

KITTERY TOWN COUNCIL Approved Minutes  
April 25, 2022, 6:00PM  
COUNCIL CHAMBERS

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, Councilor Cyrus Clark, Councilor Cameron Hamm, Councilor Colin McGuire, Councilor Mary Stevens, and Jeffrey Pelletier.

5. Agenda Amendment and Adoption

Under New Business, item k, added Meaghan Dunn to the members being appointed to the Diversity, Equity & Inclusion Ad Hoc Committee.

Chair Spiller cast one vote to approve the agenda as amended.

6. Town Manager's Report

The Town Manager reported on: SeeClickFix, Workshop on BL and BL-1 Zones, Legion Pond Invasive Management, Linda Driscoll's Retirement, and upcoming dates: Absentee ballot applications available now at the Town Clerk's office, or online at [www.kitteryme.gov/elections](http://www.kitteryme.gov/elections), Real Estate & Personal Property taxes are due on May 31, 2022, at the Town Hall, the Annual Lobster Trap Clean-Up at the beaches will be on May 7, 2022, at 9AM, Conservation Commission, Memorial Day Ceremony will be May 28, 2022, at 9:30AM, located at the Orchard Grove Cemetery, KEEP Property Tax Payment Plan applications are due on June 1, 2022, at the Town Hall, Voter registration night will be on June 8, 2022, from 6PM - 7PM, at the Town Hall, Town Meeting/School Budget Validation Referendum/State Primary Election will be on June 14, 2022, from 8AM - 8PM, at the Kittery Community Center, and Senior Tax Credit application is due on July 1, 2022, at the Town Hall, [www.kitteryme.gov/taxpaymentassistance](http://www.kitteryme.gov/taxpaymentassistance).

7. Acceptance of Previous Minutes

- April 11, 2022 Regular Meeting

All were in favor to approve the April 11, 2022 Town Council minutes.

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

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

a. (040222-1) The Kittery Town Council moves to accept a presentation from Alex Bartholomew, from the Bartholomew Investment Group on Investments.

The Town Manager gave a brief overview of the work the Bartholomew Investment Group would be doing for the town.

Alex Bartholomew and Chuck Patterson, from the Bartholomew Investment Group gave the presentation and answered any questions or concerns the Council might have had.

## 10. PUBLIC HEARINGS

a. (040222-2) The Kittery Town Council moves to approve a new Victualer's License application from Cibo e Amici – Mobile Food Unit located at 219-Wheeler Street, Methuen, MA.

Moved by Vice Chair Dow, seconded by Councilor Hamm.

Motion Carried 7-0-0

b. (040222-3) The Kittery Town Council moves to approve a new Victualer's License application from Jolie Rogers – Mobile Food Unit located at 24 Jason Circle, Boothbay, ME.

Moved by Councilor Stevens, seconded by Councilor McGuire.

Motion Carried 7-0-0

c. (040222-4) The Kittery Town Council moves to approve a new Victualer's License application from NOBL Beverages located at 139 Folly Mill Road Seabrook, NH.

Moved by Councilor Stevens, seconded by Councilor Hamm.

Motion Carried 7-0-0

## 11. DISCUSSION

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

Tiana DiNola, 13 Foyes Lane, Kittery Point, wanted to know where parking will be allowed on Norton Rd to access the Kittery Land Trust.

Chair Spiller stated this would be addressed later in the agenda.

Charles Leinbach and Kim Icovitti 485 Haley Rd, Kittery Point, wanted to show their support for the town code amendments related to solar installation being considered during the Kittery public hearing on April 11, 2022.

b. Response to public comment directed to a particular Councilor

c. Chairperson's response to public comments

## 12. UNFINISHED BUSINESS

## 13. NEW BUSINESS

a. Donations/gifts received for Council disposition

(040222-5) The Kittery Town Council moves to accept a donation in the amount of \$250.00 from D. Allen and Nicole Kerr to be deposited into the Thresher Memorial Fund.

Moved by Councilor Hamm, seconded by Vice Chair Dow.

Motion Carried 7-0-0

b. (040222-6) The Kittery Town Council moves to amend the Investment Policies.

The Town Manager gave an overview of the amendment of the Investment Policies.

Moved by Vice Chair Dow, seconded by Councilor Stevens.

Motion Carried 7-0-0

c. (040222-7) The Kittery Town Council moves to approve the Norton Road Easement with the Kittery Land Trust and the Kelly Family Revocable Trust.

The Town Manager gave an overview of the Norton Road Easement with the Kittery Land Trust and the Kelly Family Revocable Trust.

Moved by Councilor Stevens, seconded by Vice Chair Dow.

Motion Carried 7-0-0

d. (040222-8) The Kittery Town Council moves to schedule a Public Hearing on May 9, 2022 to amend Title 5, for Administrative Approval of Certain Business Licenses.

The Town Manager gave an overview of the amendment of Title 5, for Administrative Approval of Certain Business Licenses.

Moved by Vice Chair Dow, seconded by Councilor Stevens

All were in favor.

e. (040222-9) The Kittery Town Council moves to waive the enforcement of certain provisions of Title 5.7 Sidewalk Sales and authorizes the Town Manager to approve Request for Extension of License on Premises applications effective June 1, 2022 through October 31, 2022.

The Town Manager gave an overview to waive the enforcement of certain provisions of Title 5.7 Sidewalk Sales and authorizes the Town Manager to approve Request for Extension of License on Premises applications effective June 1, 2022 through October 31, 2022.

Moved by Vice Chair Dow, seconded by Councilor Stevens.

Motion Carried 7-0-0

f. (040222-10) The Kittery Town Council moves to approve a Pole Permit request from Central Maine Power, the pole will be located on Route 236 near I-95 on ramp.

Moved by Councilor Clark, seconded by Councilor Hamm.

Motion Carried 7-0-0

g. (040222-11) The Kittery Town Council moves to approve a banner and sign request from the Kittery Community Market, located 10 Shapleigh Road Kittery.

Moved by Vice Chair Dow, seconded by Councilor McGuire.

Motion Carried 7-0-0

h. (040222-12) The Kittery Town Council moves to appoint a Councilor to interview Clayton Smith along with the Chair of the Conservation Commission for a term to expire 12/31/2025.

Chair Spiller moved to appoint Councilor Stevens, seconded by Councilor McGuire.

Motion Carried 7-0-0

i. (040222-13) The Kittery Town Council moves to approve a renewal Liquor License application from Town Pizza, located at 15 Wentworth Street, Kittery.

Moved by Councilor McGuire, seconded by Councilor Hamm.

Motion Carried 7-0-0

j. (040222-14) The Kittery Town Council moves to approve a Special Activity-Amusement permit for Definitive Brewing Company located at 318 US Route 1, Kittery.

Moved by Councilor Clark, seconded by Councilor Hamm.

Motion Carried 7-0-0

k. (040222-15) The Kittery Town Council moves to appoint members to the Diversity, Equity & Inclusion Ad Hoc Committee. They are as follows.

- Celestyne Bragg
- Barbara Scott
- Vernon Brooks Carter
- Meaghan Dunn

Moved by Vice Chair Dow, seconded by Councilor Stevens.

Motion Carried 7-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Councilor Hamm said he was thankful for the BL, BL1 ordinance, but thought the Council should have had a workshop sooner.

Councilor Clark commented on Elon Musk purchasing Twitter.

Councilor McGuire spoke about the fire in the vicinity of Williams Avenue. He also mentioned a fire at Seapoint Beach which had not been completely extinguished.

Vice Chair Dow spoke about the sound quality in the Council Chambers and asking residents to turn off their monitors when attending webinars on ZOOM.

#### 15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

b. Committee Reports - Vice Chair Dow mentioned the new members of the Economic Development Committee, and stated the Director of Planning & Development, Adam Causey brought the committee up to speed on BL and BL1, it was very informative, and he does a great job.

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

Councilor Stevens moved to adjourn at 7:09 p.m., seconded by Councilor Hamm.

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.