

## KITTERY TOWN COUNCIL Approved Minutes

June 14, 2021 Council Chambers

6:00PM

### 1. Call to Order

Chair Thomson called meeting to order at 5:58 p.m.

### 2. Introductory

### 3. Pledge of Allegiance

### 4. Oath of Office to Newly Elected Officials

Karen Estee the Town of Clerk of Kittery gave the oath to the two new Councilors Cameron Hamm, Mary Gibbons Stevens, and the existing Councilors renewed their oaths as well.

### 5. Roll Call

Councilors present: Chair Jeffrey Thomson, Jeffrey Pelletier, George Dow, Vice Chair pro tempore Judith Spiller, Cyrus Clark, Cameron Hamm, and Mary Gibbons Stevens.

### 6. The Kittery Town Council moves to elect a Vice-Chairperson

Chair Thomson nominated Judith Spiller for Vice Chair, seconded by Councilor Pelletier.

Motion Carried 7-0-0

### 7. Agenda Amendment and Adoption

Chair Thomson made a change under New Business item b. (060221-3) The Kittery Town Council moves to accept the resignation of Suzanne Dwyer Jones from the Board of Appeals, to include Cameron Hamm's resignation.

Chair Thomson cast one vote to accept the agenda as amended.

### 8. Town Manager's Report

The Town Manager reported on: June 2021 Election, Independence Day Celebration, Library Building Project Update, Weed Control, and the Promotion of Jay Durgin.

Upcoming Dates: Independence Day Celebration on June 26, 2021 at 9AM, located at the Thresher Memorial Park (behind Town Hall), the Senior tax credit applications are due on July 1, 2021, applications located at the Town Hall and online. The Town Hall is closed in observance of holiday on Monday, July 5, 2021, concerts on Frisbee Commons are on Tuesdays, beginning July 13, 2021 at 6:30PM, at the Kittery

Community Center, Wednesday Night Movies are on Wednesdays, beginning July 14, 2021 at 9PM at the Kittery Community Center and Friday Funnies Comic Series are on Fridays, beginning July 16, 6:30PM at the Kittery Community Center.

#### 9. Acceptance of Previous Minutes

- May 24, 2021 Regular Meeting
- June 7, 2021 Special Meeting

Chair Thomson cast one vote to approve the May 24, and June 7, 2021 minutes as presented, Vice Chair Spiller, Councilor Pelletier, Councilor Clark, and Councilor Dow approved, Councilor Hamm, and Councilor Gibbons Stevens abstained.

#### 10. Interviews for the Board of Appeals and Planning Board

11. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.

#### 12. PUBLIC HEARINGS

- a. (060221-1) The Kittery Town Council moves to hold a public hearing on a new Victualer's License application from Randy Small, 303 Chases Pond Road, York, Maine, 03909, for Lobstah on the Go, mobile food unit located at 43 Government Street, Kittery, Maine.

Vice Chair Spiller moved to approve, seconded by Councilor Clark.

Motion Carried 7-0-0

#### 13. DISCUSSION

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

The Chair of the Kittery Planning Board, Leroy Dunkelberger, 100 Sandpiper Lane, Kittery, Maine read a letter that the Planning Board asked him to draft for the Council and the legislative representatives of Kittery in reference to LD95, LD489, and LD1312.

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

Suzanne Johnson, 13 Cromwell Street, Kittery, Maine wrote a letter expressing her concerns with disturbing live Periwinkles at Seapoint Beach, fireworks, and short-term room rentals.

- c. Chairperson's response to public comments.

Chair Thomson, and the Town Manager discussed if such a letter should only come from the Town Manager's office or both the Planning Board and the Town Manager's office.

The consensus was the Town Manager's office and the Planning Board would send letters to the legislative representatives of Kittery.

Chair Thomson addressed Suzanne Johnson's concerns.

#### 14. UNFINISHED BUSINESS

#### 15. NEW BUSINESS

a. Donations/gifts received for Council disposition.

(060221-2) The Kittery Town Council moves to approve the following sponsored spaces for the Rice Public Library. E-Commons – Given by Kennebunk Savings Bank

Moved by Councilor Dow, seconded by Vice Chair Spiller.

Motion Carried 7-0-0

b. (060221-3) The Kittery Town Council moves to accept the resignation of Suzanne Dwyer Jones and Cameron Hamm from the Board of Appeals.

Moved by Chair Thomson, seconded by Councilor Dow.

Motion Carried 7-0-0

c. (060221-4) The Kittery Town Council moves to discuss appointments of Council members to on-going Council Committees.

**Chairperson** - Jeffrey Thomson sworn in 11/9/2020

**Vice Chair** Judith Spiller as of 06/14/2021

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

VACANT

**Climate Adaptation Committee**

Judith Spiller

Cameron Hamm

**Comprehensive Plan Implementation Committee (1 Council Rep)**

Council Chairperson - Jeffrey Thomson

Council Vice Chair - Judith Spiller

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

George Dow

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

Cameron Hamm

Jeffrey Pelletier

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

Jeffrey Pelletier

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

Chairperson - Jeffrey Thomson

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

Judith Spiller

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

Jeffrey Thomson

Cyrus Clark

Jeffrey Pelletier

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

Cyrus Clark

Jeffrey Thomson

Mary Gibbons Stevens

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

Jeffrey Pelletier

Jeffrey Thomson

Cyrus Clark

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

Mary Gibbons Stevens

Jeffrey Pelletier

**Celebration Committee (1 Council Rep)**

Jeffrey Thomson

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

Judy Spiller

**Housing Committee (1 Council Rep)**

Former Councilor Matt Brock - Serving as Council Rep.

Chair Thomson moved to approve the additions to the Town Council Standing ADHOC and Committee list as of June 14, 2021, seconded by Councilor Dow.

Motion Carried 7-0-0

d. (060221-5) The Kittery Town Council moves to affirm the ARP Fund Allocation.

The Town Manager gave an overview the ARP Fund Allocation.

Councilor Gibbons Stevens moved to endorse the strategy outlined in the Town Manager's memo dated June 14, 2021 for an allocation of the ARP Funds to be received by the Town of Kittery, seconded by Councilor Dow.

Motion Carried 7-0-0

e. (060221-6) The Kittery Town Council moves to approve a renewal Victualer's License application from Scott Ramsey, 3 Libby Lane, Cape Neddick, Maine 03902 for BBQ Betty's Smokehouse mobile food unit.

Moved by Councilor Dow, seconded by Vice Chair Spiller.

Motion Carried 7-0-0

f. (060221-7) The Kittery Town Council moves to approve a renewal Liquor License application from Warren's Lobster House, 11 Water Street, Kittery, Maine.

Moved by Councilor Dow, seconded by Vice Chair Spiller.

Motion Carried 7-0-0

g. (060221-8) The Kittery Town Council moves to appoint a Councilor along with the Chair of the Shellfish Conservation Committee, to interview Tim Carven for a three-year term to expire 12/31/2024.

Chair Thomson moved to appoint Councilor Gibbons Stevens to conduct the interview, seconded by Vice Chair Spiller.

Motion Carried 7-0-0

h. (060221-9) The Kittery Town Council moves to endorse the goals of the State of Maine's 2020 Climate Action Plan and pledges to work towards achieving those goals through a Town climate action plan.

Vice Chair Spiller gave an overview of the Town climate action plan.

Councilor Dow moved the endorsement, seconded by Councilor Clark.

Motion carried 7-0-0

i. (060221-10) The Kittery Town Council moves schedule their summer meetings to July 12, 2021 and August 9, 2021.

Moved by Chair Thomson, seconded by Vice Chair Spiller.

Motion Carried 7-0-0

j. (060221-11) The Kittery Town Council moves to discuss a process for developing recommendations to address fires at Seapoint and Crescent Beaches.

At the May 24, 2021 Council meeting the Council discussed developing a working group, Chair Thomson and the Town Manager decided the working group would be composed of two abutters of the beaches, three citizens, the Town Manager, the Police Chief, the Fire Chief, and Vice Chair Spiller.

Chair Thomson moved to establish a working group to address fires at Seapoint and Crescent Beaches, seconded by Councilor Clark.

Motion Carried 7-0-0

## 16. COUNCILOR ISSUES OR COMMENTS

Councilor Pelletier wanted to welcome Councilor Hamm, and Councilor Gibbons Stevens to the Council.

Councilor Dow welcomed Councilor Hamm, and Councilor Gibbons Stevens to the Council. He also spoke about the 2021 Traip Academy graduation at Fort Foster.

Councilor Clark welcomed Councilor Hamm, and Councilor Gibbons Stevens to the Council.

Councilor Gibbons Stevens wanted to thank the residents of Kittery for electing her to the Council, she also thanked everyone that worked at the election.

Councilor Hamm wanted to thank the residents of Kittery for electing him to the Council, he also thanked the election workers and is looking forward to getting to know his fellow Councilors.

Vice Chair Spiller welcomed the new Councilors. Chair Spiller thanked the Town Manager and Chair Thomson for their hard work during the past few months. She also asked for an update on the sidewalk project on Whipple Road.

Chair Thomson wanted thank the new Councilor members Cameron Hamm, and Mary Gibbons Stevens for running for Town Council, stating Public Service is a noble goal. He also mentioned J1 visa foreign workers are arriving, and reminds the residents of Kittery that John Paul Jones Park is a no dog zone.

## 17. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

b. Committee Reports, Vice Chair Spiller gave an update on the Climate Adaptation Committee and stated the Committee is supporting a proposal from the Kittery Climate

Action Now Committee for a one-year pilot program at the Transfer station with Mr. Fox, so residents can bring their compostable items to the Transfer station.

The Council is in support of the Kittery Climate Action Now proposal.

#### 18. EXECUTIVE SESSION -

k. (060221-12) The Kittery Town Council moves to go into Executive Session with the Town Manager in accordance with M.R.S Title1§405 (6) (D) to discuss labor contracts.

Vice Chair Spiller moved to go into Executive session at 7:17 p.m., seconded by Councilor Dow.

Motion Carried 7-0-0

Chair Thomson moved to come out of Executive session at 7:46 p.m., seconded by Councilor Dow.

Motion Carried 7-0-0

#### 19. ADJOURNMENT

Councilor Dow moved to adjourn at 7:47 p.m., seconded by Vice Chair Spiller.

All were in favor.

Submitted by Kim Tackett

Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website.