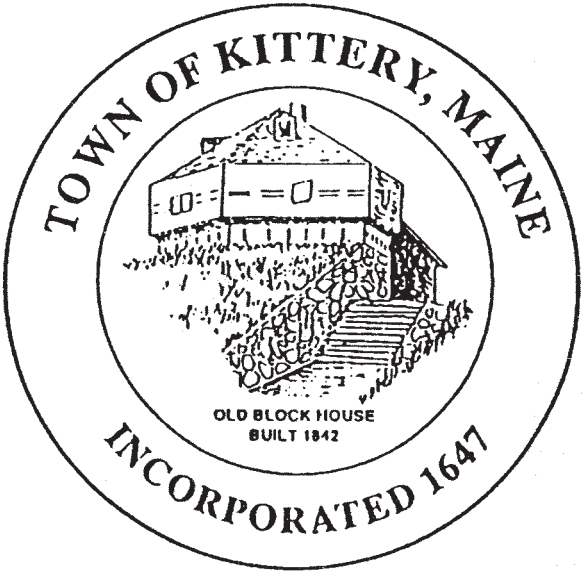
2017 - 2018

ANNUAL REPORT

for the Town of

KITTERY, MAINE

July 1, 2017 - June 30, 2018



The Oldest Town In Maine

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SUSAN M. COLLINS
MAINE

413 DIRKSEN SENATE OFFICE BUILDING
WASHINGTON, DC 20510-1904
(202) 224-2523
(202) 224-2693 (FAX)

United States Senate
WASHINGTON, DC 20510-1904

Dear Friends:

It is an honor to represent Maine in the United States Senate. I am grateful for the trust the people of our State have placed in me and welcome this opportunity to share some key accomplishments from this past year.

Maine has the oldest average age in the nation. As Chairman of the Senate Aging Committee, my top three priorities for the Committee are fighting fraud and financial abuse directed at our nation's seniors, increasing investments in biomedical research, and improving retirement security. Following the Committee's investigation into skyrocketing prescription drug costs, I authored bipartisan legislation to foster generic competition, which was signed into law. The Aging Committee's toll-free hotline (1-855-303-9470) makes it easier for seniors to report suspected fraud and receive assistance. To support the 40 million family caregivers in the United States, I am proud to have authored the RAISE Family Caregivers Act to create a coordinated strategy to support family members who make countless personal and financial sacrifices to care for their loved ones.

The opioid crisis touches families and communities across our state. As a member of the Appropriations Committee, I fought for significant increases in funding to support community, law-enforcement, and public health efforts. In April, the State of Maine was awarded over $2 million to fight this devastating public health crisis. Additionally, I have authored legislation to support grandparents and other extended family members who are raising grandchildren as a result of the nation's opioid epidemic.

Biomedical research has the potential to improve and save lives, and also supports good jobs at research facilities here in Maine. Last year, the Appropriations Committee approved a $2 billion increase for the National Institutes of Health for the third consecutive year. This includes an increase of nearly 30 percent for research on Alzheimer's, our nation's most costly disease. As founder and co-chair of the Senate Diabetes Caucus, I work to raise awareness of the threats posed by diabetes, invest in research, and improve access to treatment options. My bill to establish a national commission of health care experts on diabetes care and prevention was signed into law in 2017.

We owe our veterans so much. Last year, I worked to secure the authorization of a Community-Based Outpatient Clinic in Portland to support the health care of Maine's veterans in the southern part of our state. I also worked to secure funding extensions to help veterans throughout rural Maine receive health care within their communities. I also worked to secure funding for housing vouchers for veterans to reduce veterans' homelessness.

Maine's contributions to our national security stretch from Kittery to Limestone. I successfully advocated for critical funding for projects at the Portsmouth Naval Shipyard for construction of an additional ship that will likely be built at Bath Iron Works. This funding will strengthen our national security and preserve great jobs in our state.

As chairman of the Transportation and Housing Appropriations Subcommittee, I worked to increase funding for the TIGER program that has provided Maine with more than $122 million for vital transportation projects. For housing, I worked to provide $160 million to help communities protect children from the harmful effects of lead poisoning.

Growing our economy remains a top priority. I supported the comprehensive tax reform bill because it will help lower- and middle-income families keep more of their hard-earned money; boost the economy; and encourage businesses, both small and large, to grow and create jobs here in Maine and around the country. This legislation contains key provisions I authored that are important to Mainers, including preserving the deduction for state and local taxes, expanding the deduction for medical expenses, and enabling public employees such as firefighters, teachers, and police officers, as well as clergy and employees of nonprofits, to make "catch-up" contributions to their retirement accounts. I led the effort to ensure that the tax cut will not trigger automatic budget cuts to Medicare or any other programs.

A Maine value that always guides me is our unsurpassed work ethic. As of December 2017, I have cast more than 6,500 consecutive votes, continuing my record of never missing a roll-call vote since my Senate service began in 1997.

I appreciate the opportunity to serve Kittery and Maine in the United States Senate. If ever I can be of assistance to you, please contact my York County office at 207-283-1101 or visit my website at www.collins.senate.gov. May 2018 be a good year for you, your family, your community, and our state.

Sincerely,

Susan M Collins

Susan M. Collins
United States Senator

HOUSE OF REPRESENTATIVES
2 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0002
(207) 287-1400
TTY: (207) 287-4469

Deane Rykerson
1 Salt Marsh Lane
Kittery Point, ME 03905
Residence: (207) 439-8755
Business: (207) 439-8755
Fax: (888) 620-8146
Deane.Rykerson@legislature.maine.gov

Dear Kittery Residents,

It is an honor to serve once again as your State Representative. My goal is to fully represent our great community and build upon the work I've done representing you over the past four years.

Kittery has had an impressive year in resolving the Betterment issue and also with the huge citizen involvement in our Comprehensive Plan to envision what our town should be in future years.

This year the Legislature will be taking up roughly 2000 bills, but our chief focus will be on passing a balanced budget for the next two fiscal years, ending the heroin crisis and implementing the four citizen initiatives passed by voters in November of 2016.

I will once again serve on the Legislature's Energy, Utilities and Technology Committee. This committee deals with critical energy and communications policy issues, including energy conservation, clean energy development, expanding high-speed internet access and cell phone and land line access. We came close to a major breakthrough on solar energy last year, and I remain committed to growing Maine's solar industry and building a prosperous future powered by clean energy. I will also serve on the Government Oversight Committee to ensure that our state government works efficiently and with integrity.

Whether we are dealing with the above issues or any other topic, I will continue to work with all of my colleagues, regardless of party, to make sure we're doing the best work we can for the people of our district and all the people of Maine. I will be available to help our citizens resolve issues of roads and transportation, navigate state regulations, access benefits, celebrate their achievements and get answers to any questions about what's going on the Maine Legislature.

Please contact me if I can be of any help or if you want to discuss or testify on any legislation. My email is deane.rykerson@legislature.maine.gov and my phone number is 439-8755. I also send out e-newsletters from time to time. Let me know if you would like to receive them.

Respectfully,

Deane Rykerson

Deane Rykerson
State Representative

District 1 Kittery (part)

Printed on recycled paper

128th Legislature

Senate of Maine

Senate District 35

Senator Dawn Hill
3 State House Station
Augusta, ME 04333-0003
(207) 287-1515
Dawn.Hill@legislature.maine.gov

Dear Residents of Kittery,

I hope 2018 finds you and your family doing well. It is and has been an absolute honor to represent you and this community as your state senator. I look forward to working hard for Kittery in the upcoming session as my eight years of senatorial service comes to an end this year.

Property tax relief remains a top priority for me, and the Legislature made great strides in 2017. This past year, my colleagues and I fought to increase the Homestead Property Exemption from $15,000 to $20,000, protected state funding for local services such as fire departments and road maintenance, and increased public K-12 education funding by $162 million over the biennium. These efforts will decrease the pressure on municipalities to increase mil rates and ultimately reduce the property tax burden that has been too high for too long.

Additionally, I would like to share some information about the state's unclaimed property list. "Unclaimed property" is money owed to Maine people by third parties, such as former employers, banks or utility companies. It could be from a forgotten account, an overpaid bill or uncollected wages, and could be unclaimed as a result of a change in name, addresses or bank account. Go to www.maine.gov/unclaimed or call 1-888-283-2808 to see if the state is holding any unclaimed property for you.

One of the best parts of being a legislator is bringing students into the State House to serve as Senate Pages. Pages assist legislators by handing out documents during the session, passing messages between senators, and performing other tasks critical to the legislative process. It's an excellent way to see Maine's government in action, and families can make a day of it by touring the State House and other nearby attractions. If you know of someone who may be interested, please reach out to my office.

I am always glad to hear from folks back in District 35. Please email me at Dawn.Hill@legislature.maine.gov or call (207) 287-1515 to share any thoughts or concerns you may have.

Sincerely,

Dawn Hill
Senate District 35

*TTY (207) 287-1583 * Message Service 1-800-423-6900 * Website: www.maine.gov/legis/senate*

GOVERNOR

Paul R. LePage (R)
One State House Station
Augusta, ME 04333-0001
(207) 287-3531
governor@maine.gov

Commissioner's Office, Alfred 1-324-1571 **Clerk of the House 1-287-1400**

REPRESENTATIVE TO CONGRESS DISTRICT 1

Chellie Pingree (D)
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STATE SENATOR – SENATE DISTRICT 1

SenDawn.Hill@legislature.maine.gov

Dawn Hill (D)
3 State House Station
Augusta, ME 04333-0003
287-1515, 287-1583 (TTY) or
1-800-423-6900 (Senate message line)
Fax: 287-1527

RESIDENCE:
P.O. Box 701
Cape Neddick, ME 03902
Cell: (207) 337-3689
www.dawnhill.org

STATE REPRESENTATIVES TO LEGISLATURE

http://legislature.maine.gov/house
House of Representatives
2 State House Station
Augusta, ME 04333-0002
287-1400 (Voice), 287-4469 (TTY) or 1-800-423-2900 (House message line)
Clerk's Office: 207-287-1400, Fax: 287-1456

DISTRICT 1: Kittery (part)

Deane Rykerson (D)
One Salt Marsh Lane
Kittery Point, ME 03905
Bus.: 207-439-8755
Deane.Rykerson@legislature.maine.gov

DISTRICT 2: Eliot, Kittery (part), So. Berwick (part)

Mark Lawrence (D)
42 Lords Lane
South Berwick, ME 03908
Res.: 207-748-3289 Cell: 207-475-4975
Mark.Lawrence@legislature.maine.gov

MUNICIPAL DIRECTORY AND EXTENSION NUMBERS
FAX NUMBER 439-6806

MUNICIPAL OFFICE HOURS
MONDAY – THURSDAY
8:00 A.M. – 6:00 P.M.

Town Manager **439-1633**
Kendra Amaral Ext. 329
kamaral@kitteryme.org

Deputy Town Clerk **439-0452**
Karen Estee Ext. 313
kestee@kitteryme.org

Administrative Clerk **439-0452**
Jillian Marshall Ext. 311
jmarshall@kitteryme.org

Voter Registrar **439-0452**
Nicole Maurice Ext. 328
nmaurice@kitteryme.org

Bookkeeper **439-0459**
Jan Fisk Ext. 316
jfisk@kitteryme.org

Accountant **439-0452**
Kathleen Rich Ext. 337
krich@kitteryme.org

Dir. of Planning & Dev. **439-6807**
Adam Causey Ext. 307
acausey@kitteryme.org

Town Planner **439-6807**
Jamie Steffen Ext. 303
jsteffen@kitteryme.org

Development Staff Clerk **439-0459**
Michelle McDonald Ext. 390
mmcdonald@kitteryme.org

Sewer Clerk **439-0452**
Lia Harkin Ext. 314
lharkin@kitteryme.org

Town Clerk **439-0452**
Nicole Maurice Ext. 328
nmaurice@kitteryme.org

Assistant Town Clerk **439-0452**
Kim Tackett Ext. 312
ktackett@kitteryme.org

Administrative Assistant **439-0452**
Suzanne Esposito Ext. 309
sesposito@kitteryme.org

Finance Director **439-0459**
Patricia Moore Ext. 315
pmoore@kitteryme.org

Assessor **439-0459**
Paul McKenney Ext. 306
assessing@kitteryme.org

Code Enforcement **439-6807**
Robert Marchi Ext. 308
rmarchi@kitteryme.org

Assistant Code Officer **439-6807**
Shelly Bishop Ext. 305
sbishop@kitteryme.org

Harbormaster **439-0452**
Scott Alessi Ext. 301
kpa@kitteryme.org

HR Generalist **439-0452**
Maureen Paro Ext. 332
mparo@kitteryme.org

ELECTED & APPOINTED OFFICIALS
Revised 8/8/2018

C = appointed by Council
M = appointed by Manager
E = Elected
NV = non-voting
S = appointed by School Committee
R = appointed by Registrar
P = appointed by Port Authority

		Date Appointed	Date Term Expires	Telephone
TOWN MANAGER				
Amaral, Kendra	C	10/24/16	10/23/21	475-1329
TOWN COUNCIL				
Beers, Gary	E	11/03/15	11/03/18	439-6313
Denault, Charles, Jr, V Chr.	E	11/08/16	11/08/19	439-4718
Thomson, Jeffrey	E	11/03/15	11/06/18	752-1313
Pelletier, Jeffrey	E	11/08/16	11/08/19	703-8842
Lemont, Kenneth. Chair	E	11/07/17	11/04/20	439-3698
Dennett, Frank L.	E	11/03/15	11/03/18	439-3815
Brock, Matthew	E	11/07/17	11/07/20	752-2223
SCHOOL COMMITTEE				
Hoffman, Danielle F.	E	11/07/17	11/07/20	617-285-7755
Dow, Julie D., Vice Chair	E	11/08/16	11/08/19	439-7866
Chalupa, Nicholas M.	E	11/07/17	11/07/20	781-473-3350
Gilbert, Anne D.	E	11/03/15	11/03/18	439-9067
Pomerleau, Rhonda	E	11/08/16	11/08/19	703-2128
Bedard, Kimberly	E	11/08/16	11/08/19	439-9548
Rivers, Jonathan E.	E	11/03/15	11/03/18	439-3858
TOWN CLERK				
Maurice, Nicole	M	03/29/18	Indefinite	475-1328
TAX COLLECTOR				
Amaral, Kendra	C	10/24/16	10/23/21	475-1329
TREASURER				
Amaral, Kendra	C	10/24/16	10/23/21	475-1329
WELFARE DIRECTOR				
Amaral, Kendra	C	10/24/16	10/23/21	475-1329
FINANCE DIRECTOR				
Moore, Patricia	M	05/01/17	indefinite	475-1315
COMMISSIONER OF PUBLIC WORKS				
Rich, David	M	09/01/16	indefinite	439-0333

TAX ASSESSOR				
McKenney, Paul	M	01/14/16	indefinite	475-1306
POLICE CHIEF				
O'Halloran, Don (interim)	M	07/31/18	Indefinite	439-1638
HEALTH OFFICER				
Marchi, Robert	M	01/01/18	12/31/18	475-1308
Director of Planning & Development				
Causey, Adam	M	04/26/18	Indefinite	475-1307
PLANNER				
Steffen, Jamie	M	07/23/18	Indefinite	475-1303
CODE ENFORCEMENT OFFICER				
Marchi, Robert	M	01/01/18	12/31/18	475-1308
ASSISTANT CODE ENFORCEMENT OFFICERS				
Bishop, Rochelle	M	01/01/18	12/31/18	475-1305
Kellogg, Jessa	M	01/01/18	12/31/18	439-6807
PLUMBING INSPECTOR				
Marchi, Robert	M	01/01/18	12/31/18	475-1308
ALTERNATE PLUMBING INSPECTORS				
Bishop, Rochelle	M	01/01/18	12/31/18	475-1305
Kellogg, Jessa	M	01/01/18	12/31/18	439-6807
BUILDING OFFICIAL				
Marchi, Robert	M	04/07/18	04/08/19	475-1308
RECREATION DIRECTOR/GENERAL MANAGER				
Paul, Jeremy	M	06/25/18	Indefinite	439-3800
SUPERINTENDENT OF SEWER SERVICES				
Kathios, George C.	M	01/04/10	Indefinite	439-4646
SUPERINTENDENT OF SCHOOLS				
Waddell, Eric	S	07/01/17	Indefinite	439-6819
FIRE CHIEF				
O'Brien, David W.	M	12/28/98	Indefinite	439-2262/1638
EMERGENCY PREPAREDNESS				
Eaton, Gary, Director	M	08/26/13	Indefinite	439-1638
HARBOR MASTER				
Brosnihan, John	M	06/07/18	Indefinite	475-1301

SHELLFISH WARDEN

McCollett, John V.	C	03/26/2018	12/31/21	438-9714

BOARD OF APPEALS ***(Charter 7 members cannot serve more than 3 consecutive terms of 3 years)***

Wilson, Craig, Chair	C	01/11/16	11/01/18	439-4153
Denault, Charles, III	C	12/11/17	2/01/20	475-2098
Leontakianakos, Louis	C	12/11/17	11/01/20	351-7925
Fitzpatrick, Barry	C	02/22/17	03/01/20	703-5352
Spiller, Judith	C	02/12/18	12/01/19	439-0637
Brake, Jeffery	C	02/22/17	03/01/20	439-0974
Timko, April	C	02/27/17	03/01/20	451-2161

BOARD OF ASSESSMENT REVIEW ***(Charter - 3 regular members 2 alternates 3 year terms)***

Afienko, Joseph	C	01/25/16	12/31/18	221-5124
Thron, Mary	C	12/12/16	12/31/19	439-4136
Rindler, Alan	C	06/12/17	12/31/20	703-2447
Vacant, Alternate				
Vacant, Alternate				

CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE ***(1 Council Rep., 1 School Rep., 2 Citizens, Town Manager, Town Planner 3 year terms)***

Clifford, Jeff, Chair-Citizen Rep.	C	11/28/16	12/31/19	439-3875
Perkins, Chris, Citizen Rep	C	11/13/17	12/31/20	439-8244
Beers, Gary, Council	C	11/07/17		439-6313
Rivers, Jonathan, School Comm	S	11/07/17		439-3858
Amaral, Kendra, Town Manager				475-1329
Moore, Patty, Finance Director				475-1315
Steffen, Jamie, Town Planner				475-1307

COMPREHENSIVE PLAN UPDATE COMMITTEE ***(1 Council Rep, 1 Planning Board Rep, 1 Board of Appeals Rep, 1 Port Authority Rep, 1 School Committee Rep, 6 Citizens)***

Gagner, Terry, Citizen Rep	C	05/14/12	475-7078
Hibschman, Tom, Citizen Rp	C	12/08/14	439-6721
Emerson, Thomas, Citizen	C	11/09/15	703-0363
Zurer, Holly, Citizen Rep	C	12/14/15	603-969-4714
Costa, Brett, Citizen Rep	C	03/14/16	439-4258
White, Russell, Chair Citizen	C	12/12/16	439-4534
Bedard, Kim, School	C		39-9548
Driscoll-Davis, Debi PB Rep	C		439-0449
Wilson, Craig, BOA Rep	C		439-4153
Philbrook, Kelly, Pt. Authority	C		439-2061
Brock, Matthew, Council Rep	C		752-2223
Amaral, Kendra, Town Manager- non-voting member			475-1329
Waddell, Eric, School Superintendent – non-voting member			439-6819
Steffen, Jamie, Town Planner – primary staff coordinator			475-1307

CONSERVATION COMMISSION ***(7 regular members, unlimited associates 3 year terms)***

Wells, Earldean, Chair	C	01/25/16	12/31/18	439-2787
Hall, Stephen F.	C	12/12/16	12/31/19	439-4484
Formalarie, Anne	C	12/12/16	12/31/19	603-320-0186

Kingsbury, Herbert	C	04/10/17	12/31/20	439-6449
Moore, Donald F.	C	12/28/16	12/31/19	439-3842
Saltus, Karen	C	01/25/16	12/31/18	439-9055
Lovett, Nanci	C	03/28/16	12/31/19	439-1169
Bensley, Dean, Assoc.	C	12/12/16	12/31/19	603- 498-8734
Carson, Janice, Assoc.	C	12/12/16	12/31/19	439-4372

ECONOMIC DEVELOPMENT COMMITTEE ***(3 Councilors, 3 Business/industry Reps, 3 Citizens at large and Ex officio members – Manager and Town Planner) Sunset Date 12/31/16 prior to at which time Council will review the status and its continued need.***

Lincoln, David, Citizen Rep	C	02/27/17	12/31/18	703-0457
Kosacz, Stephen-NV Bus	C	02/27/17	12/31/19	361-1901
Dow, George, Chair Business	C	02/27/17	12/31/19	439-7866
Emerson,Tom Business	C	02/27/17	12/31/18	752-1371
Clifford, Jeffrey, Citizen	C	03/13/17	12/31/20	439-3875
Robbins, Shaye, Citizen	C	06/12/17	12/31/20	522-8117
Kenneth Lemont, Council	C	11/07/17		439-3698
Steffen, Jamie, Town Planner ex-officio member				475-1307
Amaral, Kendra, Town Manager ex-officio member				475-1329

EDUCATIONAL SCHOLARSHIP SELECTION COMMITTEE ***(2 Councilors, 3 citizens, 3 yr terms)***

Brake, Jeffery, Chair, Citizen	C	10/23/17	12/31/20	439-0974
Kingsbury, Herbert, Citizen	C	04/10/17	12/31/20	439-6449
Dow, George, Citizen	C	03/12/18	12/31/21	439-7866
Pelletier, Jeffrey - Councilor	C	11/07/17		703-8842
Denault, Charles - Councilor	C	11/07/17		439-4718

KITTERY COMMUNITY CENTER BOARD OF DIRECTORS ***(11 voting members 9 residents 4 experienced or association with recreation, 3 arts & culture, 1 economic or community development, 1 member at large, Town Manager & appointed Councilor; the Rec Director & Town Planner are ex-officio members)***

Pelletier, Jeffrey, Councilor	C	03/26/18	12/31/21	439-1277
Downs, Michael, Recreation	C	06/22/15	05/30/18	439-3347
Schremmer, Mark, At Large	C	05/29/13	12/31/19	438-9845
Stephens, Kent, Arts & Culture	C	05/09/16	12/31/19	439-5769
Lincoln, Jean, Economic Dev.	C	03/26/18	12/31/21	703-0457
Convery, Maureen Arts Culture	C	05/22/17	12/31/20	439-4735
Lemont, Eric, Arts & Culture	C	01/25/16	12/31/19	603-502-0548
Workman, Steve, Chair - Rec.	C	04/22/13	12/31/19	752-1506
Mathieson, Kristi, Recreation	C	09/12/16	12/31/19	439-1865
Avery, Danielle, Recreation	C	11/13/17	12/31/20	603-300-7360
Amaral, Kendra Town Manager				475-1329
Grady, Janice, Recreation Director				439-3800
Steffen, Jamie, Planner				475-1307

KITTERY ENERGY ADVISORY COMMITTEE - KEAC ***(Town Manager - AD HOC 2017)***

Evans, David	M	727-542-7548
Penfold, James	M	603-828-2919
Bilski, Stephen	M	802-505-5852

Robock, Jerry	M			914-380-2888
O'Connell, Julia	M			703-0450
Rosoff, Lyn	M			617-224-6960
Kempster, Erin	M			562-708-3188
Kosacz, Stephen	M			439-4500

TRUSTEES OF TRUST FUNDS *(3 regular members 2 ex-Officio members - 3 year terms)*

Mann, A. David, Chair	C	10/24/16	12/31/19	439-9577
Thomson, Jeffrey D.	C	01/25/16	12/31/18	439-1277
Tobey, Joyce	C	02/13/17	12/31/20	439-6334
Lemont, Kenneth, Council Chair – ex-officio member				439-3698
Maurice,Nicole, Town Clerk, ex-officio member				475-1328

KITTERY OPEN SPACE ADVISORY COMMITTEE *(Town Manager - AD HOC)*

Connor, Kathy, Chair Citizen	M			439-3144
Fellows, Ken Citizen	M			439-8697
Hall, Stephen Cons.Comm.	M			439-4484
Mead, Page - Parks	M			439-0638
Moore, Don - Cons. Comm	M			439-3842
Thomas, Peter Citizen	M			439-5191
Brock, Matthew Councilor	C			752-2223
Wells, Earldean Con.Comm.	M			439-2787
Wilson, Craig - Citizen	M			439-4153
Young, Karen, Mt. Agamenticus to the Sea Cons. Initiative				646-3604
Bennett, Christine, Kittery Land Trust				439-8989

PARKS COMMISSION *(7 regular members, unlimited associates, 3 year terms)*

Mead, Page, Co-Chair	C	04/10/17	12/31/20	439-0638
DeMarco, Richard, Co-Chair	C	03/27/17	12/31/20	439-5393
DeMarco, Kristina	C	10/24/16	12/31/19	439-5393
Payne, Denise	C	10/24/16	12/31/19	439-2203
Turner, Gale	C	03/27/17	12/31/20	439-0550
Wrocklage, David	C	03/28/16	12/31/19	475-4521
Dow, George	C	06/26/17	12/31/19	439-7866
Robbins, Shaye, Assoc.	C	08/14/17	12/31/19	522-8117

PLANNING BOARD *(Charter - 7 members - cannot serve more than 3 consecutive 3 year terms)*

Grinnell, Ann H., Chair	C	12/01/16	11/30/19	439-0564
Ledgett, Ronald	C	12/11/17	11/30/19	439-2492
Alesse, Mark	C	11/30/15	11/30/18	703-2054
White, Russell	C	12/11/17	11/30/20	439-4534
Kalmar, Karen	C	11/30/15	11/30/18	439-6497
Drew Fitch	C	03/12/18	11/30/19	756-9136
Dunkelberger, LeRoy	C	01/25/16	11/30/18	439-7653

PORT AUTHORITY *(7 Regular members - cannot serve more than 2 consecutive 5 year terms)*

Philbrook, Kelly, Chair	C	07/14/14	08/31/19	439-2061
Crawford, Bruce, Vice Chair	C	02/11/15	10/08/19	439-3169
Lawrence, Steve	C	08/31/18	12/31/23	475-4649
Drummond, Mark A.	C	08/22/16	08/31/21	439-4720

Patten, Charles	C	08/31/18	12/31/23	439-1589
Bush, Bryan	C	02/22/17	08/31/20	439-5068
Pinkham, Niles	C	01/09/18	01/01/23	439-4483

REGISTRAR OF VOTERS ***(Registrar, 2 year term, Deputies - Indefinite terms)***

Maurice, Nicole, Registrar	C	04/23/18	12/31/18	475-1328
Estee, Karen Deputy	R	12/12/11	Indefinite	475-1313
Tackett, Kim, Deputy	R	08/26/13	Indefinite	475-1312
Lemont, Gail, Deputy	R	10/13/95	Indefinite	439-3698

REGISTRATION APPEALS BOARD ***(Chair 4 year term, nominations from parties 3 year terms)***

Lutts, Sandra, Chair	C	01/23/17	12/31/21	439-1108
Sayer, Suzanne - Democrat	C	07/24/17	12/31/18	439-0202
Carson, Janice - Republican	C	02/22/17	12/31/20	439-9165

SHELLFISH CONSERVATION COMMITTEE ***(7 regular members, 2 alternates 3 year terms)***

Clapp, Daniel, Chair	C	01/25/16	12/31/18	439-0528
Carven, Joseph F., Jr.	C	02/22/17	12/31/20	439-6218
O'Reilly, Daniel M.	C	11/28/16	12/31/19	439-0236
Treacy, Jean	C	01/25/16	12/31/18	703-0448
Vacant	C			
Vacant	C			
Vacant	C			
Vacant, Alternate	C			
Vacant, Alternate	C			

TOWN MANAGER
ANNUAL REPORT
2017-2018

It is my honor to present an overview of Kittery's accomplishments in 2017-2018 time period.

The town launched an online permitting tool allowing customers the ability to apply for permits online, and track the progress through review and approval from their own computer. This new system also allows customers to make payments online and has resulted in revenue of $68,763.87 since April 1, 2018. We're very excited about the implementation of this tool as it's helping to increase efficiency by reducing wait times for permit approvals and improving communication with our customers.

With a continued focus on optimizing the services we offer, by vote of the Town Council, the recodified Town Charter went into effect on the Town of Kittery website on July 1, 2018. The new online tool provides a variety of improved features including the ability to perform searches, email, print or download sections as needed and sign up for automatic email updates. We're confident this new platform will provide exceptional, up-to-date access to important information for both staff and customers.

The Sarah Mildred Long Bridge opened in the spring of 2018. The opening ceremony included the Town of Kittery's contribution of items to a time capsule that highlighted the community and businesses the bridge served as a connection to. The town turned its focus to local road projects, including advancing the Whipple Road Sidewalk project to the utility easement phase, obtaining $895,027 in additional funding for the Walker/Wentworth road and sidewalk project, and successfully receiving a reallocation of funding from an abandoned project to the repaving of Government Street in the amount of $464,000. The construction of the Badger's Island crosswalk is near completion. Finally, our regional transportation planning organization approved funding for a corridor study to review and improve Route 236 in the Bolt Hill Road and Fernald Road area.

Planning staff have continued work on the new Mixed-Use Neighborhood Zone (replacing the Business Park Zone) with it going to Council in July of 2018. The new zone allows more density, more flexible mixed-use development, and incentivizes an active pedestrian landscape. Redevelopment of the Sowerby property is in the next phase of development, with plan approvals expected in the coming months. A working group led by Councilor Matthew Brock has been focused on the need for affordable workforce housing in Kittery. The working group is planning a community charrette in October and is presently developing proposals for zoning amendments that will increase the supply of affordable units.

Working with the Library Board of Trustees, the Town Council formed three committees to advance the consensus of the community regarding the future of the Rice Public Library. The Library Transition Committee is working on developing the detailed plan for transitioning the Library to a town department; the Rice Building Committee is developing the project design for the library rehabilitation and expansion, and the Taylor Building Committee is focusing on the future use and disposition of the Taylor building and site.

The Town Council developed and implemented a new taxpayer relief program that provides qualifying senior citizens with a credit towards their property taxes. The town also adopted state law allowing for tax deferrals. These changes were part of an overall package presented to protect seniors who may be struggling to keep up with their property taxes and to address the lingering list of foreclosures for taxes.

This year included the retirement of two long-serving members of the town staff. Town Clerk Maryann Place retired after over 29 years of distinguished service. Her legacy includes improving the town's archive and management of historic records and supporting the town through many Town Manager changes. Town Clerk Nicole Maurice is now serving in the role and working to fill the large shoes left by Ms. Place.

Recreation Director Janice Grady also retired. She served the town for over 35 years. Her crowning accomplishments included the opening and on-going success of the Kittery Community Center and generating $1 million in revenue this year from programs, events, and rentals at the center. Jeremy Paul was promoted to carry on Janice's legacy and lead the department forward.

Kittery Police Sergeant John Brosnihan retired after 17 years. He now serves as Harbormaster for the town, bringing his wealth of law enforcement experience to the role.

The town was pleased to welcome our new Director of Planning and Development Adam Causey. Mr. Causey has been charged with advancing the town's economic and community development goals, including managing a recodification of the town's land use code, and attracting appropriate and beneficial development to the town.

It has been a pleasure to serve with our talented team of professionals and the dedicated Councilors, Board and Committee members. The focus on goals and outcomes and the civility of the discussions have fostered a positive environment in which to accomplish the work of local government.

Respectfully submitted,
Kendra Amaral
Town Manage

Proven Expertise and Integrity

INDEPENDENT AUDITORS' REPORT

Town Council
Town of Kittery
Kittery, Maine

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Kittery, Maine as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Kittery, Maine's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Kittery, Maine as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and pension information on pages 4 through 13 and 71 through 75 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Kittery, Maine's basic financial statements. The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements and capital asset schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and is also not a required part of the basic financial statements.

The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules and the schedule of expenditures of federal awards are the responsibility of management and were derived from and related directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United

States of America. In our opinion, Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated December 12, 2017, on our consideration of the Town of Kittery, Maine's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town of Kittery, Maine's internal control over financial reporting and compliance.

RHR Smith & Company

Buxton, Maine
December 12, 2017

RECREATION DEPARTMENT
ANNUAL REPORT
2017-2018

Hello Kittery!

It is with extreme enthusiasm that I present my 1st Annual Town Report for 2017-18 as the Director/General Manager of the Kittery Recreation Department/Kittery Community Center.

Having been a staff member of the Department since 1998, I am excited to take the reigns and lead the KCC into our next chapter.

I would like to congratulate Janice Grady on her retirement and her dedicated service to this Department and to the Town of Kittery for 35+ years. She will be missed, but hopefully she won't be too far away!

Our facility continues to see hundreds of people enter our doors daily to participate in classes, workshops, meetings, conferences, trips, gym time, fitness room, indoor track, plays/theatre, lectures, preschool, after school daycare, Bingo, scouts, weddings, showers, birthday parties, concerts, memorial services, lunches and so much more. The KCC provides opportunities for everyone, ages two thru over 100. The gymnasium, indoor track, and fitness suite are used on a daily basis, from sun up to sun down, and individuals truly enjoy being able to take advantage of these amenities. The fitness suite does require a membership; however the walking track is free for all residents to use. A non-resident fee of $1 per day is charged to use the track.

With every year that passes, our participant numbers are increasing. It is with great pride that I can say that our revenues climbed over $1,000,000 for the first time! This was $150,00 over the projected revenue mark.

The KCC staff and Board of Director's number one priority is to ensure that all are having a great experience at the Center. We challenge ourselves every day to provide great customer service to our guests. Please let our receptionists know how we may assist you during any visit. There is a suggestion box at the reception desk that welcomes your input. Every effort is made and reasonable adjustments are done to make your next visit even more enjoyable.

In June, the 8th Annual Kittery Block Party was held in the Foreside Area. Many individuals and Town Departments worked behind the scenes to make this day enjoyable for families and friends. Bob's Clam Hut, York Hospital, Kittery Trading Post, Kennebunk Savings, Harbour Light, and The Maine Magazine were the presenting sponsors for 2018. Please thank them when you visit their establishments. The Block Party was able to donate over $20,000 to several nonprofit organizations after carefully considering many applications for this grant.

The Eyes of the World Discovery Center, our outdoor forest Preschool Program is available for two to five year olds. It is our honor that adorable preschoolers are commencing their early education with Kittery Recreation's licensed preschool program. Our staff works with the Mitchell school Kindergarten teachers to assist in setting up our programs to complement theirs. This program is already completely full thru 2021.

Our S.A.F.E. (Safe Alternatives for Enrichment) after school program is offered to youth in Kindergarten through Eighth grade. This program is licensed with the State of Maine and is housed at the Kittery Community Center on Monday-Friday from 2:30-6pm, allowing working parents to have the peace of mind that their children are engaging in safe activities, including homework time, after school.

The free "Concerts on the Common Summer Series", was again held at Frisbee Common at the Kittery Community Center on Tuesday evenings. In addition, the Series coincided with the National Night Out event. Kennebunk Savings has been the sponsor for this series since 2003. THANK YOU! We could not offer this series to the community without their sponsorship and the invaluable assistance of the MWR office at the Portsmouth Naval Shipyard who provided the stage and some of the bands this year.

Since 2001 YORK HOSPITAL has provided $18,500 each year for a total of $314,500 to allow low-income families and adults the opportunity to participate in activities that they may not be able to do otherwise. This contribution is amazing and so generous. The Recreation Director administers this program after an extensive application process. Some adults have used this for a fitness membership, a class or a trip. Many families take advantage of this generous gift and have been provided with reduced program fees as a result. This program is also very valuable to low income parents by providing financial assistance with daycare during the summer. We wish to thank York Hospital, our neighbor and friend, for this generous contribution to Kittery! Please remember their community spirit and generosity. With much gratitude THANK YOU to Mr. Jud Knox, President and to York Hospital's Board of Directors. York Hospital provides so much to Kittery and the surrounding communities and we feel very grateful that we are one of the recipients!

This year we began a new rebranding process of the Kittery Community Center, working with Darci Creative on a new logo, program guide, website and social media campaign to better reflect the vibrant facility the KCC has become. Stay tuned!

Additionally, thanks go out to the Town Manager, Town Council and Municipal staff for the support they have shown this Department throughout the year. Police, Recreation and Highway staff all worked the Block Party and were able to interact with the attendees in a different way than their normal daily tasks. It is wonderful to work in a community where town departments work as a team and assist each other for the benefit of the residents served. Department heads are functioning very well together and all have the appropriate attitude to provide the best services for the residents in all areas of expertise.

Last, but certainly not least, thank you to the KCC staff in reception, preschool, SAFE, custodial, and administration as well as our instructors, coaches, assistant coaches and volunteers, who work each and every day assisting in "Creating Community Together". I appreciate your dedication to Kittery Recreation/KCC and the citizenry of Kittery! I know that we all want and work hard to obtain a department that our residents are proud of and one that is utilized to the fullest. We strive to have quality staff, instructors, programs, daycare, and preschool in a clean, well maintained environment. Our goal is to willingly grow and change as the building/residents suggest change. We will listen to you! If a request cannot be done, the reason will be explained so that you know you were indeed heard.

Please contact me anytime with any issue large or small. My email is jpaul@kitteryrecreation.com. Or better yet, stop in and visit. We are here for you!

Respectfully submitted,
Jeremy Paul
Recreation Director
KCC General Manager

KITTERY POLICE DEPARTMENT
ANNUAL REPORT
2017-2018

The Kittery Police Department is currently at full complement with 21 sworn officers and 8 civilian staff. Police Administration consists of the Chief, Lieutenant, and executive secretary, who together are responsible for the day-to-day operation of financials, staffing, training and the overall efficiency of the department. In September, the Chief's executive secretary, Dani Lindman was recognized by the Maine Bureau of Highway Safety as the Child Passenger Safety Technician of the Year, thanks to her efforts in advising the public on the proper protocols for child passenger safety seats.

Uniformed Patrol is the backbone of the agency and consists of 11 officers and 4 sergeants. They are responsible for the overall protection of lives and property, maintaining and enforcing law and order and responding to requests for service. This past year the department saw the retirement of Patrol Sargent John Brosnihan, whose career spanned over 17 years with the Kittery Police Department. John was instrumental in facilitating the Dispatch Center upgrade and also served as Communication Center Supervisor during his time in the department. The Town of Kittery is excited that although John has left the Department, he will still be serving the Kittery community as the new Harbormaster. As a result of his retirement, the department has moved quickly to fill the position and bring the department back up to full complement.

Criminal Investigations is comprised of two detectives—one temporarily assigned to the DEA Task Force—and one School Resource officer. Together they are responsible for investigations and youth services, investigating all reports of violent crimes against persons and the investigation of all reports of property damage, theft, burglary and other non-violent crime. Additionally, they provide juvenile services within the schools, background investigations and serve as liaisons with the District Attorney's Office and our federal counterparts. Detectives are also responsible for managing the towns registered sex offenders.

A look at 2017-2018 offenses by the numbers:

Offenses Known to the Police	
Rape	4
Robbery	2
Assault	43
Burglary	6
Larceny Theft (No Vehicles)	140
Motor Vehicle Theft	1
	Total: 196

The Kittery Police Department communications center is staffed with highly trained dispatch staff consisting of 5 full-time dispatchers, one dispatch-records clerk, and one per diem dispatcher. Together they are responsible for the day-to-day emergency and non-emergency communications for the town of Kittery and Eliot. To shed light on just how busy the center is, dispatchers handled 38,571 calls last year, slightly down from the 40,628 from the previous year. The handling of these calls undoubtedly displays a tremendous effort from some of the best people in the business.

Whether it's at special events or a simple walkthrough of your neighborhood, the Kittery Police Department relishes the opportunity to meet and get to know those they serve and are extremely proud of the strong police department and community partnership they've built. This partnership is sustained and strengthened through community programs, events and outreach. Programs such as Coffee with a Cop, an unscripted, casual opportunity for our officers to connect with residents over a cup of coffee and some conversation, continue to be a success with the community.

Other events throughout the year, such as National Night Out and the Kittery Block Party provide wonderful opportunities for our officers reach out to the community and show citizens and children of all ages that police officers are no different than they are, and remain very approachable if assistance is needed. This year, the Kittery Police Department also partnered with several local businesses to provide a Designated Driver Awareness Program, which offered free non-alcoholic beverages to those identified as designated drivers. The Kittery Police Department's Facebook page and website continue to be an active source of information with updates and notifications for upcoming events and other ways to stay connected.

The opioid epidemic continued to ravage the New England region and the Town of Kittery has not been immune to its impact. This crisis has devastating effects on individuals, their families and loved ones. As a result, the department continues to experience an increase in violent crimes within the Seacoast area such as robberies, burglaries, larcenies, and assaults. Many of the those responsible for these crimes are addicted to drugs such as heroin, methadone, crack cocaine, and a new substance on the streets called fentanyl. Fentanyl is a synthetic based opiate that is 50 - 80 times stronger than heroin and far more addictive. Most of the overdose deaths in our area have come from this new product. The department continues to work in conjunction with a number of police agencies and medical leaders of our region including York Hospital and a number of volunteer groups, in hopes of developing a positive response to those who want help with their addictions.

Like several other Southern Maine law enforcement agencies, the Kittery Police Department participates in a Drug Enforcement Agency Task Force, targeting opiates and other serious drugs that permeate the region. This team of skilled officers produce incredible results in the size and scope of the cases they investigate. Following in the footsteps of other agencies in Maine, New Hampshire and Massachusetts, the Kittery Police Department has been trained and equipped to issue the lifesaving drug Narcan in an attempt to save those experiencing overdoes from opiates. Within minutes of administration, Narcan can bring someone from the edge of death to consciousness. As a result, Kittery officers took part in several 'saves' that likely would have had very different outcomes if not for this training.

The Kittery Police Department continues to seek out grant funding to supplement their enforcement efforts and their budgets. Last year the Kittery Police Department secured a grant from the Bureau of Justice Assistance in the amount of $3,791.93 which provided fitted, protective armored vests as part of the Bulletproof Vest Partnership. The department would like to recognize the administrative staff and patrol sergeants for taking the initiative to write these grants and administer them; it is what sets Kittery apart from most agencies and allows the department to be more proactive.

As a border town with the City of Portsmouth, Kittery continues to flourish as a significant destination for tourists who visit our picturesque landscapes, historic parks, outlets and downtown Foreside area. Likewise, our residents are extremely proud of these sites which reflect a simple but unique way of life in this charming town. As such, the Kittery Police Department is committed to ensuring the safety and well-being of both our residents and visitors who frequent these areas. As ambassadors to the town, the department strives to conduct frequent park and neighborhood patrols in these and other areas and encourage officers to be as visible

as possible. To enhance those efforts, we encourage the community to keep a watchful eye and report concerns or suspicions to the Kittery Police Department or the Seacoast Crime Stoppers.

The Town of Kittery would like to recognize and thank all of the members of the Kittery Police Department for their dedication and service to the town. Each and every day, the members of the department, regardless of rank, position or level of experience strive to provide the highest quality police services to our community. The Kittery Police Department would also like to extend its gratitude to the Kittery community for their continued support. Citizens, residents and business owners are encouraged to visit the Kittery Police Department's website and Facebook page as the department continues to provide the public with updates, new information and improved services.

Respectfully submitted,
Chief of Police

RICE PUBLIC LIBRARY
Annual report
2017-2018

On behalf of Rice Public Library, I respectfully submit the library annual report for 2017-2018.

The mission of Rice Public Library is to:

- Promote literacy and lifelong learning in a welcoming environment.
- Ensure access to local, national and global resources for all individuals.
- Offer a collection that reflects the varying interests of our community through a variety of print, electronic, digital and emerging media.
- Address the educational and cultural interests of the community.
- Collect, preserve, disseminate Kittery and local historical information.

Some statistics that demonstrate the library is fulfilling our mission:

Input Library Use	Rice Library Services for FY 2014-2015	Value of Services
57,212	Books Borrowed	$ 1,029,816
22,714	Children & Young Adult Books Borrowed	$ 227,140
24,792	Interlibrary Loan Requests	$ 743,760
4,445	eBooks/Audiobooks Downloaded	$ 35,560
2,354	Museum Passes Borrowed	$ 47,080

*Value of services format and data courtesy of the Maine State Library.

- Average cost of hardcover for adults: $18.00
- Average cost of hardcover for children: $10.00

- Interlibrary Loan Requests for Books/DVDs/Books on CD: $30.00
- eBooks/Audiobooks Downloaded: $8.00
- Museum passes borrowed - admits two per pass: $20.00

Kittery residents continue to be devoted library patrons. Currently we have 4,198 active patrons and we welcomed 460 new patrons last year.

NEW SERVICES

- In May we added TumbleBooks, a new online platform for downloadable books and eBooks for children and teens. The TumbleBooks site includes an expanded collection of downloadable titles, 540 eBooks for children and junior readers. TumbleBooks are animated, online talking picture books which introduce children to the joy of reading in an interactive format. Anyone with a library card from Rice Public Library can access this collection free of charge. This new service is offered courtesy of the annual appeal and generous donations by our patrons.

- Eighteen technology classes were offered onsite at Rice Library. Topics included hardware (e-readers, tablets), software and applications (website building, Gmail and Google Drive), social media and classes on Facebook for Business. Each class is capped at six students to ensure that each individual's needs are met within the two hour class session. Classes are hands-on and are offered in a supportive environment that encourages collaboration. Students come together from all walks of life to learn and gain confidence in their technology skills.

PROGRAMS

It was another busy year for circulation and adult programming. Here is what the library has accomplished in the past year.

- Attendance for adult programs totaled 1,283 last year, an impressive 16% increase over last year. Programming included the ever-popular Rice Pudding Poetry series, Cookbook Club, Chair Yoga with Sarah, ME-Reads, visits from authors such as Brunonia Barry and Sally Goldenbaum, and four unique book clubs.

GRANTS & REQUESTS

To supplement specific areas of the collection, one resident gave $2,000 to purchase new DVDs and $1,000.for a series of chair Yoga classes and another resident gave $3,000 towards large print mystery and thriller books. The Kittery Lions Club donated $1,000 for large print books. Rice Public Library also received a generous bequest of $100,000.00 from the estate of Carrie B.Varney for acquisition of assets not covered by the library budget..

BUILDING MAINTENANCE

- The snow storm on Monday, March 5th caused a power outage that lasted 12 hours. The Taylor sump pump was without power and caused extensive flooding in the basement. A ServePro crew spent two weeks onsite cleaning up. The total cost of the entire clean-up was in the range of $25,000.

- The library was awarded FY 2018 CIP funds by the Town to be expended on replacing a wood trim on the roof of the Rice building and replacing the lighting in both buildings with LED energy saving units. We hope to have the projects completed in FY 2019.

- After the energy survey completed last year, we hired a contractor to seal up and add insulation in the attics of the Rice and Taylor buildings.

YOUTH SERVICES

Rice Public Library's Youth Services has had another successful year, despite the challenges posed by the Children's Room flood and subsequent shut-down from March 9th–April 19th. Community outreach continues to be an important component of our mission. The Library hosts a wide variety of programs, both in-house and onsite at local organizations to engage our community and foster a lifetime use of library services.

Listed below are the phenomenal accomplishments of the Youth Services Department:

- We are pleased to report that we are the Second Highest in the State (for municipalities with a population under 10,000) for Children's Programming Attendance, as documented in the annual Maine Public Libraries Report.

- This past year, we offered a total of 122 programs with 7,516 attendees. We continue to offer a wide variety of free programs for those who utilize our enriching and fun-filled events. While the Children's Room flood incapacitated programming and Junior fiction circulation for a significant time period, we have begun to regain the footing lost.

Last summer, we had 532 participants for our Summer Reading Program, "Build a Better World" who read 4,720 officially logged hours.

- Regarding grant funding: Youth Services received $3,604.95 from the Traip Trustees, $2,000 from the Rosamond Thaxter Foundation, $1,000 from the Kittery Block Party, $3,000 from a bequest we dedicated to purchase children's and junior books, $1,070 to purchase books in memory of Casey Savage and $2,500 from The Friends of the Library for the Summer Reading Program.

- Outreach programming included: Kittery Estates inter-generational events, Back to School Blast at PNSY, school visits to Mitchell, Shapleigh, and Traip for library card registration and information-dissemination, and local preschool story times. We held an amazing Audio Body performance in the Traip gym. A big shout out to the Kittery School Department, Traip High School and Superintendent Eric Waddell for allowing the event to be held at Traip High School.

- In-house programming included: Weekly Story Times (the attendance is between 50-70 children and care-givers), Family Movie Nights, guest performers, Lego Club, African Dance & Drumming, Touch a Truck, Teen craft events and our Christmas Holly Jolly Trolley event. Our second largest event with two hundred and fifty attendees was the Solar Eclipse event with solar science demonstrations led by David Harris, our science wizard extraordinaire. Our largest event was the End of the Summer Movie Moana at Fort Foster, with over three hundred attendees.

VOLUNTEERS

Our team of devoted volunteers assisted us with processing interlibrary loans, programming, shelving, carting books between the two buildings and special events. We deeply appreciate the help of our dedicated volunteers: Mark Steele, Hope Neilson, Mary Ann West, Deborah Balon, Bill Tredwell, Mary Lombardi, and Francesca Toracinta, who volunteer many hours over the course of a year. We are very grateful to the many members of the Friends, especially President Gail Lemont, Secretary Sallie Mackie and Co-Treasurers Merry and Don Craig. This year the Friends raised funds to pay for eleven museum passes, $2,500 for the children's summer reading

program, funded the online museum pass reservation program Tixkeeper and a subscription to BookPage, (a monthly publication with a variety of adult and children's book reviews).

Rice Public Library was selected by the Sheraton Hotel of Portsmouth as their 2017 site to volunteer for the United Way Day of Caring. Seven volunteers from the Sheraton of Portsmouth worked all day to make both buildings sparkle inside and out. The team assembled a DVD unit and a bookcase, dusted, cleaned windows, and polished the woodwork.

Additionally we are very fortunate to have many dedicated volunteers transporting thirty large print books monthly to Meetinghouse Village for citizens in our community that are unable to access our facility. Thank you for assisting us with this essential service.

STAFF

The extraordinary staff, without whose help none of the above could have been accomplished, especially this year working so hard to restore the Youth section of the library after the flood, is: Technical Services Supervisor: Greta Evans, Supervisor of Youth Services: Jennifer Kelley, Circulation Supervisor: Katie Lyons, Library Assistants: Simone Roy and Melissa Rivers, and Library Substitutes: Rich Wicker and Kathy Regan.

LIBRARY BOARD

The members of our Board of Directors who guided us through the above activities were: President Rachel Dennis, Vice President David Harris, Co- Treasurer Dudley Bierau, Co-Treasurer George Dow, Secretary Douglas Greene, and board members Dianne Fallon and William Tredwell.

We genuinely appreciate the residents of Kittery and the Town Council's continuing support of the Library by funding our operational needs for the fiscal year.

PLANNING FOR A 21ST CENTURY LIBRARY

Thank you from the Arabella Rice Public Library to Kittery's residents. We are deeply grateful for your support, interest, and dedication throughout the site selection process. It has been determined by the voters that the library's future location will be maintained right where it began, 130 years ago at 8 Wentworth Street, with an addition to the Rice Building. We are thrilled that so many citizens turned out, to be active voices for Kittery's historic and vital institution. More than 2,700 voters in Kittery realized that our current situation was untenable, so we view the referendum as a resounding success and thank the community for supporting the library.

On March 26th the Kittery Town Council voted to establish three committees.

- The Library Building Committee members will develop and complete the renovation and expansion of the Rice Public Library project. The Committee shall recommend a professional design team to be engaged for the project, and work with the design team to develop a concept design, conduct the schematic design, generate construction drawings, engage in permitting, develop cost estimates, bid for contractors, and oversee the implementation of the design plans. In addition the Council expects the Library Design Committee to propose a bond referendum for the project.

- The second committee is tasked with the transition of the library as a non-profit to a Town department.

- The third committee will review the options for the disposition of the Taylor building after the addition to the Rice building has been completed.

In closing, a quote from Dave Harris, a Rice Library Board member, "Stop and look at what the Rice Library staff accomplishes in two older buildings. Just imagine what they could accomplish in a 21st century library."

We look forward to creating a 21st addition alongside the 1888 Arabella Rice building.

Please feel free to contact me at perkinse@rice.lib.me.us.

Respectfully submitted,
Elizabeth Perkins
Library Director

PORT AUTHORITY
ANNUAL REPORT
2017-2018

On behalf of myself and the Kittery Port Authority I respectfully submit this annual report on the Town of Kittery's waterways and our activities over the past year.

It's with much gratitude that I accepted the position of Harbormaster on June 7, 2018. I would like to extend my sincere thanks to Assistant Harbormaster Allen Breton, past Harbormasters, the boating community, along with the Kittery Port Authority (KPA) members for the tremendous amount of support I have received while transitioning into this position. Prior to becoming the Kittery Harbormaster, I served on the Kittery Police Department for 17 years, the last 3 of which I was a Patrol Sergeant. I feel lucky to be able to continue serving the residents of Kittery in this exciting and challenging role.

Since accepting the role as Harbormaster, I've enjoyed the myriad of responsibilities that come along with the title, such as learning about Kittery from the waterfront prospective as well as assisting mooring holders, the commercial fishing fleet and recreation boaters alike. I have been working closely with Kittery Port Authority Chair, Kelly Philbrook in an effort to resolve mooring challenges, research records and assign moorings from the waitlist. I have devoted time to addressing concerns with vessel wakes and ensuring the Kittery Port Authority rules, regulations and fees are being fairly and consistently enforced.

I have been dedicated to learning about, reviewing and managing all of the moorings located in the Town of Kittery's navigable waters. Currently there are approximately 520 moorings in Kittery waters, 343 of those are assigned to Kittery residents and 178 are assigned to non-residents. Commercial moorings account for 26% of our moorings. There are currently 133 applicants on the waitlist. 15 moorings were re-issued to individuals on the mooring waitlist, and I have been working on locating several more that will be reissued in the near future. The KPA would like to remind current mooring holders that all mooring balls should be white in color and MUST have the mooring number clearly displayed with 3" numbers.

The KPA has successfully completed several other projects throughout the year:

In January, the KPA became an official town department. This change was the result of a referendum question on the November 2017 ballot. The change has allowed the KPA to save a

significant amount of money on insurance and has made the Harbormaster, a town employee position, resulting in a greater sharing of services and resources.

The KPA transitioned equipment both in and out of the harbor:

Two, new 6ft x 30ft dinghy floats were purchased to replace two aging floats on the Frisbee Pier, four retired floats were auctioned off and sold in June and four new, larger "No Wake" buoys were purchased and set in Pepperrell Cove, the Back Channel, and Spruce Creek areas.

Various repairs and improvements were made throughout the department over the course of the year:

Repairs were made to the Frisbee Commercial Float and with assistance from the Department of Public Works, the Traip Academy boat ramp was repaired with rip-rap stone to fix a significant drop-off at the end of the ramp. The Harbormaster boat was also outfitted with emergency lights, search lights, deck lights, and a public announcement and siren system to improve safety, with the help of the Kittery Police Department.

During the busy spring and summer seasons, we welcomed back part-time dock attendant, Christopher Evansic to assist with collecting fees, and filling in when needed. Chris did an outstanding job and we are so grateful for all of his help.

In June, the Town of Kittery voted in favor of expending the money necessary to replace the Government Street Wharf and Pier. The invitation to bid packets were released on July 11, 2018 and due no later than August 27, 2018. The town will be revisiting project bids after the lowest bid came in at $520,000, and seeking out the possibility of obtaining state funding for the project.

Working in tandem with the KPA, there are several projects we're focused on addressing in the 2019 fiscal year:

Four additional, larger "No Wake" buoys will be purchased for the start of the next season. In an effort to streamline and improve the services we offer, the KPA and Town of Kittery are working together to transition mooring renewals, waitlist applications, along with transient mooring and slip rentals to an online based platform. This new platform will allow mooring holders to renew their moorings, submit required documentation and pay fees online, as well as allowing boaters traveling the coast to check availability and book our transient slips and moorings. We are also working on the ability to take credit card payments at both the Traip Academy ramp and Pepperrell Cove.

I'd like to express my appreciation for the Department Heads and Town Hall staff who have been so supportive and dedicated during this transition of the Harbormaster position. It's been a rewarding year serving the Town of Kittery and I look forward to providing recreational and commercial boaters, residents and local businesses with exceptional and innovative services in the years to come

Respectfully Submitted,
John Brosnihan
Kittery Harbormaster

FIRE DEPARTMENT
ANNUAL REPORT
2017-2018

To the Citizens of the Town of Kittery:

Manning continues to be the major issue facing the Fire Department at this time. Our equipment and apparatus is well maintained and up-to-date and due to the support of the few firefighters who continue to respond on a regular basis we are able to continue at this time the quality of fire and rescue services that we are known for. We continue to supplement our workforce with automatic mutual aid from Eliot and when needed an aggressive mutual aid system from the seacoast area. An on-call system has been put in place where four firefighters are paid a stipend to provide 24 hour weekend coverage over the summer months. This ensures our ability to have one piece of adequately manned fire apparatus available when our manning levels are extremely low.

I believe we are at a crossroads as to what the future may hold for the Kittery Fire Department. The call and volunteer fire departments throughout the country are growing smaller due to the inability to attract younger men and women into our ranks. Sadly, Kittery is not far behind the rest of the country and in the near future will have to address the problem of not enough firefighters. Federal and State laws and requirements have made the process of becoming a call/volunteer firefighter very rigid and as a result a call/volunteer firefighter has the same training and certifications as a career firefighter. Several of our newer firefighters use our training and certification process in order to gain employment as firefighters in career departments. This is a positive in that our training programs are good, however it is a negative when they move on to a career department.

Thank you to the Kittery firefighters who continue to provide the time, effort and sacrifice necessary to help our citizens and visitors of this great community.

2017-2018
Incident Type Breakdown

Incident Type	Occurrences	Percentage
Fire/Explosion	25	5.1 %
Rescue Call	127	25.7 %
Hazardous Condition	108	21.9%
Service Call	59	11.9 %
Good Intent Call	45	9.1 %
False Call	126	25.5 %
Severe Weather/Disaster	4	0.8 %
Total	**494 calls**	

I have proudly served this department and the Town of Kittery for twenty years. As I wind down my career I once again need to state that I could not be prouder of the men and women of this department and I thank you for allowing me to be your Chief. It is an honor to serve this community.

Please remember to install and maintain smoke and carbon monoxide detectors, they save lives.

Respectfully submitted,
D. W. O'Brien,
CFO III

PLANNING AND DEVELOPMENT
ANNUAL REPORT
2017-2018

WThe Planning and Development Department is comprised of the Planning, Code Enforcement and Assessing functions. The department consists of six employees: Director, Code Enforcement Officer, Assistant Code Enforcement Officer, Town Planner, Shoreland Resource Officer, and Development Staff Clerk. The department is responsible for oversight, permitting, and enforcement of land use codes and health and safety regulations, administering the comprehensive plan update process, and providing professional support to the Planning Board and Board of Appeals. The Planning Department also manages the contract with the Town Assessor, who assesses real and private property.

Highlights for fiscal year 2018 include:

(See Code Enforcement and Local Plumbing Inspector for building/plumbing permit information)

- The Department was reorganized with the creation of a Director position, which was filled in April. The Director is responsible for managing the department budget and staff, and achieving the Town's community and economic development goals.

- Creation of the new Neighborhood Mixed Use zoning district. This proposed district would take the place of the Business Park zone along I-95 between Route 236 and Dennett Road. The new zone allows greater flexibility in developing appropriate business and residential uses in this area targeted for future growth.

- Facilitated the creation of the Kittery Foreside Land Use, Parking, and Transportation Study. T.Y. Lin International and MRLD Landscape Architecture + Urbanism were contracted by the Kittery Area Comprehensive Transportation System and the Town to study land use regulations, traffic patterns, bicycle and pedestrian accommodations, and parking resources in the Foreside. The Study is an outgrowth of the Comprehensive Plan, The Foreside Forums, and input gathered from the community.

- Established a certified assessing ratio of 90% of fair market value.

- Contract assessors conducted building permit inspections on 724 parcels. Increased the total valuation of real estate by $6,897,200 from the prior fiscal year.

- Conducted cyclical inspections on 457 improved parcels and 16 vacant parcels as part of a four-year cyclical property review project.

- Processed 351 property ownership transfers and created 73 new parcels.

- Processed 75 new Homestead exemption applications and 21 new Veteran exemption applications.
- Increased the total valuation of taxable business personal property by $1,394,100 from the previous fiscal year and created 85 new business personal property accounts.
- Established a notification and assignment process for 911 street numbers to include cross-department coordination between Public Safety, United States Postal Service, Kittery Water District and Town Departments. 105 new 911 addresses were added to Maine 911, and included 911 street numbers on all 71 of Kittery Tax Maps to improve parcel recognition and to meet Town standards.

Thank you to the volunteer board members that provide many hours of their time to the town to support two very crucial regulatory boards. For fiscal year 2018 the boards include the following members:

Planning Board: Ann Grinnell (Chair), Karen Kalmar (Vice-Chair), Mark Alesse; LeRoy 'Dutch' Dunkelberger, Drew Fitch, Ron Ledgett, and Russell White. Members who left the Board during the year included: Deborah Driscoll Davis, Robert Harris, and Marissa Day.

Board of Appeals: Jeffrey Brake (Chair), Judy Spiller (Vice-Chair), April Timko, (Secretary), Charles Denault III, Barry Fitzpatrick, Louis Leontakianakos, and Craig Wilson. Members who left the Board during the year included: Brian Boyle and Niles Pinkham.

Board of Assessment Review: Mary Thron, Joseph Afienko, Alan Rindler

CODE ENFORCEMENT OFFICER
ANNUAL REPORT
2017-2018

Building Permits Issued for Fiscal Year July 2017 – June 2018

Number of Permits Issued	601
Cost of Construction	$ 34,885,269.54
Permit Fees Collected	$ 384,030.23

Residential

Single Family Residences	
Number of Permits	24
Cost of Construction	$ 7,135,465.00
Duplex Family Residences	
Number of Permits	2
Cost of Construction	$ 8,275,000.00
Mobile Homes	
Number of Permits	8
Cost of Construction	$ 583,831.00

Accessory Dwelling Units	
Number of Permits	1
Cost of Construction	$ 75,000.00
Additions & Renovations	
Number of Permits	113
Cost of Construction	$ 4,807,773.41
Maintenance & Repair	
Number of Permits	85
Cost of Construction	$ 1,105,702.80
Decks & Porches	
Number of Permits	30
Cost of Construction	$ 290,012.00
Sheds	
Number of Permits	32
Cost of Construction	$ 113,167.80
Garages, Barns & Workshops	
Number of Permits	9
Cost of Construction	$ 559,000.00
Docks, Piers, Floats	
Number of Permits	8
Cost of Construction	$ 228,241.00
Generators	
Number of Permits	32
Cost of Construction	$ 198,980.00
Chimneys, Fireplaces, Woodstoves, Pellet Stoves	
Number of Permits	5
Cost of Construction	$ 16,518.00
Solar	
Number of Permits	6
Cost of Construction	$ 114,388.00
Propane/Oil Tank and Gas Piping	
Number of Permits	56
Cost of Construction	$ 182,856.53
Pool	
Number of Permits	3
Cost of Construction	$ 165,340.00
Electrical Upgrades	
Number of Permits	85
Cost of Construction	$ 1367,798.00
Vegetation Removal in Shoreland Overlay	
Number of Permits	16

Non – Residential

Commercial Refits & Alterations	
Number of Permits	61
Cost of Construction	$ 10,921,196.00
Municipal	
Number of Permits	3
Cost of Construction	$40,000.00

Demolition

Number of Permits	22

Respectfully Submitted,
Robert Marchi, Code Enforcement Officer

LOCAL PLUMBING INSPECTOR
ANNUAL REPORT
2017-2018

Plumbing Permits Issued Fiscal Year July 2017 – June 2018

NUMBER OF PERMITS ISSUED:

Internal Plumbing Permits	126
External Plumbing Permits	36
Total Number of Permis Issued	162

AMOUNT OF FEES COLLECTED:

Total Amount Collected	$24,035.00
Total Sent to DHHS	$ 5,892.50
Total Sent to DEP	$ 540.00
Net to the Town of Kittery	$ 22,602.00

Respectfully submitted,
Robert marchi, Local Plumbing Inspector

DEPARTMENT OF PUBLIC WORKS
ANNUAL REPORT
2017-2018

Th It's been another busy one for the Department of Public Works. Public Works crews managed 101+" of snow. 11 sanding storms and 23 snow storms which we applied 3804 tons of salt to maintain 64+ miles of roadway in order to maintain safe travel ways for Kittery residents. The crews installed 30 new signs, 605'of drainage pipe repairs/replacements, 320' of curb, 320' sidewalks, 9 drainage basin repairs/replacement, 3 Set of solar pedestrian crossing poles and installed 550+ tons of asphalt for potholes.

We are currently working on the 5-year Pavement Management Program of which we have completed 13 miles of roadway at a cost of $1,365,000 which was funded by CIP, State Aid and bond funds. We will continue with our efforts to complete the 5-year program by 2022.

The Town of Kittery was awarded a grant for improving the Route 1 corridor; including the Memorial Traffic Circle rebuild, additional sidewalks, drainage, island reconstruction, culvert replacement, pavement overlays, and other related work. Improvements will be made for bicycle and pedestrian mobility exiting the Traffic Circle along Route 1 towards the outlets. Construction is scheduled to be completed and closed out by October 2018.

The Town of Kittery was awarded a grant for improving the Route 103(Whipple Sidewalk) corridor; additional sidewalks, drainage, culvert replacement, pavement overlays, and other related work. Construction is scheduled to start in 2019.

The Town of Kittery was awarded a grant for improving Walker and Wentworth corridor; additional sidewalks, drainage, culvert replacement, pavement overlays, and other related work. Improvements will be made for bicycle and pedestrian mobility. The project is still in the design stage.

Fort Foster Fees for 2017-2018 season came in at $175,000 which has been consistently increasing for the past several years. We have had several record days for attendance at Fort Foster. The credit card system is in place and should grow revenues slightly as well; with $5,958 in credit card revenue thru June 30th 2018. On the maintenance side we completed another round of deck and rail boards on the pier at accost of $10,000 and restroom repairs at a cost of $4500. We sustained damage over the winter to the pier and our beach maintenance roads with an estimated cost of $260,000 for repairs which we will be working on in the fall to request reimbursement from FEMA.

The in-town parks crew has been very busy maintaining 93+ acres of right of way and 40+ acres of parks used by our resident's, Recreation department, schools and out of town visitors. We have kept their equipment current and continue to try to become more efficient each year.

Kittery Resource Recovery Facility user Fees/Permits revenues held a steady revenue stream since the rate changes in 2010. We have taken in 2,489 tons of Municipal Solid Waste (MSW) and Demo waste with a cost of 204,297 in disposal fees and 2,024 tons of recyclables with a revenue of $189,000 for sales and user fees.

Municipal Separate Storm Sewer Systems (MS4). Annually the Town of Kittery is federally mandated to inspect and maintain stormwater infrastructure to comply with the Municipal Separate Storm Sewer System (MS4) General Permit. Public Works completed the following tasks:

- Cleaned 703 catch basins removing 1,544 cu.yd. of catch basin grit

- Swept Town streets at least once, some twice in the year, removing 392 cu.yd. of sediment and debris from the streets
- Swept Town streets for leaves in the fall removed 144 cu.yd. of leaves from the streets
- Inspected 101 stormwater outfalls and approximately 4 miles of ditches for any illicit discharges into water resources

In September 2017 the Town of Kittery completed phase IV of the Spruce Creek Watershed Restoration Project, a US EPA Section 319 Clean Water Act grant aimed at reducing bacterial impacts in the Spruce Creek Watershed. Highlights included providing outreach to targeted neighborhoods on proper pet waste disposal and hosting a Green Streets tour demonstrating the best management practices (BMPs) installed the previous year, including a rain garden, bacteria filters in catch basins and a biofiltration system installed at the entrance to the Kittery Trading Post on Route 1. The financials for the entire two-year project included:

- $59,050 Federal grant funds
- $85,080.12 Non-federal cash and in-kind services from volunteers, businesses and the Town of Kittery
- $144,130.12 Total Funds Expended

Following on the success of Phase IV, the Town was also awarded an unprecedented Phase V of the Spruce Creek Watershed Restoration Project to be started in Spring 2018, never before has a Maine community been awarded a fifth phase of 319 grant funding. This phase of the project aims at investigating the upper estuary of Spruce Creek for bacterial contributions through targeted water quality sampling and also improving the buffer areas to the headwaters of Spruce Creek.

Heading into my fourth year with Kittery Public Works, I look forward to continuing collaborative efforts with my peers to continue providing quality services to the residents of Kittery for safe roadways, maintain storm water facilities, improved bicycle/pedestrian facilities, well-maintained parks and operating an efficient Solid Waste Facility.

Respectfully submitted,
David Rich
Commissioner of Public Works

KITTERY WASTE WATER DEPARTMENT
ANNUAL REPORT
2017-2018

To the citizens of Kittery,

It has been almost ten years since the last rate hikes were put into effect. The cost of operations has increased over the last 10 years by about 3% per year. The rate increased was voted and passed by council and will take effect july 1st, 2018, from the flat rate of $75 per 1000 cubic

feet and $5 for every additional 100 cubic feet of usage. The new flat rate is $100 for every 1000 cubic feet of usage and $7.46 for every additional 100 cubic feet of usage.

The suggestion was made to Council and to the Town Manager from the consulting firm Woodard and Curran who conducted the "rate increase study" for the Town. The suggestion was to visit the issue every two or three years, to assure that the operational expenses are being covered by revenue dollars.

I would like to thank the citizens of Kittery, the Town Office Staff and Administration for all their support during the last fiscal year. A special thanks to the Employees for their hard work, especially during power outages, which provides customers uninterrupted service and keeps Kittery in compliance with our Maine Department of Environmental Protection Permit.

Respectfully submitted,
George Kathios, Superintendent of Wastewater Services

Kittery Sewer Department Annual Report
Fiscal Year
2017/2018

The following is a brief monthly breakdown of the wastewater treatment.

	Monthly Influent Flow (MGD)	Daily Maximum Influent Flow (MGD)	Daily Minimum Influent Flow (MGD)	Daily Average Influent Flow (MGD)	Daily Average Effluent Flow (MGD)	Monthly Avg. Influent BOD (Mg/L)	Monthly Avg. Effluent BOD (Mg/L)	Monthly Avg. Influent TSS (Mg/L)	Monthly Avg. Effluent Tss (Mg/L)	Septage (Gals.)	Holding (Gals.)	Sludge (Cu.Yds.)	Sludge Wet tons	Sludge % solid
July ' 17	22.250	0.910	0.639	0.741	0.822	272	9.0	358	8.0	23,904	38,950	94.0	93.17	23.33
August	22.448	0.935	0.678	0.746	0.819	251	10.0	363	9.0	41,824	15,404	129.0	130	23.1
September	21.195	0.930	0.602	0.707	0.758	279	12.0	300	11.0	33,200	12,383	95.7	96	21.5
October	19.934	0.837	0.538	0.666	0.709	266	10.0	303	12.0	44,968	33,260	93.7	93	23
November	21.365	0.790	0.657	0.713	0.745	271	9.0	308	9.0	35,535	27,350	107.8	109	22.1
December	22.189	0.860	0.164	0.716	0.742	324	12.0	331	9.0	30,050	5,500	99.9	100	23
January ' 18	30.468	1.544	0.762	1.013	1.041	261	7.0	353	10.0	19,000	18,600	70.0	69.66	20.8
February	30.046	1.639	0.837	1.073	1.152	202	6.0	229	6.0	9,500	6,500	101.0	101.4	22.7
March	34.798	1.626	0.915	1.123	1.210	196	8.0	237	8.0	6,500	13,000	102.0	101.97	22.9
April	33.263	2.369	0.730	1.107	1.223	218	7.0	211	8.0	11,000	10,050	109.0	109.07	23.6
May	23.933	1.065	0.647	0.798	0.864	277	7.0	291	8.0	62,029	4,088	108.0	107.93	23.71
June	22.542	0.954	0.675	0.751	0.760	330	9.0	323	6.0	49,397	9,140	90.0	90.48	23.7
Totals	**304.431**	**14.459**	**7.844**	**10.154**	**10.845**					**366907**	**194225**	**1200**	**1202**	**273.44**
Average	**25.36925**	**1.204917**	**0.653667**	**0.846167**	**0.90375**	**262.25**	**8.833333**	**300.5833**	**8.666667**	**30576**	**16185**	**100.0**	**100.1**	**22.8**

Wastewater flows are reported in million gallon (MG), septage and holding tank quantities in gallons, sludge quantities in cubic yards, and removal rates in percentages.

Total Gals. Treated	304.431	MG	Total Septage	366,907	Gals.
Avg. Gals. Treated / Day	0.834	MG	Total Holding	194,225	Gals.
Annual Avg. BOD Removal Rate	97%		Total Sludge Generated	1200.14	Cu Yds.
Annual Avg. TSS Removal Rate	97%		Sludge Site Used	Casella Organics Village Green & Hawk Ridge Compost Facility	

Breakdown of Gallons Treated:

Town of Kittery	214.396	70.4%
Portsmouth Naval Shipyard	55.252	18.1%
Town Of Eliot	34.7831	11.4%
Total	304.4311	100.0%

FY 2017 MUNICIPAL BUDGET	ACTUAL FY '15	ACTUAL FY '16	ACTUAL FY '17	BUDGETED FY '18
GENERAL GOVERNMENT				
Admin	759,139	883,013	913,698	864,865
Council	5,645	5,489	4,936	7,350
Elections	8,752	9,957	9,611	11,300
Total General Government	**773,536**	**898,459**	**928,245**	**883,515**
SHARED EXPENSES				
Retirement	327,173	376,091	393,540	416,742
FICA	323,517	324,612	344,953	365,812
Workers Compensation	97,006	140,436	165,773	167,622
Medical - Active Employees	874,536	865,601	938,887	1,019,403
Dental - Active Employees	7,278	7,891	8,289	11,812
Property and Casualty Insurance	125,696	131,834	138,212	164,172
Self Insurance Claims	92,310	23,013	18,520	13,000
Retired Medical & Dental	93,125	137,277	152,230	134,847
Misc Employee-related costs	33,975	27,862	31,431	37,552
Employee Benefits & Insurance	1,974,614	2,034,617	2,191,835	2,330,962
Debt Service	**670,272**	**691,728**	**891,126**	**861,988**
Total Shared Expenses	**2,644,886**	**2,726,345**	**3,082,961**	**3,192,950**
PLANNING & CODE ENFORCEMENT				
Planning Board & BOA	10,072	10,251	9,765	16,337
Planning & Code Enforcement	253,841	251,912	297,464	299,970
Assessor	140,110	101,684	130,809	142,351
Misc Exp - Public Health	522	528	520	520
Total Planning & Code Enforcement	**404,545**	**364,375**	**438,558**	**459,178**
PUBLIC SAFETY				
Fire	268,573	309,830	306,883	303,906
Police	2,008,488	2,074,763	2,037,297	2,120,898
Misc Exp - Civil Preparedness	262	-	-	700
Public Safety	**2,277,322**	**2,384,592**	**2,344,180**	**2,425,504**
PUBLIC WORKS				
Highway	919,591	832,033	878,528	1,003,764
Resource Recovery	463,854	483,118	482,091	509,394
In Town Parks	112,898	121,882	122,488	129,433
Fort Foster/Seapoint/Crescent Beach	107,128	102,173	126,335	149,755
Public Works	**1,603,472**	**1,539,206**	**1,609,442**	**1,792,346**
COMMUNITY & HUMAN SERVICES				
Library	440,916	448,412	457,380	467,380
Harbormaster	97,473	94,663	94,045	95,675
Recreation	932,547	975,839	987,087	1,025,907
Misc Exp - General Assistance	59,476	48,141	59,440	50,000
Community Agencies	13,830	11,230	11,730	11,765
Adult Education	69,835	69,835	73,103	80,590
Community and Human Services	**1,614,077**	**1,648,120**	**1,682,785**	**1,731,317**

FY 2017 MUNICIPAL BUDGET	ACTUAL FY '15	ACTUAL FY '16	ACTUAL FY '17	BUDGETED FY '18
MISC EXPENSES - OTHER				
County Tax	908,475	912,948	909,420	934,420
Streetlights & Machine/Equip. Maint.	126,071	128,599	149,868	130,000
Hydrant Rental	215,979	224,348	246,775	254,179
Other Miscellaneous	222,571	220,560	202,329	288,626
Miscellaneous Expenses	**1,473,096**	**1,486,455**	**1,508,392**	**1,607,225**
Total Operating Expenses	**10,790,935**	**11,047,552**	**11,594,564**	**12,092,035**
CAPITAL IMPROVEMENT PLAN	1,208,975	1,159,492	1,208,975	1,509,303
TOTAL	**11,999,910**	**12,207,044**	**12,803,539**	**13,601,338**
Total Municipal	11,999,910	12,207,044	12,803,539	13,601,338
Total School	15,722,827	15,102,870	15,722,827	16,675,009
Grand Total	**27,722,737**	**27,309,914**	**28,526,366**	**30,276,347**
Municipal Non-tax Revenue	4,479,679	4,690,452	4,921,378	4,685,005
School Non-tax Revenue	1,439,203	1,539,816	1,854,341	1,927,605
Total Non-tax Revenue	**5,918,882**	**6,230,268**	**6,775,719**	**6,612,610**
Property Tax History - All Actual				
Property Taxes Committed	**$21,880,284**	**$22,289,417**	**$22,932,668**	**$23,710,959**
Historic Actual Mil Rate	**$15.52**	**$15.67**	**$16.05**	**$16.50**
Total Valuation	**$1,409,812,100**	**$1,422,425,947**	**$1,428,715,466**	**$1,437,006,766**

UNPAID REAL ESTATE TAXES - JUNE 30, 2018

Year	Bill Name	Property ID	Total Unpaid
2018	ABENAQUI HOLDINGS, LLC	65-1	$711.09
2018	ANDERSON, JOHN	42-20A-1	$1,069.34
2018	ARBO, DANIEL L	2-10	$128.84
2018	ARBO, DANIEL L	2-9	$5,519.39
2018	ARBO, DANIEL L	3-106	$5,641.49
2018	ARBO, DANIEL L	3-107	$1,092.44
2018	ARBO, DANIEL L	3-88	$104.09
2018	ARRIS, JEAN	18-43	$5,126.69
2018	BEAN, BARBARA E	20-3	$2,956.94
2018	BENNETT, TONI D.	2-8	$2,342.55
2018	BRADBURY, DENNIS A	60-21-58	$523.19
2018	BRAKE, JEFFERY O	60-15A	$353.23
2018	BROCHU, MARY E	60-21-12	$99.14
2018	BROOKS, ANN M	39-17B-7	$235.51
2018	BURNETT, JUSTIN	21-3-13	$204.72
2018	BWF MANAGEMENT LLC	9-134	$5,908.79
2018	CALLAHAN, EDMUND F	24-58-1	$369.06
2018	CHAPMAN, DAVID R	14-19	$3,173.26
2018	CLOUGH, GARTH E	6-15A	$2,329.59
2018	CORMIEA, VICKIE M	41-4	$1,176.59
2018	CRAWFORD, PHILLIP R	64-15	$2,159.85
2018	CZACHOR, EUGENE	58-55-2	$4,978.44
2018	D'AMOUR, THOMAS FRANCES	16-134	$2,623.64
2018	DECOSTE, GARY J	16-130	$1,149.10
2018	DEROSIA, THOMAS K	11-31	$1,169.32
2018	DINEEN, ESTATE OF RUTH E	8-25	$1,284.70
2018	DREW, SUSAN J SPINNEY	30-26C	$1,306.94
2018	DSS LAND HOLDINGS LLC	60-24	$11,645.84
2018	DUCHEMIN, RAMONA	60-21-91	$554.54
2018	DUFORE, JAMES S	60-21-9	$211.34
2018	DURGIN, DIANE	15-27	$4,068.67
2018	ERIKSON, BERNDT M.	66-16-8	$285.59
2018	FLETCHER, SHAWN M	30-29	$1,816.27
2018	GALLANT, BETTE JEAN	16-27	$2,790.29
2018	GALLE, KENNETH W & JUDITH D	39-2-5	$1,651.79
2018	GARCIA, RENE	60-21-44	$443.99
2018	GARDNER, WILLIAM E	61-19A-4	$4,110.29
2018	GEORGE, JANE A	60-19	$485.02
2018	GERASIN, DAVID M & ELISA S	62-9-7-1	$704.07
2018	GLUSGOL, MELVIN M	41-7-6	$4,418.84
2018	GOODRIDGE, HEIRS OF GARY D	42-4	$736.04
2018	HGC LLC	3-5	$10,700.96
2018	HUCKINS, BRADLEY E	60-21-16	$77.55
2018	JOHNSON, SUZANNE	15-32A	$1,587.15
2018	JONES, JOHANNA	60-21-64	$458.84
2018	JUNKINS LIFE ESTATE, DOROTHEA	59-17	$2,333.24

Year	Bill Name	Property ID	Total Unpaid
2018	KEEFFE, JACQUELINE	21-3-18	$280.64
2018	KENNEY, BRUCE	60-21-53	$280.64
2018	KENT, MELANIE L	60-21-23	$417.59
2018	LAREAU, CYNTHIA A	66-16-14	$269.09
2018	LAUCKNER, MELISSA	60-21-103	$208.02
2018	LEBLANC, PAUL D	8-20	$2,931.40
2018	LINCOLN, SYLVIA R	47-21	$1,485.14
2018	LUTTS, SANDRA A	25-10	$8,032.34
2018	M H PARSONS & SONS LUMBER CO	22-2	$30.86
2018	MANDRAVELIS TR, FAYE	69-14C	$1,960.14
2018	MANDRAVELIS, FAYE	69-14B	$124.42
2018	MANN, A DAVID	69-20C	$437.39
2018	MATTHEWS, NANCY	21-7-12	$76.30
2018	MC LAUGHLIN, MAUREEN	39-17B-18	$1,103.99
2018	MCCANN, HOLLY	15-75	$3,173.09
2018	MCCOLLETT, JOHN V	37-5D	$2,336.54
2018	MCGINNIS, SAMANTHA	60-21-49	$51.60
2018	ME HOLDINGS LLC	48-16	$1,328.39
2018	MEYER, TYLER C	60-21-10	$146.99
2018	MILLETT, JOHN C	24-37	$3,451.02
2018	MILLETT, RONALD L	15-44	$1,067.33
2018	MOORE, CHRISTOPHER	60-21-104A	$340.04
2018	MURRAY, DANIELLE L	5-14A-1	$4,280.24
2018	NICHOLSON, KEVIN P.	60-21-38	$310.34
2018	O'NEIL, TODD	66-16-49	$361.05
2018	PAMELA P BOLD	63-8	$1,084.63
2018	PEARSON, GAIL BEVERLY	54-14-10	$2,903.84
2018	PEARSON, WAYNE R	60-21-28	$264.14
2018	PELCHAT, TINA	16-158	$3,794.93
2018	PELKEY, JEFFREY S	14-9	$2,448.74
2018	PELLETIER, PAUL A	44-13A	$2,567.54
2018	PERKINS, ELVIRA	60-21-57	$277.37
2018	PERRAULT JR, ALFRED L	36-43	$465.20
2018	PESARIK, ANNE MARIE	14-47	$3,409.04
2018	PESARIK, ANNE MARIE	14-47-1	$2,320.04
2018	PIKE, GREGORY S	41-11B	$4,364.00
2018	PINGREE, BRENNEN A	65-7J	$618.27
2018	PIRINI, TAMI E.	66-16-38	$402.71
2018	PORTRAS, RAY	7-10-8	$90.89
2018	PUTNAM, JOSEPH C	57-11	$52.94
2018	RAYNES, RICHARD F	56-17	$1,079.24
2018	REED, CLINTON E	27-3	$2,277.16
2018	REED, TED RAY	62-18	$507.19
2018	REID, DAVID M	62-22D	$1,780.49
2018	ROTONDO TR, DEBRA A	17-43-10	$16,783.94
2018	SABEN, BRENDA	16-169	$1,807.03
2018	SHERRILL K MOULTON TRUST	30-9	$3,955.19
2018	SISK, WENDY S	67-17	$5,463.29

Year	Bill Name	Property ID	Total Unpaid
2018	SMALL, ALBERT W	16-152	$591.54
2018	SOWERBY, DAVID M	15-83	$1,054.49
2018	SPINNEY, RANDALL D.	15-12	$1,993.14
2018	STACEY, LYNN	66-16-54	$554.54
2018	STARKEY, BRIAN	60-21-98	$782.24
2018	SYLVESTER, DIANA T	4-99	$2,207.84
2018	SYLVESTER, DIANA T	8-23	$3,516.90
2018	SYLVESTER, DIANA T	8-24	$2,350.60
2018	TARBOX, ROBERT J.	67-22-2	$1,140.75
2018	THOMPSON, WILLIAM J	23-7E	$176.69
2018	THORPE, LORRAINE A	46-3	$894.44
2018	THUMITH, MICHELLE	60-21-56	$865.40
2018	TILTON, JOHN	60-21-45	$193.19
2018	TOBEY, BEVERLY JEAN	45-49	$3,199.49
2018	WALKER, DAVID H.	29-13B	$3,656.54
2018	WALSH, LILLIAN F	10-35	$3,789.13
2018	WEEDEN, CRAIG	60-21-75	$133.79
2018	WHITNEY, IRVING EDGAR	10-103	$3,571.13
2018	WILKINS, JEANNE Y	9-7	$4,145.97
2018	WILLIAMS, JANE W	42-22-3	$1,933.18
2018	ZACCONI, KIM	60-21-107A	$490.19

UNPAID PERSONAL PROPERTY TAXES - JUNE 30, 2018

Year	Bill Name	Total Unpaid
2018	25 STATE LLC	$149.81
2018	ARBO TRANSPORT	$172.61
2018	ARMSTRONG JULIAN	$1,101.68
2018	AT&T MOBILITY LLC	$736.35
2018	BAG N BAGGAGE	$282.61
2018	BILL'S ORIGINAL KITCHEN	$118.46
2018	BWF MANAGEMENT LLC	$189.54
2018	D'AUTEUIL DAVIN	$90.86
2018	DELTA AMUSEMENT INC	$304.62
2018	DINEEN JAMES MARTIN	$45.70
2018	FLANNIGAN TOM & KEVIN	$250.96
2018	GERASIN ELISA	$234.93
2018	HGC LLC	$21.42
2018	HIGI SH LLC	$66.00
2018	HILTON SHERI	$43.99
2018	HILTZ MICHAEL	$22.00
2018	J S PELKEY FUNERAL SVCS INC	$37.58
2018	KEVIN STINE & HERBERT MARSH	$5,533.82
2018	KITTERY HOTELS INC	$2,506.30
2018	KITTERY MOTOR INN INC	$713.54
2018	KITTERY STORAGE INC	$45.70
2018	KIYA SALON	$30.46
2018	LESSA PENNY	$817.39
2018	MODERN LOVE SALON	$77.85
2018	MOURA DANIELLE	$22.32
2018	PENN CONCESSIONS LLC	$30.46
2018	PICHE COURTNEY	$28.74
2018	ROCKWELL CONSTRUCTION	$169.78
2018	SMITH EMMA	$43.53
2018	SPRUCE CREEK PROVISIONS	$50.30
2018	SRV LLC	$79.63
2018	TAYLA MAC BOUTIQUE	$25.35
2018	THAI LOTUS	$135.38
2018	THE FARM	$1,301.38
2018	VANDERMARLE ALEX	$28.19
2018	WOODLAND FARMS BREWERY	$350.31

UNPAID TAX LIENS - JUNE 30, 2018

Year	Bill Name	Property ID	Total Unpaid
	ARBO, DANIEL L	2-9	$ 5,959.97
	ARBO, DANIEL L	3-106	$ 6,537.81
	ARBO, DANIEL L	3-107	$ 1,218.79
	ARRIS, JEAN	18-43	$ 5,613.61
	BEAN, BARBARA E	20-3	$ 3,533.70
	BRADBURY, DENNIS A	60-21-58	$ 609.13
	BROCHU, MARY E	60-21-12	$ 229.21
	BWF MANAGEMENT LLC	9-134	$ 3,021.86
	CAVERNO, PETER	60-21-110	$ 238.05
	CERINI, BEVERLY	21-7-9	$ 167.36
	CHAPMAN, DAVID R	14-19	$ 3,570.33
	CLOUGH, GARTH E	6-15A	$ 1,096.17
	CORMIEA, VICKIE M	41-4	$ 1,383.13
	CZACHOR, EUGENE	58-55-2	$ 8,789.11
	D'AMOUR, THOMAS FRANCES	16-134	$ 2,731.61
	DESJARDINS, ROLINDA	21-3-21	$ 0.32
	DINEEN, ESTATE OF RUTH E	8-25	$ 1,435.89
	DREW, SUSAN J SPINNEY	30-26C	$ 1,448.51
	DSS LAND HOLDINGS LLC	60-24	$ 12,521.26
	DUCHEMIN, ROMONA	60-21-91	$ 0.35
	DURGIN, DIANE	15-27	$ 4,160.31
	ERIKSON, BERNDT M.	66-16-8	$ 314.32
	GANDIA, GABRIEL	60-21-92	$ 379.42
	GARDNER, WILLIAM E	61-19A-4	$ 1,242.47
	GLUSGOL, MELVIN M	41-7-6	$ 4,781.29
	GOODRIDGE, HEIRS OF GARY D	42-4	$ 837.10
	GUY, LEO J	2-3	$ 3,203.06
	HUCKINS, BRADLEY E	60-21-16	$ 77.65
	HUDDLESTON, KELLIE	21-7-12	$ 88.73
	JOHNSON, SUZANNE	15-32A	$ 1,804.58
	JUNKINS LIFE ESTATE, DOROTHEA	59-17	$ 1,629.01
	KEEFFE, JACQUELINE	21-3-18	$ 349.37
	KENT, MELANIE L	60-21-23	$ 496.04
	LAREAU, CYNTHIA A	66-16-14	$ 411.23
	LEBLANC, PAUL D	8-20	$ 3,208.32
	LINCOLN, SYLVIA R	47-21	$ 1,033.57
	MC LAUGHLIN, MAUREEN	39-17B-18	$ 1,231.16
	ME HOLDINGS LLC	48-16	$ 1,471.49
	MOORE, CHRISTOPHER	60-21-104A	$ 412.98
	MOULTON, ERIK S	48-1C	$ 0.35
	MOULTON, TR, DEBRA M	30-9	$ 4,284.75

Year	Bill Name	Property ID	Total Unpaid
	MURRAY, DANIELLE L	5-14A-1	$ 4,632.86
	NICHOLSON, KEVIN P.	60-21-38	$ 381.18
	NINE MAIN STREET LLC	4-188-2	$ 4,721.20
	NINE MAIN STREET LLC	4-188-6	$ 4,721.20
	PEARSON, WAYNE R	60-21-28	$ 331.69
	PELKEY, JEFFREY S	14-9	$ 2,659.20
	PELLETIER, PAUL A	44-13A	$ 3,116.67
	PESARIK, ANNE MARIE	14-47	$ 3,046.15
	PESARIK, ANNE MARIE	14-47-1	$ 2,533.52
	PIRINI, TAMI E.	66-16-38	$ 281.37
	PORTRAS, RAY	7-10-8	$ 146.16
	RAYNES, RICHARD F	56-17	$ 1,204.65
	REID, DAVID M	62-22D	$ 679.90
	RENE GARCIA	60-21-44	$ 210.53
	ROTONDO TR, DEBRA A	17-43-10	$ 6,023.62
	SISK, WENDY S	67-17	$ 5,899.87
	SOWERBY, DAVID M	15-83	$ 1,178.15
	STARKEY, BRIAN	60-21-98	$ 886.56
	SYLVESTER, DIANA T	8-23	$ 3,861.31
	SYLVESTER, DIANA T	8-24	$ 2,577.45
	SYLVESTER, DIANA T	4-99	$ 2,774.21
	THORPE, LORRAINE A	46-3	$ 1,006.73
	THUMITH, MICHELLE	60-21-56	$ 999.67
	TILTON, JOHN	60-21-45	$ 329.92
	TOBEY, BEVERLY JEAN	45-49	$ 1,638.47
	TURCOTTE, KENNETH	16-158	$ 4,269.04
	TYLER EIDELL	66-16-48	$ 137.75
	WALKER, GERALD F	29-13B	$ 4,039.11
	WEEDEN, CRAIG	60-21-75	$ 192.10
	WHITNEY, IRVING EDGAR	10-103	$ 3,948.94
	WILKINS, JEANNE Y	9-7	$ 4,416.94
	WILLIAMS, JANE W	42-22-3	$ 2,144.76
	ZACCONI, KIM	60-21-107A	$ 573.80

SUPERINTENDENT OF SCHOOLS
ANNUAL REPORT
2017-2018

It was an honor for me to serve as the Superintendent of Schools for the Kittery School District—my first in that capacity—and I look forward to many more years to come! The Kittery School District is a forward-thinking, progressive organization. We have a deep understanding of how children learn best, and we apply that understanding to everything we do. We are proud of the fact that the recently graduated Class of 2018 at Traip Academy graduated with a bona fide four-year Proficiency-based Learning experience, and we are equally proud that both Shapleigh School and Mitchell Primary School are looking at a full PBL deployment over the next two years. Our goal is to espouse a true K-12 Proficiency-based Learning model of teaching, learning, and assessing by 2020.

Prior to the start of the 2017-18 school year, the Kittery School Committee and the Leadership Team (comprised of Central Office and school administration) honed in on two commitments for the school year:

Commitment A ~ *Promote a safe, healthful, and respectful school culture, free of bias and harassment*

Commitment B ~ *Ensure engaging, innovative, and rigorous teaching, learning, and assessing for all students*

The articulated commitments helped the District to prioritize time, effort, and resources throughout the year, and the results were quite favorable. Emerging from **Commitment 'A'** was the Kittery Civil Rights Initiative, a three-pronged effort to joining the national discussion about race, multiculturalism, civility, and acceptance of all groups at a time when many are feeling marginalized. The establishment of Civil Rights Teams at Traip Academy and Shapleigh School, a review of our curriculum to ensure that gaps and overlaps of essential curricular components of the initiative do not exist, and the creation of the Kittery Advocates For All (KAFA), a community-based volunteer organization that provides a community perspective and raises awareness of issues related to multiculturalism.

Commitment 'B' placed a spotlight on the work that the District has done in the Proficiency-based Learning arena and called for building-level teacher leaders along with the District's leadership team to refine, implement, and communicate the components of a PBL learning system K-12. The mechanics of this highly effective teaching model are not enough, however. The Commitment also called for a renewed effort among our talented and creative teachers to cultivate, hone, and refine instructional practices that are engaging and build ownership of and autonomy in learning. I am proud of the work that the District has done to move this Commitment forward. I am especially appreciative of the K-12 Proficiency-based Learning Facilitators Group (comprised of teachers and administrators) who have lead the work this year to move PBL forward. I am also proud of the work that has come out of the three PBL Parent Advisory Groups. Successfully communicating the nuts, bolts, and benefits of the Proficiency-based Learning model of teaching, learning, and assessing to our families has been made easier by the guidance of the PBL Parent Advisory Groups.

The work related to our two 2017-18 Commitments will surely continue in the years to come. Our work has just begun, and I expect the School Committee and the Leadership Team will continue to move these Commitments forward for the future. I brag about the Kittery School District from one end of the State to the other. With nearly 1,100 students, 213 employees, and three beautiful schools, we are large enough to have the resources necessary to educate children in the 21st century but small and nimble enough to know our students and to customize for their

unique needs. Our small class sizes, our commitment to the effective use of technology (with a 1:1 device deployment in grades 4 through 12), and our pledge to truly know our students and their families make the Kittery School District the perfect place to learn and work. It is an honor to work in a community that so highly values the equitable education of its children.

Finally, I encourage everyone to follow the day-to-day happenings in our schools by following us on Twitter ~ (@kitteryschools). It is a great way to stay informed and to further cultivate the spirit of pride that defines our community.

Respectfully submitted,
Eric F. Waddell
Superintendent of Schools

IN ACCORDANCE WITH M.R.S.A. TITLE 22, §2706 (4) THE FOLLOWING DEATHS FILED IN KITTERY ARE REPORTED FOR THE YEAR JULY 1, 2017 THROUGH JUNE 30, 2018

DATE OF DEATH	NAME	AGE	LOCATION OF DEATH
August 03, 2017	Eaton, Jean P.	85	Scarborough
August 07, 2017	Spirito, Harry	94	Kittery
August 11, 2017	Lien, Shirley H.	83	York
September 04, 2017	White, Charles H.	79	Kittery
September 05, 2017	Deschamps, Helen C.	91	Kittery
September 06, 2017	Dennett, Armistead	95	Kittery
September 14, 2017	Wood, Tamara L.	54	Kittery
September 16, 2017	Flolid, Robert E.	89	Kittery
September 27, 2017	Murray, Wayne E.	76	Kittery
October 04, 2017	Frisbee, Frank C. II	87	Kittery
October 10, 2017	Ginepra, Claire R.	85	Kittery
October 13, 2017	Manson, Julie	73	Kittery
October 14, 2017	Chick, Sandra J.	74	Kittery
October 21, 2017	Gray, Irene L.	87	York
October 22, 2017	Pendleton, Eileen C.	96	Kittery
October 28, 2017	O'Brien, John P. II	48	Kittery
October 29, 2017	Gross, Walter A.	74	York
November 01, 2017	Spirito, Lena	93	York
November 02, 2017	Bailey, Paul C.	92	Kittery
November 02, 2017	Maby, Ruth C.	93	Kittery
November 03, 2017	Bell, Robert F.	94	Kittery
November 03, 2017	Kozlowski, Bessie V.	95	Kittery
November 06, 2017	Dublanica, Gregory P.	44	Kittery
November 12, 2017	Warner, William R.	66	Kittery
November 22, 2017	Totman, Judith	84	York
November 24, 2017	Schelfhaudt, Peter F.	84	Kittery
November 27, 2017	MacKendrick, Erika A.	78	York
November 28, 2017	Davis, Eleanor E.	87	Kittery
November 28, 2017	Bosbach, Catherine A.	59	Kittery
December 05, 2017	Haeberle, Constance B.	93	York
December 05, 2017	Dunham, Thomas F.	89	Kittery
December 09, 2017	Rohrbacher, Irving Jr.	86	Kittery
December 10, 2017	Raynes, Lester M.	91	Falmouth
December 14, 2017	Volpe, Jorja M.	60	Kittery
December 15, 2017	Smith, Pamela	71	Kittery
December 28, 2017	Colleran, Edward W.	59	Kittery
December 31, 2017	McHutchinson, James E.	76	Kittery
January 02, 2018	Curran, Christine A.	73	York
January 06, 2018	Boucher, Raymond A.	65	York
January 11, 2018	Orcutt, Sally L.	71	York
January 28, 2018	Windus, Winona E.	90	York
February 05, 2018	Daly, Margaret	91	Kittery
February 07, 2018	St. Denis, Dianne L.	53	York

February 08, 2018	Valhos, George	90	Scarborough
February 15, 2018	Hagemeister, Lynn	95	Kittery
February 21, 2018	Smith, Michael	64	Kittery
March 02, 2018	Pollard, Nina M.	93	Kittery
March 03, 2018	Dennett, Louise H.	95	Kittery
March 23, 2018	Hayner, Helen	96	Kittery
April, 01, 2018	Engel, Dawn M.	50	Kittery
April 02, 2018	Gyurko, Marie	71	Kittery
April 02, 2018	Swartz, Herbert S.	85	York
April 18, 2018	Slaugenhoup, Karen	60	Kittery
April 21, 2018	Tapley, Barbara M.	93	Kittery
April 22, 2018	Riha, Francine	83	Kittery
April 23, 2018	Neal, Judith L	75	York
April 23, 2018	Revak, Caleb	27	Kittery
April 28, 2018	Durost, Gail F.	80	Kittery
May 11, 2018	McArdle, John Z.	88	York
May 13, 2018	St. Pierre, Judith C.	75	Kittery
May 14, 2018	Tardif, John T.	65	York
May 29, 2018	Guertin-Ouellette, Henry	93	Kittery
June 02, 2018	Davis, Mary L.	97	Kittery
June 07, 2018	Hall, Alan	62	York
June 09, 2018	Gerasimenko, Yaroslav	27	Kittery
June 10, 2018	Gray, Henry W.	92	Scarborough
June 23, 2018	Carliss, Lorayne	92	Rochester, NH
June 27, 2018	Shea, Lezlye	85	Kittery
June 28, 2018	Deininger, Marjorie T.	96	Kittery