

## KITTERY TOWN COUNCIL Approved Minutes

November 22, 2021, Council Chambers

6:00PM

### 1. Call to Order

Chair Spiller called the meeting to order at 6:00 p.m.

### 2. Introductory

### 3. Pledge of Allegiance

### 4. Roll Call

Councilors present: Chair Judith Spiller, Vice Chair George Dow, Jeffrey Pelletier, Cameron Hamm, Colin McGuire, and Mary Gibbons Stevens. Councilor absent: Cyrus Clark

### 5. Agenda Amendment and Adoption

Chair Spiller cast one vote to accept the agenda as presented.

### 6. Town Manager's Report

The Town Manager reported on: COVID-19 update, speed reduction approved on Badger's Island West, and Bike/Ped master plan. Upcoming Dates: Dog license renewals for 2022 available at the Town Hall and online at [www.kitteryme.org](http://www.kitteryme.org), Thanksgiving Day Holiday, Town Hall will be closed on Thursday, November 25, 2021, Kittery Holiday Parade and Tree Lighting will be on December 4, 2021 at 3PM, Lunch & Learn with the Town Manager will be on December 16, 2021 at 11:30AM, located at the Kittery Community Center, and the Santa Ride-Around will be on December 18, 2021, beginning at 2PM.

### 7. Acceptance of Previous Minutes

- October 25, Regular Meeting
- November 3, Special Meeting

Chair Spiller cast one vote to approve October 25, and November 3, 2021 as presented.

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

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices. - None

### 10. PUBLIC HEARINGS - None

## 11. DISCUSSION

- a. Discussion by members of the public (three minutes per person). - None
- b. Chairperson may read written comments into the record.

Emily Flinkstrom, of Fair Tide, stated as the Executive Director of Fair Tide and a member of the Kittery Housing Committee, she strongly encourages the Council to approve the proposed Accessory Dwelling Unit grant program.

- c. Chairperson's response to public comments.

Chair Spiller responded to Emily Flinkstrom and stated her concerns would be addressed later in the meeting.

## 12. UNFINISHED BUSINESS - None

## 13. NEW BUSINESS

- a. Donations/gifts received for Council disposition  
(110221-1) The Kittery Town Council moves to accept donations in the amount of \$80,000 to be deposited into account #4060-43602.

Vice Chair Dow moved to accept the donations, seconded by Councilor Hamm.

Motion Carried 6-0-0

- b. (110221-2) The Kittery Town Council moves to approve the Housing Committee proposal for expenditure of the Housing Reserve Fund for an Accessory Dwelling Unit grant pilot program.

The Town Manager gave an overview of the Housing Committee proposal for expenditure of the Housing Reserve Fund for an Accessory Dwelling Unit grant pilot program.

Moved by Councilor Stevens, seconded by Councilor Hamm.

Motion Carried 6-0-0

- c. (110221-3) The Kittery Town Council moves to vote on Council Appointments and Committees.

Vice Chair Dow moved to approve the Council Appointments and Committees as presented, seconded by Councilor McGuire.

Motion Carried 6-0-0

d. (110221-4) The Kittery Town Council moves to adopt Council Rules for the ensuing year.

Vice Chair Dow moved to adopt the Council Rules as presented, seconded by Councilor Hamm.

Motion Carried 6-0-0

e. (110221-5) The Kittery Town Council moves to schedule a public hearing on December 13, 2021 to approve the multi-year agreement for solid waste hauling.

Moved by Councilor Stevens, seconded by Councilor Hamm.

All were in favor.

f. (110221-6) The Kittery Town Council moves to approve a renewal Liquor License application from AJ's Wood Grill Pizza located at 68 Wallingford Square, Kittery.

Moved by Councilor McGuire, seconded by Councilor Hamm.

Motion Carried 6-0-0

g. (110221-7) The Kittery Town Council moves to approve a banner and sign request from the Kittery Community Market for their Winter Market.

Moved by Councilor Stevens, seconded by Vice Chair Dow.

Motion Carried 6-0-0

h. (110221-8) The Kittery Town Council moves to approve a Release Deed for 68 Bartlett Road, Kittery.

The Town Manager gave an overview of the Release Deed for 68 Bartlett Road, Kittery.

Moved by Vice Chair Dow, seconded by Councilor McGuire.

Motion Carried 6-0-0

i. (110221-9) The Kittery Town Council moves to appoint a Councilor along with the Chair of the KCC Board of Directors to interview John Corgan for a three-year term to expire 12/31/2024.

Vice Chair Dow moved to appoint Councilor Clark, seconded by Councilor McGuire.

Motion Carried 6-0-0

j. (110221-10) The Kittery Town Council moves to appoint a Councilor along with the Chair of the Economic Development Committee to interview Celestyne Bragg for a three-year term to expire 12/31/2024.

Vice Chair Dow moved to appoint Councilor McGuire, seconded by Councilor Hamm.

Motion Carried 6-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Councilor McGuire mentioned the vaccine booster shot, and the Bike/ Ped presentation online, he also thanked the Housing Committee for all the work surrounding the ADUs.

Councilor Stevens thanked the Housing Committee as well, and spoke about the vaccine booster shot.

Vice Chair Dow spoke about the vaccine booster shot, Vice Chair also encouraged residents to join the Boards, Committees and Commission the town has open and spoke about the Kittery Christmas Parade.

#### 15. COMMITTEE AND OTHER REPORTS

##### a. Communications from the Chairperson

Chair Spiller notified the Council members she would be sending them the Council goals, and the Chair also mentioned that the Planning Board approved Title – 16 Re codification and it would be coming to the Council in the form of a workshop. Chair Spiller wanted to wish everyone a safe, healthy, and happy Thanksgiving.

Vice Chair Dow proposed to the rest of the Council for Jeff Thomson to continue with the negotiations of the Taylor Building. All Councilors agreed.

##### b. Committee Reports

#### 16. EXECUTIVE SESSION - None

#### 17. ADJOURNMENT

Vice Chair Dow moved to adjourn at 6:45 p.m., seconded by Councilor Stevens.

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.