

2019 - 2021

ANNUAL REPORT

for the Town of

KITTERY, MAINE

July 1, 2019 - June 30, 2021



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

COMMITTEES:
SPECIAL COMMITTEE
ON AGING,
CHAIRMAN
APPROPRIATIONS
HEALTH, EDUCATION,
LABOR, AND PENSIONS
SELECT COMMITTEE
ON INTELLIGENCE

Dear Friends,

As 2019 ends and 2020 begins, I am pleased to report that Congress made progress on a number of issues important to Maine families despite the polarization in our country.

In a major win for surviving military and retiree spouses to whom we are deeply indebted, I was proud to co-lead the repeal of what is often referred to as the "Military Widow's Tax," an unfair offset of survivor benefits that has prevented as many as 67,000 surviving spouses—including more than 260 from Maine—from receiving the full benefits they deserve.

The high cost of health care and prescription drugs continues to be a top issue for families and seniors. To provide continued relief for more lower- and middle-income individuals, I led the charge to extend for another two years the medical expense tax deduction that I included in the 2017 tax law. Without this extension, nearly 20,000 Mainers and millions of Americans with high medical expenses, including many with preexisting conditions, would have faced an increased tax burden. In other good news, the CREATES Act I cosponsored became law. It will prevent pharmaceutical companies from blocking access to a sufficient supply of brand-name drugs needed for the studies that allow less expensive alternatives to enter the marketplace.

Improving people's health and wellbeing remains my priority. On a per capita basis, Maine has the highest incidence of Lyme disease in the country. In August, I held a Senate hearing at the University of Maine's Tick Lab on this growing public health crisis. A comprehensive public health strategy to combat this epidemic is needed, and the new law I authored will do just that.

In addition, I helped champion another \$2.6 billion increase for the National Institutes of Health, our nation's premiere biomedical research institution, including significant boosts for Alzheimer's disease and diabetes research. Last year, NIH funded more than \$111 million for research at 14 Maine institutions.

To help prepare the graduates of Maine Maritime Academy, I secured \$300 million for a new training ship, which will ensure rigorous instruction for MMA students for decades to come.

Significant federal funding was approved for work at Bath Iron Works and Portsmouth Naval Shipyard. Funding appropriated by Congress will pay for three new destroyers, make a down payment on an additional ship, and finance infrastructure improvements at PNSY.

As Chairman of the Transportation and Housing Appropriations Subcommittee, I have led efforts to improve our nation's crumbling infrastructure and ensure that Maine's housing needs are addressed. For Maine's roads, bridges, airports, and seaports, tens of millions in federal funding will help make urgently needed upgrades and improve safety. Funding will also support housing assistance to low-income families and seniors and aid communities in reducing homelessness among our youth. The Community Development Block Grant program will assist numerous towns and cities in our State.

The Aging Committee I chair has continued its focus on financial security for our seniors. A new law I authored will make it easier for small businesses to offer retirement plans to their employees. Our Aging Committee's Fraud Hotline fielded more than 1,200 calls this year. Congress passed a new law to crack down on robocallers who are often the perpetrators of these scams. And a new law I authored will expand the IRS' Identity Protection PIN program nationwide to prevent identity theft tax refund fraud.

At the end of 2019, I cast my 7,262nd consecutive vote. In the New Year, I will keep working to deliver bipartisan solutions to the challenges facing Maine and the nation. If ever I can be of assistance to you, please contact one of my state offices or visit my website at www.collins.senate.gov. May 2020 be a good year for you, your family, your community, and our state.

Sincerely,



Susan M. Collins
United States Senator

SUSAN M. COLLINS
MAINE

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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 reflect on 2020, an incredibly challenging year for Maine families, small businesses, and communities.

When the pandemic struck, our country faced the specter of an overwhelmed health care system and devastation to our small businesses and the millions of people they employ. I immediately worked with Republicans and Democrats to pass multiple laws allocating approximately \$3 trillion to respond to this public health and economic crisis, including more than \$8 billion directed to Maine to support testing, schools, the economy, and other purposes — that is nearly double Maine’s annual state budget.

I am especially proud of the bipartisan Paycheck Protection Program (PPP) I co-authored. This program has provided three out of four Maine small businesses with nearly \$2.3 billion in forgivable loans, which has helped sustain more than 250,000 Maine jobs. I have met thousands of Maine small employers and employees in all 16 counties who are surviving because of the PPP. As one small business owner told me, the PPP provided “exactly what we needed at exactly the right time.” The PPP also allowed employers to maintain benefits, such as health care, during this challenging time. Another round of PPP is needed to sustain small businesses and their employees.

While the pandemic continues across Maine, our nation, and the world, I thank the first responders, health care professionals, teachers, grocery store employees, factory workers, farmers, truck drivers, postal employees, and so many others who continue to stay on the job during this difficult time. With the deployment of the first vaccines, better tests, and the incredible speed with which these life-saving responses were developed, I am hopeful we can emerge from this crisis in the next few months.

While providing relief to American families was my focus throughout 2020, other accomplishments include the passage of the Great American Outdoors Act, which provides full funding of the Land and Water Conservation Fund and addresses the maintenance backlog at our national parks, forests, and wildlife refuges. As Chairman of the Transportation Appropriations Subcommittee, in 2020 alone, I secured \$132 million to improve Maine’s roads, bridges, airports, buses, rail, ferries, and seaports. Finally, as Chairman of the Aging Committee, I led the reauthorization of the Older Americans Act, which funds programs that improve the well-being, independence, and health of our nation’s seniors and their caregivers, and I authored laws to reduce the cost of prescription drugs and protect individuals with Alzheimer’s disease.

As the end of 2020 is approaching, I have cast more than 7,535 votes, never having missed one. In the New Year, my focus remains to work with colleagues to find common ground on policies to help support the health and safety of Mainers and the safe, responsible opening of our communities. If ever I or my staff can be of assistance to you, please do not hesitate to contact one of my state offices. May the coming year be a successful one for you, your family, your community, and our state.

Sincerely,



Susan M. Collins
United States Senator



Jared Golden
Congress of the United States
2nd District of Maine

Dear Friends,

I hope this letter finds you safe and well. I know that this year has been challenging for many of our communities. In the midst of these challenges, it remains a privilege to represent you, and I appreciate the opportunity to update you on what I have been working on in Congress for the people of the Second Congressional District.

The coronavirus pandemic has made this year an especially difficult one. We've seen the struggles of small businesses, workers and families, hospitals, and states and towns. COVID-19 has been a serious threat to public health that requires a comprehensive, ongoing response. In March, Congress passed the largest of three bipartisan pieces of relief legislation, the *Coronavirus Aid, Relief, and Economic Security (CARES) Act*. The *CARES Act* was a \$2 trillion economic relief package to provide immediate assistance for some of those hit hardest by the pandemic. While an important start, many of the programs and benefits created by the *CARES Act* were set to expire by the end of 2020 at a time when COVID-19 cases were on the rise. That's why in late December, Congress passed another bipartisan bill to provide COVID-19 relief to small businesses and hospitals, the unemployed, and families struggling to put food on the table. However, the action Congress took at the end of 2020 cannot distract from its failure to act sooner. The unwillingness of many members of Congress to accept compromise throughout the fall left many Mainers struggling and led to a rushed process that produced a bill with serious flaws. In 2021, Congress needs to step up, come together, and lead the country through this pandemic and get our economy back on track.

There are a few bright spots that came out of the work done by Congress this year. As a member of the House Armed Services Committee, I helped advocate for a national defense bill that would include important priorities for American national security, Maine shipbuilders, and servicemembers and their families. The legislation authorizes a new DDG-51 Arleigh Burke-class destroyer to be constructed at Bath Iron Works and helps BIW compete for new work by encouraging a new multi-year procurement process for the DDG-51 Flight III. This funding bill also makes permanent new federal guidelines proposed by Senator King and me to allow Gold Star Families free admission to national parks and other federal lands.

I've been working to improve mental health services for veterans for years, and I led the Maine delegation's effort to address the need for long-term mental health substance abuse treatment for veterans in our state. This past fall the Veterans Administration announced we were successful. Construction starts next year on a new, 24-bed facility at Togus that will ensure Maine veterans won't be sent out of state to receive residential care for substance use disorder and associated mental health issues. This is one result that I am especially proud to deliver for my fellow Maine veterans.

As I reflect upon what I am most grateful for this year, I am especially glad to be able to share that my wife Izzy and I are expecting a baby in 2021. We are excited about this new addition to our family and look forward to the blessings ahead.

This period is challenging for Mainers as we all take steps to limit the spread of the coronavirus, protect our families and our communities, and lean on each other to withstand this pandemic and economic hardship. My staff and I stand ready to assist Mainers as we work through these challenges together. I look forward to continuing to work on your behalf in 2021.

Respectfully,

Jared Golden
Member of Congress



STATE OF MAINE
OFFICE OF THE GOVERNOR
1 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0001

Dear Friends:

When I took the oath of office as Maine's 75th governor, I never imagined that we would face a deadly pandemic. But that is our reality, and it is my responsibility to guide our state through this time, to keep Maine people safe and healthy, and to put our economy on a path to recovery.

COVID-19 has wreaked havoc on our national economy, dealing heavy losses to businesses of all sizes, and leaving millions of people unemployed. Here in Maine it has taken the lives of hundreds of people and sickened many more. Since the arrival of the first vaccines in December 2020, we have been working to get as many shots into the arms of Maine people as quickly and efficiently as possible.

While our spirits are lifted and we share in a collective sense of relief, particularly for frontline health care workers who are exhausted and have been working around the clock to save lives, it will take months to administer the vaccine to all Maine people and we must keep our guard up. In the coming months, I look forward to working with you in fully opening our schools and businesses across the state. We will hasten our state's recovery if we wear our masks, watch our distance, avoid gatherings, and wash our hands.

My Administration, in collaboration with public health experts and business leaders across the state, developed a plan to gradually and safely restart Maine's economy. We also formed an Economic Recovery Committee charged with assessing the economic impacts of the pandemic on Maine's economy and providing recommendations for policy changes to deal with these impacts. Together, drawing on the hard work and resilience of Maine people, we will rebuild and strengthen our economy and rise from this unprecedented challenge to be a stronger, better state than ever.

I continue to be amazed by the strength and courage of the Maine people and businesses who have found different ways to do business and the brave first responders in your town and in our health care facilities. Thank you to the people of Maine who have demonstrated patience, kindness, and compassion during this difficult time.

Please take care,

A blue ink signature of Janet T. Mills, written in a cursive style.

Janet T. Mills
Governor

P.S. For the latest information and guidance on Maine's response to COVID-19, as well as resources for assistance during this time, please visit www.maine.gov/covid19/.

GOVERNOR

Janet Mills(D)
One State House Station
Augusta, ME 04333-0001
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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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UNITED STATES SENATORS

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STATE SENATOR – SENATE DISTRICT 1

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or 1-800-423-6900 (Senate message line)
Fax: 287-1527

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42 Lords Lane
South Berwick, ME 03908
Res: 207-748-3289
Cell: 207-475-4975

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)
Kristi Mathieson (D)
PO Box 172
Kittery Point, ME 03905
207-439-1865

DISTRICT 2

Eliot, Kittery (part), So. Berwick (part)
Michele Meyer (D)
58 Odiorne Lane
Eliot, ME 03903
Residence: 207-438-9197
Michele.Meyer@legislature.maine.gov

TOWN EMPLOYEES, BOARDS AND COMMITTEES

<u>Director of Planning & Development</u>				
Causey, Adam	M	04/26/2018	Indefinite	207-475-1307
<u>Planner</u>				
McDonough, Bart	M	03/23/2020	Indefinite	207-475-1307
<u>Code Enforcement Officer</u>				
Alfis, Craig	M	07/22/2019	Indefinite	207-475-1308
<u>Plumbing Inspectors</u>				
Alfis, Craig	M	07/22/2019	Indefinite	207-475-1308
<u>Alternate Plumbing Inspector</u>				
Evans, Dave	M	09/03/2019	Indefinite	207-475-1305
<u>Building Official</u>				
Alfis, Craig	M	07/22/2019	Indefinite	207-475-1308
<u>Recreation Director/General Manager</u>				
Paul, Jeremy	M	06/25/2018	Indefinite	207-439-3800
<u>Superintendent of Sewer Services</u>				
Babkirk, Tim	M	02/25/2019	Indefinite	207-439-4646
<u>Superintendent of Schools</u>				
Waddell, Eric	S	07/01/2017	Indefinite	207-439-6819
<u>Fire Chief</u>				
O'Brien, David	M	12/28/1998	Indefinite	207-439-2262/1638
<u>Emergency Preparedness</u>				
O'Brien, David	M	12/28/1998	Indefinite	207-439-2262
<u>Harbormaster</u>				
Brosnihan, John	M	06/07/2018	Indefinite	207-475-1301
<u>Shellfish Warden</u>				
Brosnihan, John	C	02/18/2020	Indefinite	207-475-1301
<u>Board of Appeals (7 members cannot serve more the 3 consecutive terms of 3 years)</u>				
Dwyer-Jones, Suzanne Sec.	C	12/10/2018	06/14/2021	207-475-6138
Denault, Charles, III	C	12/14/2020	12/31/2023	207-475-2098
Leontakianakos, Louis,Vice Chair	C	12/11/2017	11/01/2020	207-351-7925
Fitzpatrick, Barry	C	03/10/2020	10/20/2020	207-703-5253
Gardner, Vern	C	12/10/2018	12/31/2021	207-439-4359
Brake, Jeffrey	C	03/21/2020	04/26/2021	207-439-0974
Timko, April, Chair	C	03/10/2020	12/31/2022	207-475-2161
Burke, Amelia	C	05/25/2021	12/31/2023	806-307-7824
Nohmer, Frederick	C	11/09/2020	12/31/2023	207-703-0263
Kaszynski, Robert	C	06/28/2021	12/31/2024	207-439-1768
Gray, Robert	C	06/28/2021	12/31/2024	207-337-4689
<u>Board of Assessment Review (3 regular members 2 alternates 3 – year term)</u>				
Afienko, Joseph	C	12/10/2018	12/31/2021	207-475-6532
Thron, Mary	C	12/10/2019	12/31/2022	207-439-4136
Rindler, Alan	C	12/31/2020	12/31/2023	207-703-2447
Pierce, William	A	09/24/2018	12/31/2021	207-451-9171
Connolly, Bradford	A	10/10/2018	04/01/2021	207-703-0628
<u>Capital Improvement Program Committee (1 Council Rep., 1 School Rep.,2 Citizens, Town Manager, Town Planner 3-year term)</u>				
Clifford, Jeff, Citizen Rep	C	12/09/2019	12/31/2022	207-439-3875
Perkins, Chris, Citizen Rep.	C	12/14/2020	12/31/2023	207-439-8244
Eric Lemont, School Committee	C	11/03/2020	11/03/2023	207-289-5893

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Waddell, Eric, School Superintendent	NV			207-475-1333
Patricia, Moore, Finance Director	NV	12/20/2019	Indefinite	207-439-1315
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
<u>Celebration Committee</u> AD HOC (<i>Appointed by the Town Manager will serve on Committee until work is completed</i>)				
Thomson, Jeffrey, Council Rep	C			207-752-1313
Hildreth, Gary	M			207-439-4096
Eddy, Danna	M			207-451-8910
Hands, Donald	M			207-703-2727
Gray, Robert, Kittery Historical and Naval Museum	M			207-439-9613
Sanborn, Kim, Kittery Historical and Naval Museum	M			603-205-4258
Kerr, D. Allan	M			207-408-6326
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
Paul, Jeremy, Chair	NV			207-439-1780
Esposito, Suzanne, Vice Chair	NV			207-475-1309
Reid, Sam	M			207-439-0118
Waddell, Eric, School Superintendent	S			207-475-1333
Perkins, Lee, Library Director	NV			207-332-9795
Rykerson, Deane	M			207-439-8791
<u>Comprehensive Plan Committee</u> (<i>Town Council Chair & Vice Chair, 1 Rep. from; Board of Appeals, Economic Development Committee, Planning Board, Port Authority, School Committee, 3 Citizen Reps & Ex officio members – Superintendent of Schools, Town Manager, & Director of Planning & Development</i>)				
Spiller, Judith, Council Chair	C	11/06/2018	11/02/2021	603-969-5910
Brock, Matthew, Council Vice Chair	C	11/07/2017	11/07/2020	207-752-2223
Thomson, Jeffrey, Council Chair	C	11/06/2018	11/02/2021	
Waddell, Eric, School Superintendent	S			207-439-6819
Causey, Adam, Director of Planning & Development	NV	04/26/2018	Indefinite	207-475-1307
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
<u>Conservation Commission</u> (<i>at least 3 but no more than 7 members, unlimited associates 3 - year term</i>)				
Wells, Earledean, Chair	C	12/10/2018	12/31/2021	207-439-2787
Hall, Stephen F.	C	12/10/2019	12/31/2022	207-439-4484
Formalarie, Anne	C	01/08/2020	12/31/2022	603-320-0186
Bliss, Cassandra	C	01/14/2019	12/31/2022	207-703-0859
Moore, Donald F.	C	01/08/2020	12/31/2022	207-439-3842
Saltus, Karen, Associate	C	12/10/2018	12/31/2021	207-439-9055
Lovett, Nanci	C	01/09/2020	12/31/2022	207-439-1169
Bensley, Dean, Associate	C	01/29/2020	12/31/2022	603-498-8734
<u>Animal Control Working Group</u> AD HOC (<i>Appointed by the Town Manager will serve on Committee until the work is completed</i>).				
Wrockledge, David	M			207-475-4521
Miller, Dianne	M			508-254-2976
Grimms, Christopher	M			707-494-6790
Thron, Mary	M			207-439-4136
Johns, Michael	M			720-345-2692
Bailey, Ryan	M			508-240-4256

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Soule, Sally	M			207-438-9474
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
Robert Richter, Police Chief	NV			207-439-1638
Spiller, Judith, Council Rep	C			603-969-5910
<u>Economic Development Committee</u> (1 Councilor, 3 Business/Industry Reps, 3 Citizens at large & Ex officio Members – Town Manager) <u>Sunset Date 12/31/16 prior to at which time Council will review the status and its continued need.</u>				
Fitch, Drew	C	03/11/2019	12/31/2021	207-756-9136
Kosacz, Stephen – NV Bus	C	12/09/2019	12/31/2022	207-361-1901
Dow, George, Council Rep	C	12/10/2019	12/31/2022	207-439-7866
Emerson, Tom, Business	C	12/10/2018	12/31/2021	207-752-1371
Clifford, Jeffrey, Citizen	C	12/14/2020	12/31/2023	207-439-3875
Robbins, Shaye, Citizen	C	06/12/2017	12/31/2020	207-522-8117
Causey, Adam, Development & Director	NV	04/26/2018	Indefinite	207-475-1307
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
<u>Educational Scholarship Selection Committee</u> (2 Councilors, 3 citizens 2 – year term)				
Brake, Jeffrey, Chair, Citizen	C	12/14/2020	04/26/2021	207-439-0974
Dow, George, Citizen	C	03/12/2018	12/31/2021	207-439-7866
Pelletier, Jeffrey, Council	C	11/07/2017	11/05/2022	207-703-8842
Denault, Charles, Council	C	11/07/2019	Resigned 3/5/21	207-439-4718
Hamm, Cameron Council	C	06/14/2021	11/13/2023	
Burke, Amelia, Citizen	C	05/10/2021	12/31/2024	860-307-7824
<u>Fisheries & Aquaculture Working Group</u>				
Spiller, Judith, Town Council	E	11/06/2018	11/06/2021	603-969-5910
Lovett, Nanci, Conservation Commission	C	12/23/2019	12/31/2022	207-439-1169
<u>Kittery Community Center Board of Directors</u> (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 are Ex – officio members)				
Pelletier, Jeffrey, Council	C	11/07/2019	11/14/2022	207-703-8842
Downs, Michael, Recreation	C	05/30/2018	12/31/2021	207-439-3347
Girard, Maribeth, Recreation	C	09/28/2020	12/31/2023	207-439-4189
Guay, Robert, Art & Culture	C	11/13/2019	12/31/2022	207-299-0860
Lincoln, Jean, Economic Development	C	03/26/2018	08/31/2020	207-703-0457
Convery, Maureen, Arts Culture	C	05/22/2017	12/31/2020	207-439-4735
Luke, Gerri, Arts & Culture	C	12/14/2020	12/31/2023	603-759-1315
Workman, Steve, Chair	C	12/09/2019	12/31/2022	207-752-1506
Mathieson, Kristi, Recreation	C	12/09/2019	12/31/2020	207-439-1865
Kilroy, Brian	C	11/26/2018	05/13/2021	207-210-0786
Eppard, Rose, Arts & Culture	C	12/14/2020	12/31/2023	207-703-0765
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
Paul, Jeremy, Recreation Director	NV			207-439-3800
<u>Kittery Climate Adaptation Committee</u> (2 Town Councilors, 1 rep from each of the following: Planning Board, Conservation Commission, Economic Development Committee & School Committee; (3-year terms for 5 Citizens, 2 Local business owners.)				
Spiller, Judith, Council	C			603-969-5910
Hamm, Cameron, Council	C			

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Wake, Cameron	C	04/08/2019	12/31/2022	207-439-4316
Duffy, John	C	04/08/2019	09/01/2020	207-439-0030
Fellows, Kenneth	C	04/08/2019	12/31/2022	207-439-0619
Laurin, Lise	C	04/08/2019	12/31/2022	207-613-7448
Driscoll, Deb	C	04/22/2019	12/31/2022	207-439-7502
Hall, Stephen, Conservation Commission	C	12/23/2019	12/31/2022	207-439-4484
Ledgett, Ronald, Planning Board	C	12/09/2019	12/31/2022	207-439-2492
Lovett, Nanci, Conservation Commission	C	01/09/2020	12/31/2022	207-439-1169
Kempster, Erin	C	11/01/2020	12/31/2023	562-708-3188
Gibson, David	C	11/23/2020	12/31/2023	207-439-3144
<u>Library Building Committee</u> (2 Councilors, 2 Library Board members, Town Manager, Finance Director, 5 Residents – indefinite until work is completed)				
Gibbons Stevens, Mary, Council	C	06/14/2021		207-439-4718
Pelletier, Jeffrey, Council	C	04/09/2018		207-703-8842
Batchelder, David	M	02/11/2019		207-439-4581
Brewer, Jennifer	M	06/11/2018		207-350-6955
Anderson, Jim	M	06/11/2018		617-501-7066
Meyers, Margaret	M	06/11/2018		603-969-4228
Brochu, Tim	M	06/11/2018		617-913-5906
Greene, Doug, Library Board	M			207-439-1813
Dow, George, Library Board	M			207-439-7866
Perkins, Lee, Library Director	NV			207-439-1553
Moore, Patricia, Finance Director	NV	12/20/2019	Indefinite	207-439-1315
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
<u>Library Advisory Committee</u> 7 voting members: one Town Councilor, 1 member from the non-profit Library Board of Directors, 1 member from the Friends of the Library and 4 citizen members. The Library Director is an ex officio member without voting rights. Citizen member appointments, or reappointments, are to be for 3-year terms, except as otherwise specified.				
Goodman, Susan, Citizen	M		12/31/2023	207-439-1709
Nielsen, Carolyn, Citizen	M		12/31/2023	860-488-4292
Newbold, Thomas, Citizen	M		12/31/2023	207-613-4039
Burrowbridge, Lindsay, Citizen	M		12/31/2023	603-834-8664
Wexler-Robock, Stephanie, Friends Member	M			914-522-9786
Dennis, Rachel, Library BOD Member	M			207-439-3225
Spiller, Judith, Council Member	C			603-969-5910
Perkins, Lee, Library Director	NV			207-332-9795
<u>Library Taylor Building Committee</u> (2 Councilors, 2 Library Board Reps., 3 Residents, Town Manager, Finance Director, Director of Planning & Development, - indefinite until work is completed)				
Brock, Matthew	C	04/09/2018		207-752-2223
Thomson, Jeffrey	C	04/09/2018		207-752-1313
Cole, Roger	M	06/11/2018		435-899-9823
Lamont – Rodonets, Jan	M	06/11/2018		207-439-4873
Fitzpatrick, Barry	M	06/11/2018		207-703-5352
Fallon, Dianne, Library Board	M			207-439-3875
Dow, George, Library Board	M			207-439-7866
Perkins, Lee, Library Director	NV			207-439-1553
Moore, Patricia, Finance Director	NV	12/20/2019	Indefinite	207-439-1315

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Causey, Adam, Director of Planning & Development	NV	04/26/2018	Indefinite	207-475-1307
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
<u>Library Transition Building Committee</u> (Appointed by the Town Manager will serve on Committee until work is completed)				
Beers, Gary	C	04/09/2018		207-439-6313
Dennis, Rachel, Library	M			207-439-1553
Perkins, Lee, Library Director	NV			207-439-1553
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
<u>Trustee of Trust Funds</u> (5 Regular members, 2 ex-Officio members – 3 – year term)				
Mann, A. David, Chair	C	12/09/2019	12/31/2022	207-439-9577
Thomson, Jeffrey, Council Chair,	C			207-439-1277
Estee, Karen, Town Clerk,	NV			207-475-1313
Tobey, Joyce	C	12/14/2020	12/31/2023	207-439-6334
Hirst, Brad	C	04/08/2019	12/31/2022	207-475-3400
Harvey, Diane	C	04/08/2019	12/31/2022	207-475-5988
Spiller, Judith, Council member, Ex-Officio Member	C			603-969-5910
<u>Kittery Land Issues Committee</u> (Town Manager – AD HOC: 1 Town Councilor, 1 Planning Board Rep., 1 Parks Commission Rep., 1 Economic Development Committee Rep., 1 Conservation Commission Rep., 1 Kittery Land Trust Rep & 2 Citizens for 3-year term)				
Spiller, Judith, Councilor	C			603-969-5910
Mead, Page, Parks	M			207-439-0638
Kalmar, Karen, Planning Board	M			207-439-6497
White, Russell, Citizen	M			207-439-4534
Wells, Earldean, Conservation Commission	M			207-439-2787
Wilson, Craig, Citizen	M			207-439-4153
Linehan, Lisa, Economic Development Commission	M			207-439-8989
Battcock Emerson, Thomas, Economic Development Commission	M			
Causey, Adam, Director of Planning & Development	NV	04/26/2018	Indefinite	207-475-1307
<u>Parks Commission</u> (7 Members, unlimited associates, 3 – year term)				
Mead, Page, Assoc.	C	12/31/2020	12/31/2022	207-439-0638
DeMarco, Richard, Co - Chair	C	12/14/2020	12/31/2023	207-439-5393
DeMarco, Kristina	C	01/12/2020	12/31/2023	207-439-5393
Payne, Denise	C	01/09/2020	12/31/2023	207-439-2203
Turner, Gale	C	12/14/2020	12/31/2023	207-439-0550
Wrocklage, David	C	12/12/2019	12/31/2022	207-475-4521
Robbins, Shaye	A	02/11/2019	05/05/2020	207-522-8117
Dow, George, Associate	A	06/26/2017	11/03/2020	207-439-7866
Bilodeau, Maureen	C	03/09/2021	12/31/2023	207-439-0403

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Planning Board (7 Members – cannot serve more than 3 consecutive 3 - year term)				
Bellantone, Stephen J.	C	12/16/2019	12/31/2022	207-475-5735
Ledgett, Ronald	C	12/09/2019	12/31/2022	207-439-2492
Perry, John	C	11/13/2019	12/31/2022	207-332-7932
White, Russell	C	12/14/2020	12/31/2023	207-439-4534
Kalmar, Karen, Vice chair	C	11/26/2018	12/31/2021	207-439-6497
Fitch, Drew	C	12/23/2019	12/31/2022	207-756-9136
Dunkelberger, LeRoy, Chair	C	11/26/2018	12/31/2021	207-439-7653
Port Authority (7 Regular members – cannot serve more than 2 consecutive 5 – year term)				
Philbrook, Kelly, Chair	C	08/31/2019	12/31/2024	207-439-2061
Johnston, Alan	C	01/13/2020	12/31/2025	207-439-2517
Lawrence, Steve	C	08/31/2018	12/31/2023	207-475-4649
McCollett, John	C	09/10/2019	12/31/2024	207-451-7118
Patten, Charles, Vice Chair	C	08/31/2018	12/31/2023	207-439-1589
Bush, Bryan	C	08/24/2020	12/31/2025	207-439-5068
Pinkham, Niles	C	01/09/2018	01/01/2023	207-439-4483
Registrar of Voters (Registrar, 2 – year term, Deputies – indefinite terms)				
Estee, Karen, Registrar	R	12/11/2011	Indefinite	207-475-1313
Tackett, Kim, Deputy	R	08/26/2013	Indefinite	207-475-1312
Marshall, Jillian, Deputy	R	12/07/2015	Indefinite	207-475-1311
Registration Appeals Board (Chair 4 – year term, nominations from parties 3 – year term)				
Lutts, Sandra, Chair	C	01/23/2017	12/31/2021	207-439-1108
Vacant, Democrat	C			
Carson, Janice, Republican	C	02/22/2017	12/31/2020	207-439-9165
Shellfish Conservation Committee (7 Regular Members, 2 Alternates 3 – year term)				
Clapp, Daniel,	C	12/10/2018	12/31/2021	207-439-0528
Carven, Joseph F., Jr.	C	02/22/2017	12/31/2020	207-439-6218
O'Reilly, Daniel M.	C	12/30/2019	12/31/2022	207-439-0236
Treacy, Jean	C	01/14/2018	12/31/2021	207-703-0448
Rollins, Todd, Chair	C	05/14/2017	12/31/2021	207-475-8801
Thomas, Peter	C	05/14/2018	12/31/2021	207-439-5191
Brosnihan, John Shellfish Warden				207-332-2656
Housing Committee 1- Town Councilors, 1 Planning Board and Economic Development Committee; Town Manager, or 2- affordable and/or market-rate housing development experience & and 3- citizen members. 3- year terms. Members representing housing development are not required to be citizens of Kittery.				
Fitch, Drew, Planning Board/Affordable & Market Rate Housing	M	12/23/2019	12/31/2022	207-756-9136
White, Russell, Planning Board	M	12/14/2020	12/31/2023	207-439-4534
Battcock-Emerson, Thomas Economic Development	M	12/10/2018	12/31/2021	207-402-0363

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Committee/Affordable & Market Rate Housing				
Driscoll, Deborah, Affordable & Market Rate Housing	M		12/31/2021	207-439-7502
Flinkstrom, Emily, Fair Tide/Affordable & Market Rate Housing	M			207-439-6376
Kosacz, Stephen, Economic Development Committee	M	12/09/2019	12/31/2022	207-361-1901
Brock, Matthew, Former Councilor serving as Council Rep	C			207-752-2223
Amaral, Kendra, Town Manager	NV	10/24/2016	Indefinite	207-475-1329
Causey, Adam, Director of Planning & Development	NV	04/26/2018	Indefinite	207-475-1307

ELECTED & APPOINTED OFFICIALS

C – Appointed by Council		R – Appointed by Registrar		
M – Appointed by Manager		P – Appointed by Port Authority		
E – Elected		NV – Non-voting		
S – Appointed by School Committee				
		<u>Date Appointed</u>	<u>Date Term Expires</u>	<u>Telephone</u>
<u>Town Manager</u>				
Amaral, Kendra	C	10/24/2016	Indefinite	207-439-1329
<u>Town Council</u>				
Spiller, Judith, Vice Chair	E	11/06/2018	11/06/2021	603-969-5910
Denault, Charles, Jr.	E	11/07/2019	Resigned 3/5/2021	207-439-4718
Hamm, Cameron	E	06/14/2021	11/13/2023	
Thomson, Jeffrey Chair	E	11/06/2018	11/06/2021	207-752-1313
Pelletier, Jeffrey	E	11/08/2016	11/08/2019	207-703-8842
Lemont, Kenneth	E	11/03/2020	Resigned 3/9/2021	207-439-3698
Gibbons Stevens, Mary	E	06/14/2021	11/8/2022	
Clark, Cyrus	E	11/06/2018	11/06/2021	603-205-9860
Dow, George	E	11/09/2020	11/13/2023	603-339-8468
Brock, Matthew - Vice Chair	E	11/07/2017	11/07/2020	207-752-2223
<u>School Committee</u>				
Hoffman, Danielle	E	11/07/2017	11/07/2020	617-285-7755
Matso, Karen	E	11/03/2020	11/03/2023	207-752-2432
Dow, Julie D. Chair	E	11/06/2019	11/30/2022	207-439-7866
Chalupa, Nicholas M.	E	11/07/2017	11/07/2020	781-473-3350
Lemont, Eric	E	11/03/2020	11/03/2023	207-289-5893

TOWN EMPLOYEES, BOARDS AND COMMITTEES

Gilbert, Anne D. Vice Chair	E	11/06/2018	11/06/2021	207-439-9067
Pomerleau, Rhonda	E	11/06/2019	11/30/2022	207-439-2128
Bedard, Kimberly	E	11/06/2019	11/30/2022	207-439-9548
Cicero, Anne Marie	E	11/06/2018	11/06/2021	910-990-6181
<u>Town Clerk</u>				
Estee, Karen	A	07/01/2019	Indefinite	207-475-1313
<u>Tax Collector</u>				
Amaral, Kendra	C	10/24/2016	Indefinite	207-475-1329
<u>Treasurer</u>				
Amaral, Kendra	C	10/24/2016	Indefinite	207-475-1329
<u>Welfare Director</u>				
Amaral, Kendra	C	10/24/2016	Indefinite	207-475-1329
<u>Finance Director</u>				
Moore, Patricia	M	12/20/2019	Indefinite	207-475-1315
<u>Commissioner of Public Works</u>				
Rich, David	M	09/01/2016	Indefinite	207-439-033
<u>Tax Assessor</u>				
McKenney, Paul	M	01/14/2016	Indefinite	207-475-1306
<u>Police Chief</u>				
Richter, Robert	M	11/26/2018	Indefinite	207-439-1638

**Town Manager
Annual Report
July 1, 2019 – June 30, 2021**

It is my honor to provide the 2019-2020 and 2020-2021 summary of the Town of Kittery's activity. Issuing a two-year annual report is an unusual occurrence, though the past two years have been exceptionally unusual. The international pandemic, COVID-19, profoundly impacted town goals, activities, and focus over the past two years.

In March of 2020, the Town closed its municipal buildings to protect the public and staff against an emerging pandemic known as the novel coronavirus COVID-19. Schools, businesses, and state operations were closing too, as the nation and world sought to slow the tide of people being infected and dying from this new virus. My hope was that the closure would be for no more than two weeks, and then life would resume as normal. However, the closure proved to be just the starting signal of a significant public health emergency that would extend into 2022.

As of this writing, York County, COVID-19 has caused the death of over 200 people since 2020. We grieve for those we have lost the past two years, and for their families who had to struggle in isolation. Over 30,000 people in our county are confirmed to have contracted COVID-19. Approximately 15% of Kittery's residents had COVID-19 according to the Maine Centers for Disease Control.

COVID-19 threatened the physical and social wellbeing of the Town of Kittery. However, in true Kittery fashion, our community rose to the occasion and found creative ways to connect and move forward. Town staff, elected officials, volunteers, residents, and businesses all approached the challenges COVID-19 presented with creativity and tenacity, and worked to ensure the community remained safe, strong and vibrant.

The Kittery Fire Department, and specifically Chief David O'Brien led the emergency management operations. Working with York County Emergency Management, Kittery hosted multiple vaccination clinics, offering a convenient option for obtaining the vaccine for our residents and neighbors. The Kittery Police Department, under the leadership of Chief Robert Richter, quickly developed public safety continuity plans with our regional partners to ensure our community and others were protected even if an outbreak hit our Police Officers. I closed the KCC and the forest preschool program for safety.

Through adversity comes innovation, and Kittery did not disappoint. Staff worked diligently to provide the vast majority of municipal services online and through other remote channels such as phone and email. As a result, our customers can now obtain everything from a KRRF sticker, to a Fort Foster pass, to vital records and registrations without having to conduct in-person business.

The Kittery Community Center preschool and SAFE program rooms were retrofitted to provide gap childcare for Kittery students and families when the school day was reduced for safety. This allowed local parents a resource for juggling work and childcare.

The Rice Library implemented book pick-up services for library materials so children and adults could still explore the universe safely through books and other materials. They moved programs online including online Storytime and author presentations.

The Council acted quickly to permit outdoor sales and dining, and launched the widely acclaimed public art installation in the Foreside. The Department of Planning and Development worked hand-in-hand with local businesses to provide support and fast action on measures that helped them serve customers despite COVID-related occupancy restrictions.

The Town marked its 375 years of incorporation and kicked off a year-long celebration including a sold-out inaugural Taste of Kittery event, a series of news articles about Kittery's history, lectures, and other events. The Kittery Community Center created and implemented numerous programs that allowed people to share in experiences without endangering their health including drive through trick-or-treat and dinners, outdoor concerts and movies, and the Frisbee on Ice outdoor skating rink. The Dance Hall offered a new concert series at John Paul Jones Park, providing the first formal programming at the park since the Town obtained ownership of it.

The Town helped connect willing volunteers with organizations in need of drivers and helpers. Seacoast Fridge found a home at the Kittery Community Center, giving a place for people to take what food they need and leave what they can.

The Town installed new remote-meeting technology in its Council Chambers and conference room to ensure the Council, School, and all of the other boards, commissions, and committees could continue their important work. This proved very successful in increasing the number of people participating in public meetings. With a recent amendment to state law, the ability to participate in public meetings and processes remotely is here to stay.

Despite the ever-present pandemic, the Town accomplished other objectives including advancing its affordable housing and climate adaptation goals. The Town received a bond rating increase in 2021 from Moody's, and broke ground on expansion and renovation of the Rice Public Library. Working with Maine DOT, the Town secured grants to bring mass transit to the Foreside and completed a Bicycle and Pedestrian Master Plan. The Town transitioned two of its fleet vehicles to electric and added public EV charging stations at Town Hall, completed its climate adaptation self-assessment and greenhouse gas emission inventory.

The past two years have caused us all to prioritize health, family, community, and safety. We have learned that we can withstand tremendous pressure and still have the strength to do what is right and good. We have survived and thrived because of the team of dedicated staff, elected and appointed officials, and volunteers.

Respectfully Submitted,
Kendra Amaral
Town Manager



Proven Expertise & 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, 2019 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.

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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, 2019 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, pension and OPEB information on pages 4 through 13 and 87 through 97 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 5, 2019, 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 5, 2019

Table 1
Town of Kittery, Maine
Net Position
June 30, 2019

	Governmental Activities		Business-type Activities	
	2019	2018 (Restated)	2019	2018 (Restated)
Assets:				
Current Assets	\$ 17,629,078	\$ 16,861,138	\$ 939,377	\$ 1,250,974
Noncurrent Assets	34,419,110	35,805,400	21,730,589	22,811,566
Total Assets	52,048,188	52,666,538	22,669,966	24,062,540
Deferred Outflows of Resources:				
Deferred Outflows Related to Pensions	1,395,657	2,593,198	96,268	211,868
Deferred Outflows Related to OPEB	2,978,587	3,357,298	-	-
Total Deferred Outflows of Resources	4,374,244	5,950,496	96,268	211,868
Liabilities:				
Current Liabilities	4,668,941	4,237,138	714,519	724,328
Noncurrent Liabilities	24,286,631	26,529,513	11,197,299	11,893,184
Total Liabilities	28,955,572	30,766,651	11,911,818	12,617,512
Deferred Inflows of Resources:				
Deferred Revenue	-	-	1,771,001	1,943,875
Prepaid Taxes	871	13,397	-	-
Deferred Inflows Related to Pensions	708,375	1,701,146	67,662	162,057
Deferred Inflows Related to OPEB	78,488	-	-	-
Total Deferred Inflows of Resources	787,734	1,714,543	1,838,663	2,105,932
Net Position:				
Net Investment in Capital Assets	21,804,219	21,866,122	10,313,936	10,733,009
Restricted	1,963,367	2,609,395	-	-
Unrestricted (Deficit)	2,911,540	1,660,323	(1,298,183)	(1,182,045)
Total Net Position	<u>\$ 26,679,126</u>	<u>\$ 26,135,840</u>	<u>\$ 9,015,753</u>	<u>\$ 9,550,964</u>

Table 2
Town of Kittery, Maine Change in Net Position
For the Years Ended June 30, 2019

	Governmental Activities		Business-type Activities	
	2019	2018	2019	2018
Revenues				
<i>Program Revenues:</i>				
Charges for services	\$ 2,681,171	\$ 3,040,171	\$ 2,550,063	\$ 2,055,889
Operating grants and contributions	2,749,943	3,149,559	-	-
<i>General Revenues:</i>				
Taxes	26,482,819	25,690,551	-	-
Grants and contributions not restricted to specific programs	3,482,767	3,757,734	-	-
Investment income	167,937	68,145	17,757	20,636
Miscellaneous	694,822	676,950	-	35,023
Total Revenues	<u>36,259,459</u>	<u>36,383,110</u>	<u>2,567,820</u>	<u>2,111,548</u>
Expenses				
General government	3,986,981	3,226,537	-	-
Public safety	3,281,449	4,031,439	-	-
Public works	1,823,057	2,980,362	-	-
Recreation and culture	2,158,046	2,449,790	-	-
Health and sanitation	516,996	568,828	-	-
Social services	57,926	59,433	-	-
Education	18,341,659	18,525,970	-	-
County tax	863,018	930,931	-	-
Program expenses	65,258	252,335	-	-
State of Maine on-behalf payments	1,573,152	1,744,056	-	-
Capital outlay	2,643,732	2,700,384	-	-
Grant funds/misc. accounts	136,122	143,141	-	-
Overlay	56,519	-	-	-
Unallocated depreciation (Note 4)*	44,827	100,640	-	-
Interest on long-term debt	367,431	186,525	-	-
Sewer department	-	-	2,903,031	2,775,459
Total Expenses	<u>35,916,173</u>	<u>37,900,371</u>	<u>2,903,031</u>	<u>2,775,459</u>
Transfers	<u>200,000</u>	<u>-</u>	<u>(200,000)</u>	<u>-</u>
Change in Net Position	543,286	(1,517,261)	(535,211)	(663,911)
Net Position - July 1, Restated	<u>26,135,840</u>	<u>27,653,101</u>	<u>9,550,964</u>	<u>10,214,875</u>
Net Position - June 30	<u>\$ 26,679,126</u>	<u>\$ 26,135,840</u>	<u>\$ 9,015,753</u>	<u>\$ 9,550,964</u>



Proven Expertise & 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, 2020 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.

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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, 2020 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, pension and OPEB information on pages 4 through 13 and 87 through 97 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 15, 2020, 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 15, 2020

Table 1
Town of Kittery, Maine
Net Position
June 30, 2020

	Governmental Activities		Business-type Activities	
		2019		
	2020	(Restated)	2020	2019
Assets:				
Current Assets	\$ 22,341,477	\$ 17,629,078	\$ 1,239,498	\$ 939,377
Noncurrent Assets - Capital Assets	35,056,609	34,919,967	20,644,426	21,730,589
Total Assets	57,398,086	52,549,045	21,883,924	22,669,966
Deferred Outflows of Resources:				
Deferred Outflows Related to Pensions	1,440,066	1,395,657	114,352	96,268
Deferred Outflows Related to OPEB	6,417,466	2,978,587	-	-
Total Deferred Outflows of Resources	7,857,532	4,374,244	114,352	96,268
Liabilities:				
Current Liabilities	8,217,540	4,668,941	680,650	714,519
Noncurrent Liabilities	29,084,130	24,286,631	10,547,195	11,197,299
Total Liabilities	37,301,670	28,955,572	11,227,845	11,911,818
Deferred Inflows of Resources:				
Deferred Revenue	-	-	1,652,142	1,771,001
Prepaid Taxes	4,385	871	-	-
Deferred Inflows Related to Pensions	761,532	708,375	80,495	67,662
Deferred Inflows Related to OPEB	62,790	78,488	-	-
Total Deferred Inflows of Resources	828,707	787,734	1,732,637	1,838,663
Net Position:				
Net Investment in Capital Assets	23,741,158	22,305,076	9,850,513	10,313,936
Restricted	2,451,390	1,963,367	-	-
Unrestricted (Deficit)	932,693	2,911,540	(812,719)	(1,298,183)
Total Net Position	\$ 27,125,241	\$ 27,179,983	\$ 9,037,794	\$ 9,015,753

Table 2
Town of Kittery, Maine Change in Net Position
For the Years Ended June 30, 2020

	Governmental Activities		Business-type Activities	
	2020	2019	2020	2019
Revenues				
<i>Program Revenues:</i>				
Charges for services	\$ 2,284,136	\$ 2,681,171	\$ 2,764,063	\$ 2,550,063
Operating grants and contributions	4,550,509	2,749,943	-	-
<i>General Revenues:</i>				
Taxes	27,611,095	26,482,819	-	-
Grants and contributions not restricted to specific programs	3,263,304	3,482,767	-	-
Investment income	201,156	167,937	15,833	17,757
Miscellaneous	686,698	694,822	240	-
Total Revenues	<u>38,596,898</u>	<u>36,259,459</u>	<u>2,780,136</u>	<u>2,567,820</u>
Expenses				
General government	7,191,583	3,986,981	-	-
Public safety	3,533,638	3,281,449	-	-
Public works	1,635,008	1,823,057	-	-
Recreation and culture	2,082,301	2,158,046	-	-
Health and sanitation	572,197	516,996	-	-
Social services	61,435	57,926	-	-
Education	18,331,453	18,341,659	-	-
County tax	894,783	863,018	-	-
Program expenses	566,154	65,258	-	-
State of Maine on-behalf payments	2,977,891	1,573,152	-	-
Capital outlay	-	2,643,732	-	-
Grant funds/misc. accounts	257,276	136,122	-	-
Overlay	150,000	56,519	-	-
Unallocated depreciation (Note 4)*	68,927	44,827	-	-
Interest on long-term debt	328,994	367,431	-	-
Sewer department	-	-	2,758,095	2,903,031
Total Expenses	<u>38,651,640</u>	<u>35,916,173</u>	<u>2,758,095</u>	<u>2,903,031</u>
Transfers	<u>-</u>	<u>200,000</u>	<u>-</u>	<u>(200,000)</u>
Change in Net Position	(54,742)	543,286	22,041	(535,211)
Net Position - July 1, Restated	<u>27,179,983</u>	<u>26,636,697</u>	<u>9,015,753</u>	<u>9,550,964</u>
Net Position - June 30	<u>\$ 27,125,241</u>	<u>\$ 27,179,983</u>	<u>\$ 9,037,794</u>	<u>\$ 9,015,753</u>



Proven Expertise & 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, 2021 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.

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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, 2021 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, pension and OPEB information on pages 4 through 13 and 85 through 95 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 2, 2021, 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 2, 2021

Table 1
Town of Kittery, Maine
Net Position
June 30, 2021

	Governmental Activities		Business-type Activities	
		2020		2020
	2021	(Restated)	2021	(Restated)
Assets:				
Current Assets	\$ 26,656,323	\$ 22,271,430	\$ 1,821,703	\$ 1,239,498
Noncurrent Assets - Capital Assets	35,413,004	35,055,516	19,738,009	20,840,664
Total Assets	62,069,327	57,326,946	21,559,712	22,080,162
Deferred Outflows of Resources:				
Deferred Outflows Related to Dineen Property	157,666	157,666	-	-
Deferred Outflows Related to Pensions	1,551,195	1,440,066	110,274	114,352
Deferred Outflows Related to OPEB	7,039,289	6,417,466	-	-
Total Deferred Outflows of Resources	8,748,150	8,015,198	110,274	114,352
Liabilities:				
Current Liabilities	4,793,701	8,217,540	694,663	680,650
Noncurrent Liabilities	35,643,648	29,084,130	9,966,090	10,547,195
Total Liabilities	40,437,349	37,301,670	10,660,753	11,227,845
Deferred Inflows of Resources:				
Deferred Revenue	-	-	1,533,278	1,652,142
Prepaid Taxes	3,206	4,385	-	-
Deferred Inflows Related to Pensions	176,711	761,532	5,351	80,495
Deferred Inflows Related to OPEB	47,092	62,790	-	-
Total Deferred Inflows of Resources	227,009	828,707	1,538,629	1,732,637
Net Position:				
Net Investment in Capital Assets	20,374,788	23,740,065	9,571,453	10,046,751
Restricted	2,730,353	2,539,009	-	-
Unrestricted (Deficit)	7,047,978	932,693	(100,849)	(812,719)
Total Net Position	\$ 30,153,119	\$ 27,211,767	\$ 9,470,604	\$ 9,234,032

Table 2
Town of Kittery, Maine Change in Net Position
For the Years Ended June 30, 2021

	Governmental Activities		Business-type Activities	
	2021	2020	2021	2020
Revenues				
<i>Program Revenues:</i>				
Charges for services	\$ 1,952,392	\$ 2,284,136	\$ 2,924,101	\$ 2,764,063
Operating grants and contributions	4,779,857	4,550,509	-	-
<i>General Revenues:</i>				
Taxes	28,827,252	27,611,095	-	-
Grants and contributions not restricted to specific programs	6,345,174	3,263,304	-	-
Investment income	144,716	201,156	13,346	15,833
Miscellaneous	904,097	686,698	3,545	240
Total Revenues	<u>42,953,488</u>	<u>38,596,898</u>	<u>2,940,992</u>	<u>2,780,136</u>
Expenses				
General government	6,393,523	7,191,583	-	-
Public safety	3,497,044	3,533,638	-	-
Public works	2,001,631	1,635,008	-	-
Recreation and culture	1,724,001	2,082,301	-	-
Health and sanitation	1,009,373	572,197	-	-
Social services	46,765	61,435	-	-
Education	20,644,841	18,331,453	-	-
County tax	935,484	894,783	-	-
Program expenses	380,964	566,154	-	-
State of Maine on-behalf payments	2,841,207	2,977,891	-	-
Grant funds/misc. accounts	237,252	257,276	-	-
Overlay	-	150,000	-	-
Unallocated depreciation (Note 5)*	2,602	68,927	-	-
Interest on long-term debt	297,449	328,994	-	-
Sewer department	-	-	2,704,420	2,758,095
Total Expenses	<u>40,012,136</u>	<u>38,651,640</u>	<u>2,704,420</u>	<u>2,758,095</u>
Change in Net Position	2,941,352	(54,742)	236,572	22,041
Net Position - July 1, Restated	<u>27,211,767</u>	<u>27,266,509</u>	<u>9,234,032</u>	<u>9,211,991</u>
Net Position - June 30	<u><u>\$ 30,153,119</u></u>	<u><u>\$ 27,211,767</u></u>	<u><u>\$ 9,470,604</u></u>	<u><u>\$ 9,234,032</u></u>

**Kittery Community Center
Annual Report
June 30, 2019 – July 1, 2021**

Hello Kittery!

It is with immense pleasure that I present the Annual Town Report for the Kittery Community Center.

Much has transpired since the time of my last report. The past two years have undoubtedly been quite different here at the KCC. As was the case with most businesses, we were impacted by COVID-19. What we were hoping would pass quickly, has certainly lasted longer than we could have imagined.

Although our doors were closed to the public from March 16, 2020, to July 6, 2020, our staff were busy working on how to adapt and find ways to bring the community together as safely as possible. Support from Kendra Amaral, the Town Manager and other Town leaders were of great assistance during this time.

As we re-opened to the public, we were able to pivot several of our programs to run within the given safety recommendations. In addition, several innovative programs were added. Unfortunately, it also saw the closure of the Kittery Forest Preschool. Some highlights since the last report include:

- Installation of a new floor in the STAR Theatre;
- Partnering with the Portsmouth Naval Shipyard Morale, Welfare and Recreation Department for the Kittery Together Summer program, which included outdoor concerts, movies and comedy shows.
- Meeting the community out with our KCC Van with our popsicle drops.
- Spacing out the fitness equipment to provide the necessary safety for patrons to work out without having to limit machines;
- Upgrading ventilation in the fitness suite;
- Supporting the Kittery School Department as the children returned to school in the fall of 2020 with a free gap care afterschool program for children in grades K-5;
- Bringing summer camps back in 2021 after not running them in 2020;
- Purchasing an ice rink to provide the community outdoor recreation in the winter months;
- Providing a space for the Seacoast Community Fridge to provide a much-needed community service.

The KCC is also proud to a part of the Kittery Celebration Committee. This committee is working on a year's worth of programs and activities to celebrate the Town of Kittery turning 375 in October of 2022.

Since 2001 YORK HOSPITAL has provided financial assistance each year for a total of \$373,000 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 Community Center 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 unbelievably valuable to low-income parents by providing financial assistance with daycare during the summer. We want 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 York Hospital's Board of Directors. York Hospital provides so much to Kittery and the surrounding communities and we feel incredibly grateful that we are one of the recipients!

Additionally, thanks go out to the Town Manager, Town Council and municipal staff for the support they have shown this department throughout these changing times. 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 function 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, SAFE, custodial, and administration as well as our instructors, coaches, assistant coaches, volunteers, and sponsors, who work every day assisting in "Creating Community Together." In addition, our Board of Directors, and the sub-committees of that board; the Visual Arts Committee and the Kittery Athletic Field Committee. I appreciate your dedication to the Kittery Community Center and to the citizenry of Kittery! I am extremely proud of how we have been able to adapt and improvise to everything that has been thrown our way. 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, and programs in a clean, well-maintained environment.

We are excited for what the future holds. The past two years have made us re-evaluate how we can continue to provide high quality programming in uncertain times, and we are hoping that bodes well down the road. We are working to "re-pack" the KCC out of this COVID impact and are looking forward to the community guiding us during that process. We look forward to having our "community" back at the KCC! Our goal is to willingly grow and change as the building/residents suggest change.

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

Respectfully submitted,
Jeremy Paul
Kittery Community Center, Director

**Kittery Police Department
Annual Report
July 1, 2019 – June 30, 2021**

The mission of the Kittery Police Department is "...to work in partnership with the community to enforce the law, preserve the peace and protect the rights, lives and property of all people. As guardians of our community, we will strive to ensure a high quality of life and accomplish this with respect, fairness and compassion." To that end, the Kittery Police Department continues to strive to build relationships and partnerships with its community members. Our Facebook page remains active, and we are committed to using technology to stay connected with those that we serve. The members of the Kittery Police Department comprise a team of personnel who are dedicated to serving our community with respect and compassion all while displaying Courage, Strength, Honor and Integrity.

The Department currently consists of 21 full-time sworn officers and 9 civilian staff. The sworn personnel include the Chief, Lieutenant, 4 Sergeants, 2 Detectives, 1 School Resource Officer, 11 Patrol Officers and 1 Animal Control/Parking Enforcement Officer. The civilian staff include 1 Administrative Assistant, 1 Records Clerk, 5 full-time Dispatchers, 1 part-time Dispatcher and 1 part-time Custodian.

Notable personnel changes over the past two years include the retirement of Officer Robert Byrnes. In 2019 the Animal Control/Parking Enforcement position became a full-time position to better address ongoing complaints of animal and parking issues. Officer Byrnes filled this position until his retirement in 2021. We would like to thank Bob for his many years of dedicated service to the citizens of Kittery. Officer Matthew Fulmer left the Department in 2020 to follow another employment opportunity. Officers Patrick Daoust and Jonathan Curran joined the KPD team in 2019 and Officer Connor Grogan joined the team in 2020 to fill these vacancies. Dispatchers Julie MacGregor and Jessica King left their roles in dispatch in 2019 and 2020 respectively. Part-time/per diem dispatcher Rick Dumont joined us as a full-time dispatcher in 2019 and Megan Tieman joined us as a full-time dispatcher in 2020. Nicole Marcotte joined the team as a part-time dispatcher in 2021.

The Department continues to make connections with our community by participating in several events throughout the year with our community partners. Once again, we've enjoyed a successful National Night Out event as well as the Kittery Block Party in 2019. I would like to thank all of our partners for making these events safe, enjoyable and successful. The Police Department also participated in many community and charitable programs throughout the year, including the Special Olympics (Law Enforcement Torch Run, "Tip A Cop"), Kittery Holiday Baskets, Fueling Dreams, Footprints Food Drive, Stuff-A-Truck Toy Drive, Kate's Bakery Toy Drive, Meals on Wheels, Coffee with A Cop, and Beards for Bucks (Children's Advocacy Center) to

name a few. Unfortunately, due to the COVID Pandemic, these events were cancelled for 2020.

The Department continues to offer both the “Drug Take Back” program and the Child Passenger Safety Seat installation and inspection program, both of which had successful years with many people availing themselves of the opportunities of these two programs.

The Department also remains committed to working with our schools to help insure our children have a safe environment in which to learn. We continue to utilize a full-time School Resource Officer embedded in the Kittery schools. The School Resource Officer is a shared resource who works in collaboration with the schools and community as a resource for safety and security issues. The S.R.O. also provides a visible law enforcement presence in the schools and fosters relationships with students. The School Resource Officer is also responsible for crime prevention and investigation in the schools as well as handling various juvenile issues. The Kittery Police Department has welcomed several students from the school system to perform “internships” with the K.P.D.

2020 brought the COVID pandemic and all of its associated challenges. The Department purposely limited our face-to-face contact with the community for everyone’s safety and wellbeing. We were very successful in keeping the entire team healthy during these challenging times.

As with so many other communities across the nation, Kittery is still dealing with the epidemic of substance use disorder. In 2020, the State of Maine recorded 504 overdose deaths in the State, a 33% increase over 2019 and the single most recorded in any year. The Kittery Police Department, much like other agencies across the country, struggles to find effective, efficient ways to get this problem under control. We responded to 20 drug overdoses this past year, and those were only the ones that were reported to us. Many overdoses are reversed via Narcan administered by fellow users, friends or family members and go unreported. We are currently researching effective, available ways to partner with other agencies, providers and stakeholders to take a multi-pronged, unified, holistic approach to dealing with this epidemic.

Mental illness remains a large and growing concern for all of law enforcement and Kittery is not exempt. As a department, we deal with persons with mental health issues on a nearly daily basis. We have committed our officers to receive Crisis Intervention Team Training and will seek other similar types of training to assist in giving them the knowledge and tools to safely and effectively deal with those afflicted with mental illness. Much like the Substance Use epidemic, we must partner with other providers to take a team approach to dealing with those suffering from mental illness.

We are exploring the possibility of embedding a Mental Health Outreach Worker within the Department to assist our response when dealing with mental health issues.

Below is a sampling of various calls which the Kittery Police Department responded to the past two years. There was a total of 46,908 Calls for Service handled by our dispatch center and police officers over that time period.

<u>Reason</u>	<u>Calls For Service</u>
Burglary	27
Theft (all)	185
Shoplifting	68
Forgery/Fraud	20
Criminal Mischief	61
Sex Offenses	18
Weapons Violations	12
Offenses Against Family and Children	14
Suspicious Activity	900
Public Services (Permits/Record Checks/Citizens Assists)	3696
Animal Complaints	1067
Motor Vehicle Crash	627
Alarms	807
Assault	33
Disturbance/Disorderly	342
Domestic Disturbance	130
Harassment Complaints	132
Juvenile Offenses	43
Motor Vehicle Stops	5268
Noise Complaints	124
Paperwork Service(Summons/Protective Orders)	274
Suicidal Subjects	106

The Kittery Police Department is not immune from the national trend towards a diminishing pool of qualified applicants for police officer positions. It is becoming increasingly more difficult to attract qualified candidates to fill these positions. Pay, schedules, hours of work and anti-police sentiment are some of the factors that have been pointed to which are contributing to fewer candidates seeking a career in law enforcement. Of the available applicants, many are unable to meet the basic requirements of background checks, polygraph examinations, psychological testing and physical agility required by Maine law to become a police officer. We must work hard towards more innovative recruitment strategies and make law enforcement careers more desirable in order to attract the qualified candidates we so desperately need.

In closing, I would like to thank our citizens, businesses and municipal partners for your continued support of our department. Our successes are your successes, for we cannot accomplish our mission without your help. I would also like to give a special thanks to all the men and women at the Kittery Police Department. Their dedication to the community and their profession, in an often-thankless job, is remarkable. It is our promise to keep transparency, legitimacy and trust at the forefront of our goal to provide excellence while policing Maine's "First Town".

Respectfully Submitted,
Robert Richter
Chief of Police

**Fire Department
Annual Report
July 1, 2019 – June 30, 2021**

Citizens of the Town of Kittery:

It is with pleasure I present this report for FY2019 - FY2021. The Fire Department continues to have problems with adequate manning during selected timeframes. At the present time the Fire Department consists of an “on-call” workforce and as a result struggle to meet the requirements of the National Fire Protection Agency for adequate firefighter levels. For several years I have provided data through the budget process showing inadequate staffing levels. The Town Manager recognized the need and submitted a budget with four full-time firefighter positions. Town Council approved the first full-time positions in the FY22 budget. The firefighters will be selected from in-house candidates and will meet requirements for certifications, knowledge, skills, and abilities. The selected firefighters will also be required to pass a rigid physical agility test to ensure they are capable of performing the strenuous job of firefighting. They will be assigned to work a Monday through Friday daytime shift. This is the timeframe with the most calls and the fewest number of available call firefighters.

The voters of the Town overwhelmingly approved a ballot question for an addition to the Gorges Road Station. This will allow the Town to sell the Walker Street Station and move the ambulance service to Gorges Road. The addition will include two bays, sleeping quarters and office space.

A new piece of apparatus was delivered in October of 2019. New Engine 5 is a KME Predator severe service pumper. It replaced Engine 1, a 1995 Pierce pumper. Old Engine 5 was refurbished, re-numbered and put into service at the Gorges Road Station. New Engine 5 runs from the Kittery Point Station.

Through a very generous donation from Mrs. Betty Fiore in memory of her son Dick Johnson, the Fire Department was able to purchase a much-needed rescue boat. Firefighters have completed boating safety courses and training on the use of the ribbed inflatable. The boat is in service and housed at the Gorges Road Station.

I would be remiss if I did not mention the biggest issue of the previous two years. COVID-19 affected each and every one of us in our community. The Fire Department went into a shut-down mode almost immediately and rewrote many of our procedures to ensure the safety of our firefighters and people we were dispatched to help. PPE has become a household word. While many parts of the country had little to no PPE, we were well prepared and had enough to ensure our safety.

Through aggressive programming the Fire Department was able to provide COVID-19 vaccinations for public safety personnel and also all employees of the Town who wished to be vaccinated. We also opened our doors and provided over 700 vaccinations to

citizens from our town and our neighbors. COVID-19 still is a problem. Please take the time to get vaccinated.

The following tables are the FY20 and FY21 Incident Type Breakdown

FY2020

<u>Incident Type</u>	<u>Occurrences</u>	<u>Percentage</u>
Fire/Explosion	46	9.6
Over Pressure/rupture	0	0.0
Rescue Call	143	30.0
Hazardous Condition	89	18.7
Service Call	43	9.0
Good Intent Call	58	12.2
False Call	97	20.3
Severe Weather/Natural Disaster	0	0.0
Special Type/complaint	<u>1</u>	<u>0.2</u>
	477	

FY2021

<u>Incident Type</u>	<u>Occurrences</u>	<u>Percentage</u>
Fire/Explosion	44	8.5
Over Pressure/rupture	2	0.4
Rescue Call	148	28.6
Hazardous Condition	128	24.7
Service Call	45	8.7
Good Intent Call	45	8.7
False Call	102	19.7
Severe Weather/Natural Disaster	4	0.8
Special Type/complaint	<u>0</u>	<u>0.0</u>
	518	

Thank you is in order for the commitment to this Town by the firefighters and thank you Citizens for your support for the previous two years.

Respectfully submitted,
D. W. O'Brien
Fire Chief, MECFO III

**Rice Public Library
Annual Report
July 1, 2019 – June 30, 2021**

To the Citizens of Kittery,

On behalf of Rice Public Library, I respectfully submit the library's annual report for 2019-2021.

The past two years have been one of challenges and triumphs for Rice Public Library.

The triumphs include adding the walk-up service window during the COVID -19 pandemic at the Taylor building. This demonstrates the outstanding initiative and dedication to providing services by the library team. Rice Public Library was one of the first libraries in the State of Maine to re-open for patron services during the pandemic in May 2020.

Along with many other town departments, the Rice Public Library shut down to public access. In March 2020, the library pivoted to offer a variety of virtual offerings through July 2021. During the shutdown time, the library opened an eBook library account exclusively for our patrons via Overdrive. This collection offers 1,200 bestselling titles for all ages. The Overdrive library is now available in tandem with Cloud Library, the eBook library collection that is available statewide. The addition of Overdrive helped to ease the long wait times for the most popular titles.

Mid-March the staff began taking online library classes, creating virtual story times, and setting up the Overdrive account. Additionally, the staff began the mammoth task of checking in and shelving the flood of returned library materials. The collection development work continued during the shutdown. The cataloging staff took this time to review the entire collection of non-fiction books at Rice and de-accessioned 1,800 outdated books. The cataloging team also updated 2,500 records in Minerva. A total of 4,489 new items have been added to the collection over the past two years. All the items in the Maine Room were cataloged and if required, stored in acid-free boxes.

In May 2020, the library re-opened with a call-ahead window pick-up service for patrons, which will remain in place until April 2022. At that period there were 1,150 pickup visits.

In July 2020, the Library once more welcomed patrons to return inside the buildings.

The statistics for FY 20 for the total use of library materials was 70,214. This includes checkouts (43,257), renewals (12,548) interlibrary loans (8,203) and eBook use (6,206).

Before closure in March, there were 39,650 visits to the library and just under 4,000 active cardholders. 304 new patrons were added in FY20, including 21 added virtually during our closure so they could take advantage of our digital offerings.

Grants

January 14, 2021

The National Endowment for the Humanities (NEH) awarded the Town of Kittery a matching grant of \$500,000.00 to renovate and add to the existing 6,000 square foot Rice Public Library building. Town Manager Kendra Amaral said the NEH grant will “transform the 19th century Rice Building into a 21st-century library.” Additionally, “The project will enhance our ability to deliver excellent humanities programming in an accessible and vibrant public space.” The successful grant application was the combined work of Dr. Dianne Fallon, Town Manager Kendra Amaral and Library Director Lee Perkins.

February 2021

\$50,000 grant for the Rice Public Library Building project from the Stephen and Tabitha King Foundation.

Youth Services

Between July 2019 and March 2020, Youth Services offered 84 programs in-person with 3,565 attendees. We had 519 participants in the Summer Reading Program. In-person programs for the year included Story Times, Messy Munchkins, Holly Jolly Trolley, Trick or Treat at Taylor, monthly Family Movie Nights, Trick or Treat Storytime at Kittery Estates, programs with SAFE, Lego Club, Wildlife Encounters, Audio Body, Mad Science, Chewonki, N.H.S.P.C.A. “Rabbit Café”, Illustration with Mark Parisi and more.

The pandemic shut-down from March-May (2020) necessitated an immediate transition to virtual programming and increased e-book access. All in-person programs, including all upcoming Summer Reading events, were canceled. Jenny Kelley, our Youth Librarian transitioned to 11 virtual Story Times, with 1,282 views tracked on various social media platforms. This gave us an FY19-20 total of 95 in-person and virtual programs. We increased our children’s e-book collection and our Tumble Books platform averaged 386 uses.

While in-person services were suspended, our return to the library allowed for in-depth analysis of the youth collections. We were able to thoroughly review and de-accession materials in both the Young Adult and Children’s collections that were outdated, in poor condition, or that had not circulated in over 5 years, per library policy. For example, in the Young Adult collection alone, 708 titles were de-accessioned during this period.

Rice Public Library Construction Time Line Highlights

Phase 2 of Construction

The re-start of the Rice Library Building project- September 2020• Final Design Development & Closure of the Rice Building & Removal of materials from the Rice building -February 2021 • Construction Period – March 2021-March 2022 • Occupancy and Ribbon Cutting – April 2022

Additional Info is available at: <https://ricepubliclibraryproject.com>

Volunteers

The team of devoted volunteers who have assisted us with picking up the interlibrary loans, shelving, transporting books between the two buildings and special events have collectively taken a sabbatical while Rice Public Library is housed in the Taylor Annex. We deeply appreciate the help of our dedicated volunteers and look forward to welcoming back our cadre of volunteers at the newly renovated Rice Public Library.

Staff

The heroic staff, without whose help none of the above could have been accomplished, especially this year working to fulfill all the library patrons' requests during the pandemic, are Technical Services Supervisor, Greta Evans, Supervisor of Youth Services, Jennifer Kelley, Circulation Supervisor, Katie Lyons, Library Assistants Simone Roy and Asher Littlefield and Library Substitutes Rich Wicker, Kathy Regan, Alyssa Ervin, and John Roe.

The library staff united to provide support for new programs and innovative ways to deliver our services. The support of our patrons has been fabulous. I am deeply grateful for the continued support of our residents.

We look forward to the grand re-opening in May 2022 at the newly renovated and expanded Arabella Rice building.

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

Respectfully submitted,
Lee Perkins
Library Director

**Harbormaster Department
Annual Report
July 1, 2019 – June 30, 2021**

On behalf of myself, my staff and the Kittery Port Authority, I respectfully submit this report for 2019-2021 boating seasons.

The Kittery Harbormaster Department manages and maintains 3 facilities including 2 commercial fishing piers, 1 transient/visitor pier, 6 transient/visitor slips, 7 transient/visitor moorings, 2 launch ramps, 2 vessels and 457 seasonal moorings of which, 301 are assigned to Kittery residents and 156 to non-residents. 75 of the 457 are used commercially.

I would like to thank my staff and our customers for being understanding and patient as we as a public service department had to learn how to navigate through the COVID-19 pandemic. With the help of the town government and other town departments we slowly figured out how to make it work. It wasn't perfect and all of us had to learn how to go about business and our personal lives in a completely different way. It was and remains a learning process for all.

Early 2020, we thought it might be a slow boating season due to COVID but soon learned that many people turned to boating and other outdoor activities in order to social distance and safely escape quarantine. The 2019/2020 season turned out much busier than we expected. Recreational boat sales were at a record high and with that our boat launching ramps and transient docks and moorings had increased volume. As a border waterfront town, we worked closely with state and federal governments on how to handle customers who keep their boats in Kittery but live outside the state as well as the increased visiting guests, many of which had moved onto their boats and took to the sea to avoid the virus. It took time but we were able to allow out of state mooring holders access to their boats and learned how to handle visiting vessels from out of state as well as from other countries.

It appeared that due to travel restrictions, many waterfront citizens used vacation money to repair, replace or add waterfront structures, with that, the Kittery Port Authority heard and approved a larger number of applications than in recent years. This already complicated process was made even more difficult as their meetings had to be done virtually. There were several extraordinary structure requests that required interdepartmental interpretation and research into federal, state law and local ordinance.

The 2020/2021 season was much the same with an even higher number of transient visitors staying on our docks and moorings as well as an increase in day boaters using the launch ramps at Traip Academy and Pepperrell Cove.

With the increased boating traffic in the river and harbor, came increased calls for service. We were able to work with the Maine Marine Patrol, New Hampshire Marine

Patrol, U.S. Coast Guard and Kittery Police Department in order to increase patrols. Our biggest complaints were wakes and negligent boat operation around marinas and private docks. We responded to several rescue calls and assisted the U.S. Coast Guard with several as well. We worked with the U.S. Fish and Wildlife Department and Rachel Carson Wildlife Refuge managers to create signage and enforce the protection of the Brave Boat Harbor estuary and sand bar due to increased boating and beaching of boats on the sand bar. We assisted in security escorts of U.S. Navy submarines arriving and departing the Portsmouth Naval Shipyard.

Projects completed during this period:

The Frisbee float refurbish project was completed during the summer of 2020. Under the guidance of the Kittery Port Authority, the float was pulled out of the water, a local welder was hired to reinforce the aluminum frame, fix cracks and replace the 20+ year old decking. Decking was added on the edges of the float as well to protect the frame and keep boats from being damaged while tied up. A mooring block was placed 100 feet in front of float, custom brackets designed by Kittery Port Authority Vice Chair Patten were constructed and added to the float. Chain was run from both sides of the float out to the mooring block. This system keeps the float from hitting the metal pilings during southerly waves therefore extending its useful life. The Frisbee float is 20 years old. The estimate for a new float to replace it was over \$70,000. The refurbishment of the existing float and anchoring system was completed at approximately 30% of the replacement cost and added 7-10 years to its useful life.

The Frisbee gangway was refurbished using heavy duty lightweight high grip aluminum planking instead of wood planks. An aluminum “trap slide” was designed by Vice Chair Patten and constructed. The improvements to the ramp and slide lightened the weight of the ramp substantially and increased the length of its useful life.

An additional dinghy float was added to the Pepperrell Pier float systems to help lessen the congestion of dinghies in Pepperrell Cove. 5 dock ladders were added to the floats in Pepperrell Cove and 1 at the Traip Boat Ramp floats. This float was surplus, therefore there was no cost associated with its use.

Bellamy Lane and the Pepperrell Cove parking lot and boat ramp were paved. The Kittery Public Works Department dug out the lot approximately 4 feet, added concrete around the perimeter to stop the ocean water from washing away the fill and filled any voids found. A concrete walkway was also added with new aluminum handrails along the West side of the boat ramp.

The Traip Boat Ramp shed was replaced. The Public Works Department demolished the old shed and the new one was built with help from Kittery Port Authority member Alan Johnston and Kittery Police Chief Robert Richter. The new shed includes a small office area for the ramp attendant to work out of. The Maritime Skiff will be stored in the shed during the winter months.

The work skiff was replaced with a custom built Maritime 1480. This replacement included a custom built one of a kind molded push bar which we use when moving docks during float in and float out or to move them to safety if the potential of tropical storms or hurricanes threaten our waterfront. The push bar is constructed of solid fiberglass and is quickly removable so the boat can be used for shallow water response and patrol. The hull of the bow and gunwales were also reinforced with extra fiberglass and extra cleats for heavy duty use.

An online harbor management program was launched which allows for our customers to renew harbor permits of all types, pay vessel excise tax, book and pay for transient moorings and docks and help us have a clearer picture of our waterways and how to improve them.

Once again, I would like to express my appreciation for all the assistance we have received from all of the town departments, Port Authority and several outside agencies. Without their assistance, we could not have achieved as much as we did during these trying times. We look forward to the coming years to find more ways to improve our services and serve our community and guests.

Respectfully Submitted,
John Brosnihan
Kittery Harbormaster

**Public Works Department
Annual Report
July 1, 2019 - June 30, 2020**

This has been another busy year for the Department of Public Works. Public Works crews managed 55.5+ inches of snow over the winter. With 13 sanding storms and 8 snowstorms we applied 2,607 tons of salt to 64+ miles of public roadways in order to maintain safe travel ways for Kittery residents and emergency response vehicles. The crews installed 20 new signs, 1,922 feet of drainage pipe repairs/replacements, 13 drainage basin repairs/replacements and installed 115-tons of asphalt for pothole repairs.

We are currently working on the 5-year Pavement Management Program of which we have completed 18.4 miles of roadway at a cost of \$2,109,000 which was funded by CIP and State Aid funds.

DPW crews reconstructed the Pepperrell Pier parking lot and resurfaced the parking lot and boat ramp.

The Town of Kittery was awarded a grant for improving the Route 103 (Whipple Sidewalk) corridor; additional sidewalks, drainage, culvert replacement and other related work. The project is in the Right of Way phase.

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

Fort Foster Fees for the 2019-2020 season revenue came in at \$245,216.50 which had decreased from previous years due to the COVID-19 pandemic.

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

The Kittery Resource Recovery Facility User Fees/Permits revenues held a steady revenue stream since the rate changes in 2010. We have taken in 2,408 tons of Municipal Solid Waste (MSW) and Demo Waste with a cost of \$219,759 in disposal fees and 747 tons of recyclables with a revenue of \$128,710 for sales and user fees. The recycling market has been decreasing over the past several years and it appears that the trend will continue moving forward.

Under the federally mandated Municipal Separate Storm Sewer Systems (MS4) General Permit, the Town of Kittery is required to inspect and maintain stormwater

infrastructure to comply with the minimum control measures outlined in the permit.
Public Works completed the following tasks:

- Cleaned 468 catch basins removing 720 cy. of catch basin grit
- Swept Town streets at least once, some twice in the year, removing 424 cy. of sediment and debris from the streets
- Swept Town streets for leaves in the fall and removed 504 cy. of leaves from the streets
- Inspected 94 stormwater outfalls and approximately 1 mile of ditches for any illicit discharges into water resources

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

Respectfully Submitted,
David Rich
Commissioner of Public Works

**Public Works Department
Annual Report
Continued
July 1, 2020 - June 30, 2021**

This has been another busy year for the Department of Public Works. Public Works crews managed 49+ inches of snow over the winter. With 10 sanding storms and 12 snowstorms, we applied 2,420 tons of salt to 64+ miles of public roadways in order to maintain safe travel ways for Kittery residents and emergency response vehicles. The crews installed 36 new signs, 312 feet of drainage pipe repairs/replacements, 8 drainage basin repairs/replacements and installed 251-tons of asphalt for pothole repairs.

We are currently working on the 5-year Pavement Management Program, of which we have completed 23.9 miles of roadway at a cost of \$2,516,346 which was funded by CIP and State Aid funds.

The Town of Kittery started the design on Emery Field Phase 2 and applied for a grant for the project.

The Town of Kittery designed a connecting section of sidewalk on Stevenson Road from 236 to Shapleigh School and has applied for a grant for the project.

The Town of Kittery was awarded a grant for improving the Route 103 (Whipple Sidewalk) corridor, including additional sidewalks, drainage, culvert replacement and other related work. The project is in the Right of Way phase.

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

Fort Foster Fees for the 2020-2021 season revenue came in at \$234,579 which had decreased from previous years due to the COVID-19 pandemic. On the maintenance side, we completed tower bathroom repairs.

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

The Kittery Resource Recovery Facility User Fees/Permits revenues held a steady revenue stream since the rate changes in 2010. We have taken in 3,769 tons of Municipal Solid Waste (MSW) and Demo Waste with a cost of \$243,080 in disposal fees and 925 tons of recyclables with a revenue of \$192,888 for sales and user fees. The recycling market has been decreasing over the past several years, but we are starting

to see that the market is slowly coming back with an increase of \$64,000 over last year's revenue.

Under the federally mandated Municipal Separate Storm Sewer Systems (MS4) General Permit, the Town of Kittery is required to inspect and maintain stormwater infrastructure to comply with the minimum control measures outlined in the permit. Public Works completed the following tasks:

- Cleaned 604 catch basins, removing 80 cy. of catch basin grit
- Swept Town streets at least once, some twice in the year, removing 496 cy. of sediment and debris from the streets
- Swept Town streets for leaves in the fall and removed 616 cy. of leaves from the streets
- Inspected 108 stormwater outfalls and approximately 1.5 miles of ditches for any illicit discharges into water resources

In December 2020, the Town of Kittery completed phase V 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 installing riparian buffers at two locations in the headwaters of Spruce Creek, installing pet waste signage in five public access locations in the watershed, mailing a pet waste brochure to targeted neighborhoods, and continued baseline and targeted water quality monitoring efforts. The financials for the entire two-year project included:

- \$36,543.00 Federal grant funds
- \$61,940.25 Non-federal cash and in-kind services
- \$98,483.25 Total Funds Expended

In April 2021, the Town of Kittery partnered with Maine DEP with the goal of developing a long-term strategy for invasive species management in Legion Pond. For two weeks in June 2021, a diver assisted suction harvesting contractor was hired to remove curly leaf pondweed following a DEP-led survey of the pond. In fall 2021, DEP will conduct a follow-up survey to assess effectiveness, recommend long-term management strategies and review DEP grant opportunities for funding assistance.

Heading into my sixth 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, maintained storm water infrastructure, improved bicycle/pedestrian facilities, thriving town parks and an efficient Solid Waste Facility.

Respectfully submitted,
David Rich
Commissioner of Public Works

**Sewer Department
Annual Report
July 1, 2019 – June 30, 2021**

To the Citizens of Kittery,

It has been about two and a half years since I became the superintendent for the Kittery Sewer Department and in that time we have been able to make a lot of progress. We have been focusing on sewer infrastructure and assessing the age and condition of sewer lines and pump stations by starting a Capacity, Management, Operations and Maintenance program (CMOM). The CMOM program will also include new safety procedures and emergency preparedness and response programs, and a complete operations and maintenance manual for the entire collections system.

Also new at the Sewer Department, is a GIS based computerized asset management program. This program allows the staff to bring a handheld tablet with them when they go out to do any maintenance or repair work in the field. The tablets are all linked to the main computers at the treatment plant where we can run reports, make work orders for repairs, look at graphs, and trend what is going on in our system. Having this ability gives us a huge advantage in tracking all work being done and work needing to be done in our collection system, pump stations, and at the treatment plant saving the department time and money. I would like to thank the citizens of Kittery, and the Town Office Staff and Administration for all of their support during the last fiscal year. I'd like to give a special thank you to the Sewer Department employees for their hard work and dedication.

Respectfully Submitted,
Timothy Babkirk
Superintendent of Sewer Services

**Sewer Department
Annual Report
July 1, 2019 – June 30, 2020**

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

		Daily	Daily	Daily	Daily	Monthly	Monthly	Monthly	Monthly					
	Monthly	Maximum	Minimum	Average	Average	Avg.	Avg.	Avg.	Avg.					
	Influent	Influent	Influent	Influent	Effluent	Influent	Effluent	Influent	Effluent					
	Flow	Flow	Flow	Flow	Flow	BOD	BOD	TSS	Tss	Septage	Holding	Sludge	Sludge	Sludge
	(MGD)	(MGD)	(MGD)	(MGD)	(MGD)	(Mg/L)	(Mg/L)	(Mg/L)	(Mg/L)	(Gals.)	(Gals.)	(Cu.Yds.)	Wet tons	% solid
July ' 19	24.901	1.064	0.830	1.668	0.839	269	6.0	301	7.0	83,400	55,000	142.0	114.04	23.3
August	24.841	1.054	0.728	0.828	0.850	294	6.0	355	8.0	160,750	43,200	152.0	121.39	22.9
September	21.238	0.910	0.644	0.732	0.755	318	5.0	373	7.0	135,850	55,953	144.0	115.09	22.4
October	22.785	1.165	0.621	0.772	0.799	304	6.0	232	9.0	155,350	80,950	154.0	123.12	24.3
November	24.075	1.151	0.608	0.804	0.863	252	8.0	221	8.0	161,600	69,000	149.0	119.35	23.4
December	38.536	3.259	0.795	1.290	1.472	165	6.0	161	10.0	127,100	110,700	144.0	115.68	22.7
January ' 20	30.337	1.320	0.482	1.008	1.113	199	6.0	192	10.0	54,750	333,700	127.0	101.63	22.9
February	27.666	1.351	0.817	0.954	1.027	222	7.0	222	12.0	93,250	153,600	148.0	118.24	22.42
March	28.556	2.166	0.297	0.912	0.999	204	7.0	274	11.0	181,050	67,500	145.0	116.25	23.6
April	33.301	1.938	0.710	1.103	1.231	210	7.0	248	9.0	234,250	77,000	169.0	134.97	23.3
May	24.215	1.323	0.527	0.800	0.855	282	7.0	313	9.0	196,250	37,250	124.0	99.25	24.3
June	22.867	1.993	0.654	0.762	0.796	295	9.0	346	10.0	234,550	87,800	169.0	135.5	24
Totals	323.318	18.694	7.713	11.633	11.599					1818150	1171653	1767	1415	279.52
Average	26.94317	1.557833	0.64275	0.969417	0.966583	251.1667	6.666667	269.8333	9.166667	151513	97638	147.3	117.9	23.3

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

Total Gals. Treated	323.318 MG	Total Septage	1,818,150 Gals.
Avg. Gals. Treated / Day	0.886 MG	Total Holding	1,171,653 Gals.
Annual Avg. BOD Removal Rate	97%	Total Sludge Generated	1767 Cu Yds.

Breakdown of Gallons Treated:			
Town of Kittery	230.842	71.4%	
Portsmouth Naval Shipyard	54.451	16.8%	
Town Of Eliot	38.025	11.8%	
Total	323.318	100.0%	

Casella Organics Village Green &
Hawk Ridge Compost Facility

Respectfully Submitted,
Timothy Babkirk
Superintendent of Sewer Services

**Sewer Department
Annual Report
Continued
July 1, 2020 – June 30, 2021**

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

		Daily	Daily	Daily	Daily	Monthly	Monthly	Monthly	Monthly					
	Monthly	Maximum	Minimum	Average	Average	Avg.	Avg.	Avg.	Avg.					
	Influent	Influent	Influent	Influent	Effluent	Influent	Effluent	Influent	Effluent					
	Flow	Flow	Flow	Flow	Flow	BOD	BOD	TSS	Tss	Septage	Holding	Sludge	Sludge	Sludge
	(MGD)	(MGD)	(MGD)	(MGD)	(MGD)	(Mg/L)	(Mg/L)	(Mg/L)	(Mg/L)	(Gals.)	(Gals.)	(Cu.Yds.)	Wet tons	% solid
July ' 20	25.004	1.312	0.703	0.831	0.870	269	6.0	359	5.0	304,450	67,850	157.0	125.82	24.5
August	21.806	0.895	0.615	0.726	0.743	281	5.0	451	5.0	273,300	66,550	126.0	100.53	24.32
September	19.479	0.747	0.607	0.672	0.674	312	4.0	456	5.0	303,600	72,600	148.0	118.63	23.6
October	20.541	1.056	0.395	0.687	0.732	297	8.0	453	7.0	305,800	43,400	144.0	115.18	25.6
November	22.309	1.222	0.552	0.744	0.811	240	9.0	342	11.0	276,450	34,350	127.0	101.59	24.4
December	34.242	1.792	0.777	1.134	1.257	217	7.0	300	6.0	248,100	31,000	154.0	123.45	23.6
January ' 21	25.929	1.226	0.756	0.864	0.888	373	6.0	462	5.0	147,450	30,950	127.0	101.09	23.41
February	24.227	1.239	0.694	0.865	0.889	275	7.0	402	11.0	97,250	32,700	115.0	92.93	22.93
March	29.610	1.614	0.705	0.955	0.997	247	8.0	322	10.0	155,650	61,500	165.0	131.9	22.88
April	27.554	1.370	0.753	0.918	1.002	269	7.0	307	9.0	340,150	52,750	159.0	127.64	23.7
May	24.556	1.112	0.658	0.823	0.877	280	9.0	387	9.0	311,665	64,300	158.0	125.98	23.26
June	21866.000	0.880	0.667	0.729	0.772	325	9.0	375	8.0	318,000	109,100	158.0	126.59	23.96
Totals	22141.257	14.465	7.882	9.948	10.512					3081865	667050	1738	1391	286.16
Average	1845.105	1.205417	0.656833	0.829	0.876	282.0833	7.083333	384.6667	7.583333	256822	55588	144.8	115.9	23.8

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

Total Gals. Treated	22141.26 MG	Total Septage	3,081,865 Gals.
Avg. Gals. Treated / Day	60.661 MG	Total Holding	667,050 Gals. 1738 Cu Yds.
Annual Avg. BOD Removal Rate	97%	Total Sludge Generated	
Annual Avg. TSS Removal Rate	98%	Sludge Site Used	Casella Organics Village Green & Hawk Ridge Compost Facility

Breakdown of Gallons Treated:

Town of Kittery	302.912	75.8%
Portsmouth Naval Shipyard	60.526	15.1%
Town Of Eliot	36.177	9.1%
Total	399.615	100.0%

Respectfully submitted by
Timothy Babkirk
Superintendent of Sewer Services

**Planning and Development Department
Annual Report
July 1, 2019 – June 30, 2020**

The Planning and Development Department is comprised of the Planning, Code Enforcement and Assessing divisions. The department consists of five employees: Director, Code Enforcement Officer, Assistant Code Enforcement Officer, Town Planner, and Development Staff Clerk and manages the contract for a third-party tax assessor. The department is responsible for oversight, permitting, and enforcement of land use codes and health and safety regulations, administering the comprehensive plan update process, assessing property values, and providing professional support to the Planning Board and Board of Appeals.

Highlights for fiscal year 2020 include:

Planning:

- Reviewed approximately 8 subdivision, site, and right-of-way plans for the Planning Board, and 8 shoreland development plans.
- Continued the review for the recodification of Title 16, the Town's Land Use & Zoning code.
- Collaborated in the development of the short-term rental ordinance.
- Continued to support and collaborate with the DOD-funded study of the Portsmouth Naval Shipyard and its impact on the community.
- Wrote various amendments to the zoning code to adjust requirements for shoreland development, nonconforming structures, and accessory dwelling units.
- Held a workshop to discuss amendments to the cluster development standards within Title 16.
- Supported the Economic Development Committee, Housing Working Group, and Taylor Library Building Committee.
- Reviewed and amended the Planning Board priority list.

The Town's volunteer board members provide many hours of their time to the Town to support two regulatory boards: Planning Board and Board of Appeals. For fiscal year 2020 those boards included the following volunteer members:

Planning Board: Dutch Dunkelberger, Chair; Karen Kalmar, Vice Chair; Russell White; Ronald Ledgett; Drew Fitch; Stephen Bellantone, John Perry.

Board of Appeals: Jeffrey Brake, Chair; Louis Leontakianakos, Vice Chair; April Timko, Secretary; Suzanne Jones; Charles Denault III, Barry Fitzpatrick, Vern Gardner.

Thank you to all of our volunteer board members who contribute so much of their own time to the crucial work of the Town!

Respectfully Submitted,
Adam Causey
Director of Planning and Development

**Planning and Development Department
Annual Report
July 1, 2020 – June 30, 2021**

The Planning and Development Department is comprised of the Planning, Code Enforcement and Assessing divisions. The department consists of five employees: Director, Code Enforcement Officer, Assistant Code Enforcement Officer, Town Planner, and Development Staff Clerk and manages the contract for a third-party tax assessor. The department is responsible for oversight, permitting, and enforcement of land use codes and health and safety regulations, administering the comprehensive plan update process, assessing property values, and providing professional support to the Planning Board and Board of Appeals.

Highlights for fiscal year 2021 include:

Planning:

- Reviewed approximately 5 subdivision, site, and right-of-way plans for the Planning Board, and 9 shoreland development plans.
- Approved the site & subdivision plan for Seacoast Residences, as a 300-unit mixed-use multifamily development on Dennett Road adjacent to I-95.
- Negotiated and ratified a Credit Enhancement Agreement for the Tax Increment Finance District #3 to extend water, power, and natural gas infrastructure to the Seacoast Residence project, along with a new left turn lane improvements to Dennett Road.
- Continued the review for the recodification of Title 16, the Town's Land Use & Zoning code.
- Held public hearings for amendments to Title 16 concerning permitting marijuana businesses; modifying land use standards in the commercial zones; establishing affordable house standards; permitting outdoor dining, and changing parking dimensional standards.
- Continued to support and collaborate with the DOD-funded study of the Portsmouth Naval Shipyard and its impact on the community.
- Worked with the Urban Land Institute in their efforts to design redevelopment concepts for the Kittery Water District site.
- Created a barrier beautification program to enliven the Kittery Foreside and promote COVID-19 prevention best practices.
- Held multiple workshops to discuss proposed amendments to Title 16.
- Supported the Economic Development Committee, Kittery Land Issue Committee, Housing Working Group, and Climate Adaption Committee.
- Reviewed and amended Planning Board priority list.

The Town's volunteer board members provide many hours of their time to the Town to support two regulatory boards: Planning Board and Board of Appeals. For fiscal year 2021 those boards included the following volunteer members:

Planning Board: Dutch Dunkelberger, Chair; Karen Kalmar, Vice Chair; Russell White; Ronald Ledgett, Secretary; Drew Fitch; Stephen Bellantone, John Perry.

Board of Appeals: April Timko, Chair; Rick Nohmer, Vice Chair; Amelia Burke, Secretary; Cameron Hamm; Charles Denault III, Vern Gardner.

Thank you to all of our volunteer board members who contribute so much of their own time to the crucial work of the Town!

Respectfully Submitted,
Adam Causey
Director of Planning and Development

**CODE ENFORCEMENT OFFICER
ANNUAL REPORT
2019-2020**

Building Permits Issued Fiscal Year July 2019 – June 2020

Number of Permits Issued	681
Cost of Construction	\$25,929,426
Permit Fees Collected	\$422,372

Residential

Single Family Residences	
Number of Permits	38
Cost of Construction	\$14,374,460
Duplex/Multi-Family Residences	
Number of Permits	2
Cost of Construction	\$360,000
Mobile Homes	
Number of Permits	18
Cost of Construction	\$1,377,100
Accessory Dwelling Units	
Number of Permits	8
Cost of Construction	\$235,000
Additions & Renovations	
Number of Permits	96
Cost of Construction	\$3,989,066
Maintenance & Repair	
Number of Permits	62
Cost of Construction	\$815,266
Decks & Porches	
Number of Permits	28
Cost of Construction	\$350,401
Sheds	
Number of Permits	27
Cost of Construction	\$138,551
Garages, Barns & Workshops	
Number of Permits	20
Cost of Construction	\$630,197
Docks, Piers, Floats	
Number of Permits	6

Cost of Construction	\$212,059
Generators	
Number of Permits	32
Cost of Construction	\$225,834
Chimneys, Fireplaces, Woodstoves, Pellet Stoves	
Number of Permits	2
Cost of Construction	\$4,542
Solar	
Number of Permits	10
Cost of Construction	\$181,462
Propane/Oil Tank and Gas Piping	
Number of Permits	107
Cost of Construction	\$340,126
Pool	
Number of Permits	4
Cost of Construction	\$62,470
Electrical Upgrades	
Number of Permits	159
Cost of Construction	\$973,864
Vegetation Removal in Shoreland Overlay	
Number of Permits	12
<u>Non – Residential</u>	
Commercial Refits & Alterations	
Number of Permits	24
Cost of Construction	\$1,545,750
Antennas	
Number of Permits	1
Cost of Construction	\$85,000
Municipal	
Number of Permits	3
Cost of Construction	\$28,279
<u>Demolition</u>	
Number of Permits	22

Respectfully Submitted,
Craig Alfis, Code Enforcement Officer

**LOCAL PLUMBING INSPECTOR
ANNUAL REPORT
2019-2020**

Plumbing Permits Issued Fiscal Year July 2019 – June 2020

Permits Issued

Internal Plumbing Permits	119
External Plumbing Permits	60
Total Number of Permits Issued	179

Amount of Fees Collected

Total Amount Collected	\$31,170.00
Total Sent to DHHS	\$6,128.75
Total Sent to DEP	\$720.00
Net to the Town of Kittery	\$24,321.25

Respectfully Submitted,
Craig Alfis, Local Plumbing Inspector

**CODE ENFORCEMENT OFFICER
ANNUAL REPORT
2020-2021**

Building Permits Issued Fiscal Year July 2020 – June 2021

Number of Permits Issued	885
Cost of Construction	\$34,491,516
Permit Fees Collected	\$438,454

Residential

Single Family Residences	
Number of Permits	44
Cost of Construction	\$13,253,575
Duplex/Multi-Family Residences	
Number of Permits	1
Cost of Construction	\$300,000
Mobile Homes	
Number of Permits	17
Cost of Construction	\$1,996,700
Accessory Dwelling Units	
Number of Permits	9
Cost of Construction	\$603,800
Additions & Renovations	
Number of Permits	102
Cost of Construction	\$6,180,772
Maintenance & Repair	
Number of Permits	84
Cost of Construction	\$1,136,596
Decks & Porches	
Number of Permits	52
Cost of Construction	\$542,716
Sheds	
Number of Permits	38
Cost of Construction	\$238,816
Garages, Barns & Workshops	
Number of Permits	23
Cost of Construction	\$1,351,591
Docks, Piers, Floats	

Number of Permits	8
Cost of Construction	\$266,190
Generators	
Number of Permits	68
Cost of Construction	\$534,036
Chimneys, Fireplaces, Woodstoves, Pellet Stoves	
Number of Permits	0
Cost of Construction	\$0
Solar	
Number of Permits	8
Cost of Construction	\$282,090
Propane/Oil Tank and Gas Piping	
Number of Permits	134
Cost of Construction	\$264,491
Pool	
Number of Permits	5
Cost of Construction	\$95,500
Electrical Upgrades	
Number of Permits	215
Cost of Construction	\$1,361,377
Vegetation Removal in Shoreland Overlay	
Number of Permits	33

Non – Residential

Commercial Refits & Alterations	
Number of Permits	27
Cost of Construction	\$854,967
Antennas	
Number of Permits	3
Cost of Construction	\$40,000
Municipal	
Number of Permits	7
Cost of Construction	\$5,188,300

Demolition

Number of Permits	7
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Respectfully Submitted,
Craig Alfis, Code Enforcement Officer

**LOCAL PLUMBING INSPECTOR
ANNUAL REPORT
2020-2021**

Plumbing Permits Issued Fiscal Year July 2020 – June 2021

Permits Issued

Internal Plumbing Permits	140
External Plumbing Permits	51
Total Number of Permits Issued	191

Amount of Fees Collected

Total Amount Collected	\$32,240.00
Total Sent to DHHS	\$6,477.50
Total Sent to DEP	\$600.00
Net to the Town of Kittery	\$25,162.50

Respectfully Submitted,
Craig Alfis, Local Plumbing Inspector

**Tax Assessor
Town Report
July 1, 2019 – June 30, 2021**

The Tax Assessor's Office is responsible for determining value for all real and personal property in Kittery. The office maintains property ownership records, updates tax maps, administers exemptions, maintains E911 addresses, and answers assessing questions. The assessing department conducts property inspections including but limited to building permits, qualified sale properties, abatements, and cyclical inspections.

Assessing FY 2020 7/1/2019-6/30/2020

The FY 2020 tax rate was \$17.40 per thousand dollars of valuation. The tax assessment date for FY 2020 was April 1, 2019. The certified assessment ratio was 80%.

The 2019 taxable valuation of the Town of Kittery was \$1,475,782,693. This includes taxable real estate of \$1,449,607,093 and taxable business personal property of \$26,175,600. Kittery had 4882 real estate accounts and 466 personal property accounts during this period.

During FY 2020, the Assessing Department along with Municipal Resources Inc., started a town wide revaluation of all properties in the Town. The last revaluation was conducted in 2013. As part of the revaluation, all properties which sold between April 1, 2018, through March 31, 2020, were analyzed and used to determine market values for the Town as of April 1, 2020. All 339 qualified sale properties used in the analysis received property inspections. Additionally, every property received a drive by inspection during the revaluation field review process. Changes resulting from the revaluation will be applied to FY 2021.

For FY 2020, 748 building permits, 355 sales, and 390 cyclical inspections were conducted. Cyclical inspections are a systematic, house-by-house review of properties, where roughly 25% of the properties are visited per year.

212 personal exemptions applications were reviewed, including 180 Homestead Exemptions, 31 Veteran Exemptions and 1 Blind Persons Exemption. All exemptions were applied to taxpayer properties for FY 2021.

Assessing FY 2021 7/1/2020-6/30/2021

The FY 2021 tax rate was \$12.90 per thousand dollars of valuation. The tax assessment date for FY 2021 was April 1, 2020. The certified assessment ratio was 100%.

The 2021 taxable valuation of the Town of Kittery was \$2,064,279,273. This includes taxable real estate of \$2,029,230,273 and taxable business personal property of

\$35,049,000. Kittery had 4865 real estate accounts and 491 personal property accounts during this period.

During FY 2021, the Assessing Department along with Municipal Resources Inc., completed a town wide revaluation of all properties in the Town. As part of the revaluation, all properties which sold between April 1, 2018, through March 31, 2020, were analyzed and used to determine market values for the Town as of April 1, 2020. The overall assessment of taxable and non-taxable property in town increased by 40% or \$623,053,680. The tax rate was reduced from a \$17.40/\$1000 assessment to \$12.90/\$1000. This resulted in an assessment to sales ratio of 98.05% and a certified ratio of 100%.

During the revaluation, taxpayers received letters stating their preliminary 2021 assessed value and were given an opportunity to have an informal review hearing to discuss their questions with a tax assessor. 441 informal review hearings were held at the Kittery Community Center from 7/30/2020 to 8/24/2020. Any changes resulting from the hearings and the revaluation process were made prior to the tax commitment on 9/13/2020 and applied for FY 2021. In November 2020, a Uniform Standards of Performance and Appraisal Practices (USPAP) compliant report was delivered to the Town and Maine Revenue Services.

For FY 2021, 553 building permits, 93 cyclical inspections, and 15 sales inspections were conducted. Cyclical inspections are a systematic, house-by-house review of properties, where roughly 25% of the properties are visited per year. Cyclical inspections were paused during and after the revaluation but started again on 6/1/2021.

132 personal exemption applications were reviewed, including 111 Homestead Exemptions and 21 Veteran Exemptions. All exemptions were applied to taxpayer properties for FY 2022.

Unpaid Real Estate Taxes

YEAR	PARCEL	OWNER OF RECORD	TOTAL DUE
2021	65-1	ABENAQUI HOLDINGS, LLC	4,841.15
2021	39-17B-15	ANTKOWIAK, EDWARD M	109.97
2021	2-9	ARBO, DANIEL L	8,917.22
2021	3-106	ARBO, DANIEL L	10,447.45
2021	3-107	ARBO, DANIEL L	3,485.80
2021	21-3-24	BAKER, BRUCE D	473.98
2021	65-24	BANTON, ANTONEIL	1,716.20
2020	21-3-31	BENSON, MARISSA	743.78
2021	21-3-31	BENSON, MARISSA	850.02
2020	21-3-13	BURNETT, JUSTIN	750.83
2021	21-3-13	BURNETT, JUSTIN	1,792.34
2021	9-134	BWF MANAGEMENT LLC	2,762.01
2020	6-15A	CLOUGH, GARTH E	3,585.99
2021	6-15A	CLOUGH, GARTH E	2,751.95
2021	41-4	CORMIEA, VICKIE M	926.64
2020	58-55-2	CZACHOR, EUGENE	8,994.35
2021	58-55-2	CZACHOR, EUGENE	8,078.07
2021	16-134	D'AMOUR, THOMAS FRANCES	3,205.80
2020	60-21-91	DUCHEMIN, RAMONA	757.80
2021	60-21-91	DUCHEMIN, RAMONA	950.04
2021	67-2-1-2A	ESTANO HOLDINGS LLC	2,885.64
2021	67-2-2-5	ESTANO, CHRISTOPHER	5,850.91
2020	41-7-6	GLUSGOL, MELVIN M	5,513.48
2021	41-7-6	GLUSGOL, MELVIN M	5,367.37
2021	60-21-90	GOODY, MATTHEW	398.40
2020	66-16-14	LAREAU, CYNTHIA A	442.63
2021	66-16-14	LAREAU, CYNTHIA A	603.01
2020	60-21-103	LAUCKNER, MELISSA	436.54
2021	60-21-103	LAUCKNER, MELISSA	442.31
2020	8-20	LEBLANC, PAUL D	4,368.28
2021	8-20	LEBLANC, PAUL D	4,369.42
2020	39-17B-18	MC LAUGHLIN, MAUREEN	1,434.86
2021	39-17B-18	MC LAUGHLIN, MAUREEN	1,402.30
2021	15-75	MCCANN, HOLLY	4,536.81
2021	21-3-30	MCKENNEY, KENNETH	905.34
2020	48-16	ME HOLDINGS LLC	1,705.26
2020	24-37	MILLETT, JOHN C	4,730.20
2021	24-37	MILLETT, JOHN C	3,799.75
2021	5-14A-1	MURRAY, DANIELLE L	4,604.67
2021	60-21-33	NESLON, BRANDI	580.26
2021	22-21G-207	O'TOOLE, ELLEN W.	314.13
2021	16-158	PELCHAT, TINA	3,740.66
2020	44-13A	PELLETIER, PAUL A	3,272.87
2021	44-13A	PELLETIER, PAUL A	3,192.84
2021	60-21-57	PERKINS, ELVIRA	493.75
2021	65-7J	PINGREE, BRENNEN A	1,368.34

2021	60-21-108	PUTNAM, PATRICK	1,196.07
2020	56-17	RAYNES, RICHARD F	950.17
2021	56-17	RAYNES, RICHARD F	2,461.83
2021	62-18	REED, TED RAY	2,643.87
2020	15-83	SOWERBY, DAVID M	1,367.75
2021	15-83	SOWERBY, DAVID M	2,294.02
2021	9-127A	THOMPSON, L DEBORAH	3,742.06
2020	60-21-45	TILTON, JOHN	267.78
2021	60-21-45	TILTON, JOHN	263.11
2020	60-21-75	WEEDEN, CRAIG	261.69
2021	60-21-75	WEEDEN, CRAIG	265.96
2021	60-21-112	WILL, JOCELYNN M	247.86
2020	60-21-107A	ZACCONI, KIM	664.26
2021	60-21-107A	ZACCONI, KIM	557.51

Unpaid Personal Property Taxes

Bill Year	Name	Total Due
2019	ARMSTRONG JULIAN	\$1,300.92
2020	ARMSTRONG JULIAN	\$620.90
2019	BLUE CURRENT SAKE	\$554.80
2020	BOOK WAREHOUSE	\$124.23
2021	BOOK WAREHOUSE	\$153.85
2021	BRADFORD REALTY TRUST	\$42.75
2019	CANINE SOLUTIONS	\$8.35
2019	CIRCLE SUBS	\$44.64
2019	DAVIS AMELIA	\$6.27
2020	DENISE GOULD	\$30.45
2021	DENISE GOULD	\$24.68
2020	FRAIZE CHRIS	\$44.99
2021	FRAIZE CHRIS	\$46.44
2020	GYMBOREE RETAIL STORES INC	\$850.28
2021	GYMBOREE RETAIL STORES INC	\$748.91
2019	HILTZ MICHAEL	\$25.51
2020	JONATHAN SAWYER	\$160.32
2021	JONATHAN SAWYER	\$142.24
2021	JP MORGAN CHASE BANK NA	\$9,918.78
2021	LEAF CAPITAL FUNDING LLC	\$172.72
2021	LENOX GROUP INC	\$2,249.65
2020	MELANSON PATRICIA	\$55.81
2021	MELANSON PATRICIA	\$72.57
2019	MOURA DANIELLE	\$38.27
2021	OCSAP LTD DIV OF BESHRE HATAWY	\$222.06
2021	PECHNER ALLAN	\$46.97
2021	PF MAIN INC	\$37.74
2019	PIERRE PUFFER	\$32.14
2019	ROCKWELL HOMES LLC	\$590.95
2020	ROCKWELL HOMES LLC	\$379.48
2021	ROCKWELL HOMES LLC	\$281.57
2019	RUSTY RAZOR LLC	\$25.28
2020	RUSTY RAZOR LLC	\$28.41
2021	SAMUEL OSTROW	\$515.25
2020	SHATKH SADDIQ	\$58.86
2019	SPRUCE CREEK PROVISIONS	\$172.19
2020	SRV LLC	\$50.04
2020	T & S HOLDINGS LLC	\$105.52
2021	T & S HOLDINGS LLC	\$75.46
2020	TAYLA MAC BOUTIQUE	\$39.59
2019	THAI LOTUS	\$159.43
2020	THE FARM	\$1,351.38
2020	TRADE SOURCE INC	\$113.64
2021	TRADE SOURCE INC	\$94.34

2020	VANDERMARK ALEX	\$24.34
2020	WEYDT ACHARA	\$103.48
2021	WEYDT ACHARA	\$239.48
2019	WOODLAND FARMS BREWERY	\$427.27
2020	WOODLAND FARMS BREWERY LLC	\$308.46
2021	WOODLAND FARMS BREWERY LLC	\$258.35

Tax Liens 2019 -2021

YEAR	PARCEL	OWNER OF RECORD	TOTAL DUE
2021	65-1	ABENAQUI HOLDINGS, LLC	\$ 2,902.03
2021	39-17B-15	ANTKOWIAK, EDWARD M	\$ 112.47
2021	2-9	ARBO, DANIEL L	\$ 7,605.68
2021	3-106	ARBO, DANIEL L	\$ 10,672.89
2021	21-3-24	BAKER, BRUCE D	\$ 482.63
2020	21-3-13	BURNETT, JUSTIN	\$ 768.35
2021	21-3-13	BURNETT, JUSTIN	\$ 1,829.59
2020	6-15A	CLOUGH, GARTH E	\$ 2,573.08
2021	6-15A	CLOUGH, GARTH E	\$ 2,810.06
2021	41-4	CORMIEA, VICKIE M	\$ 499.07
2019	58-55-2	CZACHOR, EUGENE	\$ 9,357.61
2020	58-55-2	CZACHOR, EUGENE	\$ 9,177.22
2021	58-55-2	CZACHOR, EUGENE	\$ 8,251.99
2021	16-134	D'AMOUR, THOMAS FRANCES	\$ 3,274.49
2020	60-21-91	DUCHEMIN, RAMONA	\$ 771.69
2021	60-21-91	DUCHEMIN, RAMONA	\$ 968.96
2021	67-2-1-2A	ESTANO HOLDINGS LLC	\$ 2,946.66
2021	67-2-2-5	ESTANO, CHRISTOPHER	\$ 5,976.41
2019	41-7-6	GLUSGOL, MELVIN M	\$ 5,739.68
2020	41-7-6	GLUSGOL, MELVIN M	\$ 5,624.94
2021	41-7-6	GLUSGOL, MELVIN M	\$ 5,482.34
2019	66-16-14	LAREAU, CYNTHIA A	\$ 414.80
2020	66-16-14	LAREAU, CYNTHIA A	\$ 450.06
2021	66-16-14	LAREAU, CYNTHIA A	\$ 614.39
2019	60-21-103	LAUCKNER, MELISSA	\$ 259.68
2020	60-21-103	LAUCKNER, MELISSA	\$ 443.83
2021	60-21-103	LAUCKNER, MELISSA	\$ 450.19
2019	8-20	LEBLANC, PAUL D	\$ 705.38
2020	8-20	LEBLANC, PAUL D	\$ 4,456.25
2021	8-20	LEBLANC, PAUL D	\$ 4,462.71
2019	39-17B-18	MC LAUGHLIN, MAUREEN	\$ 1,475.52
2020	39-17B-18	MC LAUGHLIN, MAUREEN	\$ 1,462.64
2021	39-17B-18	MC LAUGHLIN, MAUREEN	\$ 1,431.06
2021	15-75	MCCANN, HOLLY	\$ 1,709.92
2021	21-3-30	MCKENNEY, KENNETH	\$ 923.52
2019	48-16	ME HOLDINGS LLC	\$ 1,758.24
2020	48-16	ME HOLDINGS LLC	\$ 1,738.59
2019	24-37	MILLETT, JOHN C	\$ 4,738.43
2020	24-37	MILLETT, JOHN C	\$ 4,825.58
2021	24-37	MILLETT, JOHN C	\$ 3,880.64
2021	5-14A-1	MURRAY, DANIELLE L	\$ 4,711.35
2021	60-21-33	NESLON, BRANDI	\$ 591.15
2021	22-21G-207	O'TOOLE, ELLEN W.	\$ 321.36
2021	16-158	PELCHAT, TINA	\$ 3,822.72
2019	44-13A	PELLETIER, PAUL A	\$ 3,375.89
2020	44-13A	PELLETIER, PAUL A	\$ 3,338.36

2021	44-13A	PELLETIER, PAUL A	\$ 3,260.53
2021	60-21-57	PERKINS, ELVIRA	\$ 301.47
2021	65-7J	PINGREE, BRENNEN A	\$ 1,400.29
2021	60-21-108	PUTNAM, PATRICK	\$ 1,220.35
2020	56-17	RAYNES, RICHARD F	\$ 968.18
2021	56-17	RAYNES, RICHARD F	\$ 2,513.62
2021	62-18	REED, TED RAY	\$ 2,699.63
2019	15-83	SOWERBY, DAVID M	\$ 1,405.37
2020	15-83	SOWERBY, DAVID M	\$ 1,394.15
2021	15-83	SOWERBY, DAVID M	\$ 2,342.17
2021	9-127A	THOMPSON, L DEBORAH	\$ 2,037.13
2019	46-3	THORPE, LORRAINE A	\$ 193.72
2019	60-21-45	TILTON, JOHN	\$ 317.01
2020	60-21-45	TILTON, JOHN	\$ 271.62
2021	60-21-45	TILTON, JOHN	\$ 267.10
2019	60-21-75	WEEDEN, CRAIG	\$ 219.22
2020	60-21-75	WEEDEN, CRAIG	\$ 265.40
2021	60-21-75	WEEDEN, CRAIG	\$ 270.02
2021	60-21-112	WILL, JOCELYNN M	\$ 251.59
2019	60-21-107A	ZACCONI, KIM	\$ 678.38
2020	60-21-107A	ZACCONI, KIM	\$ 676.23
2021	60-21-107A	ZACCONI, KIM	\$ 567.90

**Superintendent of Schools
Annual Report
July 1, 2019 – June 30, 2020**

I am pleased to provide my annual report for the school year 2019-2020. It will be remembered as the year that started with a bang and ended quite differently. First, however, allow me to offer general overview details about the Kittery School District.

The Kittery School District comprises three schools that educate approximately 1000 students. Enrollment in the Kittery School District has remained relatively stable since 2006. With approximately 150 military-connected students, the district is proud to include the largest concentration of military-connected students of any school district in Maine. The size of the Kittery School District makes it the perfect place to educate a child. Our student-to-teacher ratios are quite small which enables our faculty, staff, and leaders to really get to know our families and students. Our size also makes us quite nimble; programming and services that may not be offered in a larger district are readily available here in Kittery. We know what our students need, and we will go to the ends of the Earth to see that those needs are met.

Our School District is governed by an eight-member School Committee that includes an elected student representative from Traip Academy. The School Committee has a nice mixture of educators, business leaders, retirees, moms, dads, veteran members, new members, young, and...seasoned. Each fall, the School Committee and District Leadership Team work together to articulate commitments that focus our work. Currently, we have adopted three such commitments that will remain in place through June 2021:

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

Commitment C ~ Develop a shared educational vision for the future through a collaborative process in the community

The articulated commitments help the district to prioritize time, effort, and resources throughout the year, and the results are quite favorable. Emerging from Commitment 'A' was the Kittery Civil Rights Initiative, a three-pronged effort to join the national discussion about race, multiculturalism, civility and acceptance of all groups at a time when many are feeling marginalized. Also emerging from Commitment 'A' was the establishment of Civil Rights Teams in all three schools. The student-led groups help to raise awareness of issues related to multiculturalism and promote an inclusive culture in our schools and community.

Commitment 'B' placed a spotlight on the work that the district has done in the Proficiency-based Learning arena and calls 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 calls 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 led the work this year to move PBL forward. Successfully communicating the nuts, bolts and benefits of the Proficiency-based Learning model of teaching, learning and assessing has resulted in the model becoming part of our identity in the district.

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 am especially excited about the notion of a new Vision for the Future—Vision 2025—that will guide our work well into the next decade. I brag about the Kittery School District from one end of the State to the other! 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 visiting our website regularly (www.kitteryschools.com) and by following us on Twitter ~ (@kitteryschools) and on Instagram ~ (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

**Superintendent of Schools
Annual Report
July 1, 2020 – June 30, 2021**

I am pleased to provide my annual report for the school year 2020-2021. The Kittery School District reopened in September after a three-month full remote deployment for all students—arguably the three most challenging months for any public educator. Bringing students back into our buildings in the fall of 2020 was a major undertaking. Allow me to share the full scope of the experience.

Where have we been?

Our pandemic journey began on February 25, 2020 when the US CDC gave its first press conference about a relatively new virus named ‘2019 novel coronavirus,’ later abbreviated ‘COVID-19.’ The following day, I issued a communication to our families and employees; it was my first of dozens of communications that would follow related to the virus and our District’s response to it.

In the weeks that followed, I was overwhelmed with email communications from families and staff. They wanted to know what our response would be—discussions of pulling their students from school or not reporting for work even if schools were not shut down. On Saturday, March 14, 2020, the Commissioner of Education met with superintendents from across the state (my first Zoom meeting, believe it or not) to offer support with whatever decisions superintendents made about closing school. Following that meeting, I closed our schools for two weeks. It wasn’t until several days later that the Governor announced a State of Civil Emergency and a stay-at-home order for all Maine citizens. The State of Civil Emergency ended on June 30, 2021.

On Monday, March 23, 2020, the District’s full remote deployment was launched following a two-day pause (we had two remaining snow days for this) and a three-day staff development to ‘figure out’ remote learning for the next two weeks. That was extended initially until April (2020) break and then for the remainder of the 2019-20 school year.

In the summer of 2020, I proposed the Kittery School District Reopening Plan adherent to the Maine’s Framework for Reopening Schools & Returning to In-person Instruction which we received from the Maine Department of Education in July. The State’s Framework was later revised several times throughout the school year, and the District’s Reopening Plan was revised twice as well—once in November and again in March. The Standard Operating Procedure for Investigation of COVID-19 in Pre-K through 12 Schools was not issued until August 26, 2020 (our staff had already begun the school year by then).

What did 'school' look like in 2020-2021?

Traip Academy accommodated students on site up to 4 days/week (some students opted for 2 days/week). Wednesday was a full synchronous remote day which offered a chance for teachers and students to unmask, see each other and breathe. All students were equipped with a MacBook Air, so synchronous remote learning was effective. We also established that all students had internet access at home. In addition, students could have opted for a full remote experience.

Shapleigh School accommodated students in grades 4 and 5 every day for an abbreviated day. We partnered with the Kittery Community Center to provide free gap childcare through 3:00 PM to support families who may not have been home when the grades 4 and 5 students were dismissed at 12:15 PM. In addition, Shapleigh School accommodated students in grades 6-8 on site 50% of the time (3 days one week, and 2 days the other week). The other 50% was a mostly asynchronous experience. In addition, students in all grades could have opted for a full remote experience.

Mitchell Primary School accommodated students K-3 on site every day for an abbreviated day. Our partnership with Kittery Community Center continued to provide free gap childcare through 3:00 PM to support families who may not have been home when the grades K-3 students were dismissed at 1:00 PM. In addition, students could have opted for a full remote experience.

Beginning April 26 (Phase IV)

Traip Academy had virtually no changes other than slightly longer class periods (we provided extra time to get from one class to another and to clean desks/fixtures. Some of that time was shifted back to class time). In addition, students could continue to opt for a full remote experience.

Shapleigh School (grades 4 & 5) accommodated students in grades 4 and 5 every day for a slightly abbreviated day (about 50 minutes shorter than under normal conditions). The reason for the earlier dismissal was due to transportation logistics (we had to get the 4th and 5th grader students home and return by 2:10 PM for the middle and high school students who ride the bus). We continued to partner with Kittery Community Center to provide free gap childcare through 3:00 PM to support families who may not have been home when the grades 4 and 5 students were dismissed at 1:15 PM. In addition, students in grades 4 & 5 could continue to opt for a full remote experience.

Shapleigh School (grades 6-8) accommodated grade 6 students on site 4 days/week. Wednesday was an asynchronous remote day with some synchronous opportunities for students. Shapleigh School increased onsite learning for grades 7 and 8 from 50% to 60% (all students were onsite either Monday/Tuesday or Thursday/Friday). All 7th and 8th graders were onsite together on Wednesday. We created an optional unique in-person opportunity for 7th and 8th grade students for the other two days in the week with the Kittery Community Center and the Kittery Land Trust. Over 80 students

participated in this opportunity which included bus transportation. Breakfast and lunch were served to these students at the Kittery Community Center. In very brief terms, the goal of this opportunity was to engage students outside of their homes, support them with their asynchronous work, provide them with another opportunity to interact safely with each other, and to shore up students' mental health. In addition, students in grades 6 – 8 could continue to opt for a full remote experience.

Mitchell Primary School accommodated students K-3 on site every day for full days. In addition, students could continue to opt for a full remote experience.

It is also noteworthy to review the data related to full remote students. Essentially, our full remote student population overall decreased by 30% from September 1st to April 26th. By school, the changes were as follows:

- 35% decrease at Mitchell Primary School
- 48% decrease at Shapleigh School
- 9% increase at Traip Academy

An analysis of these changes may suggest that our K-8 families gained increasing confidence in our virus mitigation efforts as the year went on and, therefore, felt more comfortable sending their students to school on site (and on the bus). A theory for the increase in the remote student population at Traip Academy is that the synchronous deployment did not diminish the student learning experience. In other words, students at Traip Academy viewed their onsite experience and their full remote experience as being equally productive. That is certainly a credit to the Traip Academy staff! In spite of that, however, even the full remote population at Traip Academy dropped from a high of 103 students to 71 for Phase IV (the second lowest number all year at Traip Academy). Even wearing a mask and physically distancing, our high school students trended back to in-person learning.

Where are we headed?

As the school year ended, we planned for summer programming at all three schools using the current guidelines (Framework). Where will we be on August 30th? My absolute goal for the Kittery School District is to have all students back on-site full time on August 30th (the first day of the 21-22 school year). The Dept. of Education did not create a successor document to Framework. Instead, we were instructed to follow Maine CDC guidance along with a revised Standard Operating Procedure that was released on August 12th, 2021. Unanswered questions continue to make planning challenging. These questions (and others) remain for the fall:

- How will student COVID-19 vaccinations impact our plan for 2021-22?
- Will staff and students need a 'booster' vaccine for COVID-19?
- Will Maine impose a COVID-19 vaccine mandate?
- How will the growing concerns of viral variants impact our 21-22 plans?

- What aspects may never ‘return as usual’? What strategies emerged as a result of the pandemic that have enhanced the teaching and learning experience?

I am deeply grateful to our staff, our families, the School Committee and the community-at-large for their support this school year as we created, adapted and adjusted our reopening plan. I am also deeply grateful for the trust that this community has placed in me and the leadership team to engineer and re-engineer the plan. With continued patience and trust, the Leadership Team and I are prepared to maneuver the district through this pandemic in the years to come.

Finally, I encourage everyone to follow the day-to-day happenings in our schools by visiting our website regularly (www.kitteryschools.com) and by following us on Twitter ~ (@kitteryschools) and on Instagram ~ (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, 2019 THROUGH JUNE 30, 2020

<u>DATE OF DEATH</u>	<u>NAME</u>	<u>AGE</u>	<u>LOCATION OF DEATH</u>
July 3, 2019	Kinzly, Barbara Marie	82	Kittery
July 4, 2019	Kenneally, James	57	Kittery
July 6, 2019	Tuttle, Rosamond E	96	Kittery
July 8, 2019	Gregory, Leslie John	70	Kittery
July 11, 2019	Moulton, Chris	62	Kittery
July 12, 2019	Sharp, Harold G.	90	Kittery
July 12, 2019	Andre, Sally B	86	Kittery
July 18, 2019	Voisine, Barbara	63	Kittery
August 2, 2019	Goodwin, Kevin E	67	Kittery
August 11, 2019	Otis, Virginia Hall	88	Kittery
August 16, 2019	Eldred, George F. Jr.	94	Kittery
August 19, 2019	Ross, Nathanael Steven	25	Kittery
August 26, 2019	Clough, Gail Frances	79	Kittery
August 30, 2019	Genna, John T Sr	65	Kittery
September 1, 2019	Rugg, Phyllis A	91	York
September 4, 2019	Santos, Bladimir	43	Kittery
September 11, 2019	Lane, Harry Richard Sr	89	Kittery
September 13, 2019	Randall, Mark H.	94	Kennebunk
September 14, 2019	Grover, Bernard E.	93	Kittery
September 24, 2019	Hill, Catherine M.	91	Kittery
September 30, 2019	Foley, Stephen E	88	Kennebunk
October 3, 2019	Odams, Neil Warren	79	Kittery
October 9, 2019	Stella, William John Jr	68	Kittery
October 18, 2019	McIntire, Roger	82	York
October 20, 2019	Parent, Ellen	72	Kittery
October 29, 2019	Payson, Stanley L Jr	87	Kittery
November 7, 2019	Donahue, Keith	68	York
November 10, 2019	Moles, Arlene S	90	Kittery
November 19, 2019	Langton, Dorothy Joan	88	Kittery
November 27, 2019	Ingram, Sterling	63	Kittery
December 5, 2019	Dorey, Ruth S.	93	Kittery
December 11, 2019	Hume, Russell Clark	82	Kittery
December 18, 2019	Terrence, Donald	85	Kittery
December 31, 2019	Davis, Rosalind M.	91	Kittery
January 4, 2020	Pilant, Collin David	38	Kittery
January 7, 2020	Abbott, Joanne E	85	Kittery
January 8, 2020	Todd, Gerald Leonard Jr.	82	Kittery
January 15, 2020	Nowell, Elinor M.	97	Kittery
January 16, 2020	Howells, John M.	55	Kittery
January 17, 2020	Hicks, Elvira A.	97	Kittery
January 24, 2020	Currie, Letha M	95	Kittery

February 3, 2020	Moore, Kathleen Mary	61	Kittery
February 4, 2020	Thomas, Mary H	82	York
February 7, 2020	Marshall, John Thomas	72	Kittery
February 14, 2020	Allen, Donald Cecil	79	York
February 15, 2020	Sylvester, Diana T.	87	Kittery
February 16, 2020	Bunten, Eugene	80	York
February 22, 2020	Rodgers, Hope D.	82	Kittery
February 22, 2020	Smith, Ralph C	86	Scarborough
February 25, 2020	Boesch, Rita	88	Kittery
February 29, 2020	Alvord, Graham G.	103	Kittery
March 2, 2020	Tappan, Richard Charles	74	Kittery
March 7, 2020	Leitz, Maxine R.	101	Kittery
March 10, 2020	Morrison, Betty Ann	77	Scarborough
March 23, 2020	Kunkel, William L.	92	Kittery
March 24, 2020	Brooks, Elinor J	82	Kittery
March 24, 2020	Smith, Stephen Morrill	69	Scarborough
April 1, 2020	Whelan, Ida F.	88	Kittery
April 4, 2020	Frost, Jason Robert	36	Kittery
April 6, 2020	Allen, Scott Erik	32	Portland
April 10, 2020	Millar, Barbara W	103	Kittery
April 28, 2020	Russell, Grasielle Pereira	38	Kittery
May 2, 2020	Foley, Richard I.	86	Kennebunk
May 7, 2020	Whitney, Irving Edgar	65	Scarborough
May 13, 2020	Stevenson, Paulina	90	Kittery
May 14, 2020	Pelletier, Philip Bradford	89	Kittery
May 17, 2020	Paine, Nelson A.	81	Kittery
May 20, 2020	Saxelby, John Robert Sr.	95	Kittery
May 24, 2020	Friedrichsen, Robin	61	Kittery
May 25, 2020	Lanciani, Dora	63	Kittery
May 29, 2020	Purinton, Steven James	71	Brunswick
June 1, 2020	Gooch, Karol C	72	Kittery
June 5, 2020	Gannon, Ruth	92	Kittery
June 5, 2020	Ahlquist, Edwin Allan	76	Kittery
June 11, 2020	Will, Gertrude Esther	84	Kittery
June 16, 2020	Dahlen, Ofelia	88	Kittery
June 19, 2020	Pasquill, Grace	90	Biddeford
June 29, 2020	Anderson, Sue Carol	82	Kittery

IN ACCORDANCE WITH M.R.S.A. TITLE 22, §2706 (4) THE FOLLOWING DEATHS FILED IN KITTERY ARE REPORTED FOR THE YEAR JULY 1, 2020 THROUGH JUNE 30, 2021

<u>DATE OF DEATH</u>	<u>NAME</u>	<u>AGE</u>	<u>LOCATION OF DEATH</u>
July 6, 2020	Stevens, Geraldine Beauchain	75	Kittery
July 10, 2020	Barrett, Evelyn S.	87	York
July 12, 2020	Alessi, Robert	85	Kittery
July 12, 2020	Proia, Anthony Louis	77	Kittery
July 25, 2020	Hoyt, Beryl Foster	88	York
July 28, 2020	Foye, Christopher	71	Kittery
August 1, 2020	Lindstrom, Paul T.	92	Kittery
August 1, 2020	Saurman, Charles A.	98	Kittery
August 4, 2020	O'Brien, Gregory	35	Sanford
August 18, 2020	Rust, Audrey	91	Kittery
August 22, 2020	West, Donald C	70	Kittery
August 26, 2020	Graham, Margery	92	Kittery
September 1, 2020	Siekman, Charles Edward Jr.	88	Kittery
September 5, 2020	Valentine, Garrison Norton	91	Kittery
September 21, 2020	Burnell, Douglas Eugene Sr	92	Kittery
September 21, 2020	Peters, Ann Hathaway	76	Scarborough
September 28, 2020	Freitag, Mary K.	89	Kittery
October 1, 2020	Harris, Tammy M.	48	York
October 2, 2020	Randall, Glenna M.	94	Eliot
October 3, 2020	Creney, Patricia Ann	73	Kittery
October 7, 2020	Thomsen, Leonard Sargent	86	Kittery
October 7, 2020	Cyr, Randi	83	Kittery
October 8, 2020	Gould, Roger	70	Kittery
October 13, 2020	Niles, Edythe N	90	Kittery
October 22, 2020	Smith, Jeffrey	65	Kittery
October 29, 2020	Oppici, Gloria L.	94	Kittery
October 31, 2020	Mullin, Margaret J.	82	Sanford
November 1, 2020	Marr, Richard E	91	York
November 2, 2020	Nickleson, June Leonie	92	Kittery
November 7, 2020	Chase, Raymond M.	94	Kittery
November 8, 2020	Hall, James F.	87	Kittery
November 13, 2020	Mellen, Phyllis	91	York
November 17, 2020	Feeney, Eileen M.	89	Kittery
November 17, 2020	James, Kate Vestal	96	Kittery
November 21, 2020	Valentine, Inge Froelich	79	Kittery
November 22, 2020	Randazzo, Renee	94	Kittery
November 22, 2020	Ricker, John Daniel	86	Kittery
November 23, 2020	Chase, Jacqueline T.	94	Kittery
January 6, 2021	Wojer, Patricia C.	90	Kennebunk
January 7, 2021	Marbet, Donna Lyle	72	Kittery
January 8, 2021	Cuomo, Sylvia E.	89	York

January 8, 2021	Burton, Douglas	80	Kittery
January 9, 2021	Jensen, Deborah Ann	55	Scarborough
January 15, 2021	Beaudoin, Richard Paul	78	Kittery
January 17, 2021	Bourne, Robert A.	81	York
January 27, 2021	Wildermuth, Mildred H.	99	Kittery
January 28, 2021	Bitomski, Frank Augustus Jr	79	Kittery
January 29, 2021	Gardei, William Phillip	86	Kittery
January 30, 2021	Hosick, Dannie K.	73	Kittery
February 2, 2021	Grinnell, Ann H.	70	Kittery
February 6, 2021	Foye, June I.	84	Kittery
February 22, 2021	Caceres, Angus Loch	20	Kittery
February 25, 2021	Bisig, Richard William	90	Kittery
March 15, 2021	Chase, Ernestine C.	85	Kittery
March 16, 2021	Rust, Michael	68	Kittery
March 18, 2021	Sawtelle, Edmund R. Jr.	90	York
March 19, 2021	Bosse, Louise Lauraine	93	Kittery
March 21, 2021	Bowden, Albert W. Sr.	90	York
March 24, 2021	Prater, Dennis Paul Sr.	79	Kittery
March 29, 2021	Cutten, Gordon Willis	93	Kittery
April 6, 2021	Larck, Jack Lee	79	Kittery
April 8, 2021	Devoid, Donna A	82	Kittery
April 25, 2021	Milliken, Mary	82	Portland
April 25, 2021	Jewett, Frank Warren	89	Kittery
May 7, 2021	Walker, Robert Anthony	88	Kittery
May 8, 2021	MacRury, Elizabeth D.	92	Kittery
May 9, 2021	Gibson, David Robert	22	Kittery
May 10, 2021	Brewster, Thelma R	91	Kittery
May 14, 2021	Downs, Philip	70	Kittery
May 17, 2021	Dacy, Alan E	74	Portland
May 17, 2021	Miller, Wallace Norman	97	Kittery
May 19, 2021	Grover, Pauline F	94	York
May 21, 2021	Moulton, Felicia G.	95	Kittery
May 21, 2021	Burke, Marie Evelyn	83	Kittery
May 28, 2021	Moore, Shirley M.	92	Kittery
May 28, 2021	Metcalf, Eileen M	84	York
June 1, 2021	Dennett, Joanna	93	Kittery
June 8, 2021	Hamel, Margie Marie	92	Kittery
June 9, 2021	Ames, Nancy B.	79	York
June 13, 2021	Freeman, Jennifer L.	69	Kittery
June 15, 2021	Clark, Francis Henry Jr	82	Kittery
June 17, 2021	Block, Thomas A.	84	Kittery
June 23, 2021	Holbrook, Adam Wainwright	56	Kittery