

KITTERY TOWN COUNCIL

March 13, 2023

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 Bragg, Councilor Clark, Councilor Stevens, Vice Chair McGuire, Chair Spiller.

Councilors absent: Councilor Hamm (Military Leave) and Councilor Dow (Sick)

5. Agenda Amendment and Adoption

Chair Spiller moves to add item 13. i. The Kittery Town Council moves to send a letter of support to Senator Collins supporting the full FY24 appropriation of the partnership Wild and Scenic Rivers program which will include \$301,00.00 for the newly designated York River.

Chair Spiller casts one vote to accept the agenda as amended.

6. Town Manager's Report

Town Manager reported on the Kittery Citizen, Volunteer and Business of the Year, Books and Big Ideas-Community Book Club, Notary Public Service Available at Town Hall and Sludge Disposal.

Upcoming Events:

236/Dennett Road Hydrologic Watershed Study Public Input Session – March 22

Native American Storytelling – March 22

Freebie Barn Community Swap – March 26

Youth Ad Hoc Com Applications Due – March 31

Easter Egg Hunt – April 1

York River Partnership Stewardship Committee Applications Due – April 14

Mooring Renewal Deadline – April 15

Vice Chair Spiller asked if it was unintended consequences of the two legislatures happening at the same time in regards to the sludge issue.

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.

a.(030123-01) The Kittery Town Council moves to accept the presentation of the FY22 Audit.

Christina Howe from RHR Smith Company gave a presentation on the audit.

Councilor Stevens asked what Intergovernmental revenue was and why the audit is still in draft form.

Christina Howe responded.

Town Manager asked if they were still waiting on the single audit from the school.

Christian Howe responded.

b.(030123-02) The Kittery Town Council moves to accept a presentation on the Main Spring project.

Emily Flinkstrom, director of Fair Tide, and Megan Shapiro Ross, Director of Footprints, gave a presentation on the Main Spring Project.

Chair Spiller stated that Council is very excited about the project.

Councilor Stevens asked for more information on the housing and if there is any partnerships with anyone in regards to mental health.

Emily Flinkstrom responded.

Councilor Stevens also asked what Council as a whole can do to support the cause.

Emily Flinkstrom responded.

Councilor Bragg asked about the flex office space and if they had considered having the Veterans Administration come in and speak to veterans in need.

Emily Flinkstrom responded.

10. PUBLIC HEARINGS

11. DISCUSSION

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

Chair Spiller read an email from Suzanne Johnson in regards to tree removal in Emery Field Park.

Chair Spiller read an email from Brian Early in regards to fires at Seapoint Beach.

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

Chair Spiller responded to Suzanne Johnson's email.

Chair Spiller responded to Brian Early's email.

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.
 - i. (030123-03) The Kittery Town Council moves to accept a donation in the amount of \$4,005.19 from NH Charitable Foundation to be deposited into the George Smart Santa Fund account.

Moved to accept by Councilor Clark, seconded by Councilor Bragg.
Motion passes 5-0-0

- b.(030123-04) The Kittery Town Council moves to approve a request from the Kittery Rotary After Hours Club to place signage around Town from April 20th to May 7th for a Cinco De Mayo dinner.

Moved to approve by Vice Chair McGuire, seconded by Councilor Clark.
Motion passes 5-0-0

- c. (030123-05) The Kittery Town Council moves to appoint Christine Spinella to the Board of Assessment Review for a three-year term to expire December 31, 2026.

Moved to appoint by Councilor Stevens, seconded by Vice Chair McGuire.
Motion passes 5-0-0

- d.(030123-06) The Kittery Town Council moves to receive a report on the Seapoint and Crescent Beaches Fire Permits.

Town Manager gave an overview of the report.

Councilor Clark stated that his biggest concern with Seapoint Beach is the trash issue. He also asked if there was a fine associated with burning items other than wood. He also stated that he

thinks that the permits have helped control the trash problem and does not want to see it change.

Councilor Stevens asked if there was a significant cost to complying with the ordinance and if there was, if the fee should be increased for out-of-town residents. She also asked if there should be an increase in the number of permits issued.

Town Manager responded to the questions.

Councilor Bragg asked if the permit should be made visible while on the beach.

Town Manager responded.

- e.(030123-07) The Kittery Town Council moves to schedule a public hearing on March 27, 2023, on the June Warrant Articles.

Moved to schedule by Vice Chair McGuire, seconded by Councilor Clark.

All were in favor.

- f. (030123-08) The Kittery Town Council moves to schedule a public hearing on April 10, 2023, on amendments to Title 16 – Stormwater Management.

Moved to schedule by Councilor Stevens, seconded by Councilor Clark.

All were in favor.

- g.(030123-09) The Kittery Town Council moves to authorize the Town Manager to execute an easement agreement to address encroachment and utility maintenance at 3 Walker Street.

Town Manager gave an overview.

Moved to authorize by Councilor Clark, seconded by Vice Chair McGuire.

Councilor Stevens asked what the fee the property owner will pay the Town.

Town Manager responded.

Motion passes 5-0-0

- h.(030123-10) The Kittery Town Council moves to accept the resignation of John McCollett from the Climate Adaptation Committee.

Moved to accept resignation by Councilor Clark, seconded by Councilor Bragg.

Motion passes 5-0-0

- i. The Kittery Town Council moves to send a letter of support to Senator Collins supporting the full FY24 appropriation of the partnership Wild and Scenic Rivers program which will include \$301,00.00 for the newly designated York River.

Moved to transmit the letter by Vice Chair McGuire, seconded by Councilor Clark.
Motion passes 5-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Stevens encourages people to support Main Spring in any way they can. She also offered her congratulations to Dianne Fallon, Seacoast Fridge and Warrens Lobster House for their awards.

Councilor Bragg stated that she is excited for Youth Ad Hoc's first meeting in March.

Vice Chair McGuire stated that he also encourages everyone to support Main Spring and that the Environmental Film Festival did get rescheduled and looks forward to being able to attend and hopes others will also come out. Lastly, Vice Chair McGuire thanked the DPW in advance for their hard work on the upcoming storm.

Chair Spiller reminded everyone that on Monday, March 27, 2023 at 5 PM the council is meeting with the Climate Planning Task Force.

Chair Spiller also stated that she, the Vice Chair and the Town Manager met today with the Chair, Vice Chair and Superintendent about the school budget that they will bringing before Council on April 10.

15. COMMITTEE AND OTHER REPORTS

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

16. EXECUTIVE SESSION

17. ADJOURNMENT

Motion to adjourn by Councilor Stevens at 7:29 PM, seconded by Vice Chair McGuire.
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.