

KITTERY TOWN COUNCIL

October 24, 2022

6:00PM

1. Call to Order

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

2. Introductory

3. Pledge of Allegiance

4. Roll Call Councilors present: Councilor Pelletier, Councilor McGuire, Councilor Clark, Councilor Hamm, Councilor Stevens, Vice Chair Dow and Chair Spiller.

5. Agenda Amendment and Adoption

Chair Spiller added New Business item G. The Kittery Town Council moves to appoint Roland Scott to the Climate Adaptation Committee for a term to expire on 12/31/2025.

Chair Spiller cast one vote to accept Agenda as amended.

6. Town Manager's Report

The Town Manager reported on November 8 Local and State Election, Town Hall Customer Service Counter Closed on Election Day, Covid-19 Booster Clinic, Hydrological/Watershed Study Route 236 Area, Whipple Sidewalk Project, Understanding and Preventing Hate-Based Activity and Shellfish Licenses.

Upcoming Dates from the Town Manager:

November Election Absentee Ballots Available

November Election – November 8

Town Hall Customer Service Area Closed – November 8

Property Tax Stabilization Applications Due - December 1

Councilor Stevens asked if the Understanding and Preventing Hate-Based Activity was recorded and if it was, if it could be uploaded to the Town website.

Town Manager responded.

Chair Spiller asked about paving on the Whipple Road Project.

Town Manager responded.

7. Acceptance of Previous Minutes- None

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.

10. PUBLIC HEARINGS

- a. (100222-1) The Kittery Town Council moves to hold a public hearing on amendments to Title 16 - Constructed Wetlands.

Town Manager gave an overview.

Vice Chair Dow moves that in accordance with Title 30A MRS §3001 in Town Charter 2.14, Town of Kittery hereby ordains amendments to the Town Code Title 16 Land Use and Development Codes Wetlands as presented, seconded by Councilor Stevens.
Motion passes 7-0-0

- b. (100222-02) The Kittery Town Council moves to hold a public hearing on amendments to Title 16 – Cluster/Conservation Subdivisions.

Kathy Connor, Project Manager for the Town of Kittery, gave an overview.

Vice Chair Dow moves that in accordance with Title 30A MRS §3001 in Town Charter §2.14, Town of Kittery hereby ordains amendments to the Town Code Title 16 Land Use and Development Codes Cluster/Conservation Subdivision as presented, seconded by Councilor Hamm.
Motion passes 7-0-0

- c. (100222-03) The Kittery Town Council moves to hold a public hearing on budget transfers from Overlay to the Fire Department and Shared Services budgets.

Town Manager gave an overview.

Councilor Clark moves that in accordance with Title 30A MRS, §3001 in Town Charter §6.094, the Town of Kittery hereby ordains the fiscal year 2023 transfer of funds as presented, seconded by Councilor Hamm.

Vice Chair Dow inquired about what happens to funds if the SAFER Grant is granted.
Town Manager responded to the question.

Motion passes 7-0-0

11. DISCUSSION

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

Jeff Thomson, 25 Old Post Road, Kittery, asked that a memorial plaque for former Chief Jessie Philbrook currently in the ambulance station be moved to the Gorges Road expansion site when it is completed. He also thanked Councilor Pelletier for his service to our community.

Jenn Thayer, 47 Martin Road, Kittery, inquired about the Moratorium on the development on the Dennett and Martin Road area and what does it mean in regards to the Watershed Study.

- b. Response to public comment directed to a particular Councilor
- c. Chairperson's response to public comments

Chair Spiller responded to Mr. Thomson's comments about the memorial plaque as well as stating that Mr. Pelletier will be missed by Council.

Chair Spiller responded to Jenn Thayer's questions.

12. UNFINISHED BUSINESS- None

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition
- b. (100222-04) – The Kittery Town Council moves to approve the Traip Project Grad request to hold a tag day at the Resource Recovery Facility on a Saturday in November.

Move to approve request by Councilor Pelletier, seconded by Councilor McGuire.
Motion passes 7-0-0

- c. (100222-05) – The Kittery Town Council moves to schedule a public hearing on November 28, 2022 on amendments to Title 5 - Short Term Rental Licenses.

Moved by Councilor Stevens, seconded by Councilor Clark.
All were in favor.

- d. (100222-06) – The Kittery Town Council moves to set its December meeting schedule as follows: Monday, December 12, 2022.

Moved by Councilor Stevens, seconded by Councilor McGuire.
Motion passes 7-0-0

- e. (100222-07) – The Kittery Town Council moves to accept a report from the Kittery Conservation Commission on the Coastal Cleanup Day.

Moved to accept by Councilor Stevens, seconded by Councilor Hamm.
Motion passes 7-0-0

f. (100222-08) – The Kittery Town Council moves to discuss the Town Manager’s annual merit compensation.

Chair Spiller moves to increase $\frac{3}{4}$ of a percent merit increase, seconded by Councilor Stevens.

Chair Spiller discussed highlights of the Town Managers review.

Councilor Stevens stated that the public should know that Council is unanimous in the support of the Town Manager.

Motion passes 7-0-0

g. (100222-09) - The Kittery Town Council moves to appoint Roland Scott to the Climate Adaptation Committee for a term to expire on 12/31/2025.

Moved to appoint Roland Scott to the Climate Adaptation Committee for a term to expire on 12/31/2025 by Councilor Hamm, seconded by Vice Chair Dow.

Motion passes 7-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Pelletier thanked the community for all their support both personally and professionally. He thanked the current Council for their hard work as well as the Town Manager.

Councilor McGuire stated that he has had many positive experiences working with Councilor Pelletier and wished him luck in future endeavors. He also encouraged the public to go vote at the upcoming election.

Councilor Clark thanked Councilor Pelletier on his service and the positive impact he has had on himself personally.

Councilor Hamm thanked Councilor Pelletier for his time on Council.

Councilor Stevens stated that she has always respected Councilor Pelletier and working with him only furthered that respect.

Vice Chair Dow stated that Candidates Night was a huge success and thanked Randy for all his hard work behind the scenes at all the many events. He also thanked the Town Manager for all her hard work and detailed reports that make Council run so smoothly. Lastly, he thanked Councilor Pelletier.

Chair Spiller talked about Community Solar and to be aware of Arcadia sales going door to door. She also discussed the Social Service Providers meeting they had with Eliot last week

and thanked Councilor Pelletier for always being respectful, polite and always thoughtful while on Council and the special role he has played on Council.

15. COMMITTEE AND OTHER REPORTS

- a. Communications from the Chairperson
- b. Committee Reports

16. EXECUTIVE SESSION

17. ADJOURNMENT

Councilor Pelletier made a motion to adjourn at 6:55 PM, seconded by Vice Chair Dow. All were in favor.

Submitted by Jennifer Wheeler

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 refer to the video of the meeting on the Town of Kittery website.