

**KITTERY TOWN COUNCIL**  
**July 17, 2023**

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 Dow, Councilor Clark, Councilor Hamm, Councilor Stevens, Vice Chair McGuire, Chair Spiller.

5. Agenda Amendment and Adoption

Chair Spiller casts one vote in favor of adoption as presented.

6. Town Manager's Report

Town Manager reported on Traffic Calming and Parking, Hydrological/Watershed Study Route 236 area, National Night Out, Nominations for Elected Positions and the FY23 Financial Report Year End.

Upcoming Events:

Understanding Diversity, Equity & Inclusion in Kittery Survey Available Now

Free Summer Meals for Kids – Kittery Schools Nutrition Program, every day through August 19

Concerts in the Common – Every Tuesday

Town Council and School Committee Nomination Papers Due – Friday, September 8

National Night Out – Tuesday, August 1

Lobster Luncheon – Thursday, August 3

Books & Big Ideas Author Event "The Coveted Westside" – Thursday, August 10

Chair Spiller suggested that herself and the Vice Chair work together with the Town Manager in preparing a proposal for Council on the Traffic Calming issue and bring that to Council at a later date.

Councilor Stevens asked the Town Manager how the traffic proposal will work with the upcoming revisions to the comprehensive plan and if it would be included it.  
Town Manager responded to the question.

Councilor Dow asked the Town Manager to clarify where the excess revenue that the Town earned goes.  
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.(070123-01) The Kittery Town Council moves to hold a public hearing on Title 16 – Zoning Map Revision.

Chair Spiller stated that this is simply a matter of correcting the zoning map and not about changing any aspect of the zoning.

Steve Tapley, 108 Martin Road, asked what the maximum build out would now be for residential and how many units would be allowed as it is at this present time.

Town Manager responded to the question.

Councilor Dow moved that in accordance with Title 30A MRS § 3001 in the Town Charter § 2.14 the Town of Kittery hereby ordains the Land Use Zoning map as presented, seconded by Councilor Clark.

Councilor Clark asked if we were just reverting back to Business Park Zoning and updating the map.

Chair Spiller responded to the question.

Vice Chair McGuire wanted clarification on the moratorium.

Chair Spiller responded to the question.

Motion passes 7-0-0

- b.(070123-02) The Kittery Town Council moves to hold a public hearing on a new Victualers License for Spruce Creek Pizza Inc., 290 US Route 1, Kittery ME 03904.

Move to grant the victualers license to Spruce Creek Pizza by Vice Chair McGuire, seconded by Councilor Bragg.

Motion passes 7-0-0

#### 11. DISCUSSION

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

Suzanne Sayer, 1 Prince Ave, stated that during WWII the Shipyard had more employees than it does right now.

Chair Spiller read an email from Rommy Charlesworth asking if there would be a time for questions and comments after the presentation.

Chair Spiller read an email from Hayden Pearson. Hayden stated the he would like to see the Town be recognized as seaside town instead of just a business park which he believes the Dennett Road project is further enforcing.

Chair Spiller read an email from Sarah Dennett in which she thanked the Town Council for scheduling a Public Hearing on the Zoning Map revisions and asked if it was a good use of the property.

Chair Spiller read an email from Nicole Seaward where she asked about Town ordinances on motorcycle noise.

b. Response to public comment directed to a particular Councilor

c. Chairperson's response to public comments

Chair Spiller stated that Council is not making any changes to the Dennett Road Zone, it is a business park zone.

Chair Spiller responded to Rommy Charlesworth.

Chair Spiller responded to Hayden Pearson.

Chair Spiller responded to Sarah Dennett.

Chair Spiller asked the Town Manager to speak to the Police Chief about making an effort in trying to enforce noise restrictions from the motorcycles which she knows is difficult.

12. UNFINISHED BUSINESS - None

13. NEW BUSINESS

a. Donations/gifts received for Council disposition.

(070123-03) The Kittery Town Council moves to accept a donation from B.R. Fein in the amount of \$2,000 to be deposited into the Rice Public Library account #4060.

Move to accept donation by Councilor Hamm, seconded by Vice Chair McGuire  
Motion passes 7-0-0

- b.(070123-04) The Kittery Town Council moves to schedule a public hearing on August 21, 2023 to approve Fiscal Year 2023-year end transfers.

Move to schedule public hearing by Councilor Hamm, seconded by Councilor Stevens.  
All were in favor.

- c. (070123-05) The Kittery Town Council moves to approve a letter of commitment for the Energy Efficiency Community Block Grant – Southern Maine Navigator Pilot.

Town Manager gave an overview of the Grant.

Move to approve the letter of commitment for the program by Vice Chair McGuire, seconded by Councilor Hamm.

Vice Chair McGuire stated that based on the info provided by Town Manager he believes this will be great for the Town.  
Motion passes 7-0-0

- d. (070123-06) The Kittery Town Council moves to consider a request to recognize September as Childhood Cancer Awareness month.

Town Manager gave some background on this request.

Moved to accept by Chair Spiller, seconded by Councilor Hamm.

Councilor Stevens stated that she feels as though this is a great idea and would be nice to see the Memorial Bridge lit up for the month to see both Portsmouth and Kittery showing support for the cause.  
Motion passes 7-0-0

- e. (070123-07) The Kittery Town Council moves to appoint full member Conservation Commission member Cassandra Bliss to an associate member role on the Conservation Commission.

Move to appoint Cassandra Bliss to an associate member role by Councilor Stevens, seconded by Councilor Clark.  
Motion passes 7-0-0

- f. (070123-08) The Kittery Town Council moves to appoint a Councilor to interview MaryAlice Lapoint, along with the Chair of the Conservation Commission for a three-year term to end December 31, 2026.

Chair Spiller moves to appoint Councilor Stevens to interview Mary Alice LaPoint, seconded by Councilor Dow

Motion passes 7-0-0

g.(070123-09) The Kittery Town Council moves to approve a new Liquor License application from Sunday Supper, located at 21 Litchfield Road, Kittery.

Move to approve the application by Councilor Dow, seconded by Vice Chair McGuire.

Motion passes 7-0-0

h.(070123-10) The Kittery Town Council moves to appoint Elizabeth Lallemand, Finance Director, as Acting Town Manager from July 22, 2023 to July 30, 2023 while the Town Manager is on vacation.

Move to approve Elizabeth Lallemand as acting Town Manager by Councilor Bragg, seconded by Councilor Hamm

Motion passes 7-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Councilor Bragg stated that the DEI Committee thanks those who have participated in the survey and encourages those who have not participated to please do so. She stated that the youth Ad Hawk Committee is moving forward and looks forward to the youths' reactions to what is planned for the next few weeks.

Councilor Dow had nothing to add at this time.

Councilor Stevens stated that she was able to attend the presentation of the Climate Adaptation Committee held at the library on June 29 and thought that it had a lot of really great information. Councilor Stevens stated that she feels as though there is a lot of excellent things happening in our community surrounding these topics and thanked everyone involved. She also mentioned that residents should sign up for E Alerts as it is a really great source of information on what is happening in Town.

Councilor Hamm spoke about the recent decisions made by the Supreme Court. He stated that he believes these issues are that of human rights, not political issues.

Councilor Clark stated that he wanted to clear up some of the confusion from the last meeting surrounding the main motive for moving the ambulance station. He stated that he was the member of Council that initially brought the idea of the Town taking over the ambulance service and that was not the reason we moved the ambulance station.

Vice Chair McGuire stated that he is proud of what is being done in the Town of Kittery and within the State of Maine and is disappointed in the regressions with the Supreme Court's recent decisions as Councilor Hamm is. He recognized the passing of his neighbor and longtime Kittery resident, Lucille Melhorn.

Chair Spiller stated that the Climate Action Plan Committee will be holding a community session on September 23 where they previewing their strategies and seeking public input on them. She stated that it would be helpful to watch Dr. Wake's video on channel 22 which gives a very nice overview of the issues they will be discussing. She thanked Suzanne Esposito for her wonderful editing on the video.

## 15. COMMITTEE AND OTHER REPORTS

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

## 16. EXECUTIVE SESSION

## 17. ADJOURNMENT

Motion to adjourn made by Councilor Hamm, seconded by Councilor Bragg.  
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.