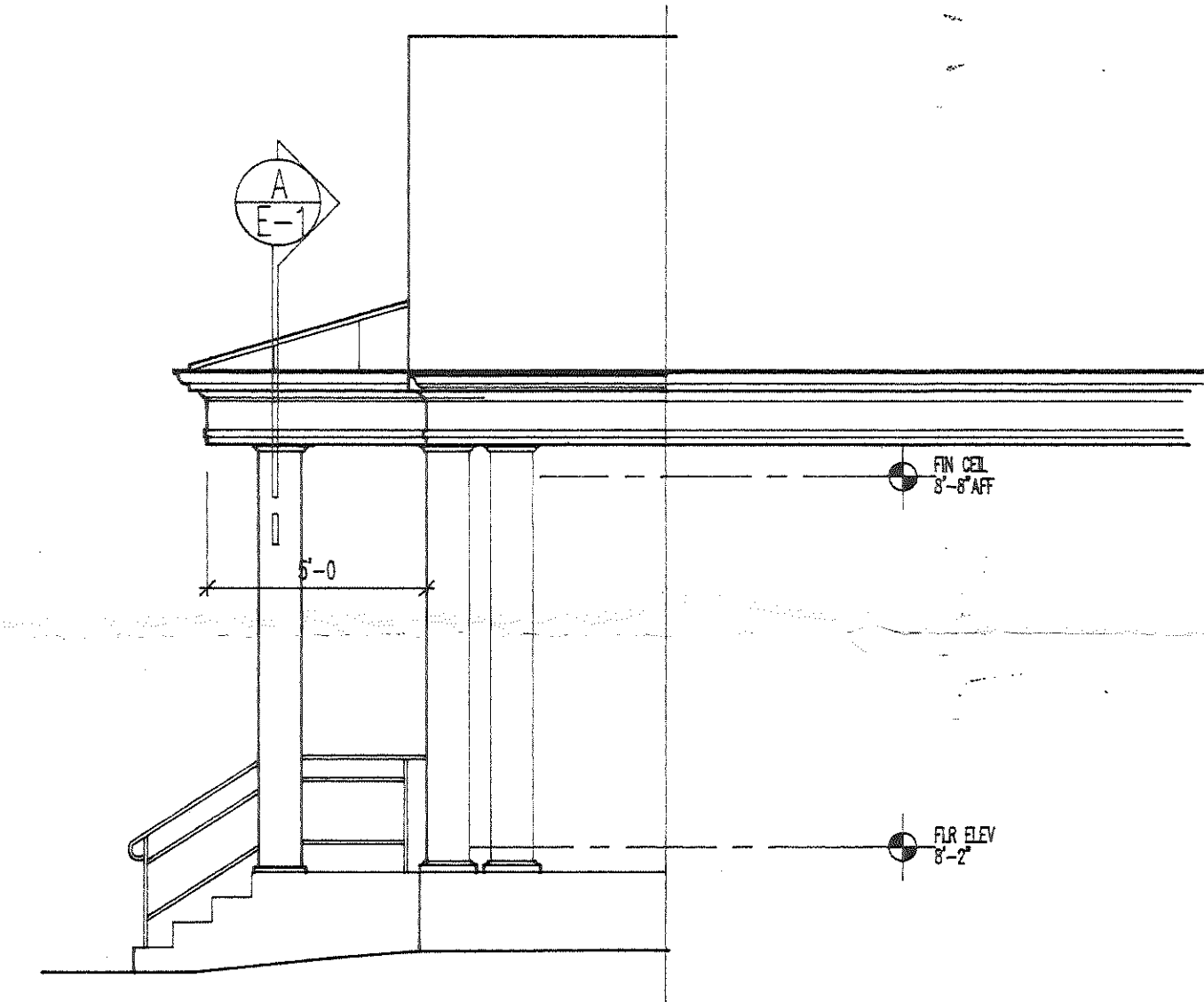
REVISIONS

COASTAL ARCHITECTS, P.A. RESERVE THEIR COMMON LAW COPYRIGHT AND OTHER PROPERTY RIGHTS IN THESE PLANS. THESE PLANS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY MANNER WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN PERMISSION AND CONSENT OF COASTAL ARCHITECTS, P.A. NOR ARE THEY TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID WRITTEN PERMISSION AND CONSENT.

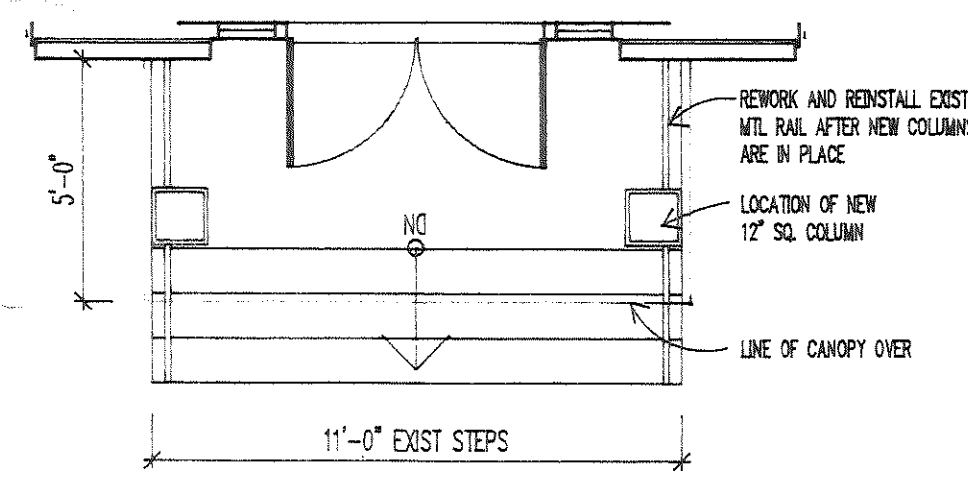
APPROVALS



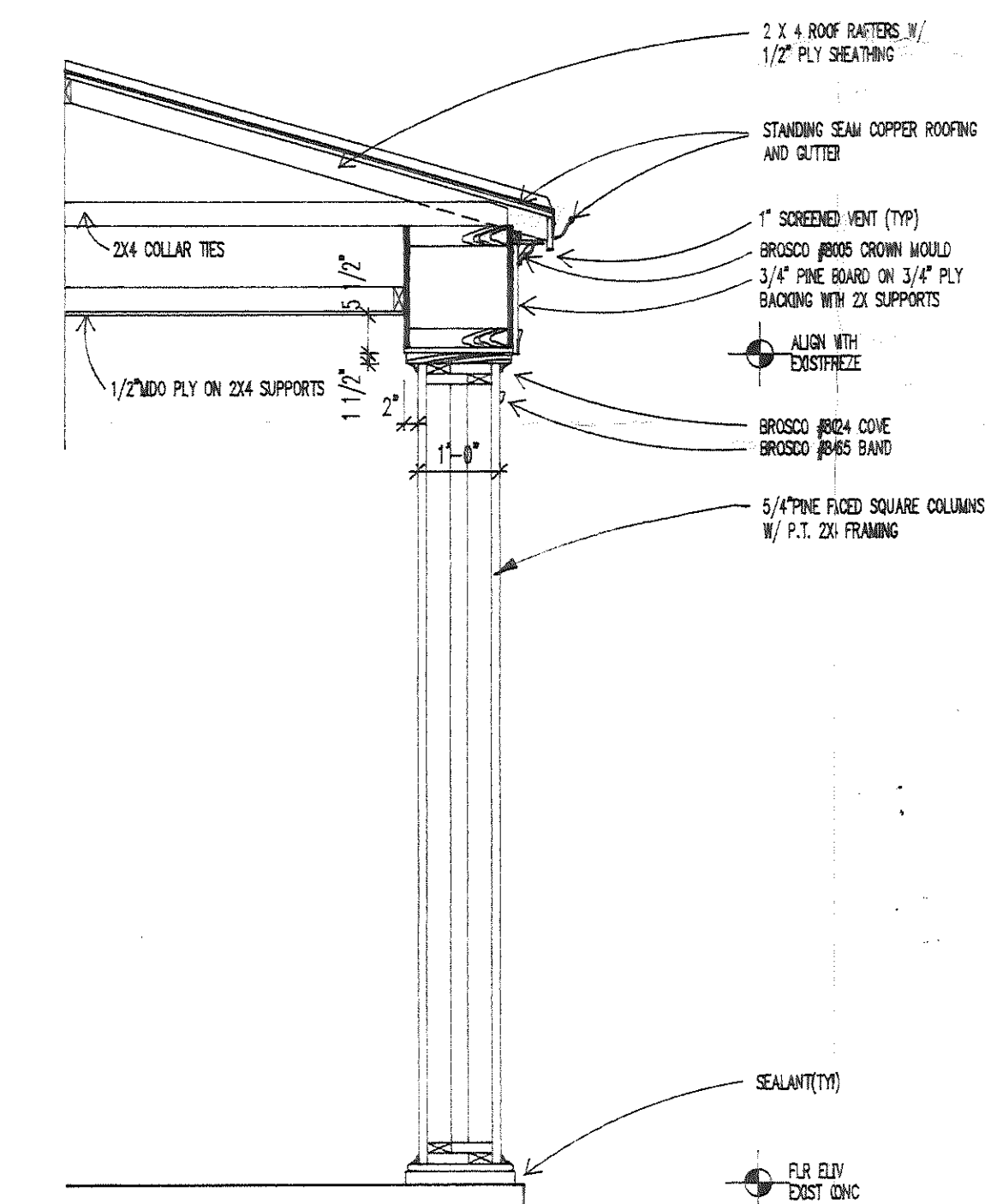
FRONT ELEVATION



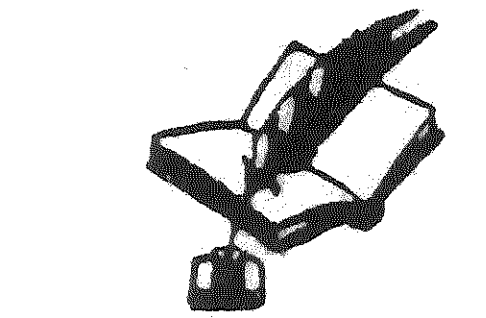
SIDE VIEW OF ENTRY



PLAN VIEW OF FRONT ENTRY



WALL SECTION  
SCALE: 1/2" = 1'-0"



*Rice Public Library*  
8 WENTWORTH STREET  
KITTERY, ME 03904  
207-439-1553

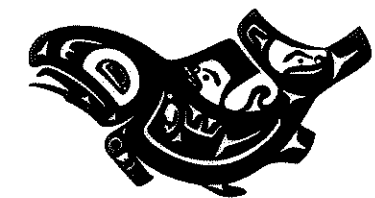
CONSULTANTS

PROJECT NO.	8912
DRAWN BY	B. RODONETS
APPROVED BY	
DATE	29 AUG. 1989
SCALE	1/4" = 1'-0"
TITLE	ENTRY CANOPY

Map 4 Lot 89  
Signature \_\_\_\_\_  
Date Received \_\_\_\_\_

SHEET NUMBER

E-1



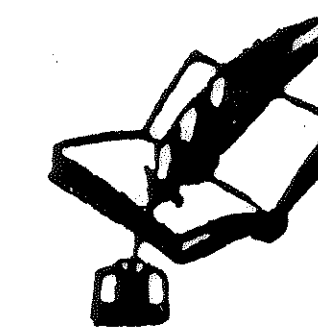
# COASTAL ARCHITECTS, P.A.

BRIAN M. RODONETS  
40 PLEASANT STREET  
PORTSMOUTH, N.H. 03801  
(603) 433-2322

### REVISIONS


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### APPROVALS

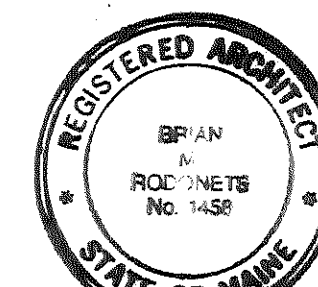
*Rice Public Library*  
8 WENTWORTH STREET  
KITTERY, ME 03904

207-439-1553

### CONSULTANTS

Map 4 Lot 89

Signature \_\_\_\_\_  
Date Received \_\_\_\_\_



*B. Rodonets*

PROJECT NO. 8912  
DRAWN BY B. RODONETS  
APPROVED BY \_\_\_\_\_  
DATE 14 JUNE 1989  
SCALE AS NOTED

## TITLE: GROUND LEVEL FLOOR PLAN

SHEET NUMBER

## GENERAL NOTES

### FLOORING

CARPET TO BE COLLINS AND ARMAN "SCIMITAR" 5400 SUNSET TEAL ON GROUND LEVEL AND BASE TO BE ARMSTRONG STANDARD VINYL WALL BASE, STRAIGHT CUT WITH CARPET AND COVERED WITH VC TILE. COLOR BY ARCHITECT.  
VINYL COMPOSITION TILE TO BE ARMSTRONG FEATURE TILE #8875 TEAL I  
ENTRY CARPET TO BE BERBER. DISTRIBUTED BY PARKWOOD INDUSTRIES, COLOR BY ARCHITECT

### PAINT

INTERIOR - WALLS - BENJAMIN MOORE  
CEILING - BENJAMIN MOORE  
WINDOWS AND TRIM - BENJAMIN MOORE  
TAPE, FILL AND SAND ALL EXIST GNB FINISHES AS NOTED TO PRODUCE A SMOOTH AND CONSISTENT SURFACE. NEW GNB FINISHES TO RECEIVE PRIMER AND TWO COATS PAINT. EXIST GNB FINISHES TO RECEIVE TWO COATS PAINT.  
FILL, SAND AND CAULK ALL WOODWORK TO A SMOOTH, FLAT FINISH.  
NEW WOODWORK TO RECEIVE PRIMER AND TWO COATS PAINT, UNLESS OTHERWISE NOTED. EXIST WOODWORK TO RECEIVE TWO COATS PAINT.  
STEEL SURFACES TO BE CLEANED AND PRIMED AND RECEIVE TWO FINISH COATS PAINT.

EXTERIOR - WOOD TRIM - BENJAMIN MOORE

REPLACE ALL ROTTED, CRACKED OR LOOSE WOOD TRIM, SCRAPE, SAND, CAULK AND PRIME SURFACES AS NOTED TO RECEIVE NEW PAINT. APPLY TWO COATS PAINT. COLOR BY ARCHITECT.

### CEILING

REMOVE CEILING TILE WHERE NOTED AND OVERLAY EXIST GNB FIN WITH NEW 1/2" BOARD. REPLACE CEILING TILE AS NOTED WHERE LIGHT FIXTURES HAVE BEEN RELOCATED.

### HEATING

INSTALL NEW COMPUTERIZED THERMOSTATS WITH NIGHT SETBACKS.  
INSTALL NEW FIN TUBE UNITS AND COVERS AS NOTED ON DWG 01-1. NEW HEATING UNITS IN BASEMENT TO BE PUT ON NEW SEPARATE ZONE ON EXIST BOILER. SUBMIT INFORMATION ON FIN TUBE UNITS AND COVERS FOR APPROVAL BY ARCHITECT.

### INSULATION

ALL INSULATION SHALL BE BLENDED FIBERGLASS AND MINERAL WOOL (WHERE NOTED)  
BASEMENT WALLS - 2" 1/2" FIBGLASS  
BASEMENT CEIL - 2" MINERAL WOOL  
ATTIC - R30 FIBGLASS OVER EXIST

### ELECTRICAL

ALL ELECTRICAL WORK TO MEET LOCAL AND STATE CODES.  
SMOKE DETECTORS TO BE CONNECTED FOR SIMULTANEOUS RING. SEE FIXTURE SCHEDULE FOR FIXTURE TYPES.

### PLUMBING

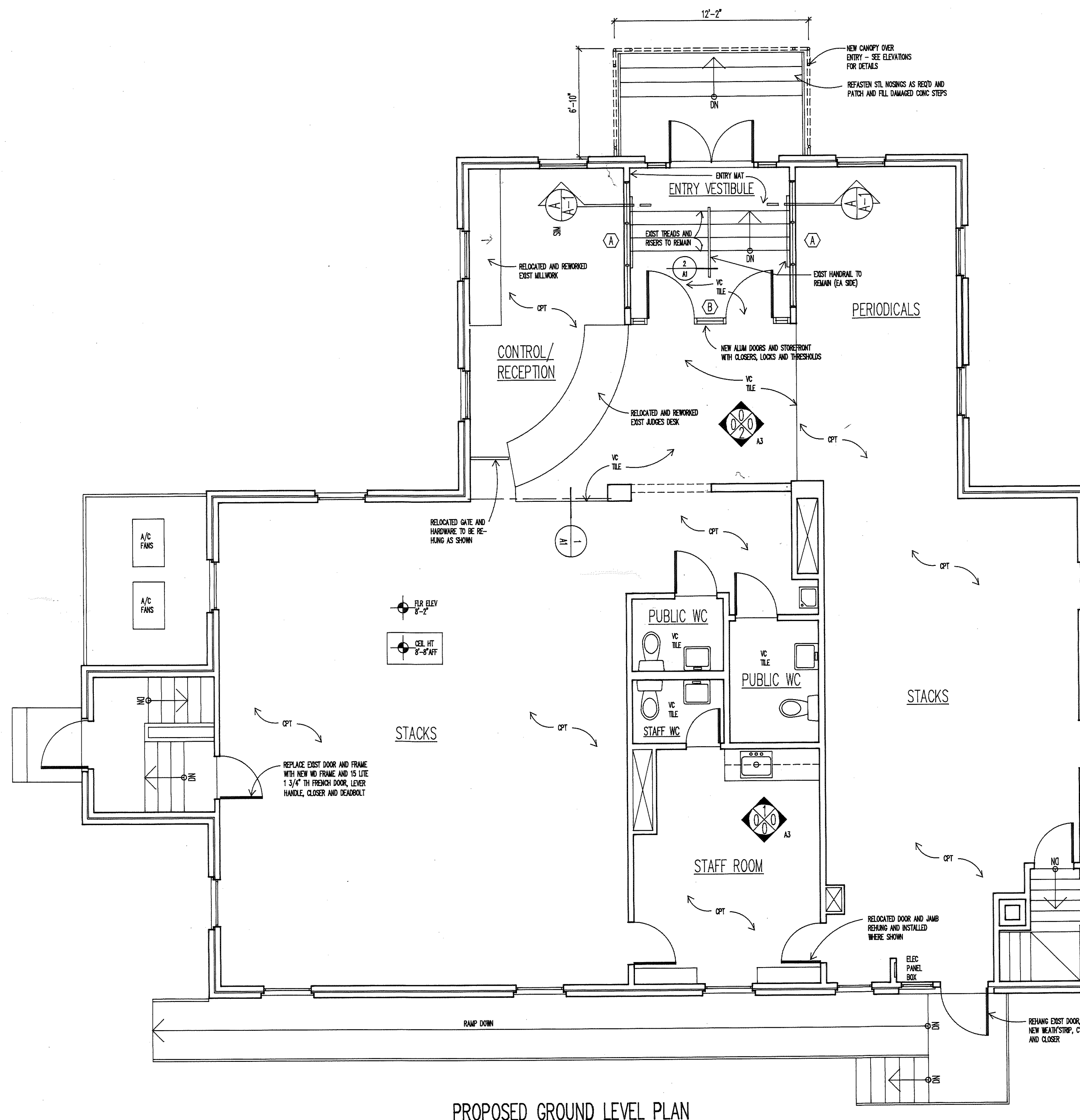
ALL PLUMBING WORK TO MEET LOCAL AND STATE CODES  
FIXTURES IN CHILDRENS LIBRARY - AMERICAN STANDARD KOHLER OR ELJER WATER SAVER TOILET  
- WALL HUNG 20" SQ. SINK  
- ELECTRIC PUMP FOR TOILET  
- FAUCETS BY CHICAGO, NO. 201-0884-E3-370  
- 2" X 3" MIRROR OVER SINK  
- BODOROK #P-6099 TOILET PAPER HOLDER, #P-185 SOAP DISPENSER, #P-282 PAPER TOWEL DISPENSER.

FIXTURES IN STAFF ROOM - FRAME COMPACT SS SINK W/ DRAINBOARD ON LEFT  
- CHICAGO FAUCET "RENAISSANCE COLLECTION" NO. 885-372

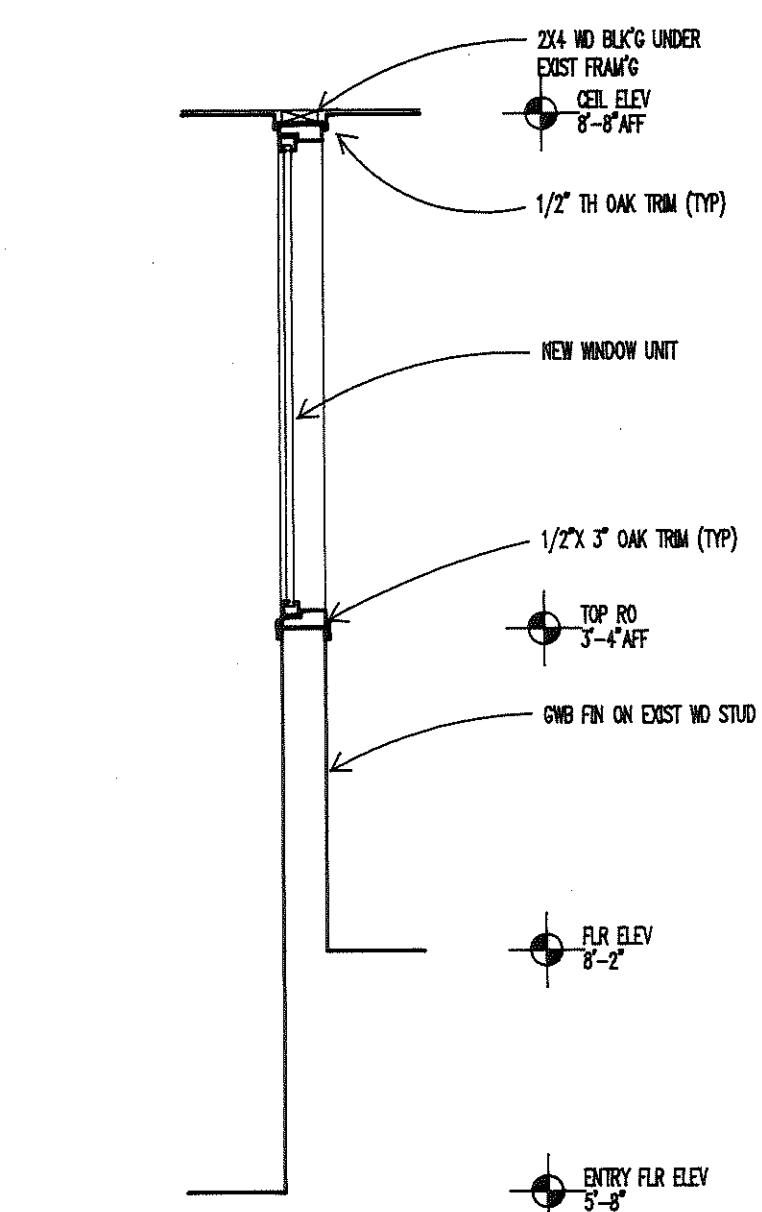
### CABINETS

COUNTERTOP - 1 1/4" THICK "PRESTONE I" BY JOHNS-MANNVILLE, 3/4" TH BACKPLASH, IN BLACK, WITH FULL BALLNOSE EDGE ON COUNTER

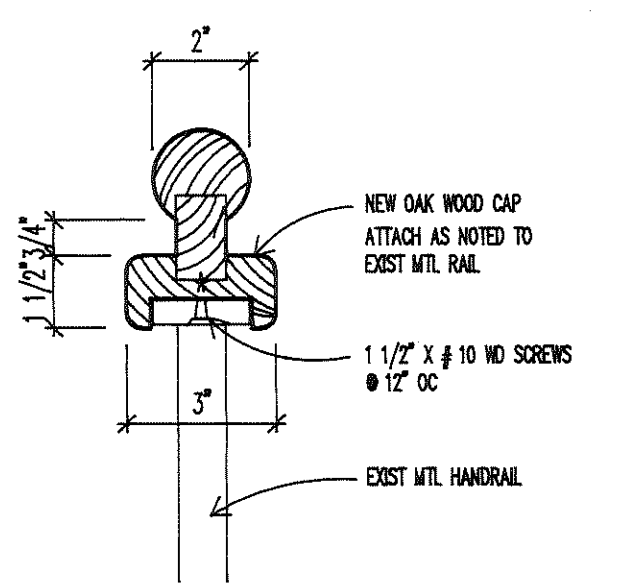
CABINETS - LAMINATE CABINETS W/ FULL OVERLAY DOORS AND 180 DEG HINGES  
- WIRE PULLS (COLOR BY ARCHITECT)  
- NYLON DRAWER GLIDES



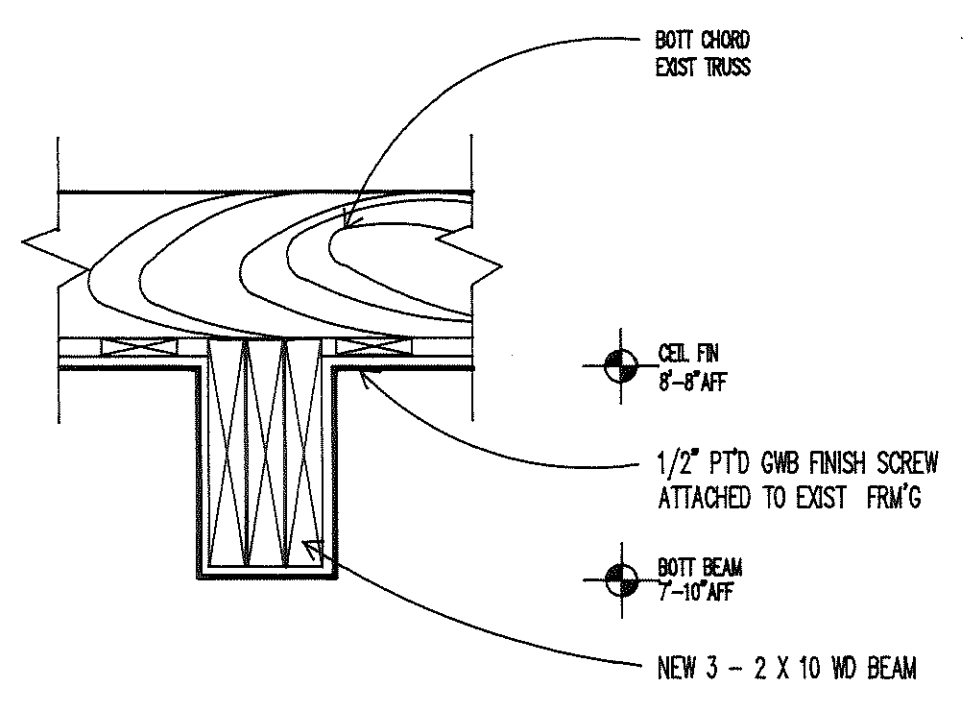
PROPOSED GROUND LEVEL PLAN



WALL SECTION A SCALE: 1 1/2" = 1'-0"



2 DETAIL @ NEW WOOD CAP SCALE: 3" = 1'-0"



1 SCALE: 1 1/2" = 1'-0"

DIMLFAC=6





# COASTAL ARCHITECTS, P.A.

BRIAN M. RODONETS  
40 PLEASANT STREET  
PORTSMOUTH, N.H. 03801  
(603) 433-2322

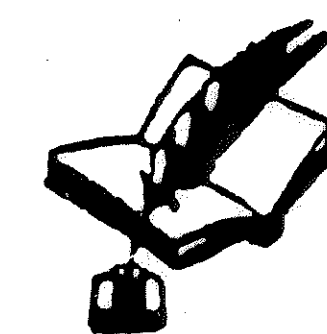
### REVISIONS

NO.	DESCRIPTION

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### APPROVALS

NAME	DATE

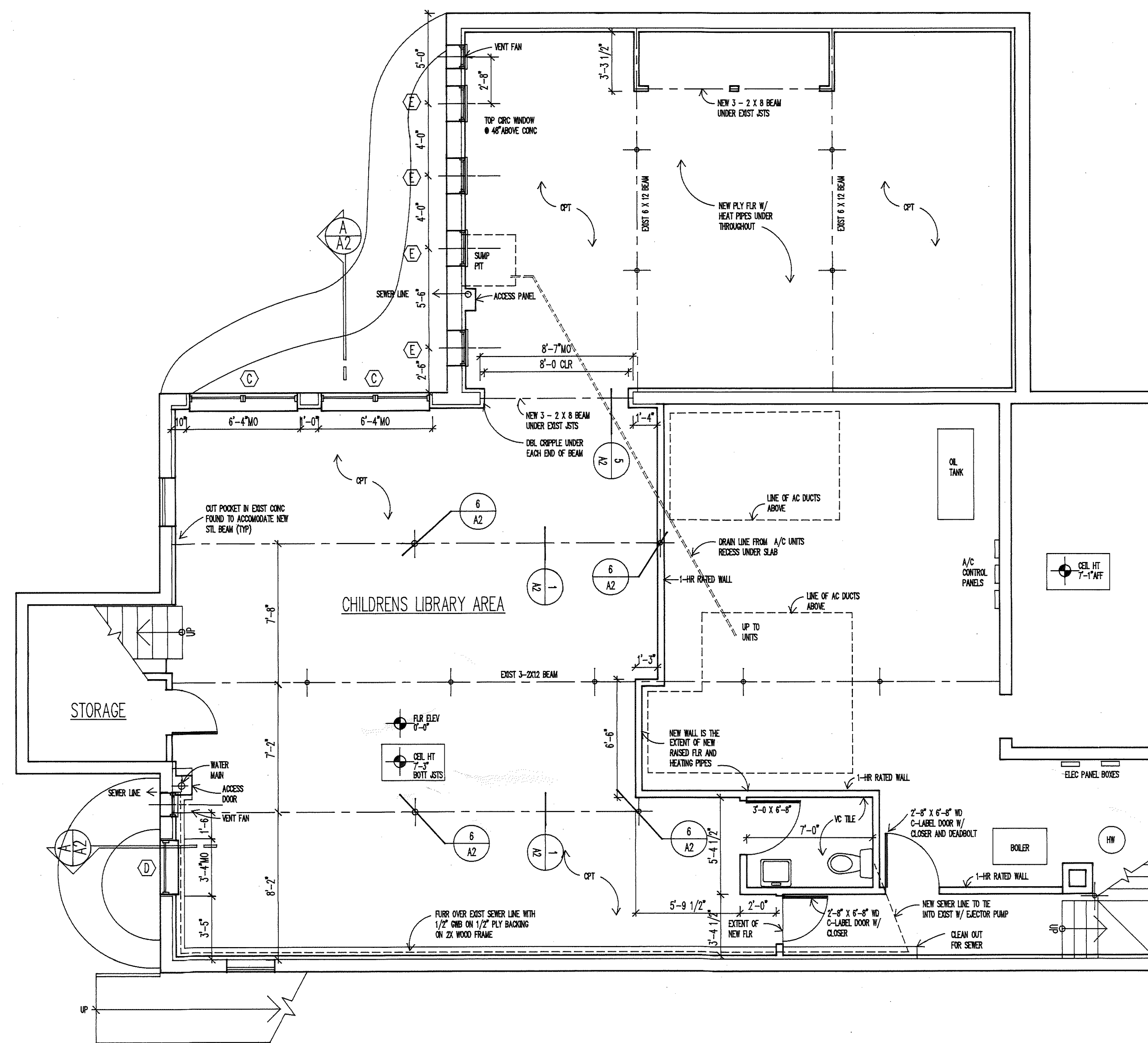


*Rice Public Library*

8 WENTWORTH STREET  
KITTERY, ME 03904

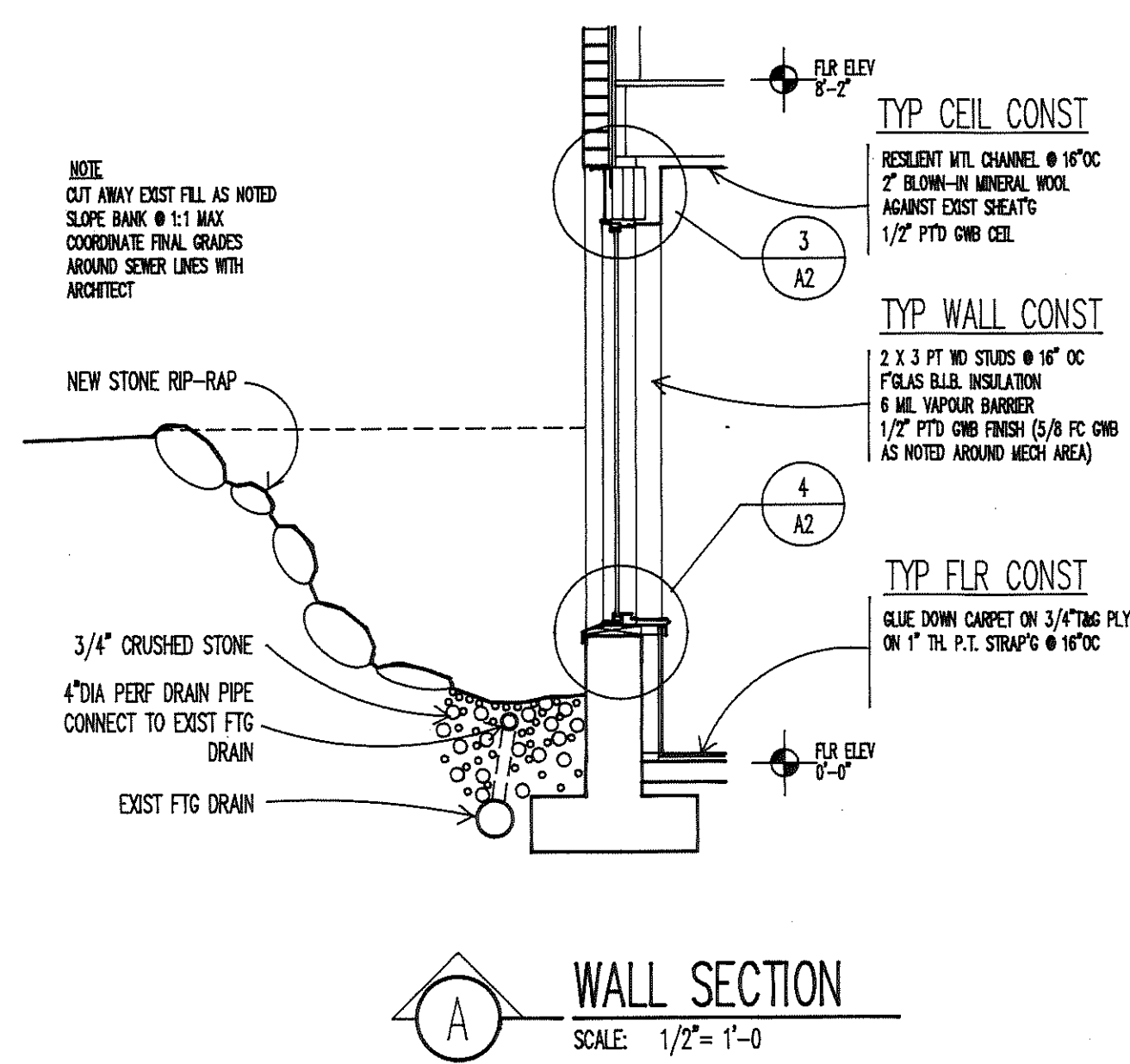
207-439-1553

### CONSULTANTS

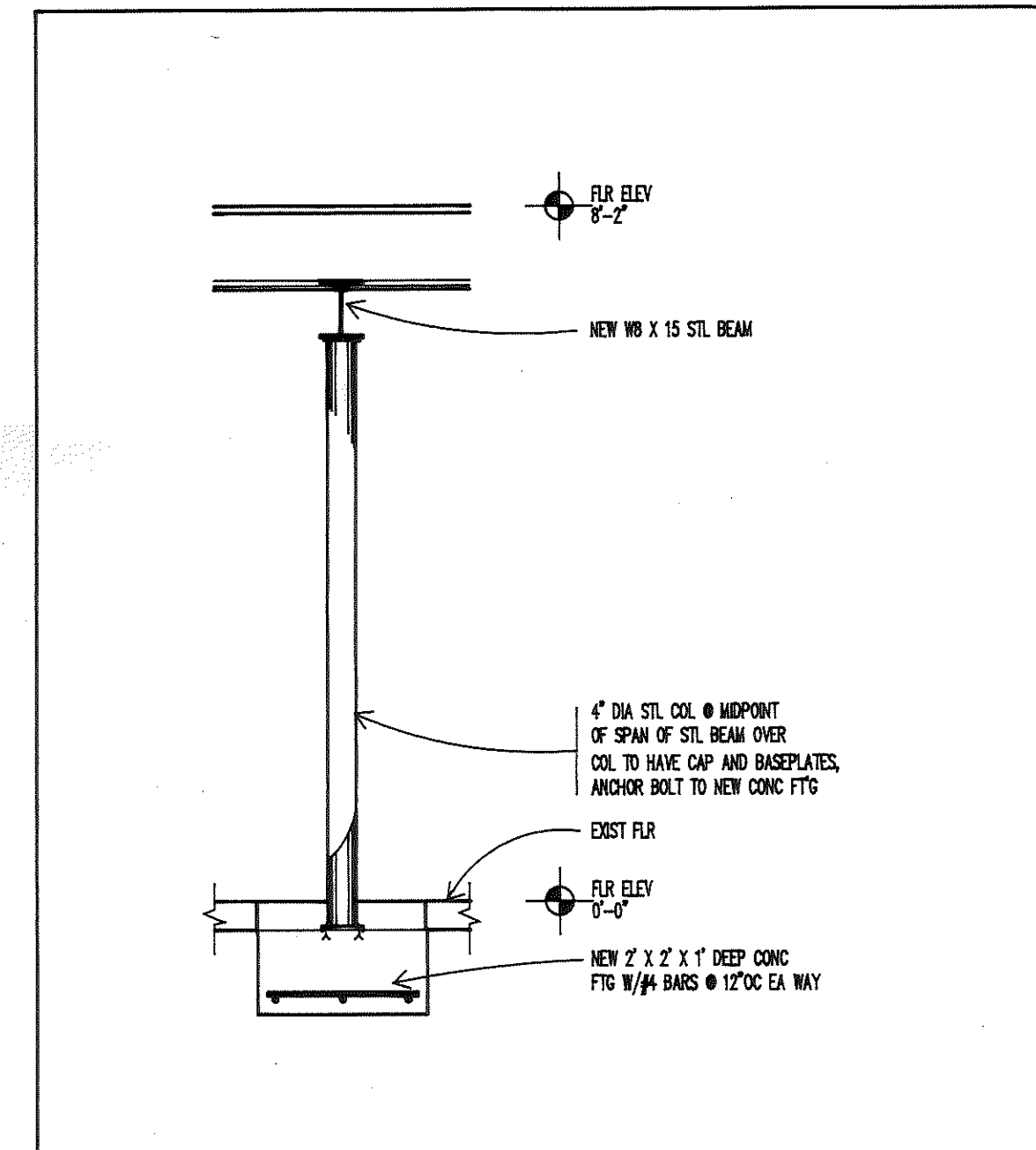



PROPOSED BASEMENT PLAN

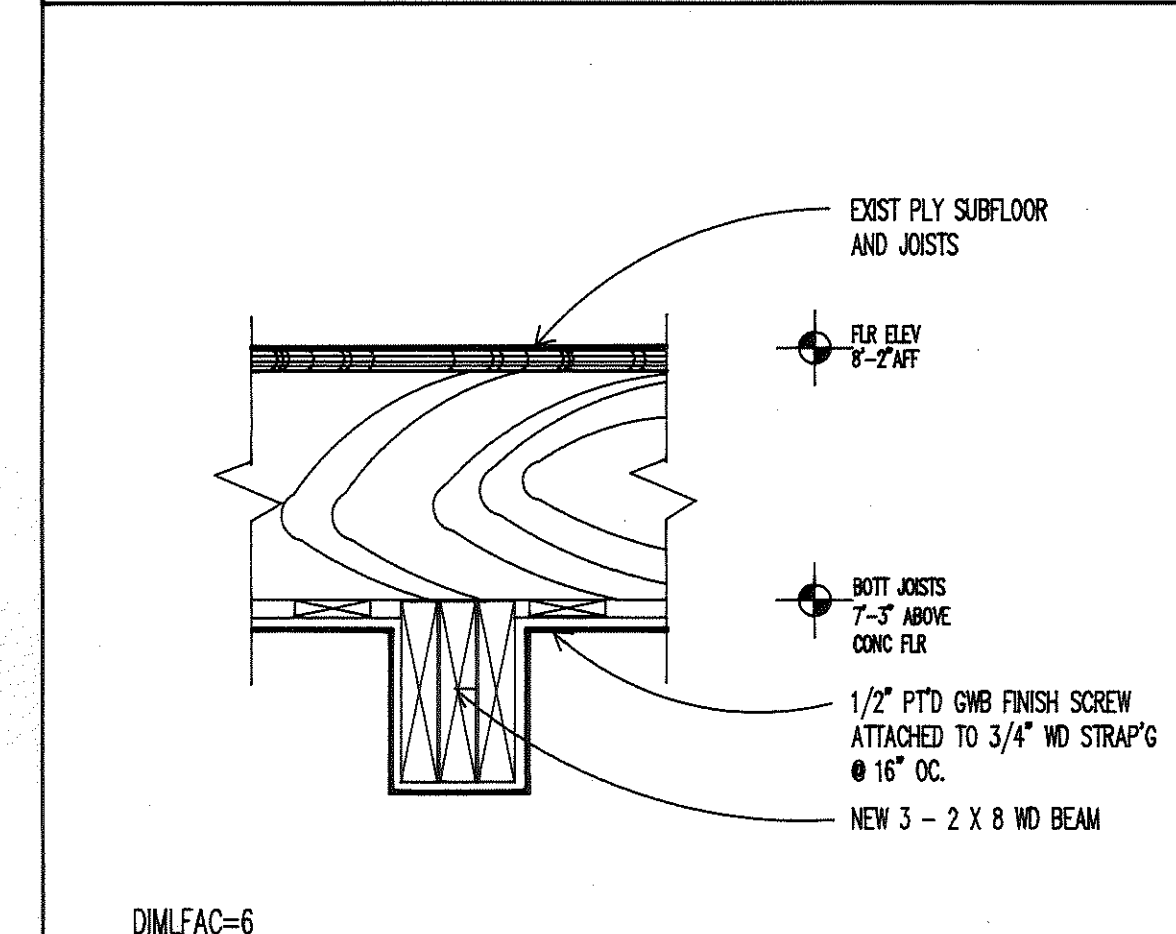
Map **4** Lot **87**  
Signature \_\_\_\_\_  
Date Received \_\_\_\_\_



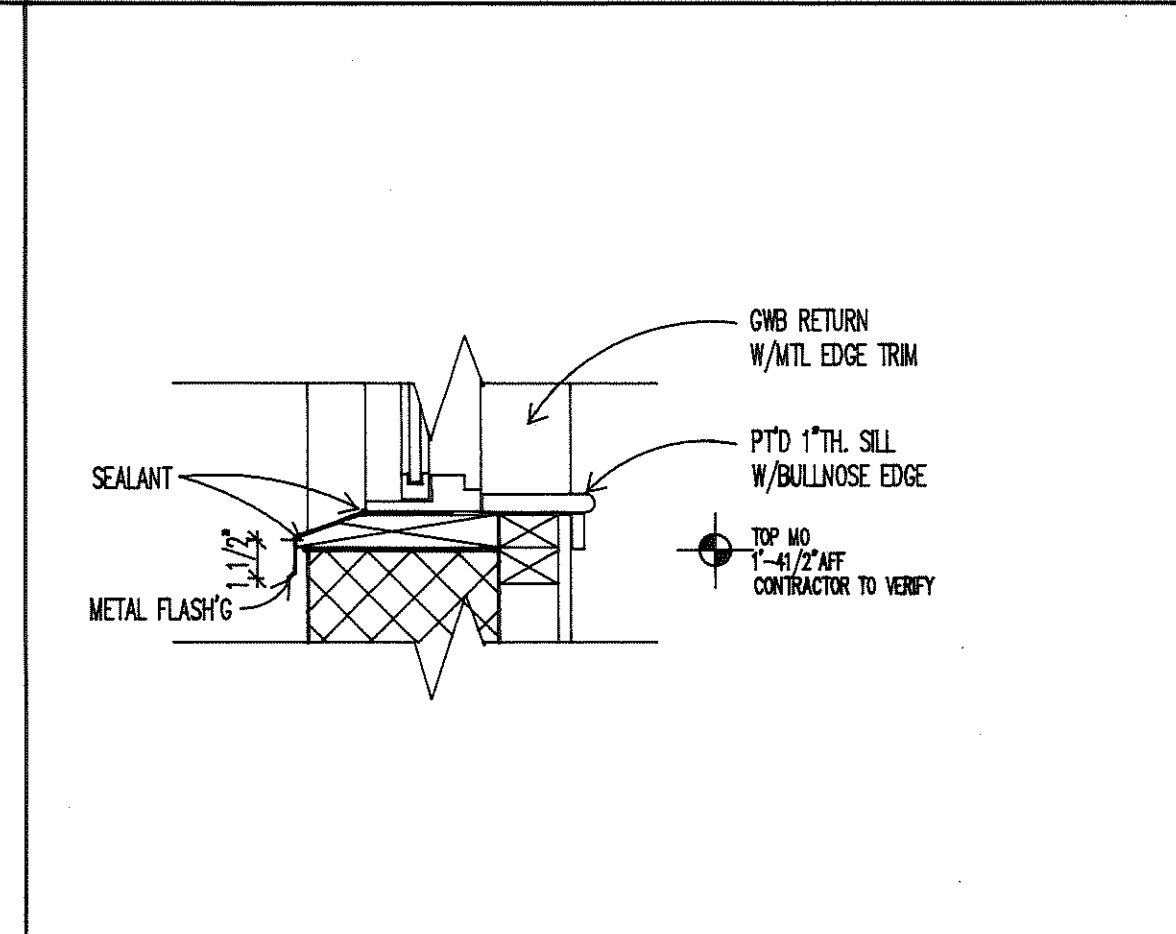
WALL SECTION  
SCALE: 1/2" = 1'-0"



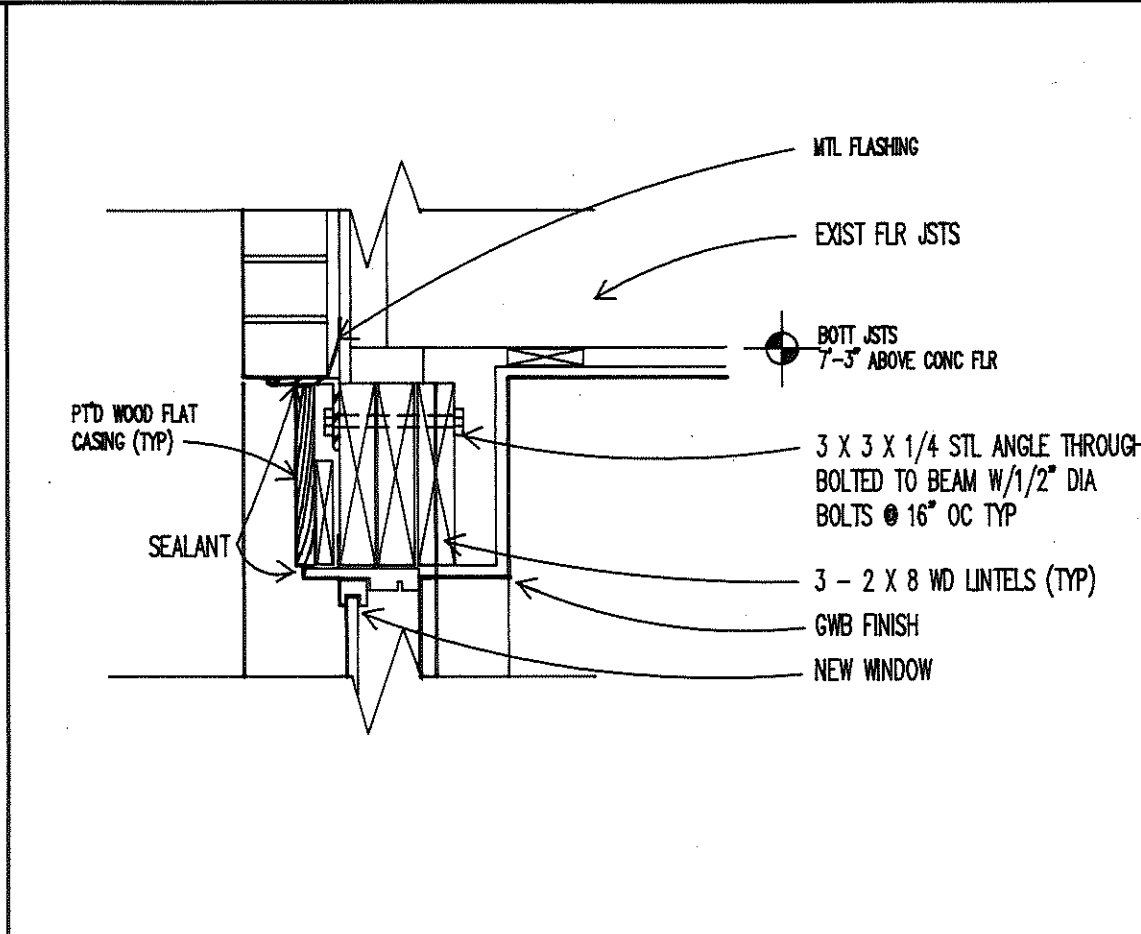
6 DET @ NEW STRUCT COL AND FOOT'G  
SCALE: 1/2" = 1'-0"



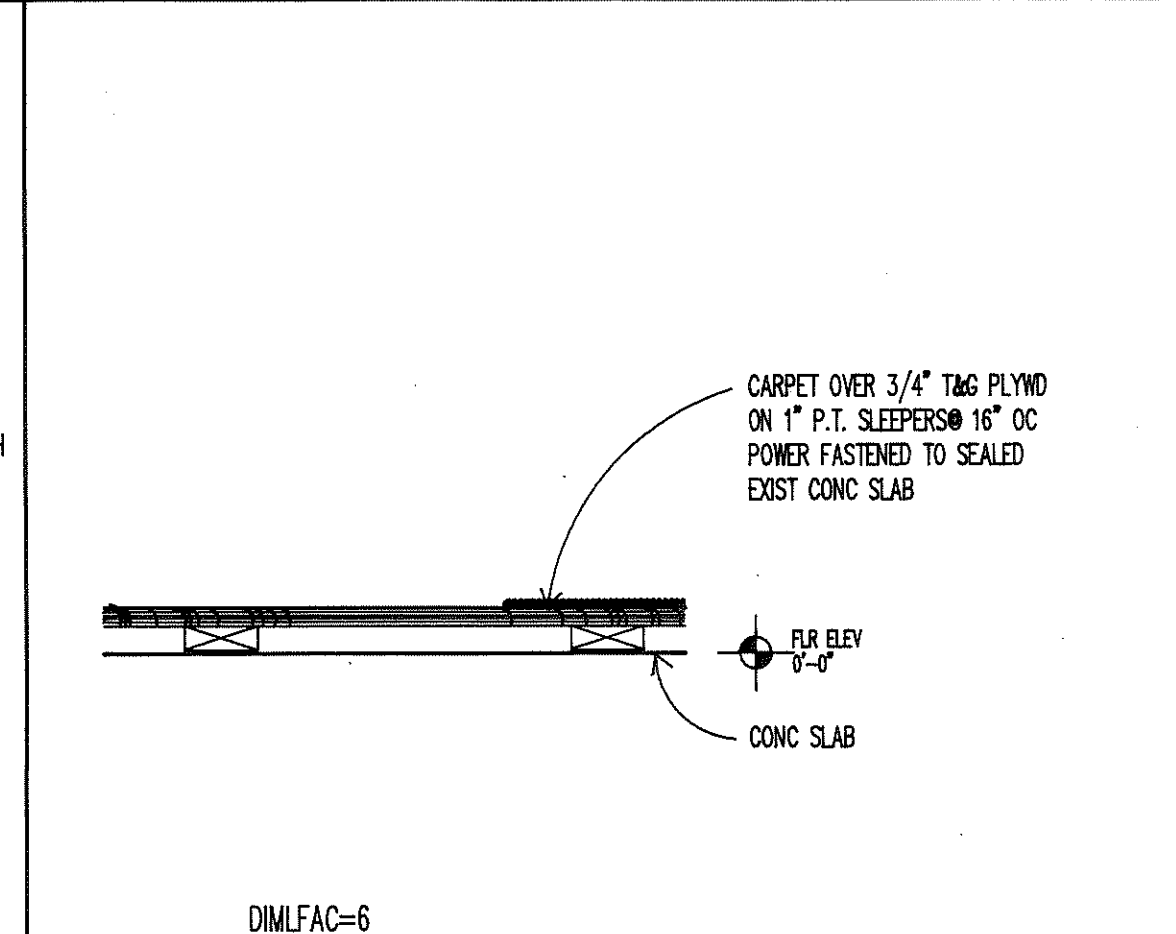
5 DET @ NEW LINTEL  
SCALE: 1 1/2" = 1'-0"



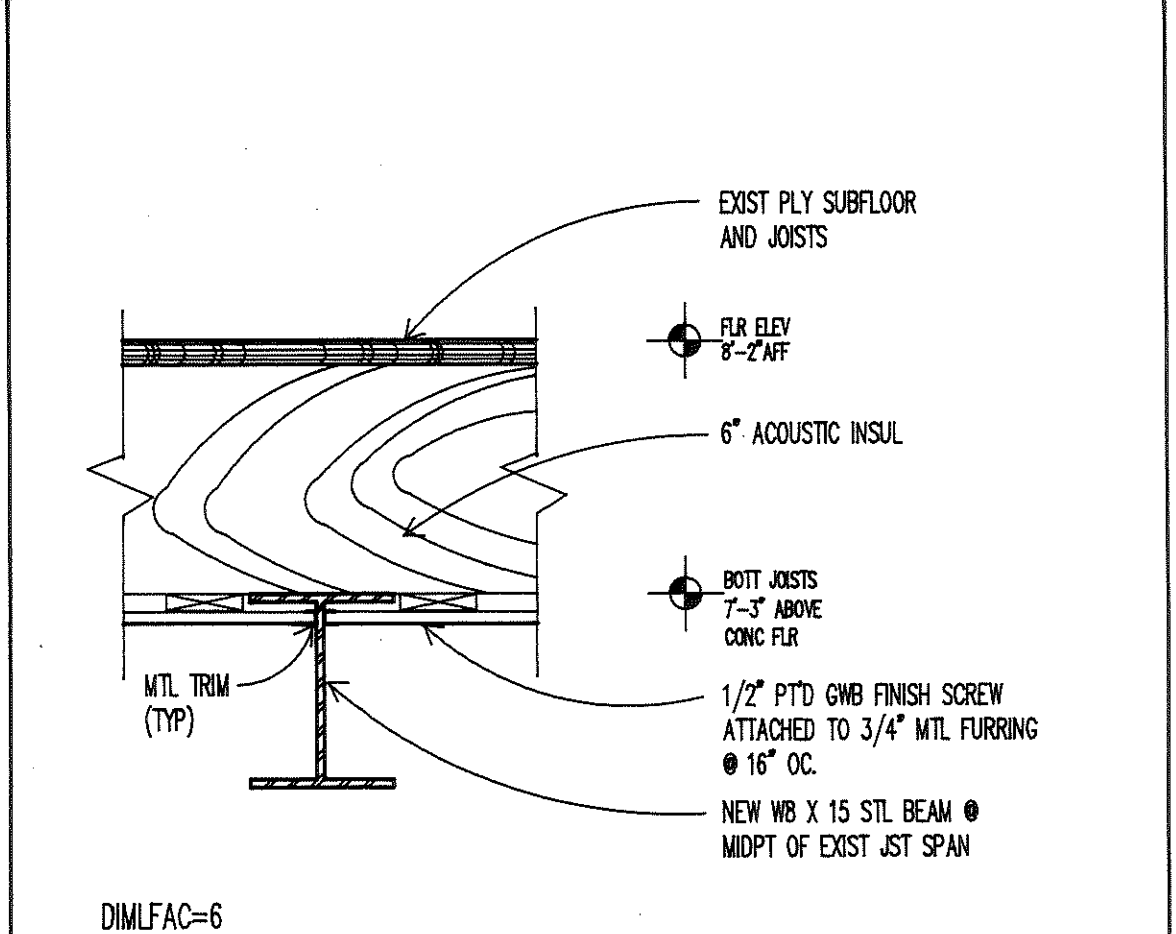
4 DET @ WINDOW SILL AND EXT WALL  
SCALE: 1 1/2" = 1'-0"



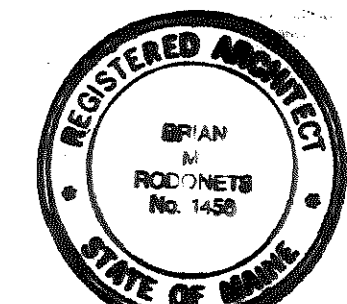
3 DET @ WINDOW HEAD AND EXT WALL  
SCALE: 1 1/2" = 1'-0"



2 DET @ FLOOR  
SCALE: 1 1/2" = 1'-0"



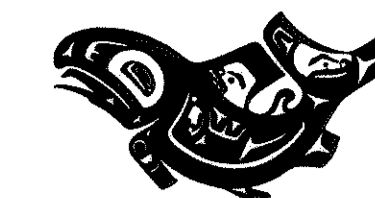
1 DET @ STL BEAM AND FLOOR  
SCALE: 1 1/2" = 1'-0"



*B. Rodonets*

PROJECT NO. **8912**  
DRAWN BY **B. RODONETS**  
APPROVED BY \_\_\_\_\_  
DATE **14 JUNE 1989**  
SCALE **AS NOTED**  
TITLE **BASEMENT FLOOR PLAN**

SHEET NUMBER



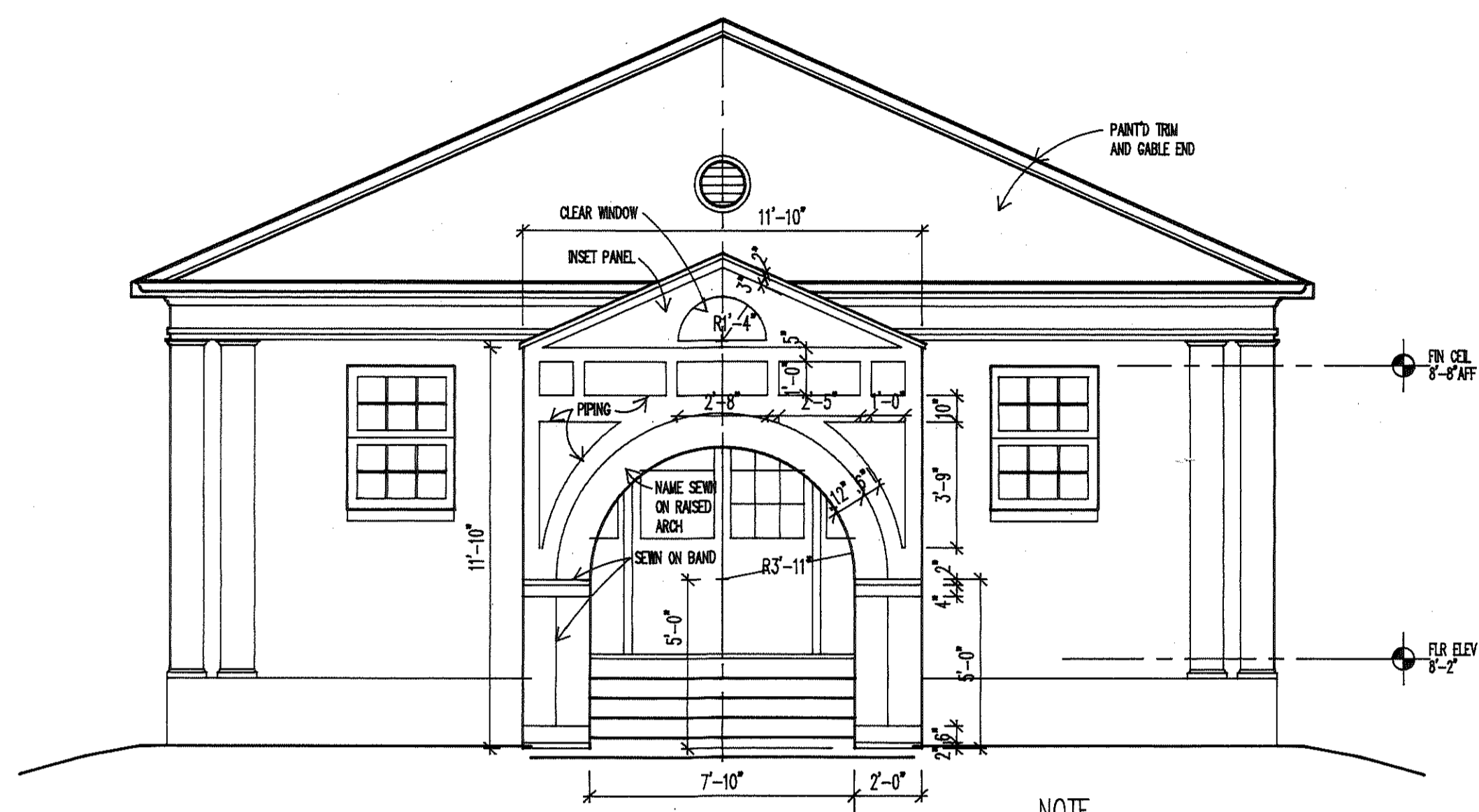
# COASTAL ARCHITECTS, P.A.

BRIAN M. RODONETS  
40 PLEASANT STREET  
PORTSMOUTH, N.H. 03801  
(603) 433-2322

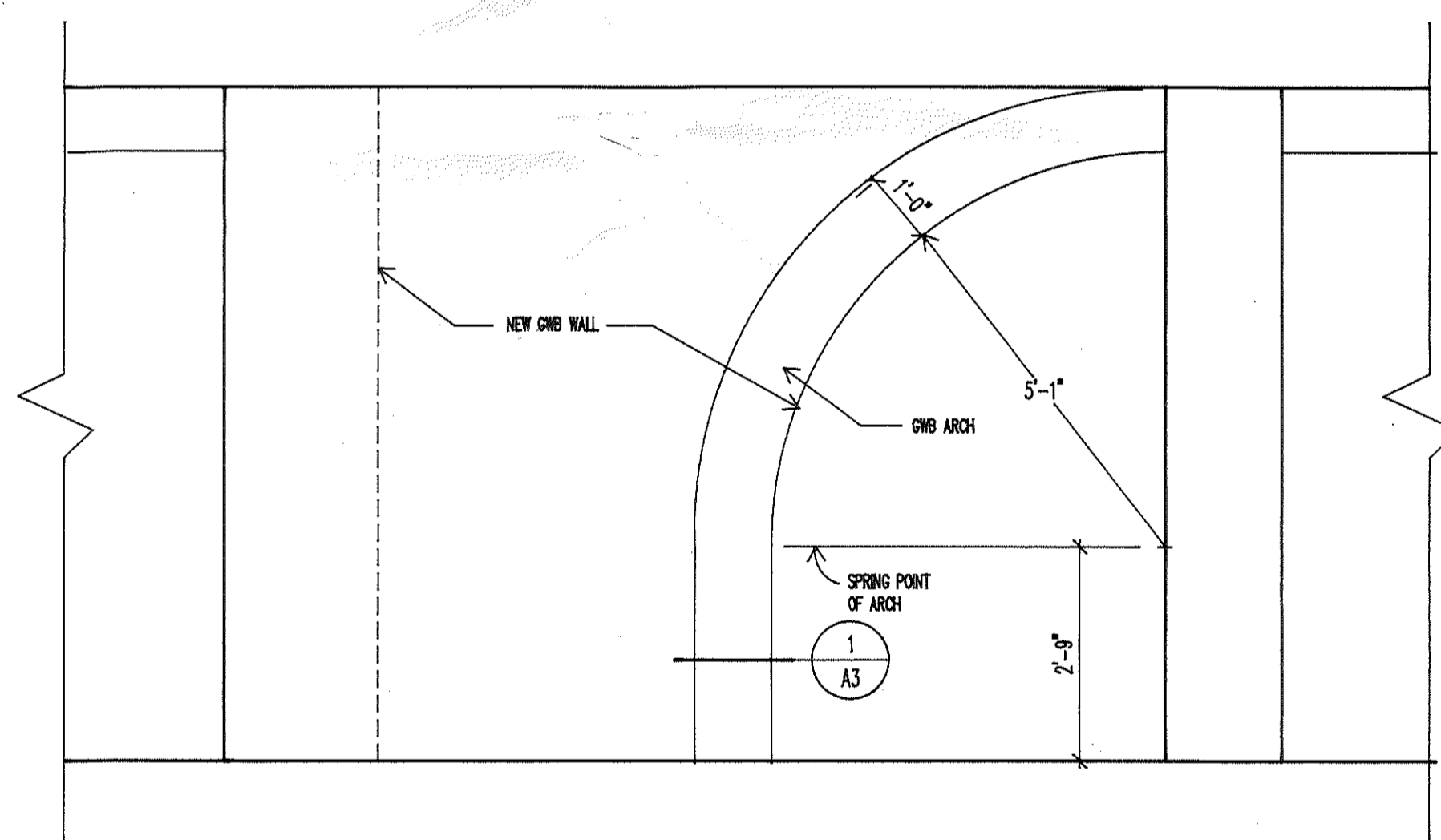
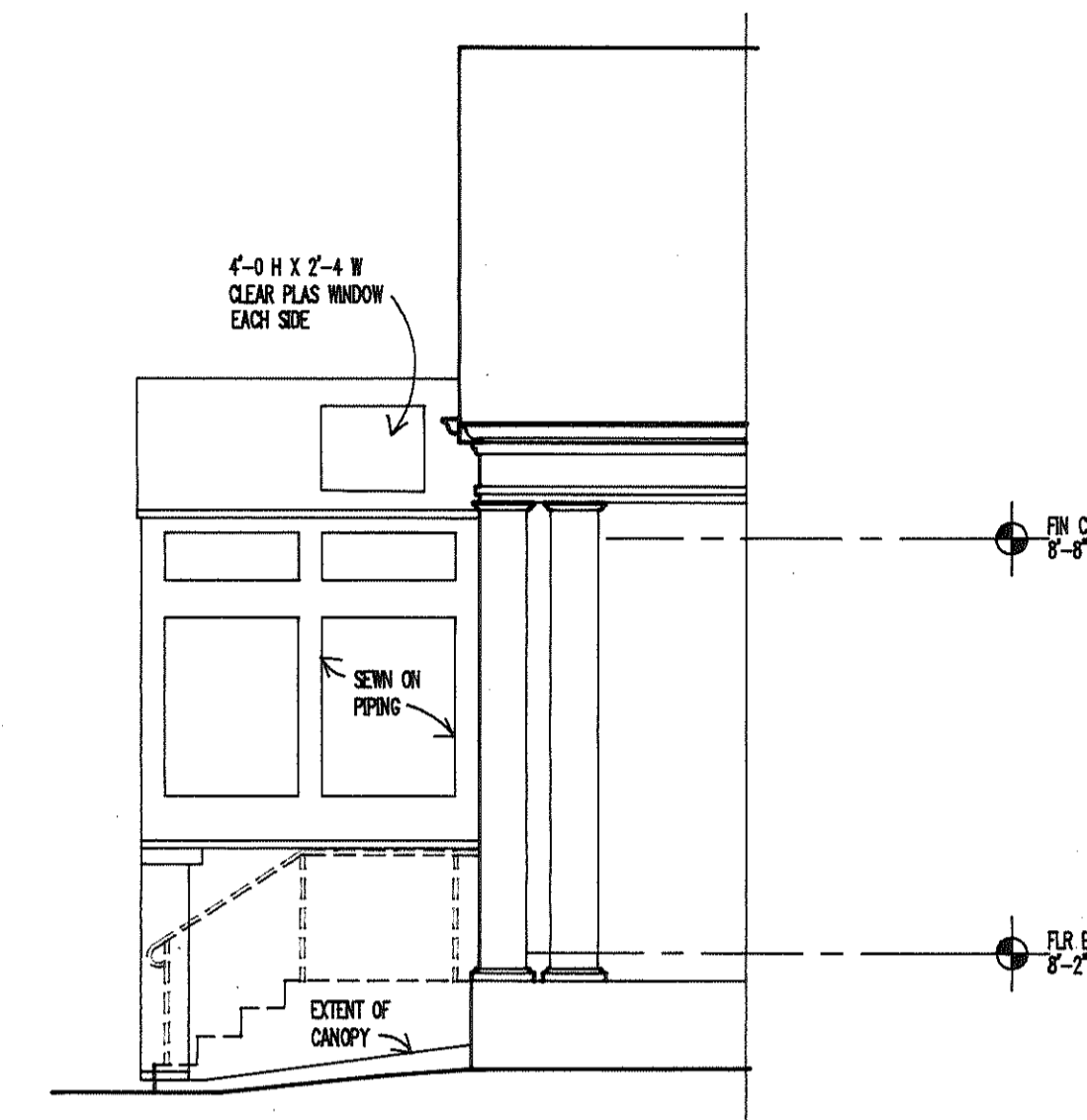
### REVISIONS


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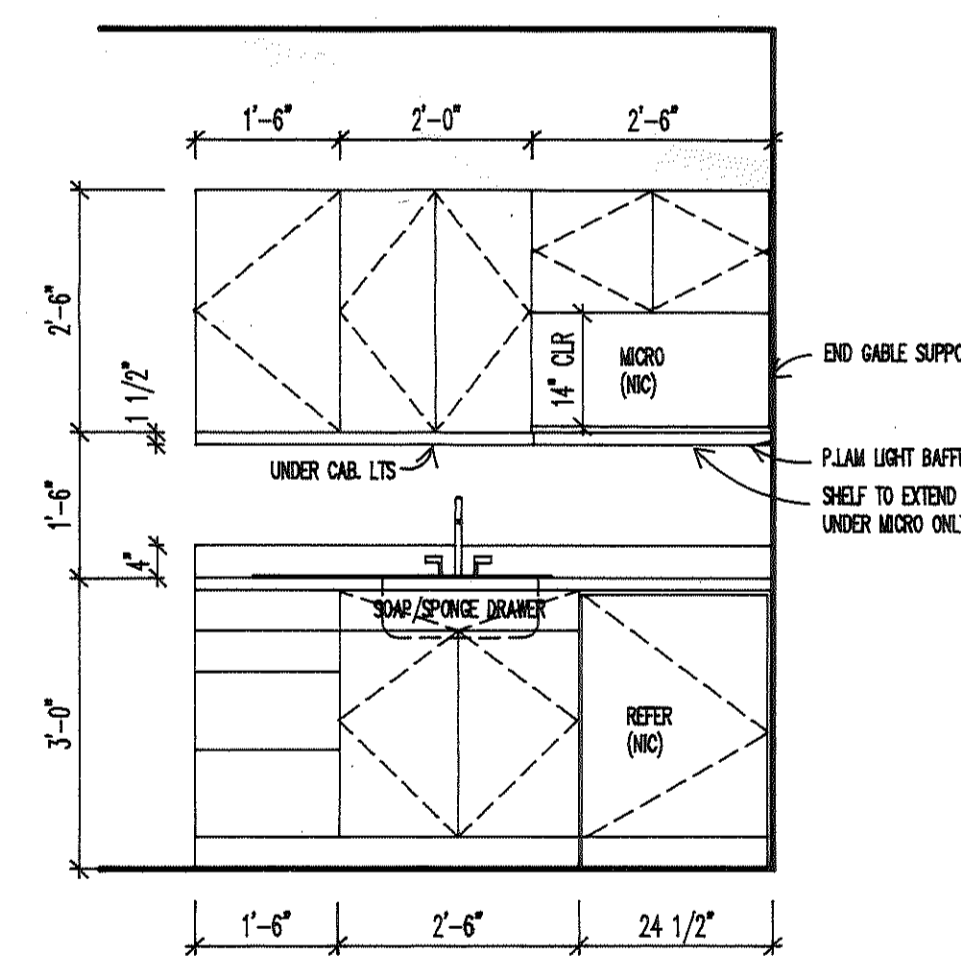
### APPROVALS

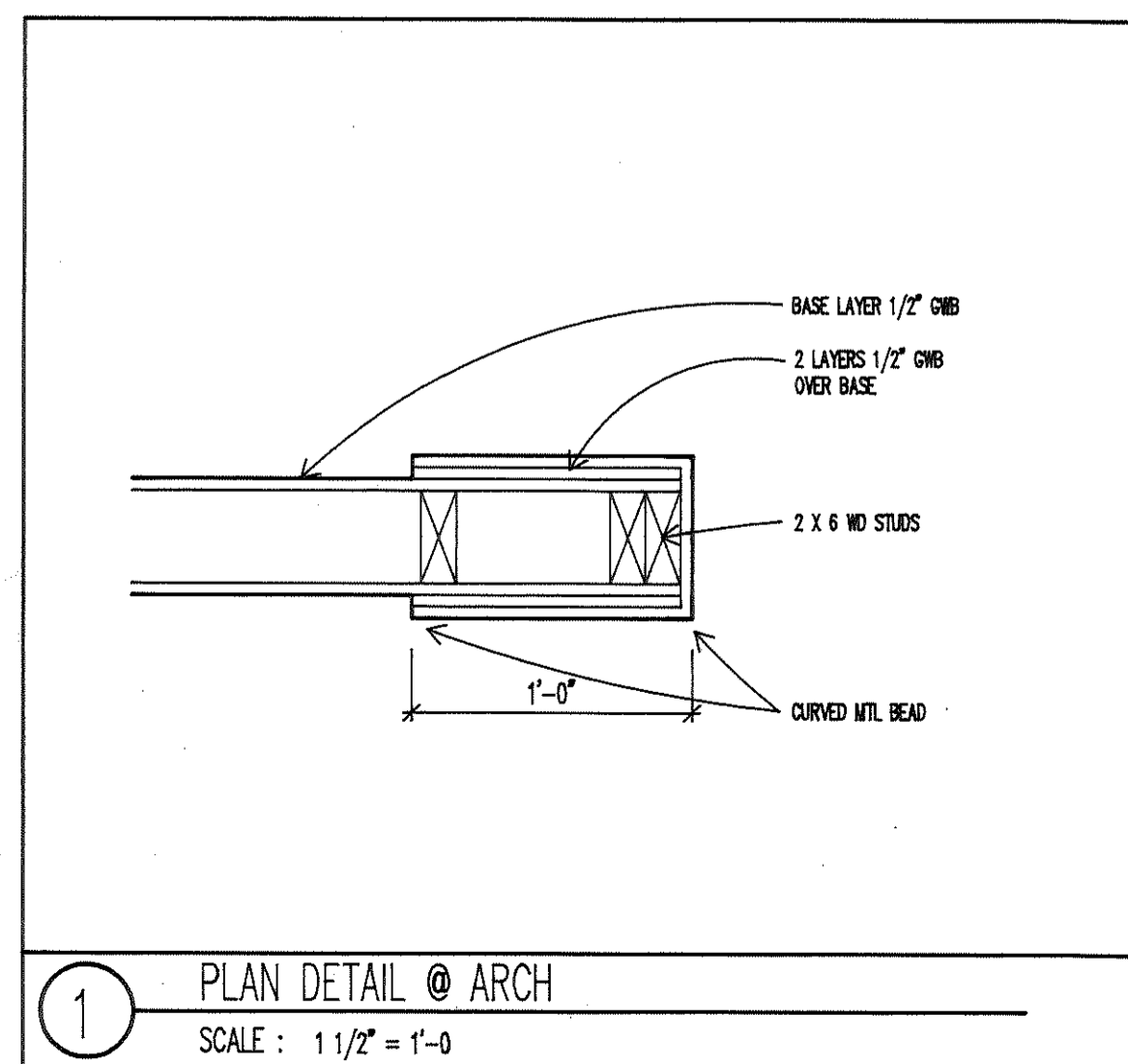
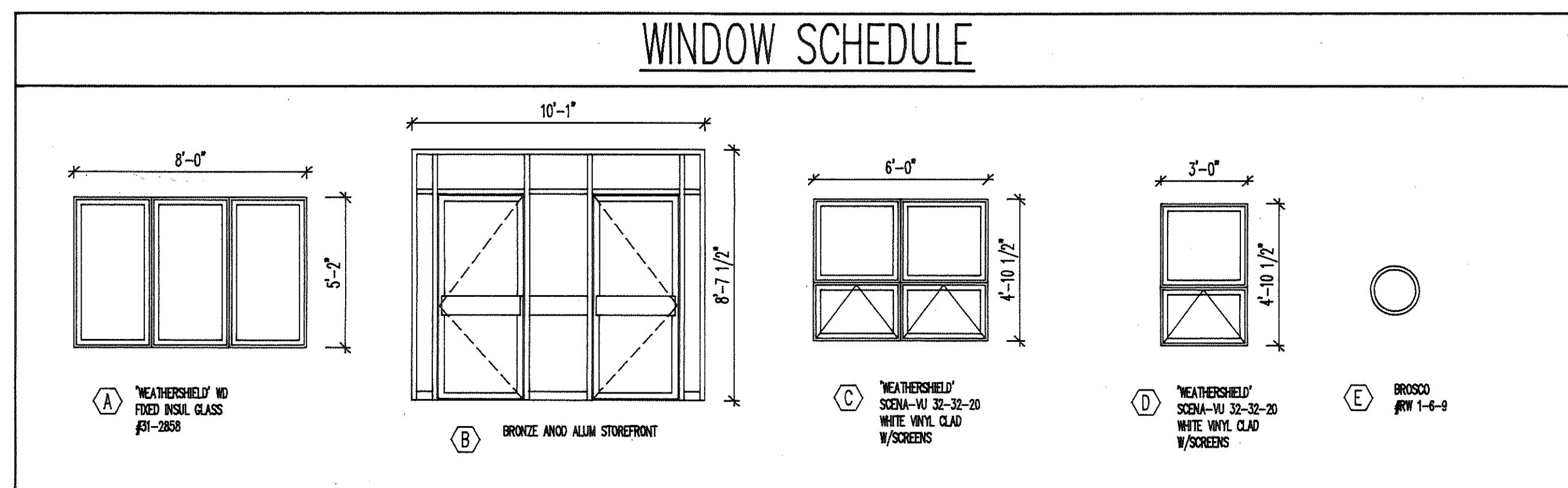
NOTE  
NEW ENTRY CANOPY TO BE MOUNTED ON 1" DIA. W/L PIPE FRAME SECURELY MOUNTED ON CONC FINIS. MATERIAL TO BE CANVAS



2 INTERIOR ELEVATION  
SCALE: 1/2" = 1'-0"



1 INTERIOR ELEVATION  
SCALE: 1/2" = 1'-0"



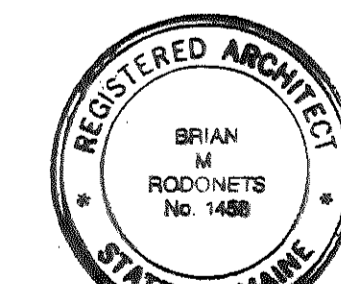
1 PLAN DETAIL @ ARCH  
SCALE: 1 1/2" = 1'-0"

*Rice Public Library*  
8 WENTWORTH STREET  
KITTERY, ME 03904  
207-439-1553

### CONSULTANTS

--

Map **4** Lot **89**  
Signature \_\_\_\_\_  
Date Received \_\_\_\_\_



*B. Rodonets*

PROJECT NO. 3912  
DRAWN BY B. RODONETS  
APPROVED BY \_\_\_\_\_  
DATE 14 JUNE 1989  
SCALE AS NOTED  
TITLE **ELEVATIONS**

SHEET NUMBER

## 2 WALKER STREET

**Location** 2 WALKER STREET

**Mblu** 4/ 89/ / /

**Acct#** 4/89

**Owner** INHABITANTS OF THE TOWN  
OF KITTERY

**Assessment** \$558,700

**Appraisal** \$558,700

**PID** 479

**Building Count** 1

### Current Value

Appraisal			
Valuation Year	Improvements	Land	Total
2020	\$431,200	\$127,500	\$558,700

Assessment			
Valuation Year	Improvements	Land	Total
2020	\$431,200	\$127,500	\$558,700

### Owner of Record

**Owner** INHABITANTS OF THE TOWN OF KITTERY  
**Co-Owner**  
**Address** 200 ROGERS ROAD  
KITTERY, ME 03904

**Sale Price** \$0  
**Certificate**  
**Book & Page** 17992/618  
**Sale Date** 07/01/2019  
**Instrument** 1E

### Ownership History

Ownership History					
Owner	Sale Price	Certificate	Book & Page	Instrument	Sale Date
INHABITANTS OF THE TOWN OF KITTERY	\$0		17992/618	1E	07/01/2019
RICE PUBLIC LIBRARY TRUSTEES	\$0		4861/26	Q	09/30/1988
MAINE DISTRICT COURT HOUSE	\$0		0/0		01/01/1900

### Building Information

#### Building 1 : Section 1

**Year Built:** 1965  
**Living Area:** 4,400  
**Replacement Cost:** \$634,091

Building Percent Good: 68

Replacement Cost

Less Depreciation: \$431,200

**Building Attributes**

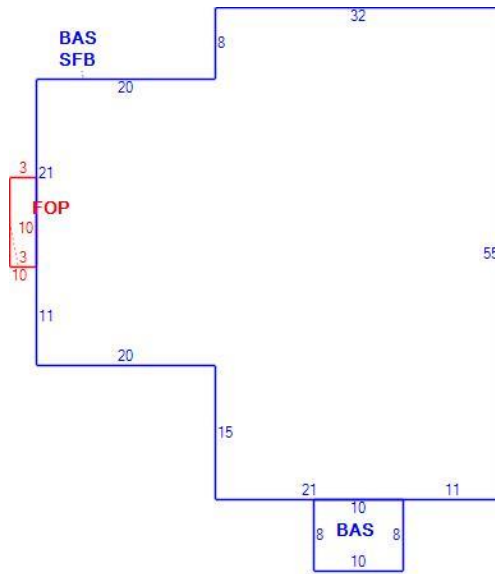
Field	Description
Style	Library
Model	ComPartitioned
Grade	Average
Stories:	1
Occupancy	1.00
Exterior Wall 1	Brick/Masonry
Exterior Wall 2	
Roof Structure	Gable/Hip
Roof Cover	Asph/F GlS/Cmp
Interior Wall 1	Drywall/Sheet
Interior Wall 2	
Interior Floor 1	Carpet
Interior Floor 2	
Heating Fuel	Oil
Heating Type	Hot Water
AC Type	Central
Prim Bldg Use	MUNICIPAL MDL-94
Total Rooms	
Total Bedrms	00
Total Baths	0
1st Floor Use:	9030
Heat/AC	HEAT/AC SPLIT
Frame Type	WOOD FRAME
Baths/Plumbing	AVERAGE
Ceiling/Wall	CEIL & WALLS
Rooms/Prtns	AVERAGE
Wall Height	8.00
% Comn Wall	0.00
Fireplaces	
Basement Area	
Fin Bsmt Area	

**Building Photo**



(http://images.vgsi.com/photos/KitteryMEPhotos//0001\389.jpeg)

**Building Layout**



(ParcelSketch.ashx?pid=479&bid=480)

Building Sub-Areas (sq ft)			Legend
Code	Description	Gross Area	Living Area
BAS	First Floor	2,480	2,480
SFB	Basmnt,Raised,Finished	2,400	1,920
FOP	Porch, Open, Finished	30	0
		4,910	4,400

**Extra Features**

Extra Features	Legend
No Data for Extra Features	

## Land

### Land Use

<b>Use Code</b>	9030
<b>Description</b>	MUNICIPAL MDL-94
<b>Zone</b>	MU-KF
<b>Neighborhood</b>	C6
<b>Alt Land Appr Category</b>	No

### Land Line Valuation

<b>Size (Acres)</b>	0.35
<b>Frontage</b>	0
<b>Depth</b>	0
<b>Assessed Value</b>	\$127,500
<b>Appraised Value</b>	\$127,500

## Outbuildings

Outbuildings	<u>Legend</u>
No Data for Outbuildings	

## Valuation History

Appraisal			
Valuation Year	Improvements	Land	Total
2020	\$431,200	\$127,500	\$558,700
2019	\$445,600	\$97,600	\$543,200
2018	\$445,600	\$97,600	\$543,200

Assessment			
Valuation Year	Improvements	Land	Total
2020	\$431,200	\$127,500	\$558,700
2019	\$445,600	\$97,600	\$543,200
2018	\$445,600	\$97,600	\$543,200

## **Taylor Building Committee Report and Recommendations January 19, 2021**

### **Recommendation**

The Taylor Committee recommends that the Town of Kittery prioritize the sale or long-term lease of the Taylor Building to a non-profit organization that supports the art, culture, or other community-related purpose that adds to the vitality of the Foreside. It further recommends that such sale or lease includes terms that support public access to the parking lot in a manner that supports the Foreside. Finally, if the building is sold to a non-profit organization, the Committee recommends that the Town build in safeguards to the sale agreement to ensure future transfers of the property must be consistent with the goals of supporting art, culture, or other community-related purpose that adds to the vitality of the Foreside.

### **History and process of the Taylor Committee, May 2018-December 2020**

The Taylor Building, located on a .35-acre lot at 2 Walker Street, a former courthouse built in 1965, has housed part of the Rice Public Library collections since 1990.

In March 2019, the building was appraised by Mainland Consultants at \$770,000. Its current assessed value is \$559,000.

The Committee began to meet in the May of 2018, charged by the Town Council to conduct research and outreach to identify what the opportunities and concerns are related to the sale, lease or re-use of the Taylor Building property, and to develop a request for proposals and oversee the process, including reviewing proposals and recommending the most advantageous concept to the Council based on criteria it establishes.

Over the course of 3 years, and 14 meetings, the Committee reviewed documents such as the Foreside Study and the Comprehensive Plan, and the status of other town-owned properties in the Foreside (which include the Walker Street Ambulance Service site and the former Dineen property at 3 Walker Street), and the Taylor site.

In November 2018, Committee members assisted the Town with gathering responses to the Foreside use survey, primarily by asking residents to complete the survey at the Community Center on Election Day. Although the survey was not dedicated to the Taylor Building (and did not mention the property), the Committee wanted to help generate a large number of responses to get a significant amount of public input on the future of the Foreside. All told, over a period of two weeks, 603 residents completed the survey. Results suggested that Kittery residents prioritize additional arts, music & cultural opportunities in the Foreside, followed by restaurants and retail. In another question, residents prioritized additional housing above ground floor commercial (i.e. preferring it to other types of residential development), and a third question about public space indicated that residents prioritized green spaces with seating, followed by waterfront access. Another question prioritized “Preserving the character” of the Foreside (The full survey results are available in Appendix A).

At the June 2019 Block Party, the Committee gathered further public input, specific to the Taylor Building, via postcards distributed at a table outside of the building, with about 25 cards gathered, with varied suggestions for future use of the property.

In fall of 2019, the Committee prepared a proposal submission process for “concept proposals” on future use of the site, with the intention that such proposals cast a wide net and be easily accessible to any individual or entity wishing to submit a proposal, although the proposals needed to demonstrate serious intent and the capacity to carry out the project (See Appendix B for the full proposal). Criteria included the following:

- the extent to which the project is reasonable and feasible;
- The extent to which the proposal contributes to economic/community development within the Foreside;
- The extent to which the proposal will enhance the future quality of life for the community.

Due to the COVID emergency, the original proposal deadline of March 25 was extended to April 9 and then until September 15, 2020. Three proposals were submitted, as follows:

- From Seacoast-Apart Hotels, a proposal to purchase the property and construct a 12-unit extended stay hotel with studio apartment aimed at contractors, visiting nurses, and others needing short-term lodging in Kittery. The proposed height of the building would be the same as 60 Government Street. The facility would have 14 parking spaces, some of which could be available for other uses during the middle of the day.
- From Jaqueline and Jeffrey Kilty, a proposal to purchase the property to develop a 20-unit (single room) micro-apartment building with shared amenities aimed at providing workforce housing opportunities.
- From the Kittery Art Association, a proposal for a long-term lease of the property from the town so that it could relocate from its Kittery Point location to the Foreside. The KAA would have workshops, arts shows and other events at the Taylor. Parking would be available to the general public when KAA events were not happening.

As part of this process, the Committee reviewed estimates on costs for establishing a park or a parking lot at the site, as well as leasing scenarios prepared by town officials (Appendix C and Appendix D), along with how proceeds from a sale might be used by the Town.

A rough estimate cost analysis by the Town Manager and Director of Planning & Economic Development suggested that developing the Taylor property into a parking lot would cost approximately \$255,649, including demolition, site work, and paving. The estimated cost for transforming the property into a park is approximately \$210,766. These estimates are based on various (and recent) cost estimates associated with the Rice Library project and the Emery field project.

If the building were to be leased, the Committee concurred it should be a double-net lease agreement, for no less than 10 years (or longer) with renewal options, and that the tenant would take on the

responsibility for the upkeep and repair of the building, and would fund any improvements or renovations to the building, with major improvements approved by the Town. One advantage of leasing is the Town maintains ownership and oversight, to a degree, of that corner of the Foreside for the foreseeable future.

If the Taylor Building were sold, funds could be used in various ways, including designating \$100-200K for furniture and equipment for the Rice Public Library Project; lowering bond and/or debt service (\$500,000 will save approximately ~\$30,000 a year on debt service); applying to other capital projects (e.g. roads and sidewalks, open space/parks, removal of Cole Street Rec Center building; sustainability/energy efficiency initiatives; fund relocation of ambulance service to Gorges Road), or adding to undesignated reserve for future needs. Per Kittery's Town Charter, voters would need to authorize the council to sell the building through a public vote (not to a specific buyer, but to give Council authorization to make the sale).

After debate and discussion, the Committee opted not to recommend the future use of the Taylor site as a park or parking lot. While recognizing that the preservation of open space in the Foreside is an important goal, the general feeling was that the location is not ideal for a park (especially given its proximity to the busy intersection), and that a parking lot is not the best use of this prominent corner of the Foreside.

Upon further discussion and review of the two private development proposals, the committee opted not to recommend this type of development – essentially a fairly large three-story building --as the building scale felt out of proportion for that corner. The committee recognized the need both for affordable housing and a short-term stay hotel, but thought that these proposals might be better suited to other parcels in the Foreside.

After reviewing the proposal submitted by the Kittery Art Association, and a follow-up informational meeting between KAA representatives and the Town Manager and Planning Director, the Committee met again in December 2020 to further discuss the proposals.

At that meeting, the Committee came to a consensus that the best future use of the Taylor Building is its sale or lease to a non-profit organization supporting the arts, culture, or other purpose that benefits the community, and adds to the vitality of the Foreside.

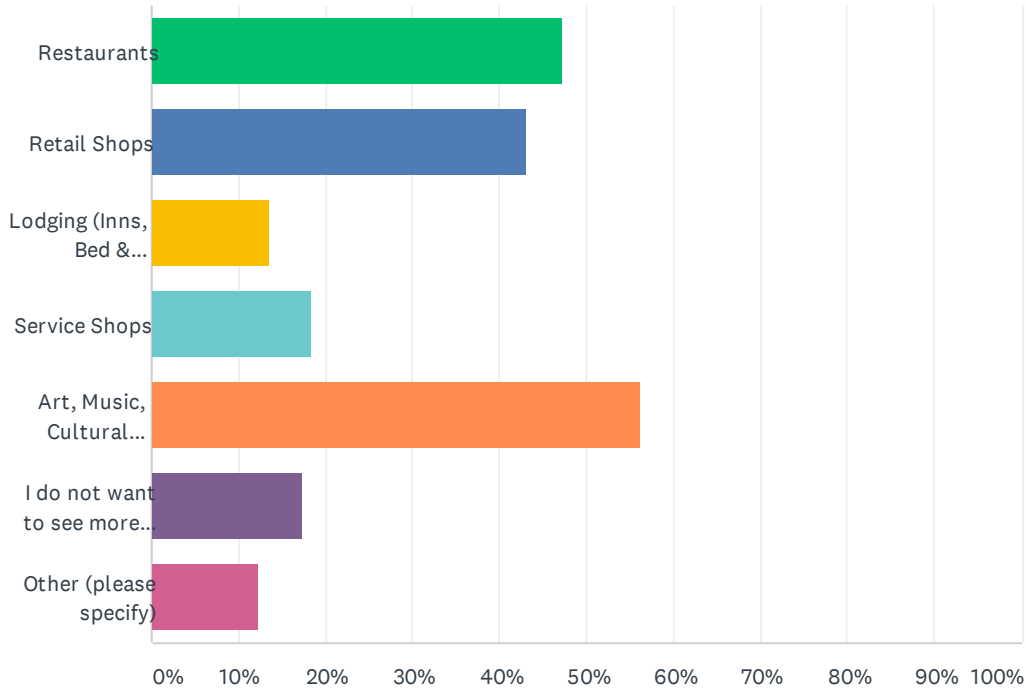
At the January 19, 2021 meeting of the Committee, George Dow motioned to send the Taylor Committee's recommendation to the Town Council. Jeff Thomson seconded the motion. The motion was approved unanimously.

Additionally, at that meeting, Jeff Thomson motioned to send the accompanying report on the Taylor Committee history and process to the Town Council. Jan Lamont-Rodonets seconded the motion. The motion was approved unanimously.



# Q1 What TYPES of NEW BUSINESSES would you like to see in the Foreside?

Answered: 623 Skipped: 0



ANSWER CHOICES	RESPONSES	
Restaurants	47.19%	294
Retail Shops	43.02%	268
Lodging (Inns, Bed & Breakfast)	13.64%	85
Service Shops	18.46%	115
Art, Music, Cultural businesses	56.34%	351
I do not want to see more businesses in the Foreside	17.34%	108
Other (please specify)	12.36%	77
Total Respondents: 623		

## Foreside - Next Steps

#	OTHER (PLEASE SPECIFY)	DATE
1	locally owned. no chains. slow and thoughtful development	1/11/2020 6:12 PM
2	free public parking garages for the shipyard	5/30/2019 7:15 AM
3	Gallery	1/10/2019 1:58 PM
4	zipcar	12/2/2018 8:54 PM
5	parking	12/2/2018 8:45 PM
6	Electronic repair service/Xfinity & Verizon service	11/21/2018 11:36 AM
7	Grocery store	11/21/2018 11:34 AM
8	Businesses that support the Shipyard	11/21/2018 11:30 AM
9	None listed	11/21/2018 11:16 AM
10	Hair salon	11/21/2018 11:12 AM
11	None listed	11/21/2018 10:25 AM
12	Just a little more	11/21/2018 10:04 AM
13	Same store	11/21/2018 10:03 AM
14	Light Industrial	11/21/2018 8:33 AM
15	Marijuana cafe	11/21/2018 8:27 AM
16	There's not enough room	11/21/2018 8:16 AM
17	place for a food truck	11/20/2018 9:38 PM
18	the current amount is just right, no bigger please	11/20/2018 9:35 PM
19	Office space	11/20/2018 9:30 PM
20	not sure any further business can fit there	11/20/2018 8:37 PM
21	whatever wants to open	11/20/2018 8:33 PM
22	Community market year round	11/20/2018 5:30 PM
23	Keep affordable housing	11/20/2018 4:30 PM
24	None listed	11/20/2018 4:01 PM
25	Marijuana facilities	11/20/2018 3:24 PM
26	None listed	11/20/2018 11:46 AM
27	Stop Shipyard parking in business parking area.	11/20/2018 11:20 AM
28	Smart growth - not pushing an elephant in the mouse hole.	11/20/2018 11:14 AM
29	Small and affordable lodging	11/20/2018 11:09 AM
30	Workforce housing	11/20/2018 11:07 AM
31	NO lodging!	11/20/2018 9:20 AM
32	Homes for people who don't drive and need to walk to work - affordable housing.	11/20/2018 8:40 AM
33	Yes, whatever works!	11/20/2018 8:18 AM
34	spas	11/19/2018 5:14 PM
35	Workforce housing, preferably at the present Rex Motel site	11/19/2018 5:05 PM
36	A decent place for chai	11/19/2018 3:51 PM
37	Bike share stand	11/19/2018 3:27 PM

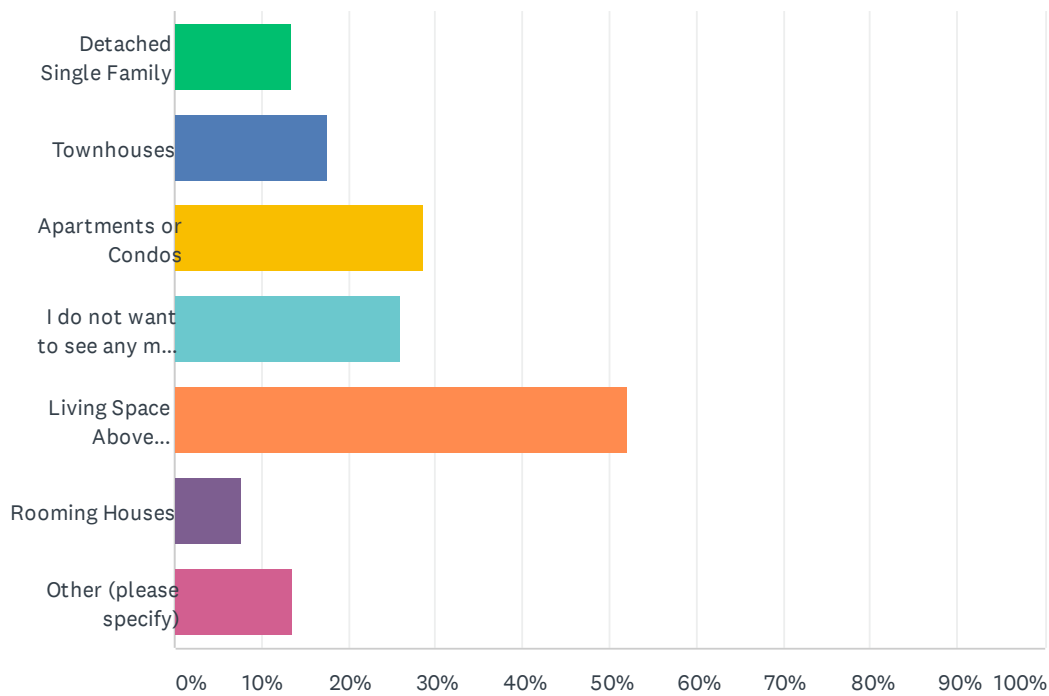
## Foreside - Next Steps

38	Bike share stand	11/19/2018 3:25 PM
39	daycare, professional offices (medical & other)	11/18/2018 7:34 PM
40	parking, streamline shipyard entry	11/15/2018 9:28 PM
41	breakfast place	11/15/2018 9:18 PM
42	privately owned business/retail	11/15/2018 9:06 PM
43	Affordable housing	11/15/2018 8:32 PM
44	Very limited it is just right	11/14/2018 3:43 PM
45	no hotels	11/13/2018 10:18 PM
46	no answer	11/13/2018 10:00 PM
47	dispenseries	11/13/2018 9:58 PM
48	anything and everything do not restrict commercial development	11/13/2018 9:51 PM
49	I am not opposed to the inn	11/13/2018 9:33 PM
50	small/independent	11/11/2018 11:08 AM
51	Small business offices	11/11/2018 10:10 AM
52	No real estate, no t shirt shops or low end retailers, must control the quality of the retailers to attract the right clientele to elevate the area	11/10/2018 12:51 PM
53	Spa Services	11/9/2018 3:54 PM
54	electronic sales & service/office supply/ photo/afford housing	11/9/2018 1:49 PM
55	too cramped and the ship yard wrecks travel to the area twice each day	11/9/2018 1:37 PM
56	convenience store	11/9/2018 12:00 PM
57	No additional businesses, parking is a nightmare. But I would like to see music allowed at current locations	11/9/2018 10:22 AM
58	Edible store	11/8/2018 2:23 PM
59	Gym	11/8/2018 12:33 PM
60	A children's museum	11/8/2018 9:40 AM
61	Let the free market determine it. Not government.	11/7/2018 10:47 PM
62	Parking garage	11/7/2018 8:51 PM
63	It is perfect as it is. One or two more spots would work but no more.	11/7/2018 7:57 PM
64	Lodging should be on the outskirts not in the center	11/7/2018 7:35 PM
65	we need more businesses to serve local, middle-income folks, not just high end tourists/visitors	11/7/2018 6:56 PM
66	The choices picked, with the caveat that it is in existing buildings.	11/7/2018 5:58 PM
67	Actually have plenty...	11/7/2018 5:36 PM
68	Craft Shop	11/7/2018 5:27 PM
69	ice cream!	11/7/2018 5:24 PM
70	Dispensaries	11/7/2018 4:59 PM
71	None listed	11/7/2018 4:49 PM
72	Maybe small bed and breakfast....don't want to see the " boutique" hotel	11/7/2018 4:02 PM
73	Restaurants with live music	11/7/2018 1:22 PM
74	Ice cream shop	11/7/2018 12:37 PM

75	parking	11/7/2018 12:13 PM
76	Marijuana sales	11/7/2018 12:05 PM
77	office space, pilates, food market	11/6/2018 2:50 PM

## Q2 What types of NEW RESIDENTIAL UNITS would you like to see in the FORESIDE?

Answered: 619 Skipped: 4



ANSWER CHOICES	RESPONSES	
Detached Single Family	13.41%	83
Townhouses	17.61%	109
Apartments or Condos	28.59%	177
I do not want to see any more residential units in the Foreside.	25.85%	160
Living Space Above Commercial Space (Mixed Use)	52.18%	323
Rooming Houses	7.75%	48
Other (please specify)	13.57%	84
Total Respondents: 619		

Foreside - Next Steps

#	OTHER (PLEASE SPECIFY)	DATE
1	diversity of prices to support low income workers along side higher priced units. residential and business development that minimizes the built footprint and include green space- especially on water	1/11/2020 6:14 PM
2	parking for the shipyard	5/30/2019 7:15 AM
3	Mini houses	12/5/2018 4:03 PM
4	apt that have assigned parking space prefer zipcar	12/2/2018 8:55 PM
5	I would support keeping as many old buildings as possible	12/2/2018 8:52 PM
6	New mixed use along Walker Street and affordable housing	11/21/2018 11:36 AM
7	Affordable housing	11/21/2018 11:10 AM
8	Affordable housing	11/21/2018 10:30 AM
9	Affordable housing	11/21/2018 10:29 AM
10	None listed	11/21/2018 10:25 AM
11	None listed	11/21/2018 10:24 AM
12	low-mid income housing	11/21/2018 10:18 AM
13	Subsidized housing	11/21/2018 10:08 AM
14	None listed	11/21/2018 9:40 AM
15	Affordable	11/21/2018 9:18 AM
16	Affordable housing	11/21/2018 8:17 AM
17	Elderly	11/21/2018 8:13 AM
18	cluster housing greenspace	11/20/2018 9:38 PM
19	no answer	11/20/2018 9:37 PM
20	tiny apartments/flats	11/20/2018 9:30 PM
21	senior housing	11/20/2018 8:45 PM
22	whatever people want to build	11/20/2018 8:33 PM
23	Affordable housing	11/20/2018 5:34 PM
24	Affordable housing	11/20/2018 5:27 PM
25	None listed	11/20/2018 5:23 PM
26	None listed	11/20/2018 4:57 PM
27	Affordable housing	11/20/2018 4:56 PM
28	Affordable housing	11/20/2018 4:37 PM
29	Affordable housing	11/20/2018 4:29 PM
30	None listed	11/20/2018 4:01 PM
31	None listed	11/20/2018 3:33 PM
32	Mixed use	11/20/2018 3:32 PM
33	Affordable Housing!	11/20/2018 2:08 PM
34	None listed	11/20/2018 1:58 PM
35	Things that fit historically in the area.	11/20/2018 1:37 PM
36	Just rehab what's there.	11/20/2018 11:26 AM

## Foreside - Next Steps

37	Open water view/park	11/20/2018 11:20 AM
38	See above	11/20/2018 11:14 AM
39	Affordable	11/20/2018 11:12 AM
40	Affordable apartments	11/20/2018 11:09 AM
41	None listed	11/20/2018 8:29 AM
42	Mixed	11/20/2018 8:18 AM
43	But not too many	11/20/2018 8:15 AM
44	None listed	11/19/2018 5:23 PM
45	None listed	11/19/2018 4:31 PM
46	Affordable	11/19/2018 3:47 PM
47	Affordable housing	11/19/2018 3:25 PM
48	accessory dwelling units	11/18/2018 7:34 PM
49	affordable housing	11/15/2018 9:42 PM
50	affordable housing	11/15/2018 9:40 PM
51	no answer	11/15/2018 9:34 PM
52	affordable housing	11/15/2018 9:32 PM
53	affordable housing	11/15/2018 9:24 PM
54	affordable housing	11/15/2018 9:18 PM
55	no answer	11/15/2018 8:57 PM
56	none	11/15/2018 8:55 PM
57	Affordable housing	11/14/2018 2:12 PM
58	Cottage court housing	11/14/2018 9:47 AM
59	affordable housing	11/13/2018 10:26 PM
60	no answer	11/13/2018 10:15 PM
61	affordable housing	11/13/2018 10:12 PM
62	no answer	11/13/2018 10:04 PM
63	no answer	11/13/2018 10:00 PM
64	do not limit any residential development	11/13/2018 9:51 PM
65	no answer	11/13/2018 9:43 PM
66	affordable but well designed housing	11/12/2018 9:06 PM
67	so many retirees looking to downsize, anything that would appropriate for them	11/12/2018 6:50 PM
68	moixed use above comercial space	11/9/2018 1:50 PM
69	again, cramped area in town. expansion shouldn't happen since roads and parking can't handle it	11/9/2018 1:37 PM
70	Anything that is affordable	11/9/2018 9:42 AM
71	Boutique hotel	11/7/2018 8:46 PM
72	Accessory dwelling units added to existing homes	11/7/2018 7:35 PM
73	I would like to see more diversified housing but without losing the existing traditional architecture/buildings -- so infill, in-law apts, tiny houses, detached granny flats -- especially	11/7/2018 7:02 PM

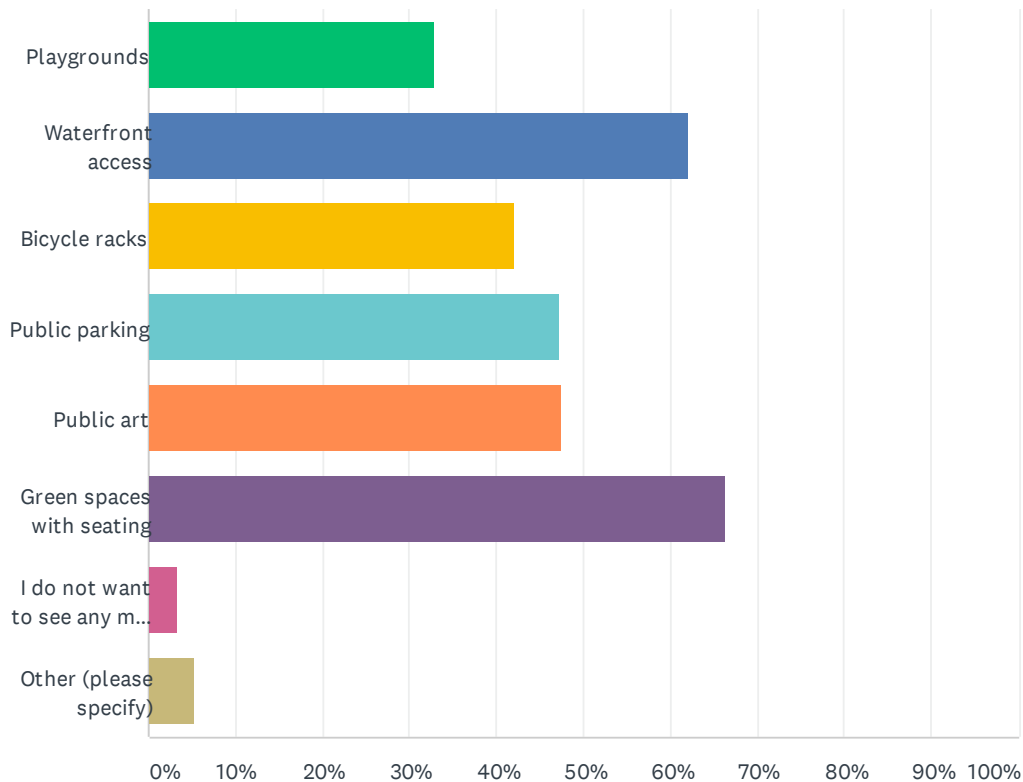
## Foreside - Next Steps

for younger and artsy folks who want something affordable and will contribute vibrancy to the Foreside

74	Affordable	11/7/2018 5:37 PM
75	I would be concerned about the quality of housing/tenants	11/7/2018 5:17 PM
76	Affordable	11/7/2018 5:02 PM
77	Low income, micro-apartments	11/7/2018 4:59 PM
78	affordable housing	11/7/2018 4:33 PM
79	No others	11/7/2018 4:28 PM
80	Affordable housing units	11/7/2018 4:15 PM
81	Co-op housing for singles.	11/7/2018 1:31 PM
82	AFFORDABLE HOUSING TO RENT!! It's TOO pricey these days	11/7/2018 1:22 PM
83	Artist lofts ie: 25 Walker Street	11/7/2018 12:37 PM
84	low income/elderly	11/6/2018 4:53 PM

### Q3 What types of NEW PUBLIC SPACES would you like to see in the FORESIDE?

Answered: 615    Skipped: 8



## Foreside - Next Steps

ANSWER CHOICES	RESPONSES	
Playgrounds	32.85%	202
Waterfront access	62.11%	382
Bicycle racks	41.95%	258
Public parking	47.32%	291
Public art	47.48%	292
Green spaces with seating	66.34%	408
I do not want to see any more public spaces in the Foreside	3.25%	20
Other (please specify)	5.20%	32
Total Respondents: 615		

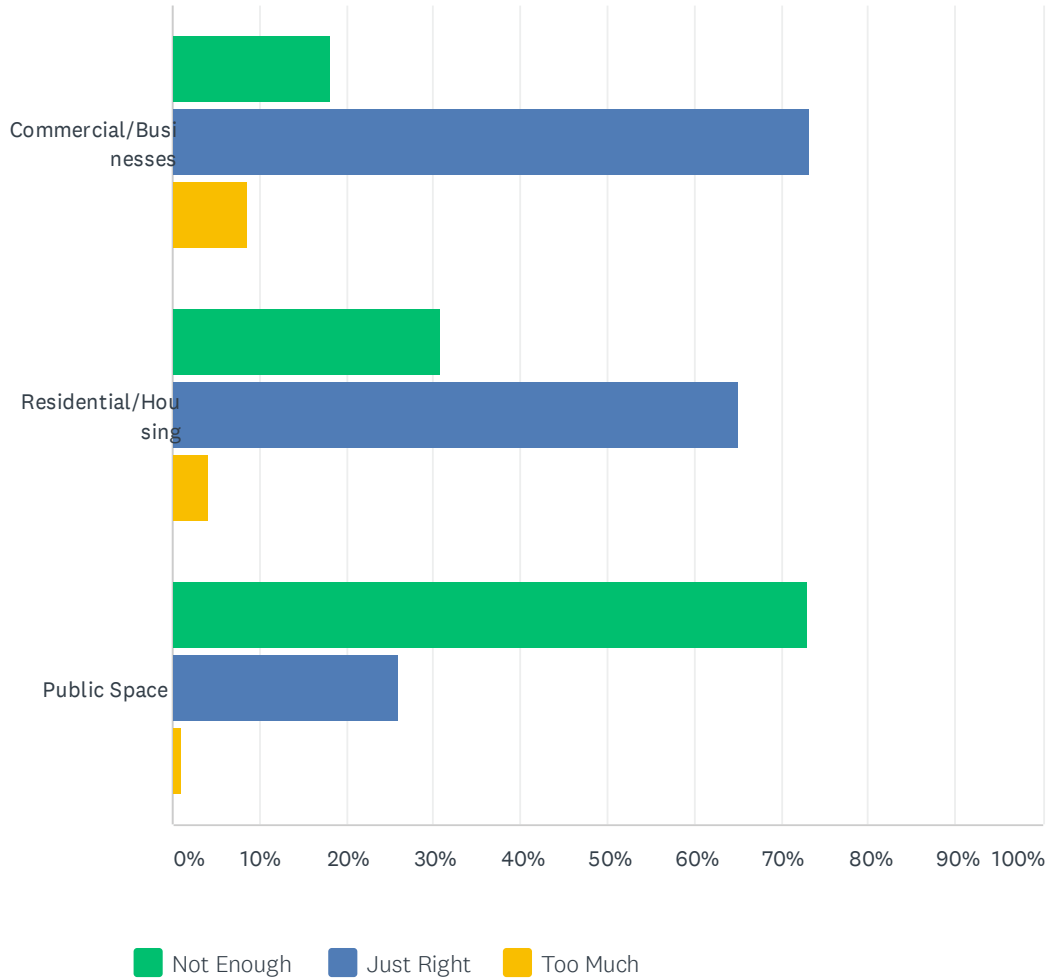


## Foreside - Next Steps

#	OTHER (PLEASE SPECIFY)	DATE
1	PLEASE grab the waterfront as it becomes available and make it public!! also help the fishing community maintain themselves on the waterfront and in town.	1/11/2020 6:15 PM
2	more parking for the shipyard	5/30/2019 7:16 AM
3	I suggest removing the old Court House/library annex & turning this into a combination park & parking for the Rice Library/Expansion on the site.	11/26/2018 9:05 AM
4	Shipyard land along RR tracks and buy service station	11/21/2018 11:37 AM
5	None listed	11/21/2018 10:25 AM
6	Not parking garage	11/21/2018 10:04 AM
7	garbage cans, dog poop bags	11/20/2018 9:10 PM
8	whatever private donors want to fund	11/20/2018 8:33 PM
9	None listed	11/20/2018 5:25 PM
10	I wish I could afford the Foreside.	11/20/2018 5:23 PM
11	How about a park with benches where the gas station is now (and the gorgeous fountain used to be)?	11/20/2018 5:06 PM
12	None listed	11/20/2018 3:19 PM
13	Shuttle bus for Kittery residents/2 hour parking	11/20/2018 1:48 PM
14	None listed	11/20/2018 1:37 PM
15	None listed	11/19/2018 5:05 PM
16	Parks	11/19/2018 3:51 PM
17	Historical info/info maps - benches (seating)	11/19/2018 3:44 PM
18	Benches	11/19/2018 3:25 PM
19	accessible library	11/18/2018 7:36 PM
20	optimize entry on/off shipyard to reduce traffic/back-ups	11/15/2018 9:29 PM
21	Replace the parking next to Lil's with a real town square.	11/14/2018 9:48 AM
22	anything that isn't funded by taxation	11/13/2018 9:52 PM
23	There is no room for additional public spaces	11/11/2018 10:11 AM
24	FREE parking	11/11/2018 9:42 AM
25	Bike paths, walking paths, new sidewalks	11/10/2018 12:52 PM
26	twon buy space by shipyard RR/ auto shop @ crnr	11/9/2018 1:51 PM
27	It would be nice if there were green space where the municipal parking is now and public parking moved about half way between Wallingford Square and Route One along Walker street	11/7/2018 7:37 PM
28	All public spaces are good and we desperately need them -- other than parking, which should be mostly pushed outside the Foreside. Parking is low-revenue. It is the pedestrian and active/social spaces that attract visitors and build civic community.	11/7/2018 7:05 PM
29	Bike lanes	11/7/2018 1:25 PM
30	Tear down old court building/library anex for a town square. Bring some greenery to the asphalt/brick jungle.	11/7/2018 12:38 PM
31	New library	11/7/2018 12:06 PM
32	outside ice skating for winter use only	11/6/2018 4:55 PM

## Q4 How would you RATE the CURRENT MIX of COMMERCIAL, RESIDENTIAL, and PUBLIC uses in the FORESIDE?

Answered: 613 Skipped: 10

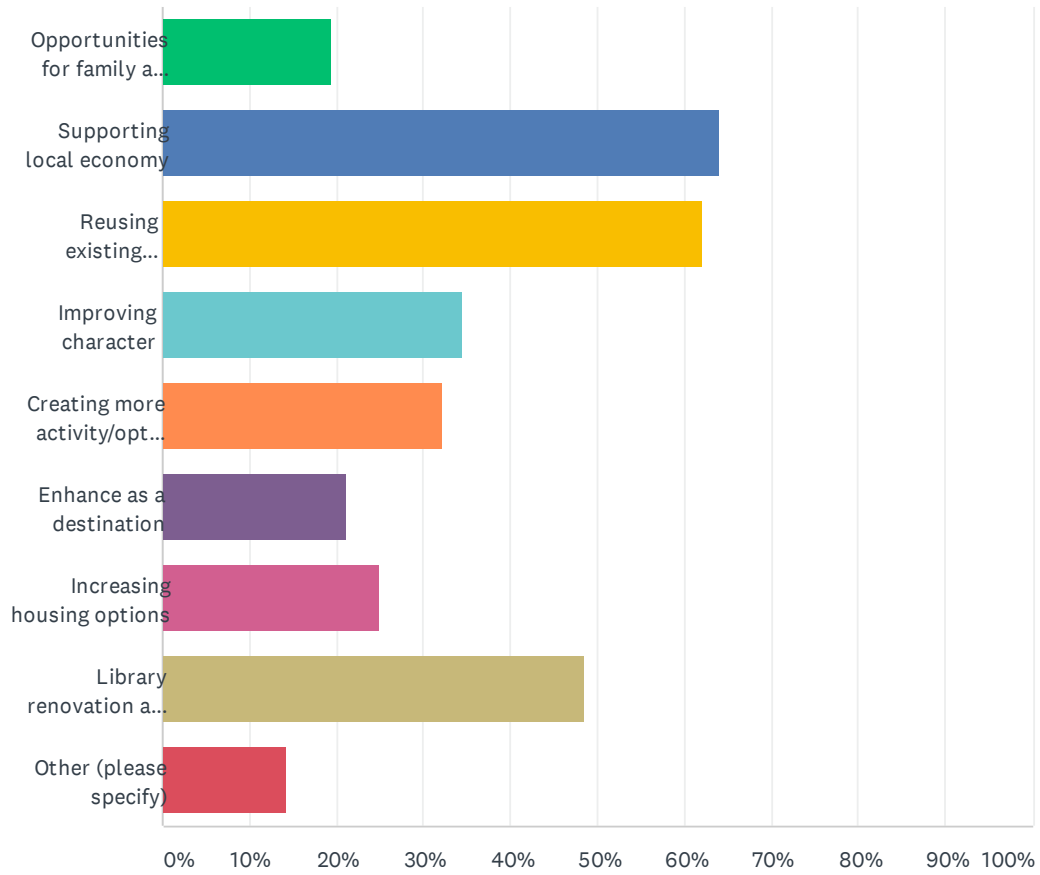


	NOT ENOUGH	JUST RIGHT	TOO MUCH	TOTAL	WEIGHTED AVERAGE
Commercial/Businesses	18.27% 112	73.25% 449	8.48% 52	613	1.90
Residential/Housing	30.67% 188	65.09% 399	4.24% 26	613	1.74
Public Space	73.08% 448	25.94% 159	0.98% 6	613	1.28

## Q5 What FACTORS are of INTEREST to you as you think about the FUTURE of the Foreside?

Answered: 609 Skipped: 14

## Forside - Next Steps



ANSWER CHOICES	RESPONSES	
Opportunities for family and friends to stay nearby when visiting	19.54%	119
Supporting local economy	64.04%	390
Reusing existing buildings without tearing them down	62.07%	378
Improving character	34.48%	210
Creating more activity/options for things to do	32.18%	196
Enhance as a destination	21.18%	129
Increasing housing options	24.79%	151
Library renovation and expansion project	48.44%	295
Other (please specify)	14.29%	87
Total Respondents: 609		

## Foreside - Next Steps

#	OTHER (PLEASE SPECIFY)	DATE
1	public waterfront, bike trail and transportation, bus or trolley to hook up with wildcat buses	1/11/2020 6:16 PM
2	Keep small character, not like portsmouth	10/20/2019 9:32 AM
3	Reduce vehicle traffic, add bike and ped	8/15/2019 10:13 AM
4	Better bicycle and pedestrian access	6/13/2019 5:25 PM
5	more parking for the shipyard	5/30/2019 7:16 AM
6	get rid of traffic, have a cable car	12/2/2018 8:56 PM
7	no answer	12/2/2018 8:37 PM
8	no answer	12/2/2018 8:28 PM
9	no answer	12/2/2018 8:24 PM
10	dramatic Rice redesign to attract public	11/21/2018 12:37 PM
11	None listed	11/21/2018 10:28 AM
12	Don't make it touristy	11/21/2018 10:04 AM
13	None listed	11/21/2018 10:03 AM
14	None listed	11/21/2018 8:09 AM
15	taylor property should be a green space and playground	11/20/2018 9:39 PM
16	no answer	11/20/2018 9:33 PM
17	parking	11/20/2018 9:30 PM
18	no answer	11/20/2018 9:29 PM
19	no answer	11/20/2018 9:18 PM
20	no answer	11/20/2018 8:41 PM
21	keeping history	11/20/2018 8:38 PM
22	no answer	11/20/2018 8:21 PM
23	None listed	11/20/2018 5:32 PM
24	No condos, please!	11/20/2018 5:31 PM
25	None listed	11/20/2018 4:39 PM
26	None listed	11/20/2018 4:30 PM
27	None listed	11/20/2018 4:01 PM
28	Parking	11/20/2018 3:32 PM
29	1. Preserve trees (no elm please!) 2. Relocate library to the KCC, making space for a museum.	11/20/2018 3:22 PM
30	None listed	11/20/2018 3:19 PM
31	Parking	11/20/2018 1:59 PM
32	None listed	11/20/2018 1:51 PM
33	None listed	11/20/2018 1:38 PM
34	Workforce housing	11/20/2018 11:22 AM
35	Climate change and safety.	11/20/2018 11:15 AM
36	Walkability	11/20/2018 11:12 AM
37	Maintaining a sense of small village. Do not sell out.	11/20/2018 8:41 AM

## Foreside - Next Steps

38	Maintain small town character	11/20/2018 8:32 AM
39	None listed	11/20/2018 8:30 AM
40	None listed	11/20/2018 8:22 AM
41	None listed	11/20/2018 8:18 AM
42	Keeping it accessible for locals	11/20/2018 8:16 AM
43	None listed	11/20/2018 8:08 AM
44	None listed	11/20/2018 8:02 AM
45	None listed	11/19/2018 5:54 PM
46	None listed	11/19/2018 5:05 PM
47	Sometimes existing buildings do need to be rebuilt	11/19/2018 3:52 PM
48	None listed	11/19/2018 3:46 PM
49	more density in walkable, bikeable area	11/18/2018 7:38 PM
50	improve bicycle route and optimize/expand access on/off shipyard	11/15/2018 9:30 PM
51	no answer	11/15/2018 9:04 PM
52	More businesses that cater to residents	11/14/2018 9:51 AM
53	no answer	11/13/2018 10:01 PM
54	trolley	11/13/2018 9:56 PM
55	opening up waterfront and making it a destination	11/12/2018 9:10 PM
56	Increase waterfront access for commercial fishermen with moorings in back channel. No place to tie up skiffs and no parking.	11/12/2018 5:35 AM
57	Area for a small park	11/11/2018 11:13 AM
58	Restore cemeteries, recognize historic homes with plaques, create historic walking tours with kiosks or plaques with historic information, restoration of old buildings and homes that have been the anchors of the community since its founding, create a proper Historic Records department.	11/10/2018 12:55 PM
59	access to and from the area	11/9/2018 4:23 PM
60	redesign Rice as dramatic feature of ctr	11/9/2018 1:54 PM
61	keeping it like it is. too small to grow that area. pick a different part of town or connect some parts of town	11/9/2018 1:39 PM
62	bike friendly	11/9/2018 12:17 PM
63	Keep the town dock the way it is.	11/9/2018 12:14 PM
64	Congestion and aggressive traffic from PNSY addressed	11/9/2018 10:27 AM
65	Traffic management for existing commercial operations	11/9/2018 8:54 AM
66	Reusing existing buildings when it makes sense (building has character) - a building like the former fire station would not be in this group. The Foreside is already a destination.	11/8/2018 4:43 PM
67	Beautification program of existing areas	11/8/2018 9:08 AM
68	Continue to focus on small local businesses not the same chains in Portsmouth/Newburyport/Portland	11/8/2018 7:41 AM
69	Parking	11/7/2018 11:00 PM
70	More leisure gathering spaces for informal gathering. Outdoor and indoor clustering..	11/7/2018 10:35 PM
71	Leave it alone to much already	11/7/2018 9:40 PM

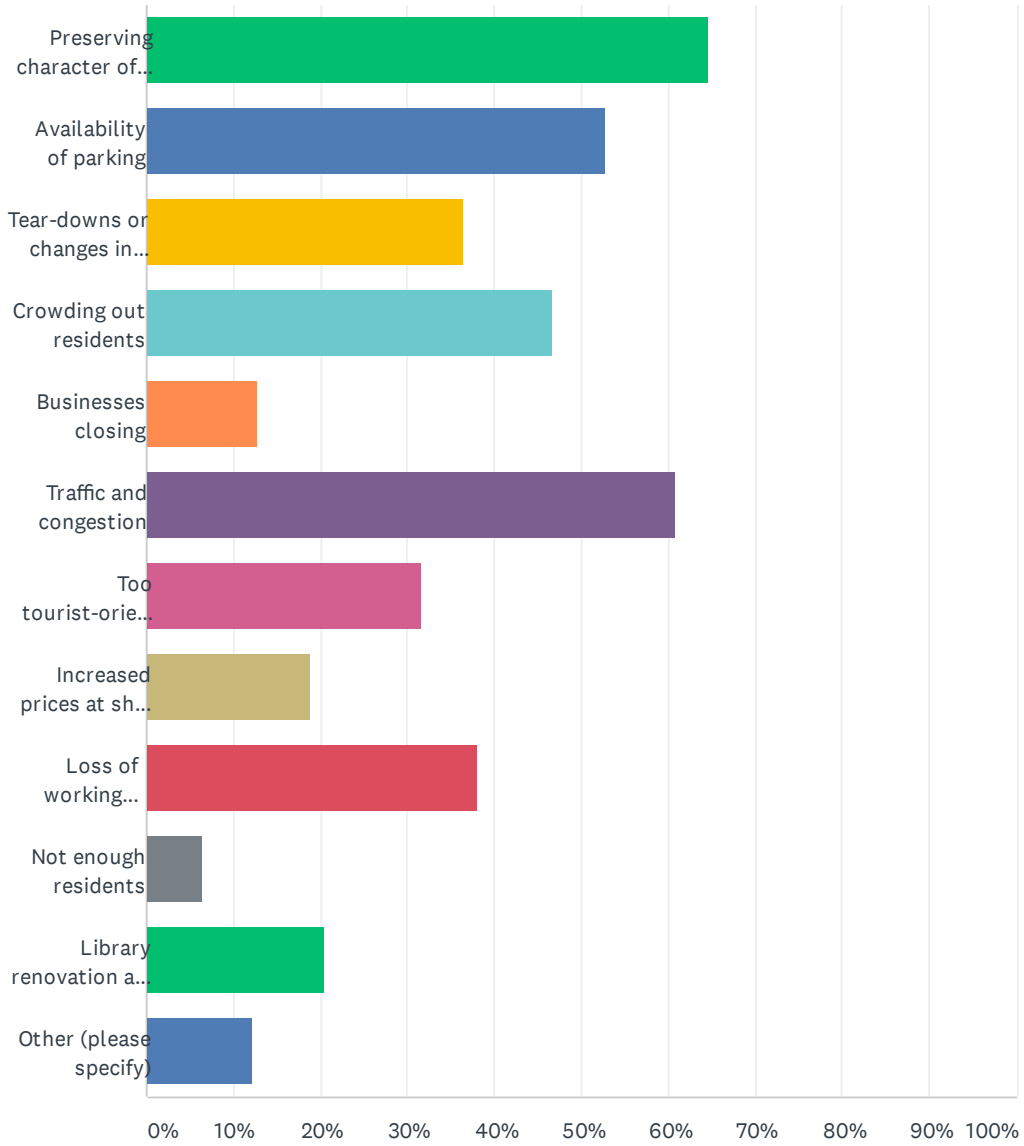
## Foreside - Next Steps

72	Traffic flow ... balancing shipyard traffic	11/7/2018 8:54 PM
73	Boutique Hotel	11/7/2018 8:49 PM
74	Keep it local and consider expanding towards the High School and Gate 2 creating a more local vibe.	11/7/2018 7:39 PM
75	A little more density might support public transit, which would improve the Foreside greatly.	11/7/2018 7:07 PM
76	No more growth of the Foreside. The intersection of Walker and Wentworth is dangerous, the roads are horrendous and there is no parking.	11/7/2018 7:00 PM
77	None listed	11/7/2018 5:16 PM
78	Maintaining residential character with options for all income levels	11/7/2018 4:20 PM
79	More comercial fishing space	11/7/2018 2:43 PM
80	I want to be able to afford to live there, even with a full time job at local hospital it is half my income each month to pay rent.... C R A Z Y	11/7/2018 1:24 PM
81	Preserving character; keeping affordable housing	11/7/2018 1:19 PM
82	Greenspace to gather, playgrounds, public art	11/7/2018 1:14 PM
83	Keeping the small town/downtown charm,(no large multi floor buildings!) with some added green space and move food and retail options along Walker and Wentworth Street.	11/7/2018 1:02 PM
84	Improved sidewalks	11/7/2018 12:26 PM
85	parking	11/7/2018 12:19 PM
86	Nothing more	11/7/2018 12:07 PM
87	Fix the shipyard traffic issue. Station a patrolman at gate 2 for the afternoon rush.	11/7/2018 12:00 PM

## Q6 What FACTORS are of CONCERN as you think about the FUTURE of the Foreside.

Answered: 608    Skipped: 15

# Forside - Next Steps



## Foreside - Next Steps

ANSWER CHOICES	RESPONSES	
Preserving character of Foreside	64.64%	393
Availability of parking	52.80%	321
Tear-downs or changes in older building facades	36.35%	221
Crowding out residents	46.71%	284
Businesses closing	12.66%	77
Traffic and congestion	60.86%	370
Too tourist-oriented	31.58%	192
Increased prices at shops and restaurants	18.75%	114
Loss of working waterfront	38.16%	232
Not enough residents	6.41%	39
Library renovation and expansion project	20.56%	125
Other (please specify)	12.17%	74
Total Respondents: 608		



Foreside - Next Steps

#	OTHER (PLEASE SPECIFY)	DATE
1	Fix walking signals that don't work in square	1/29/2020 6:45 AM
2	not enough parking for the shipyard, traffic for the shipyard is not prioritized. the shipyard is why kitty exists	5/30/2019 7:17 AM
3	no answer	12/2/2018 8:37 PM
4	no answer	12/2/2018 8:28 PM
5	Height and building design as well as the Rice Library addition. The original Rice Library should be kept intact outside and inside!	11/26/2018 9:06 AM
6	affordable housing need (4 story/2 units)	11/21/2018 12:40 PM
7	None listed	11/21/2018 11:17 AM
8	None listed	11/21/2018 10:28 AM
9	Shipyards congestion	11/21/2018 10:05 AM
10	None listed	11/21/2018 10:03 AM
11	Elderly housing	11/21/2018 8:14 AM
12	None listed	11/21/2018 8:09 AM
13	no answer	11/20/2018 9:33 PM
14	no answer	11/20/2018 9:29 PM
15	no answer	11/20/2018 9:18 PM
16	no answer	11/20/2018 9:14 PM
17	loss of green space and public water access	11/20/2018 9:11 PM
18	PNSY Traffic	11/20/2018 8:54 PM
19	no answer	11/20/2018 8:41 PM
20	too much town-gov meddling, esp nimbyism and over preservation of old stuff	11/20/2018 8:35 PM
21	no answer	11/20/2018 8:21 PM
22	Ugly high priced condos!	11/20/2018 5:31 PM
23	None listed	11/20/2018 5:25 PM
24	None listed	11/20/2018 5:24 PM
25	None listed	11/20/2018 5:09 PM
26	Library should be primary focus of parking	11/20/2018 5:06 PM
27	None listed	11/20/2018 4:39 PM
28	None listed	11/20/2018 4:30 PM
29	None listed	11/20/2018 1:51 PM
30	None listed	11/20/2018 1:38 PM
31	Keep library downtown	11/20/2018 11:10 AM
32	None listed	11/20/2018 8:22 AM
33	None listed	11/20/2018 8:18 AM
34	too many cars from the Shipyards	11/20/2018 8:14 AM
35	None listed	11/20/2018 8:08 AM
36	None listed	11/20/2018 8:03 AM

## Foreside - Next Steps

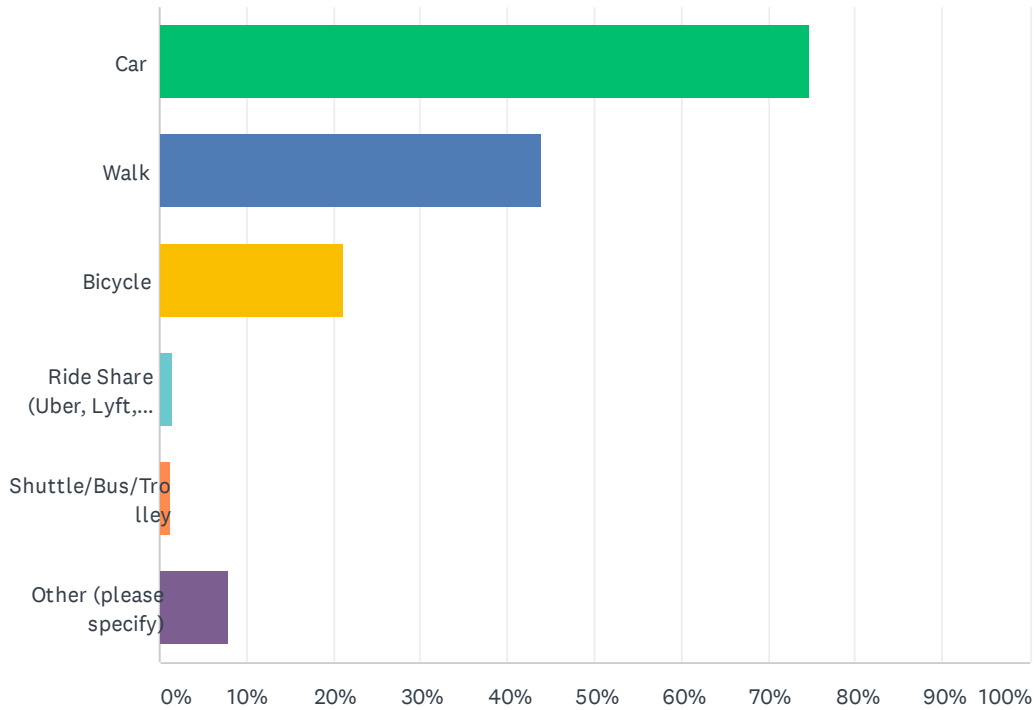
37	None listed	11/19/2018 5:54 PM
38	None listed	11/19/2018 5:18 PM
39	None listed	11/19/2018 5:05 PM
40	None listed	11/19/2018 3:46 PM
41	no answer	11/15/2018 9:42 PM
42	no answer	11/15/2018 9:04 PM
43	Affordable housing	11/14/2018 3:47 PM
44	The parking problem is overblown. I never have any problem finding parking. The traffic/congestion issue is even more overblown. Except for shift change at the Yard, we don't have a traffic/congestion problem. In fact, the opposite is true. Downtowns are supposed to be busy.	11/14/2018 9:54 AM
45	shipyard traffic management during peak hours	11/14/2018 8:42 AM
46	tax-funded subsidies for development, town government, zoning, and planning restricted development	11/13/2018 9:54 PM
47	no answer	11/13/2018 9:43 PM
48	housing becoming too expensive for young families	11/12/2018 9:10 PM
49	The quality of new businesses needs to be high to create a "special" place that rivals Strawberry Banke and Portsmouth, and in some ways duplicating the character and charm that drives millions of visitors to Portsmouth every year. Waterfront access is key as well.	11/10/2018 12:58 PM
50	shipyard activity	11/9/2018 4:24 PM
51	Rice rehab will be more of same	11/9/2018 1:55 PM
52	Bike safety, Bicycle lanes heading towards shipyard	11/9/2018 1:28 PM
53	Loss of open space, view, air flow, noise	11/9/2018 12:21 PM
54	Left turn signal needed at intersection of PSNY entrance near library	11/9/2018 10:28 AM
55	Marine businesses cannot relocate - they need the access to the water and the ability to ship product in and out.	11/9/2018 8:55 AM
56	Increasing housing prices	11/8/2018 9:41 AM
57	Pricing out residents - Portsmouth is too expensive for any young people	11/8/2018 7:42 AM
58	There really need to be a nice balance of tourism and working waterfront.	11/7/2018 8:56 PM
59	Public dock for boats to enjoy shops/restaurants	11/7/2018 8:52 PM
60	As a born native, I want kittery to stay "kittery"	11/7/2018 8:06 PM
61	I'd like to think we can preserve and IMPROVE character of the Foreside	11/7/2018 7:41 PM
62	We need a tree ordinance to prevent removal of large trees. Large trees are a central feature of pleasant neighborhoods. Several Foreside streets need more trees. Real estate values would go up and it would be a more pleasant area for both visitors and residents.	11/7/2018 7:10 PM
63	None listed	11/7/2018 5:16 PM
64	Prices going up	11/7/2018 5:03 PM
65	Lack of Work Force Housing	11/7/2018 5:01 PM
66	The Shipyard - the traffic and stress on the town.	11/7/2018 4:54 PM
67	I don't want the tourists " embedded" in Kittery. Reluctant to see housing go up in Kittery	11/7/2018 4:09 PM
68	As always a concern the traffic coming out of the shipyard keeps locals away!	11/7/2018 3:10 PM
69	Do not turn Kittery into Portsmouth	11/7/2018 2:01 PM

## Foreside - Next Steps

70	We need to make sure there is SAFE public parking for new businesses being built	11/7/2018 1:25 PM
71	None given	11/7/2018 1:22 PM
72	Loss of affordable housing for long time/local residents	11/7/2018 1:20 PM
73	Sidewalks lengthened and widened	11/7/2018 12:26 PM
74	making kittery look too urban with new, 3 story building pressed up to the sidewalks as proposed along Rte 1.	11/6/2018 4:59 PM

### Q7 What is your PRIMARY mode of TRANSPORTATION to and/or within the Foreside.

Answered: 608    Skipped: 15



ANSWER CHOICES	RESPONSES	
Car	74.67%	454
Walk	43.91%	267
Bicycle	21.05%	128
Ride Share (Uber, Lyft, etc.)	1.48%	9
Shuttle/Bus/Trolley	1.32%	8
Other (please specify)	7.89%	48
Total Respondents: 608		

## Foreside - Next Steps

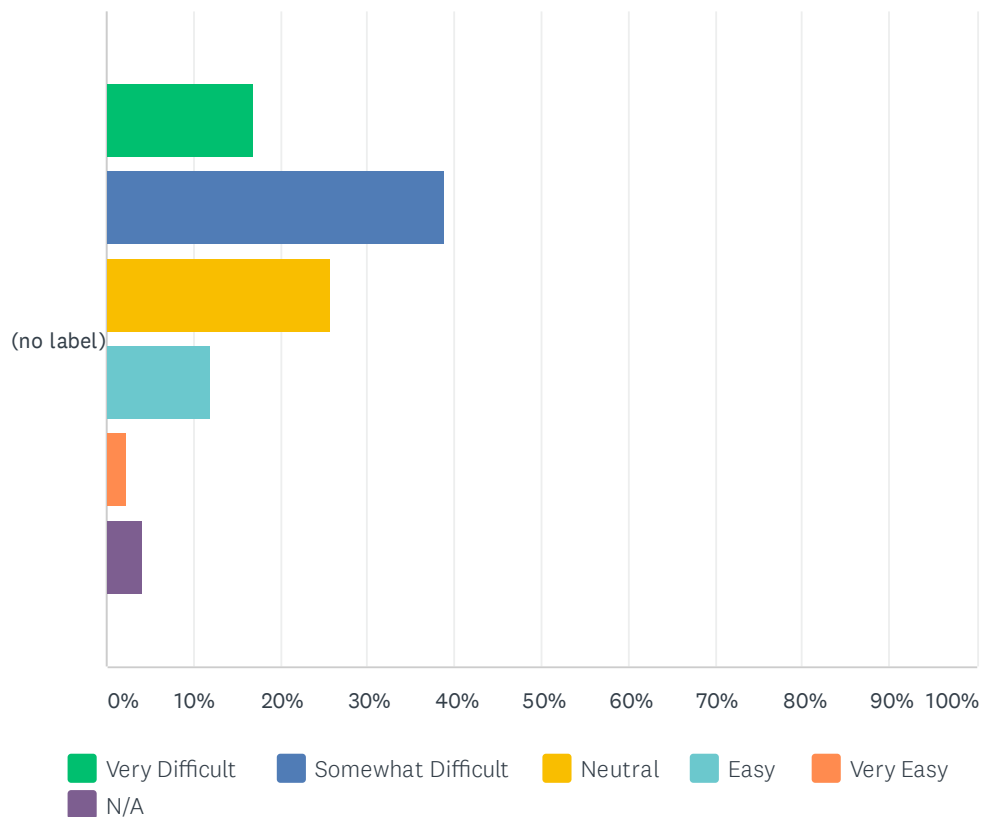
#	OTHER (PLEASE SPECIFY)	DATE
1	please make it more bike / walking friendly	11/11/2020 6:17 PM
2	segway	12/2/2018 8:56 PM
3	no answer	12/2/2018 8:37 PM
4	scooter	12/2/2018 8:30 PM
5	no answer	12/2/2018 8:28 PM
6	None listed	11/21/2018 10:28 AM
7	None listed	11/21/2018 10:03 AM
8	Scooter	11/21/2018 9:41 AM
9	None listed	11/21/2018 8:09 AM
10	no answer	11/20/2018 9:33 PM
11	no answer	11/20/2018 9:29 PM
12	no answer	11/20/2018 9:18 PM
13	no answer	11/20/2018 8:41 PM
14	no answer	11/20/2018 8:21 PM
15	None listed	11/20/2018 4:39 PM
16	None listed	11/20/2018 4:30 PM
17	None listed	11/20/2018 3:34 PM
18	Motor scooter	11/20/2018 3:23 PM
19	None listed	11/20/2018 1:51 PM
20	None listed	11/20/2018 1:38 PM
21	None listed	11/20/2018 11:53 AM
22	Walk in good weather	11/20/2018 11:19 AM
23	None listed	11/20/2018 8:22 AM
24	None listed	11/20/2018 8:18 AM
25	None listed	11/20/2018 8:08 AM
26	None listed	11/20/2018 8:03 AM
27	None listed	11/19/2018 5:54 PM
28	None listed	11/19/2018 5:06 PM
29	None listed	11/19/2018 3:46 PM
30	run	11/18/2018 8:06 PM
31	moped	11/16/2018 10:39 AM
32	no answer	11/15/2018 9:42 PM
33	no answer	11/15/2018 9:04 PM
34	wish there was a bus connecting the village to the foreside	11/15/2018 2:55 PM
35	I drive a car to get there, but Im happy to walk once I'm there. I absolutely do not need or want to park right next to my destination.	11/14/2018 9:56 AM
36	motorcycle	11/13/2018 9:59 PM
37	moped	11/13/2018 9:56 PM

## Foreside - Next Steps

38	I live there	11/13/2018 9:35 PM
39	Scooter	11/9/2018 8:45 AM
40	Can also walk or bicycle.	11/8/2018 2:29 PM
41	drive and park once and walk around	11/8/2018 9:09 AM
42	Scooter	11/8/2018 4:35 AM
43	Depending on the amount of time I have	11/7/2018 7:41 PM
44	Scooter	11/7/2018 7:33 PM
45	I would LOVE public transit!!	11/7/2018 7:10 PM
46	None listed	11/7/2018 5:16 PM
47	Fly in my UFO	11/7/2018 5:03 PM
48	I would never ride a bike in this area due to the speed and heavy traffic.	11/6/2018 5:01 PM

## Q8 What is your EXPERIENCE with FINDING PARKING in the Foreside?

Answered: 608    Skipped: 15

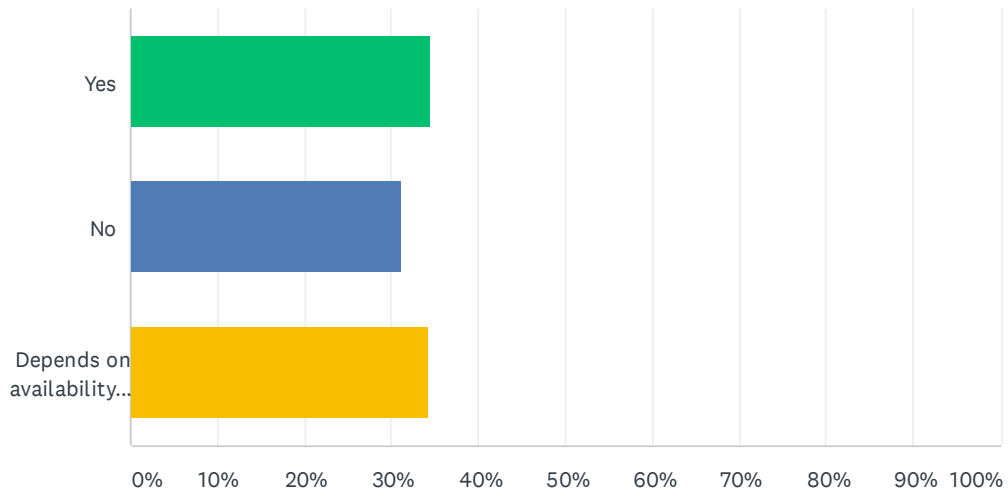


	VERY DIFFICULT	SOMEWHAT DIFFICULT	NEUTRAL	EASY	VERY EASY	N/A	TOTAL	WEIGHTED AVERAGE
(no label)	16.94%	38.82%	25.82%	11.84%	2.30%	4.28%	608	2.57
	103	236	157	72	14	26		

## Q9 Would you consider taking a SHUTTLE or TROLLEY to the Foreside?

Answered: 608    Skipped: 15

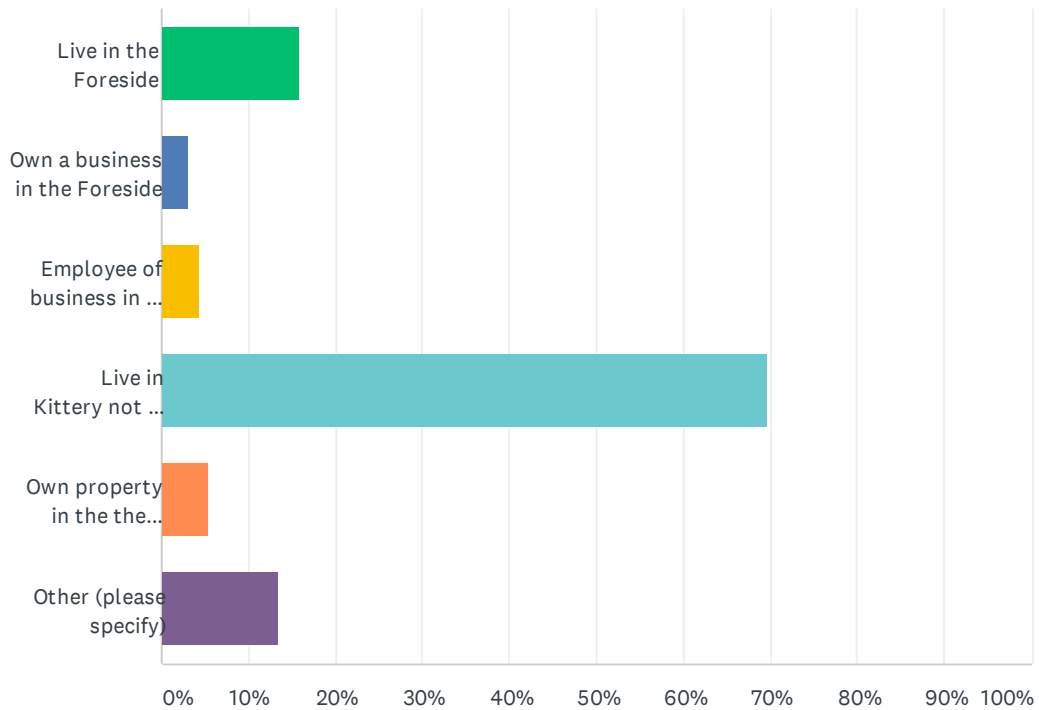
## Forside - Next Steps



ANSWER CHOICES	RESPONSES	
Yes	34.54%	210
No	31.09%	189
Depends on availability and schedule	34.38%	209
<b>TOTAL</b>		<b>608</b>

## Q10 Which BEST DESCRIBES you? (Select all that apply)

Answered: 607 Skipped: 16



## Foreside - Next Steps

ANSWER CHOICES	RESPONSES	
Live in the Foreside	15.82%	96
Own a business in the Foreside	3.13%	19
Employee of business in the Foreside	4.45%	27
Live in Kittery not in the Foreside	69.69%	423
Own property in the the Foreside	5.44%	33
Other (please specify)	13.34%	81
Total Respondents: 607		

## Foreside - Next Steps

#	OTHER (PLEASE SPECIFY)	DATE
1	unmonitored traffic speeding	1/29/2020 6:46 AM
2	Live in Kittery Point	8/29/2019 8:25 AM
3	frequent visitor	7/31/2019 10:59 AM
4	Live in Kittery Point	6/13/2019 5:25 PM
5	shipyard	5/30/2019 7:17 AM
6	appraiser	4/17/2019 3:43 PM
7	Renter who would like to buy	1/2/2019 12:24 PM
8	Artist/Studio at Art of Hill	12/5/2018 4:06 PM
9	walk thru Foreside for work	12/2/2018 8:57 PM
10	no answer	12/2/2018 8:37 PM
11	no answer	12/2/2018 8:29 PM
12	regular visits to Foreside area	11/21/2018 12:41 PM
13	live in Kittery Point	11/21/2018 11:12 AM
14	Kittery Point - support all business in the Foreside	11/21/2018 10:30 AM
15	None listed	11/21/2018 10:29 AM
16	Gerrish Island	11/21/2018 10:27 AM
17	live in Kittery Point	11/21/2018 10:25 AM
18	None listed	11/21/2018 10:03 AM
19	Kittery Point	11/21/2018 9:20 AM
20	None listed	11/21/2018 8:09 AM
21	no answer	11/20/2018 9:33 PM
22	would like office space	11/20/2018 9:31 PM
23	no answer	11/20/2018 9:29 PM
24	no answer	11/20/2018 9:19 PM
25	Live by close by	11/20/2018 9:07 PM
26	no answer	11/20/2018 8:41 PM
27	no answer	11/20/2018 8:22 PM
28	None listed	11/20/2018 5:35 PM
29	Need sidewalk from Kittery Point to Foreside!	11/20/2018 5:07 PM
30	None listed	11/20/2018 4:39 PM
31	None listed	11/20/2018 4:31 PM
32	None listed	11/20/2018 1:58 PM
33	None listed	11/20/2018 1:55 PM
34	None listed	11/20/2018 1:39 PM
35	None listed	11/20/2018 11:53 AM
36	1 mile away	11/20/2018 11:19 AM
37	None listed	11/20/2018 8:22 AM



## Foreside - Next Steps

38	None listed	11/20/2018 8:18 AM
39	None listed	11/20/2018 8:09 AM
40	None listed	11/20/2018 8:03 AM
41	None listed	11/19/2018 5:55 PM
42	None listed	11/19/2018 5:08 PM
43	None listed	11/19/2018 5:06 PM
44	live in Kittery Point	11/19/2018 5:03 PM
45	Live in Kittery, but not sure where the Foreside starts and ends.	11/19/2018 3:53 PM
46	Sister lives there	11/19/2018 3:48 PM
47	None listed	11/19/2018 3:46 PM
48	Live 15 minute walk from foreside. Very concerned about us not becoming Portsmouth.	11/16/2018 10:41 AM
49	no answer	11/15/2018 9:42 PM
50	PNSY Employee	11/15/2018 9:13 PM
51	Kittery Point	11/15/2018 9:10 PM
52	no answer	11/15/2018 9:04 PM
53	live up the street	11/13/2018 10:21 PM
54	Live in first home in South Eliot and own two homes in the neighborhood	11/13/2018 6:16 PM
55	Commercial mooring holder that is located in back channel.	11/12/2018 5:37 AM
56	Live close	11/11/2018 9:40 PM
57	visitor	11/11/2018 12:27 PM
58	live in kittery point	11/11/2018 8:25 AM
59	Live in first home in South Eliot and own two homes in the neighborhood	11/10/2018 12:59 AM
60	Abutting town resident	11/9/2018 4:16 PM
61	previous member of Foreside Design Review Committee	11/9/2018 12:23 PM
62	Kittery property owner	11/9/2018 7:47 AM
63	Shipyards employee, used to live in Foreside, rent parking in Foreside	11/8/2018 11:30 AM
64	Live in downtown Portsmouth - looking to move to Foreside	11/8/2018 9:43 AM
65	Live in Eliot, 2 sons live in the foreside, husband works at shipyard. I work in Kittery	11/8/2018 4:37 AM
66	Own in Kittery	11/7/2018 10:08 PM
67	Former resident disgusted in Kittery	11/7/2018 9:42 PM
68	Eliot residents that love the Foreside.	11/7/2018 8:58 PM
69	Live on the Back Channel	11/7/2018 8:54 PM
70	Homeowner but not primary residence	11/7/2018 8:32 PM
71	Who started calling it the Fireside anyways!	11/7/2018 8:07 PM
72	Live on border of Eliot and Kittery	11/7/2018 8:02 PM
73	Frequent visitor to Foreside restaurants.	11/7/2018 8:01 PM
74	Live in Kittery Point not in the Foreside	11/7/2018 7:02 PM
75	None listed	11/7/2018 5:17 PM

## Foreside - Next Steps

76	Williams Ave	11/7/2018 5:01 PM
77	Own property in Kittery not in foreside	11/7/2018 4:32 PM
78	Kittery Point resident	11/7/2018 4:10 PM
79	Visitor	11/7/2018 3:57 PM
80	Eliot Resident	11/7/2018 3:23 PM
81	Used to work in Foreside	11/6/2018 2:52 PM

### Q11 Is there anything else you'd like to share about the future of the FORESIDE?

Answered: 148 Skipped: 475

## Foreside - Next Steps

#	RESPONSES	DATE
1	More is not always better! Need to work on existing unaddressed issues for future to also succeed or life long residents will all migrate out of Kittery and Kittery will lose its age old charm.	1/29/2020 6:48 AM
2	more public space, sustain the working waterfront, DO NOT let it become too precious and expensive like portsmouth	1/11/2020 6:18 PM
3	I just want to be able to park my car or secure my bike close to the restaurants if I can't walk for any reason. I hate parking near way down near Main St to get to Lil's.	9/4/2019 6:57 AM
4	The Foreside is very tourist focused and is almost completely unusable by residents in spring, summer, and fall. Parking is almost nonexistent at most times of day.	9/4/2019 6:45 AM
5	Make the streets one way	8/29/2019 8:25 AM
6	The shipyard provides huge economic benefits we need to find ways to accommodate the transportation needs of workers, residents and visitors. Its a hard problem to solve with no simple solutions but it MUST be done.	8/15/2019 10:16 AM
7	no	7/31/2019 10:59 AM
8	We need parking for the shipyard. Period. It is a matter of national defense. Stop being selfish and support America and provide parking to the shipyard.	5/30/2019 7:18 AM
9	Would like to see public space, waterfront park and playground. Walk / bike paths	1/16/2019 9:08 AM
10	Should be a residential area with working waterfront - not promoted as a destination	1/2/2019 12:25 PM
11	I used to live in the Foreside, about 11 years ago. I now am frustrated at times with the parking, but do not want to see anything torn down. Well, anything historic and lovely. I don't like the paid parking lot (where I used to live) and hope Kittery does not start requiring paid parking. Finding unused space (behind Town Pizza?) for parking would be ideal. I am a huge supporter of our amazing little restaurants!	12/13/2018 9:23 PM
12	There should be live/work spaces for artists. As in Boston a certain percentage of every new building must be allocated to artists.	12/5/2018 4:06 PM
13	limited permit parking for residents to park on street without getting tickets	12/2/2018 8:35 PM
14	I love the Foreside	12/2/2018 8:23 PM
15	Rent control is a good idea. Need housing for low income.	11/21/2018 11:35 AM
16	Due to size and footprint of the Foreside, it is difficult to reconfigure while protecting Foreside residents.	11/21/2018 10:19 AM
17	Thank you for your consideration.	11/21/2018 10:12 AM
18	Thank you for doing this!	11/21/2018 10:11 AM
19	Ensure safe walking to Foreside and around Town. Sidewalk available, across and in good condition. Better way to get Shipyard traffic in and out and ensure they obey traffic lights.	11/21/2018 8:15 AM
20	keep character no big condos hotels	11/20/2018 9:26 PM
21	Library is great, love new development	11/20/2018 9:21 PM
22	I preferred Kittery when I bought my house 30 years ago	11/20/2018 9:08 PM
23	don't need anymore gift shops	11/20/2018 8:53 PM
24	please keep its character and get some affordable housing	11/20/2018 8:49 PM
25	we can balance becoming a destination without losing our character	11/20/2018 8:24 PM
26	I don't want what happened to Portsmouth happen to Kittery	11/20/2018 8:17 PM
27	Affordable housing is so important. We don't need any more expensive condos. Encouraging walking and community gathering outdoor space.	11/20/2018 5:32 PM
28	Look at adjacent areas/neighborhoods to support/add to Foreside!	11/20/2018 3:33 PM

## Foreside - Next Steps

29	There's a great deal of history in this area. I'd like to preserve it. Why could we not reexamine locating the Rice Library to the KCC? The Rice Building would make a great museum.	11/20/2018 3:23 PM
30	Thank you for the cognizance.	11/20/2018 3:18 PM
31	Shipyards traffic is too hard on residents on Government Street. Shipyards parking MUST BE ADDRESSED!	11/20/2018 11:47 AM
32	Thanks for everyone's effort to keep the Foreside, the Foreside.	11/20/2018 11:46 AM
33	Need public transportation for seniors & others.	11/20/2018 11:23 AM
34	Again - climate change! And let's not try to push an elephant through a mouse hole. Smart growth please, so we don't pay for it later. Think larger than benefits, not immediate. Thank you!	11/20/2018 11:17 AM
35	We need a concerted effort to make a long term plan (50 years) that controls density, height of buildings, etc.	11/20/2018 8:41 AM
36	Don't want to have to pay for parking.	11/20/2018 8:27 AM
37	Shipyards causes too much traffic without giving back to town.	11/20/2018 8:15 AM
38	Currently I think it's at the perfect balance - 5/6 restaurants, meat, Lil's etc. To focus on folk would be nice but then the concern becomes ADDITIONAL visitors. I like it because it's not crowded Portsmouth, so anything would effect that balance.	11/19/2018 5:53 PM
39	Love it! Love the Rice Library Building - favor a renovation/addition.	11/19/2018 5:50 PM
40	Can't wait for the park down Woodlawn to be finished/open.	11/19/2018 3:54 PM
41	Don't like expensive paid parking in bank lots that should be free to local residents who bank there and support all the businesses here!	11/19/2018 3:50 PM
42	A trolley schedule to/from Portsmouth could be beneficial to bringing visitors in with less impacted parking. Along with a bike share.	11/19/2018 3:45 PM
43	I love Kittery Foreside and I appreciate changes here - much for the better. I don't, however, want it to get too congested or high priced so that people can't afford to live here.	11/19/2018 3:27 PM
44	Keep it local	11/19/2018 3:24 PM
45	Like the small town vibe of the Foreside as is, but some additional business would help to keep the current businesses vibrant. Don't let parking drive the thinking. When a lot more parking is needed, the area has probably grown as much as it should.	11/18/2018 12:27 PM
46	We absolutely must preserve the intimate, local-centric atmosphere of Kittery Foreside. We are Maine's oldest town, and should take to heart the history and responsibility that bestows on us all. We absolutely cannot become the hotel-ridden, congested, commercially overdriven cesspool of tourist zombies, that Portsmouth has become.	11/16/2018 10:47 AM
47	keep the Foreside small-business oriented. Keep out motels, chains, tourist traps and big building projects	11/15/2018 9:39 PM
48	please be mindful of development and Kittery's history/historic properties	11/15/2018 8:57 PM
49	Please realize the importance of affordable housing, giving people the option to work AND live in our town.	11/15/2018 8:41 PM
50	It would be nice to have some tourism/sightseeing connected to the working waterfront such as having water taxis, lobstering tours, or tours up and down the river and out to the Isles of Shoals.	11/15/2018 3:22 PM
51	Dangerous for pedestrians and bicyclists the way cars park in the area of Lil's , etc especially during Navy Yard traffic. Too congested with poor visibility for cars. Make that area car free?	11/15/2018 7:55 AM
52	Looking forward to library renovations	11/14/2018 2:06 PM
53	Do something about the traffic from the Yard, it creates a perception that there is traffic & congestion when most of the day that's just not true. Don't give in to people whining about parking. I've never had a problem because I'm not concerned about walking a few blocks, no matter the weather. Create a few drop off/pick up zones & place a few handicapped spaces	11/14/2018 10:10 AM

## Foreside - Next Steps

around for the people that need it. Having people walk from centralized parking is good for business. Places like Belfast & Camden manage parking that way. And find a way to get the public down to the water.

54	I am excited about the planned sidewalk and light improvements	11/14/2018 8:43 AM
55	need more parking, less traffic congestion	11/13/2018 10:26 PM
56	i like the trolley perhaps up/down Rte 1(outlets to Foreside) parking is a problem, but if public transportation is better cars are less necessary, therefore parking less necessary. This is good for the individual and society	11/13/2018 9:58 PM
57	I don't want to see it overbuilt like Portsmouth has become.	11/13/2018 10:27 AM
58	I'd love to see more green space, playgrounds, walking trails. Thank you!	11/12/2018 9:12 PM
59	Keeping it quaint and available to residents. Be nice to have a waterfront park.	11/12/2018 6:57 PM
60	Just add more green space, benches, dress up the town dock a little (like by Harbour Place in Portsmouth) but parking is fine... forces more people to considering walking, which is a good thing! :)	11/12/2018 11:48 AM
61	Restaurants are too expensive and upscale.	11/12/2018 10:46 AM
62	We don't need outside developers telling us how to make OUR town a better place. ALL THEY WANT IS \$\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$	11/12/2018 6:40 AM
63	Need to expand working waterfront for commercial fishermen. I have a mooring that is practically useless as there is no place for a dinghy or parking places for a full day. Perhaps create a foreside parking sticker for commercial mooring holders so we can park on the street beyond posted hour limits. Town dock is too small, only spots enough for 2 trucks (or 1 with trailer), no dinghy float. Parking in foreside during day is a nightmare, never any spots, feel like employees at businesses shuffle their cars around all day and take up the spots.	11/12/2018 5:44 AM
64	Change zoning to allow more multifamily like the old days	11/11/2018 9:40 PM
65	thanks for the survey.	11/11/2018 12:28 PM
66	Be careful about selling out our town to those from away who just want to make a buck...try to keep things the way they are, not necessarily the same...but make sure we don't become portsmouth	11/11/2018 11:15 AM
67	Don't spend any public money on the "Foreside"; since it's mostly upper scale oriented, in the next downward economic cycle, it will be a ghost town again. Only the bar/pool hall will survive.	11/11/2018 10:17 AM
68	I just left Portsmouth where I had lived for the last 40 years. Please do not follow their footprint.	11/11/2018 6:50 AM
69	It's already so small and cramped and near impossible to get a parking space when you want one. Just that alone, if more spaces were available, I'd go there more often. There's not enough room for the businesses/residential in that area. Not sure how anyone expects to add more. Where?	11/10/2018 3:24 PM
70	We must highlight the history of this area. We have done a poor job of promoting our town. Old homes need to be restored and recognized with dates and calling out the historic residents who came before us. New restaurants, shops and businesses must be carefully approved so we don't end up with a bunch of "honky tonk" low-end businesses that don't entice people to the village and the area. Parking must be improved and/or created like at the town dock, bank parking lots, Birch, library, etc. Sidewalks enhanced, bike and walking paths created and at the same time charm designed in. On the subject of proper side walks and walking paths, I would give up portions of my lot to allow visitors to see the cemetery behind my home, or allow folks to have a real bike path. We need to ask residents for similar support in giving up slivers of their property for the public good. (I own the home next to Tulsi which has been under renovation for two years). I live between California and Maine now. One day, I would like to live in Foreside more. I would like to be part of the planning committee if interested in my ideas. 619-993-2123. Kris	11/10/2018 1:11 PM
71	Finding the right balance of commercial and residential use is important. Preserving architecture is important as well. Planning for potential impact of climate change, encourage	11/10/2018 10:26 AM

## Foreside - Next Steps

	renewable energy sources and promote pedestrian and cycling options for getting around town.	
72	I would love to see the traffic to the shipyard restricted. Example: entrance and exiting on 103 and Government Streets ONLY. Whipple Road is like New England drag way early morning and late afternoon. Speeding is a huge issue in town.	11/10/2018 10:03 AM
73	Please be thoughtful and continue to asking residents what they want. Important to hear from the younger members of the community as well.	11/10/2018 9:15 AM
74	Great work on the Kittery Foreside Study; it's a very well-thought through document that balances the interests of many parties while keeping an eye on the future. Thank you.	11/9/2018 6:50 PM
75	traffic patterns	11/9/2018 4:25 PM
76	Simple quaint towns are gems. Keep it that way and make Navy Yard workers ride buses/ shuttle in and out because they mess up traffic all the way to Dover and Berwick- you have to fight to get on 236! Lights at Navy Yard entrance so others can get to their destinations as well!	11/9/2018 4:19 PM
77	Good Luck! Thanks for your hard work!	11/9/2018 3:51 PM
78	Please add more residential housing such as apartments, there is not enough housing in kittery	11/9/2018 2:56 PM
79	Must remember that Foreside area much larger than commonly known.. State to shipyard, Warrens to Whipple to Rogers	11/9/2018 1:58 PM
80	Bicycle safety. If you aren't going to put in a bike lane, atleast paint a strip down the side in green with the picture of a bike so people are atleast aware of the potential of bicycles around them. Too many quick moves and no blinkers by drivers in the area.	11/9/2018 1:42 PM
81	Kittery is charming b/c it's wonky, and not perfect, and eclectic. Becoming mini-Portsmouth should never be allowed to happen. Work on growing the business park to mixed use-- affordable housing, stores, etc. FIX THE SHIPYARD AFFECT ON TRAVEL IN TOWN. It is terrible. Mandate that they use 500 buses a day from satellite lots in Dover, Berwick, etc. A 9000 person town cannot handle a 5000 person influx with their vehicles. Terrible planning. No growth in town until that is resolved.	11/9/2018 1:41 PM
82	Maintain the character, diversity, and open spaces.	11/9/2018 12:24 PM
83	Leave it the way it is we are not Portsmouth.	11/9/2018 12:15 PM
84	Steps need to be taken to slow the gentrification of Kittery as a result of the developing foreside.	11/9/2018 10:32 AM
85	I would love to see more affordable housing options in the Foreside	11/9/2018 9:47 AM
86	Cannot emphasize enough the importance of the working waterfront access and the need for planners/developers to understand that our operations are an important fabric of the community, tourism, and the Maine economy.	11/9/2018 8:56 AM
87	no	11/9/2018 7:47 AM
88	Let's not turn our downtown into a smaller version of Portsmouth. Let's keep it simple. There are plenty of businesses there now and a severe lack of parking. We don't need a hotel down there, we need more parking for what is already there and those businesses would do better than what they are doing now. When you live in town and cannot go to the Foreside because you cannot park anywhere near that area it is a deterrent. And I love the area, but refuse to drive around looking for somewhere to park in my own little town. We deal with enough traffic all summer and every day with the shipyard that we shouldn't have to deal with parking. Fix that and those businesses will flourish.	11/9/2018 7:37 AM
89	Thus far the town has done a good job beautifying and developing businesses in the Foreside. So much so that I as a Kittery resident find it crowded with tourists when I would like to use it.	11/9/2018 2:41 AM
90	I like to see it become 'the center of town', a place all residents regard as the business and cultural heart of Kittery.	11/8/2018 9:21 PM
91	The best thing you could do would be to move the library to the Kittery Community Center, convert the Rice Building to a different use such as an art gallery or naval museum and free up the area designated for library expansion to parking.	11/8/2018 5:10 PM

## Foreside - Next Steps

92	This probably isn't the type of comment you're looking for and maybe I'm thinking of this because of the time of year. However, the holiday decorations and Tree lighting need a facelift. Our Tree in JPJ park is pretty pathetic. We have a fantastic downtown area and it should be used more for the holiday season. Or the tree in the park needs to be better!	11/8/2018 3:42 PM
93	Ideally it should be conducive to walking and cycling.	11/8/2018 3:04 PM
94	Don't copy and clone Portsmouth.	11/8/2018 2:30 PM
95	Do not turn it into overpriced, overcrowded, over-cute, nauseating Portsmouth. Leave it alone.	11/8/2018 10:16 AM
96	Housing prices and options are #1 concern. I lived in Kittery before and I want to move back. Unfortunately, I'm priced out of both Portsmouth and Kittery and will have to move elsewhere soon. The efforts to enhance the Foreside sound great - try not to get TOO big. It's almost perfect the way it is now.	11/8/2018 9:46 AM
97	We usually always park on Walker Street where there is usually plenty of parking available. One issues in winter is poor street lighting in certain places along this street and owners not always shoveling their sidewalks. These issues should to be improved and would help greatly with the Foreside parking issue.	11/8/2018 9:14 AM
98	It is one of the reasons we choose to move to Kittery in 2016 from another State. It is vibrant and has a few great restaurants and shops. Needs a inn/hotel.	11/8/2018 8:07 AM
99	If we allow the same businesses (chains like fathead) in the nearby small cities to also come to Kittery, there will be nothing unique about its character. We can't follow in Portsmouth's steps and cater to the rich - those aren't the people who are actually here to shop and eat and you'll price out the towns actual population in the hopes rich tourists will come. Reality is it's those looking for a cheaper vacation who come to tiny places like this. And please try not to make this town a caricature of a small beach town - it's already got character. That tacky arch in Portsmouth makes the city feel inauthentic.	11/8/2018 7:48 AM
100	Keep luxury condos and boutique hotels out!! It's not the place for them. Enough tourists come as it is, don't become Portsmouth.	11/8/2018 5:33 AM
101	Keep it small, quaint.	11/8/2018 4:37 AM
102	The shipyard is such a huge part of the problem and needs to be part a the solution. Employees should be incentivized to park in satellite lots and take shuttle buses to and from the yard	11/7/2018 10:58 PM
103	Perhaps closing the street to pedestrians only for more community space.	11/7/2018 10:45 PM
104	Preservation as a gathering place, but not intended for heavy vehicle traffic. Improved and safer. vehicle access and egress for the Shipyard.	11/7/2018 10:40 PM
105	The lack of easy parking options makes it difficult to visit the Foreside.	11/7/2018 10:36 PM
106	No	11/7/2018 10:09 PM
107	Stop changing things to make the greedy massholes happy. Portsmouth is no longer a working person town. It's all rich snobs. So let's ruin kittery....Disgusting!!!!	11/7/2018 9:43 PM
108	Parking is important, right in Foreside not up near Warren's.	11/7/2018 9:22 PM
109	Your biggest limiting factor is look at vehicle accessibility, parking, and traffic flow. If there a dependable places for people to park more people come to the Foreside.	11/7/2018 8:59 PM
110	Love the restaurants and specialty shops. Keep the quaint look of the Foreside.	11/7/2018 8:56 PM
111	Cool resturaunts! Lack of parking sends me elsewhere.	11/7/2018 8:09 PM
112	Closing roadways to public access because folks don't like the increase is not a good plan. If they don't like increased traffic move. We all pay for the public roads . As the area grows so will increased traffic.	11/7/2018 8:09 PM
113	Leave it alone!!	11/7/2018 8:05 PM
114	It is fabulous. Please continue to develop with extreme care.	11/7/2018 8:02 PM
115	I am concerned by the suggestion in section 5.3.1 to make Route One 2-way on Newmarch	11/7/2018 7:53 PM

## Foreside - Next Steps

Street. This could have a devastating impact on the existing Foreside businesses and send this traffic right up Route One. It would also take away from the "small town character" that one feels from driving on either side of a "peaceful" park as you enter and exit Kittery to and from downtown Portsmouth. It may make more sense to reestablish the left turn lane from Hunter Ave to Route One North. Please do not make Newmarch 2-way. Adding parking for the park on Hunter would easily be eaten up by a single business and potentially harm the beautiful, mature trees along Hunter Ave.

116	No	11/7/2018 7:26 PM
117	People are ridiculous to expect parking just outside a restaurant or shop (other than 15 min parking for elderly or loading). People enjoy urban/village areas because they are walkable. More parking means less walkable, less trees, less activity. More of the parking should be pushed out to the edges of the Foreside. We should also be notifying neighbors and the larger community when builders plan to gut or demolish older buildings. By the time people see the work happening, it is too late. The town character is at risk. We need a historic district/commission/ordinance.	11/7/2018 7:14 PM
118	Better traffic management for the Shipyard traffic. It's outrageous on Government st and something (I don't know what) needs to be done. Off site parking with shuttle into the Yard maybe. The congestion of traffic and the fumes from the cars seeping into the windows in the mornings from the traffic is sickening never mind the noise.	11/7/2018 6:41 PM
119	Paid parking is bad	11/7/2018 6:01 PM
120	Would like it to stay close to how it is now... preserve the character it has without pushing out those who have always been and gone there.	11/7/2018 5:41 PM
121	Shipyard traffic is so difficult! Today, the gate was backed up and so no one could turn in from Government Street and I couldn't turn right at the library.	11/7/2018 5:28 PM
122	Too crowded!!	11/7/2018 5:08 PM
123	There has been a tremendous amount of effort put into improving the Foreside, all excellent. Many people are owed major kudos for their time and thought. I think there is too much Portsmouth Bashing. Granted they have their issues but they are our neighbor and a little more focus on what they have done right would benefit all who are striving to make Foreside a great place to live.	11/7/2018 4:55 PM
124	Idea for general concept.... Consider promoting zoning that will encourage the formation of another town "center" in the vicinity of the intersection of Walker St. and State Rd. It is a convenient walk between there and the foreside. Traffic should be encouraged to concentrate at Walker/State with retail/entertainment/dining. Pedestrian traffic (or small electric shuttle - ie. large golf cart) should be encouraged from there to the more quaint, historical foreside area.	11/7/2018 4:39 PM
125	Keep the structures that are there. Finish library and utilize all green spaces!	11/7/2018 4:32 PM
126	I'm concerned about the kind of development that's happened in Portsmouth (hotels, high end housing) spilling over into the Foreside and pushing out residents. I want a neighborhood that welcomes shipyard families and people who live on low incomes. I want a town that does not kowtow to developers.	11/7/2018 4:30 PM
127	I'd hate to see a marijuana retail shop in the foreside.....maybe put one down near the porno shop by the dump :)	11/7/2018 4:11 PM
128	Please plan for the long term future, not just immediate needs.	11/7/2018 3:40 PM
129	Fix the traffic coming out of the shipyard.You could sit at the light for 10 min.	11/7/2018 3:11 PM
130	Don't tear down older buildings and become another Portsmouth.	11/7/2018 3:06 PM
131	Be careful to not over do it. Look at what's happened to Portsmouth in the past ten years - it has no character now. The redevelopment is so bland and ugly.	11/7/2018 2:21 PM
132	I think water front access would be great - both from exploring the water from the foreside but also accessing the foreside from the water - after kayaking or boating get lunch, a coffee, etc.	11/7/2018 1:39 PM
133	We love the area, we live in Kittery Point and my boyfriend works on the shipyard. Great close place to go for dinner. Too crowded on the weekend and around 4 when shipyard gets out it's hectic! The light makes you wait a long time and is dangerous for turning cars.	11/7/2018 1:27 PM



## Foreside - Next Steps

134	Pursue growth with a truly open mind.	11/7/2018 1:19 PM
135	it is not the only game in town:)	11/7/2018 1:16 PM
136	Let the next focus be on the Kittery mall area. For the past 20 years the direction of the malls has been for commerce and commercialism. The gem of Kittery North is Spruce Creek though the way traffic is geared it is only but a glance. If a walking trail encircled the mall area, a tunnel under 101 between KTP and info center as well as a pedestrian crossing over Spruce Creek.	11/7/2018 1:14 PM
137	What ever is done should reflect the character of town, not commercialization. It should be a destination for food and entertainment (Dance Hall) and have adequate areas to be outdoors.	11/7/2018 12:57 PM
138	I just love the way it has been developed in recent years. So much more lively and exciting than in recent years. I look forward to the library restoration as a part of all the new development	11/7/2018 12:38 PM
139	Improve side walks on Government and Walker streets.	11/7/2018 12:26 PM
140	More policing of parking problems in the foreside. I don't think any parking plan can be enforced without monitoring.	11/7/2018 12:22 PM
141	To much congestion. Enough is enough already!	11/7/2018 12:08 PM
142	Off street parking in front of residential buildings needs to be more then 1 hour	11/7/2018 12:08 PM
143	No inns or hotels please.	11/7/2018 12:06 PM
144	We do not need a Hotel!!!	11/7/2018 11:59 AM
145	Leave it as is. This isn't Mass.	11/7/2018 11:59 AM
146	The one hour parking in the residential streets makes no sense. Family visits and care givers need more than one hour. This is a quality of life issue.	11/7/2018 11:57 AM
147	Keep it small & quaint - full of character and small businesses!	11/6/2018 2:53 PM
148	I would like to see it stay pretty much the same. You will ruin the character of the very small Foreside. No condos, no more shops, use existing spaces!	11/6/2018 2:00 PM

TAYLOR - Center for kids with nowhere to go

**Rice Public Library  
Comment Cards**

Kittery Block Party  
June 15, 2019

Please take a few minutes to share your thoughts about this project.

**General Comments**

create a pedestrian bridge between the Taylor & the old GORGEOUS rice building

**Library and Community** - Please let us know some of the ways you use the library. What particular services or programs do you find important or engaging?

this structure would house a cafe / coffee shop

**Historic Buildings** - Please share which aspects of the historic building you find most significant.

Taylor could be kitchen

**The Modern Library** - Are there any particular services or programs you would be interested in seeing the library accommodate?

employ the teens for cafe

Name of CAFE THE 4th BRIDGE

Please feel free share any impressions, concerns, or questions with us at [info@simonsarchitects.com](mailto:info@simonsarchitects.com)



**scott simons architects**

designed for human potential

Scenic moneymaker



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

Turn into a clearing house for  
housing. Use as a bus stop to  
bring people to Ship yard. Put  
bus stops @ Kittery Mall + Eliot Mall  
+ Portsmouth C&J. Have housing  
options. Ride board- Need Ride  
on Seab + Seab to place.



**RICE PUBLIC LIBRARY**



PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).

Before going ahead with  
design plans, insure that the  
Director + Staff of Rice Public  
Library learn + do treat the  
Public with respect and  
true considerations!  
AND USE SOLAR lighting



RICE PUBLIC LIBRARY



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

sell childrens library to  
raise \$ for new -

try to incorporate the  
archtop in existing building  
into new building windows -



**RICE PUBLIC LIBRARY**



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

Put the library in the  
Community Center

---

Re purpose the building  
and parking lot →



**RICE PUBLIC LIBRARY**



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

Why not a library



**RICE PUBLIC LIBRARY**



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

Please please convert  
Taylor to a teen/6-12<sup>th</sup>  
space. Feel free to  
contact me. ♥

Noelle Grattan

[noellegrattan@gmail.com](mailto:noellegrattan@gmail.com)



**RICE PUBLIC LIBRARY**





**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

*Send it to the  
Kittery Art Association  
& create a public  
art space!*



**RICE PUBLIC LIBRARY**



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

Remove it + make a  
park WITH PARKING, so  
you could eliminate the  
16 parking spaces to  
the left of the old  
library



**RICE PUBLIC LIBRARY**



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

I'd like the town to sell  
the Taylor Bldg. and put all  
the proceeds into the  
Library



**RICE PUBLIC LIBRARY**



PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).

It is my recommendation  
that the Taylor Building  
be sold and the monies so  
forwarded funding the library  
addition 😊

Card Forbes, 31 Mill Pond Rd



RICE PUBLIC LIBRARY



PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).

We wish there had been a  
good library but we like this  
plan even though it is costing  
us more. The library project  
is so long needed. The town  
deserves a quality library space.  
Long long overdue.  
Barbara Prentiss Dickerson.  
Go forward w/ haste.



RICE PUBLIC LIBRARY



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

*Build a park where the  
old library is.*



**RICE PUBLIC LIBRARY**



**PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).**

Sell it to the  
highest bidder who  
has a decent concept  
(no pot shop)



**RICE PUBLIC LIBRARY**



PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).

Whatever makes you the most \$.

No attachment to the building  
so if ~~it is~~ torn down - ok!



RICE PUBLIC LIBRARY



Rice Public Library  
Comment Cards

Kittery Block Party  
June 15, 2019

Please take a few minutes to share your thoughts about this project.

General Comments

Regarding the new design — I feel  
it does not fit with the historic  
Rice Bldg

**Library and Community** - Please let us know some of the ways you use the library. What particular services or programs do you find important or engaging?

**Historic Buildings** - Please share which aspects of the historic building you find most significant.

This is one of the most beautiful buildings  
in our town — the design ~~is~~ of a "wall of  
glass" into a plain square brick building  
detracts from the Rice Building

**The Modern Library** - Are there any particular services or programs you would be interested in seeing the library accommodate?

I went on-line and viewed ~~of~~ this  
companies other works — all very  
modern — who hired these architects?  
Not that their work won't work elsewhere

Please feel free share any impressions, concerns, or questions with us at [info@simonsarchitects.com](mailto:info@simonsarchitects.com)

But really — they are ruining ~~the~~  
Rice's Gothic  
beauty

**scott simons architects**

designed for human potential



PLEASE SHARE YOUR THOUGHTS ON THE  
FUTURE OF THE TAYLOR BUILDING AND SITE  
(IF NO LONGER USED AS A LIBRARY).

Homeless shelter ~

Low income housing ~

Non-profit community outreach etc ~  
"Soup kitchen" ~



RICE PUBLIC LIBRARY



PLEASE SHARE YOUR THOUGHTS ON THE FUTURE OF THE TAYLOR BUILDING AND SITE (IF NO LONGER USED AS A LIBRARY).

Turn it into a private business - A coffee and book cafe



RICE PUBLIC LIBRARY



PLEASE SHARE YOUR THOUGHTS ON THE FUTURE OF THE TAYLOR BUILDING AND SITE (IF NO LONGER USED AS A LIBRARY).

A. 1. Level the Taylor Building, make the space into a parking lot for the Library  
or 2. make it into a park w/ benches and some parking  
B. 1. Sell it to a big business at a "big" price, to help reduce our taxes



RICE PUBLIC LIBRARY



PLEASE SHARE YOUR THOUGHTS ON THE FUTURE OF THE TAYLOR BUILDING AND SITE (IF NO LONGER USED AS A LIBRARY).

ATTN: KENDRA

TOWN LEASES  
TO TENANT

DO NOT SELL  
UNTIL 5 YR  
LEASE EXPIRES

RICE PUBLIC LIBRARY



## APPENDIX B



### TOWN OF KITTEERY INVITATION FOR PROPOSALS (IFP) TAYLOR BUILDING 2 Walker Street, Kittery Maine

The Taylor Building Committee is accepting concept proposals from organizations, community groups, businesses, and other entities or individuals to consider for the re-use, renovation, sale and/or development of 2 Walker Street, Kittery Maine. The intent of this invitation is to facilitate a broad range of proposals from individuals, groups, and other entities that can bring a proposal to fruition. The Town anticipates the property will be vacated by the Library approximately spring 2022.

#### **OVERVIEW**

In March 2018, the Kittery Town Council established the Taylor Building Committee to gather public input on the goals, concerns, and options for the re-use of the Taylor parcel, to develop a request for proposals for the sale and/or re-development of the parcel and to evaluate proposals based on criteria it establishes. The Committee will consider both private and public uses for the property as the first step in determining the future use of the Taylor Property. It will recommend the most advantageous concept(s) to the Council for consideration and action. A formal RFP may be issued by the Town at a later date.

The Taylor Building, at 2 Walker Street, is a 4,910-square-foot masonry and wood-frame building, with 4,400 square feet of finished space, constructed in 1965, set on a 0.35 acre lot with 11 parking spots, and is now used by the Rice Public Library for its fiction and children's collections. In March 2019, Mainland Consultants of Portland appraised the property at \$770,000. The property is located in the Mixed-Use Kittery Foreside Zone. For more information visit [www.kitteryme.gov/Taylor-Building-Committee](http://www.kitteryme.gov/Taylor-Building-Committee).

#### **PROPOSAL REQUIREMENTS**

The Taylor Building Committee will review concept proposals utilizing the criteria listed below, along with its collective judgement consistent with the Committee's charge. It will select a short list of proposals for which it will gather additional information and input. The Committee may request further information from applicants prior to making its recommendations to the Town Council. The Committee's recommendation to Council does not constitute an agreement, promise, or guarantee that the proposal will be implemented.

**Proposals should be submitted to the Town of Kittery no later than SEPTEMBER 15, 2020 at 5:00 PM to:**

Kittery Town Hall  
Town Manager's Office  
200 Rogers Road  
Kittery, ME 03904

**Each proposal shall be submitted in a sealed envelope clearly marked with the name of the entity or person(s) submitting the proposal and "Taylor Building Proposal" on the outside. Electronic format of proposals will not be accepted.**

Proposals shall respond to the questions and information requested below. Proposals shall be submitted in hard copy with 10 copies.

Proposals that are incomplete, conditional or obscure, or which contain any additions not called for may be rejected by the Town. The Committee reserves the right to act or not act on any proposal submitted.

Any proposal may be withdrawn or withdrawn and resubmitted on request up until the deadline.

Unless otherwise specified, questions pertaining to general information regarding the IFP shall be addressed only in writing. No questions will be answered in-person or via telephone. **Questions shall be written and emailed to the following no later than August 31, 2020:**

Kendra Amaral  
Town of Kittery  
200 Rogers Road  
Kittery, ME 03904  
[kamaral@kitteryme.org](mailto:kamaral@kitteryme.org)

Responses to questions will be issued via the Town's website and available to all.

### **EVALUATION CRITERIA**

The Committee will use the following criteria for evaluation of proposals (not in order by priority):

- The extent to which the proposal is realistic and feasible.
  - What financing options will the applicant utilize to ensure the success of the proposal?
  - What prior experience or expertise can the applicant call upon to bring this proposal to fruition?
- The extent to which the proposal contributes to economic/community development within the Foreside.
  - How will the proposal add to the Foreside?
  - What will it contribute to the economic vitality of the area, or to the sense of community?
  - Is the proposal consistent with the Town's Comprehensive Plan and the Foreside Land Use and Transportation Study?
- The extent to which the proposal will enhance the future quality of life for the community.

**TAYLOR BUILDING  
CONCEPT PROPOSAL FORMAT**

Each proposal must include the following information:

1. Name of person, group, organization, company or other entity:

Which of the following best describes the applicant?

- individual
- business
- community group
- 501c3 or other non-profit organization
- other (please describe)

2. Name of primary contact person:

Email:  
Phone number:  
Mailing address:

3. Does your proposal seek to (please check which applies):

- purchase the Taylor Property
- obtain a long-term lease for the Taylor Property
- partner with Town of Kittery
- partner with other entities
- other: (please describe)

4. Which best describes your vision for financing the proposal:

- owner-financing
- bank financing
- public financing (i.e. municipal, state)
- private fundraising
- private-public fundraising

5. In 1,000 words or less, explain your proposal for the re-use of the Taylor Property, using the following format:

- Description
- Positive impact on the Kittery community and/or benefits to the Foreside
- Proposed timeline and funding (briefly; describe in detail in #6).

6. Briefly describe your financing in more detail, for example, by including information about how you have successfully financed projects in the past, or how you would go about raising funds for a non-profit project, etc.

7. Briefly describe other projects you or your organization has successfully implemented in the past, or present any other evidence that helps to illustrate why your proposed re-use is feasible and realistic.



# TOWN OF KITTERY

Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

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

[kamaral@kitteryme.org](mailto:kamaral@kitteryme.org)

TO: Taylor Building Committee  
FROM: Kendra Amaral, Town Manager  
CC: Adam Causey, Planning and Development Director  
DATE: September 15, 2020  
RE: Taylor Building – Public Use Option

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The staff have reviewed the Taylor building site for possible public use once the Library operation vacates it. The analysis included considering both use of the building and use of the site without the building remaining.

## **Use of Building**

The review concluded there is no advantageous or cost-effective use that would justify retaining, renovating and maintaining this additional building in both the near and long term.

The administrative staff in Town Hall will continue to need additional office space if the demand for increased services continues on pace with the past decade. However, the more cost-effective and operationally effective approach would be to finish the build-out of the second floor of Town Hall to meet needs for additional staff and public spaces.

## **Use of Site**

Two options have been considered for the use of the site without the building. They are detailed below and attached are the cost estimates.

### ***Parking Lot***

Though the Town is fielding requests for adding more parking for commercial use in the Foreside, this site is not ideal for that purpose. Downtown areas should be “kept alive”. Dedicating more space in the heart of the Foreside to cars, rather than people and activity, can be a downtown killer in terms of both vibrancy, sense of place, and critical mass of interest for the area businesses. This is not to say that the Foreside may benefit from more or different parking strategies and requirements, placing another parking facility at the “crossroad” of the Foreside is not consistent with supporting a walkable, active, and attractive public space for the residents and businesses to thrive.

### ***Public Park***

A public park in the Foreside would accomplish the dedication of more space to people. However, considered in context of the whole Foreside area, this is not the most ideal location for such a use. The upcoming renovation and expansion of the Rice Public Library is intended to include a garden and outdoor

areas along Wentworth Street. This space, incorporated into an overall inviting public use (library), will provide accessible open space in the Foreside, with comfortable pedestrian-level places for the public to utilize for passive enjoyment.

The Wallingford Square parking area may also be a more appropriately sized open space opportunity. The public and businesses will likely reject the idea of losing that space for parking. The Town would need to put significant effort into addressing the perception of parking shortages in the Foreside and identifying alternative parking solutions.

To note, for both a public park and a parking lot option, we can identify “activating” uses if either of these were to be pursued; including hosting the Farmers Market, Food Trucks, etc. These are not full time uses, and therefore do not significantly change the recommendations above.

### ***Conceptual Cost Estimates***

The conceptual cost estimates provided are very rough and are based on current cost estimates for relatively comparable projects. The estimates are intended to provide a “scale of magnitude” sense of the cost of implementing each option.

### ***Staff Recommendation***

Overall, we believe the best outcome for the site would be either private development of a public/private partnership that enhances and engages pedestrian use of the Foreside, and adds to the sense of place the Foreside has grown into.

**Taylor Site**  
**Parking Option**  
**Rough Concept Estimate**  
**For Discussion Purposes Only**

	<b>Unit</b>	<b>Price</b>	<b>Total</b>
Design			\$ -
Building Demo	1	\$ 100,000	\$ 100,000
Rough and Finish Grading	1694	\$ 4	\$ 6,776
Erosion Control and GC	423	\$ 10	\$ 4,230
Gravel Sub base	1694	\$ 33	\$ 55,902
Pavement	400	\$ 145	\$ 58,000
Tire stops			\$ 7,500
<b>Subtotal Construction</b>			<b>\$ 232,408</b>
<b>Total Design and Construction</b>			<b>\$ 232,408</b>
Contingency	10%		\$ 23,241
<b>Grand Total</b>			<b>\$ 255,649</b>



**Taylor Site**  
**Public Park Option**  
**Rough Concept Estimate**  
**For Discussion Purposes Only**

	<b>Unit</b>	<b>Price</b>	<b>Total</b>
Design			\$ 20,529
Building/Site Demo	1	\$ 100,000	\$ 100,000
Rough and Finish Grading	1694	\$ 4	\$ 6,776
Erosion Control and GC	423	\$ 10	\$ 4,230
Lanscaping			\$ -
Loam and Seed	1694	\$ 5	\$ 8,470
Paving	180	\$ 170	\$ 30,600
Trees and Plantings			\$ 12,000
Benches and furniture			\$ 9,000
Subtotal Construction			\$ 171,076
Total Design and Construction			\$ 191,605
Contingency	10%		\$ 19,161
<b>Grand Total</b>			<b>\$ 210,766</b>

## TAYLOR BUILDING OPTIONS

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### *Hypothetical Lease Terms*

- \* Long-term lease 5 years with renewal options
  - o Longer depending on the rent and tenant fit-up needed
- \* Tenant improvements/fit up – fully funded by lessee.
  - o Certain improvements to be approved by Town (changes to MEP, structural, or exterior)
- \* Double net lease agreement (insurance, utilities)
- \* Lessee responsible for own maintenance.
  - o Would be willing to discuss plowing as a Town service
- \* Exclusivity clause that allows the lot to be used as public parking under certain conditions
- \* May sublet with approval of Town

---

### *Use of Taylor Building Sale Proceeds*

April 1, 2020 Assessed Value: \$559,000

- Rice Public Library Project ~\$100K - \$200K for furniture, equipment
  - o Items can be done after Library operations move in  
OR
  - o Voters would have to approve via ballot initiative to use undesignated reserve to float the funds until property is vacated and sold (incurs some risk; would need to be done June 2021)
- Lower Bond and/or Debt Service
  - o \$500,000 will save approximately ~\$30,000 a year on debt service
  - o Apply to debt service in future years
- Apply to other capital projects
  - o Roads and sidewalks
  - o Open space/parks
  - o Removal of Cole Street Bldg ~\$80,000
  - o Sustainability/Energy Efficiency opportunities ~TBD
- Add to undesignated reserve fund for future needs
- Fund relocation of ambulance service to Gorges Road



# Town of Kittery, Maine

## *Conservation Commission*

200 Rogers Road, Kittery, Maine 03904

Date: October 21, 2021

To: Kendra Amaral, Kittery Town Manager  
Jeff Pelletier, Town Council Chair  
Judy Spiller, Town Council Vice Chair  
John Brosinhan, Harbor Master

From: Earldean Wells, Chair

Re: International Coastal Cleanup

October 9, 2021 was another great Saturday morning for this year's International Coastal Cleanup on Sea Point and Crescent Beaches. Helping to make this another very successful effort were 29 adults and 21 children from the Kittery Rotary Club, Traip senior students, Kittery Land Trust, and Kittery residents.

Each item of trash picked up is entered on tally sheets supplied by the Maine Department of Agriculture, Conservation and Forestry. Our tally sheet information will, once again, be included with information gathered from all participating Maine town and eventually combined with the information gathered throughout the world. Kittery Public Works Department, has again, assisted us by collecting the bags of trash, the lobster traps and other large material collected by the volunteers and stacked beside the Sea Point Beach parking lot.

This year volunteers took note of the remains from many campfires and bonfires that littered the beaches, although, fires on Sea Point and Crescent Beaches are prohibited.

Unfortunately, cable/zip ties continue to clutter Crescent Beach. Last year the number dropped due to Covid-19 - this year it has risen. Tally to date:

2013 510+	2017 484
2014 300+	2018 600
2015 549+	2019 693
2016 597+	2020 394
2021 427	

The number of cable ties washed up on Crescent Beach is just part of the number of ties floating in the ocean, entering the food chain and endangering the well being of our marine life - please help us to stop the littering of our beaches.

The conservation commission wishes to express our sincere thanks to all the volunteers (adults and children) who helped make the 2021 International Coastal Cleanup the best ever!