

KITTERY TOWN COUNCIL
October 25, 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 and Chair Spiller

5. Agenda Amendment and Adoption

The Kittery Town Council moves to honor the service and dedication of George V. Dow IV to the Town of Kittery and the Kittery Town Council.

All were in favor of adopting agenda as amended.

Chair Spiller read a letter of appreciation of George V. Dow IV thanking him for his many contributions to the Town of Kittery. Chair Spiller gave him a proclamation.

Councilor Dow thanked everyone and stated that every minute was worth it to serve his community.

A group photo was taken to honor Councilor Dow.

Chair Spiller spoke about her time working with Councilor Dow.

Vice Chair McGuire spoke about his time working with Councilor Dow.

Councilor Clark stated that it was a pleasure to work with Councilor Dow.

Councilor Hamm thanked Councilor Dow for being a great inspiration to him.

Councilor Stevens spoke about her experience working with Councilor Dow.

Councilor Bragg thanked Councilor Dow for his mentoring.

6. Town Manager's Report

Town Manager spoke about her experience working with Councilor Dow.

Town Manger reported on Energy Efficiency Community Block Grant, Draft Climate Action Plan Strategies Input, Veterans Day Observance and KRRF Hours and the November 7 Election.

Upcoming Dates:

Community First Non-Profit Fair – October 25
Save Kittery Waters CreekSmart Pledge Event – October 25
Resource Recovery Facility Extended Hours
Trick or Treat – October 30
Real Estate Taxes Due – October 31
Climate Action Open House – November 1
Voter Registration Night at Town Hall – November 2
Veterans Harvest Luncheon – November 9
Housing Advocacy Boot Camp – November 15

Vice Chair McGuire asked for more information on next steps for the Energy Grant.
Town Manager responded.

Councilor Dow thanked the Town Clerk for providing the extra time for Voter registration night as well as thanking the KRRF for extending their hours for the residents.

Chair Spiller spoke about the Efficiency Grant and asked the Town Manager to talk a little bit about the FLAP Grant.
Town Manager responded.

Chair Spiller also asked about the Hydrologic Study.
Town Manager responded.

7. Acceptance of Previous Minutes

- September 25, 2023 – Regular & Executive Session Meeting

All were in favor of accepting minutes as presented.

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 offices.

10. PUBLIC HEARINGS

- a.(100223-01) The Kittery Town Council moves to hold a public hearing on a Title 12 Shellfish Conservation.

Town Manager gave an overview.

Move that in accordance with Title 30A MRS § 3001 town charter § 2.14 the town of Kittery hereby ordains amendments to Title 12.6 to the town code and amend appendix A as presented by Councilor Dow, seconded by Councilor Bragg

Motion passes
7-0-0

11. DISCUSSION

- a. Discussion by members of the public (three minutes per person)
- b. Response to public comment directed to a particular Councilor
- c. Chairperson's response to public comments

12. UNFINISHED BUSINESS - None

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.
 - i. (100223-02) The Kittery Town Council moves to accept a donation from William S. Quirk in the amount of \$750.00 to be deposited into the Thresher Memorial Park fund, account #5007.

Moved to accept the donation by Councilor Hamm, seconded by Vice Chair McGuire.

Chair Spiller asked how the town was doing with funding to maintain this fund.
Town Manager responded.

Councilor Dow asked what the yearly cost might be for this fund.
Town Manager responded.

Chair Spiller thanked Mr. Quirk for his generous donation.

Motion passes
7-0-0

- b.(100223-03) The Kittery Town Council moves to schedule a public hearing on November 13, 2023 for a new Liquor License for Board LLC, 5 Shapleigh Rd, Kittery.

Move to schedule the public hearing by Councilor Hamm, seconded by Councilor Clark

All were in favor.

c. (100223-04) The Kittery Town Council moves to schedule a public hearing on November 27, 2023 on Title 10 Three Way Stop Dennett Ext/Martin Road.

Town Manager gave an overview.

Move to schedule the public hearing by Vice Chair McGuire, seconded by Councilor Clark.

All were in favor.

d. (100223-05) The Kittery Town Council moves to schedule a public hearing on November 27, 2023 on Title 16 Housing to Comply with LD2003.

Town Manager gave an overview.

Move to schedule the public hearing by Councilor Hamm, seconded by Councilor Stevens.

All were in favor.

e. (100223-06) The Kittery Town Council moves to set the December meeting schedule to be December 11, 2023 only.

Move to set the schedule for December 11, 2023 only by Councilor Stevens, seconded by Councilor Hamm.

Motion passes

7-0-0

f. (100223-07) The Kittery Town Council moves to approve a request from the Traip Academy Project Graduation Committee to hold a toll booth at the Resource Recovery Facility on November 25, 2023 between 8:00am and 2:15pm.

Move to approve the request by Councilor Hamm, seconded by Councilor Dow.

All were in favor.

g. (100223-08) The Kittery Town Council moves to appoint the Council representatives to the School Social Emotional Learning and Diversity, Equity & Inclusion Committees.

- Social Emotional Learning – Councilor Bragg
- Diversity, Equity & Inclusion Committee – Councilor Stevens

Move the appointments as specified by Vice Chair McGuire, seconded by Councilor Hamm.

Motion passes
7-0-0

h.(10023-09) The Kittery Town Council moves to approve a petition request from Gary Reiner to extend the Sewer main to 17 Page Street.

Town Manager gave an overview.

Move to approve the petition request by Councilor Dow, seconded by Councilor Bragg.

Motion passes
7-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Bragg thanked Councilor Dow for the past year.

Councilor Clark thanked Councilor Dow for everything he does for the Town and not just what he has done on Council but everything else he is involved with.

Councilor Hamm thanked Councilor Dow for all he has done and also thanked all the Traip Students for hosting Candidates night. He thanked all those who attended and supported him.

Councilor Stevens also thanked Councilor Dow. She stated that she was sorry she missed candidates' night as she was traveling for her daughter's wedding, but she will be watching and she encourages anyone who did not see it or attend to also watch it.

Vice Chair McGuire asked Councilor Dow to not be a stranger as his opinion will still matter. He also thanked the Town staff for their efforts in the additional hours for voter registration. He also encouraged everyone that is of age to vote as it is impactful and to inform the younger generations of its importance.

15. COMMITTEE AND OTHER REPORTS

a.Communications from the Chairperson

Chair Spiller clarified what the Council voted on in regards to the Town Managers salary increase.

Councilor Stevens wanted to voice her support for the Councils decisions last week and she supports the Town Manager and her hard work for the Town.

Chair Spiller talked about the Climate Strategies and asked everyone to take some time to look through them and to give the Chair or the Town Manger their feedback.

Chair Spiller wanted to address a comment made at Candidates Night regarding unanimous votes. She stated that many of the items they are presented with are procedural items that do

not necessarily warrant anything other than a yes vote. She stated that the Council's goal is to come up with something that works for as many people as possible with as little damage done to the community.

Chair Spiller thanked Councilor Dow for his role on Council.

b. Committee Reports

Councilor Dow thanked everyone for their kind words. He congratulated Councilor Hamm for his efforts at Candidates Night. He stated that Councilor Hamm came prepared to answer all the questions asked of him and his responses to them were very thought out. Councilor Dow also stated that it is so important for residents to come out and vote and that their votes do matter.

Councilor Stevens stated that she has used Councilor Dow's story of the time he lost by 1 vote for Council one year, to show the importance of every single vote.

Councilor Bragg discussed the Planner Academy that was held on Saturday. She thanked those involved and encouraged others to attend in the future as it is very informative.

16. EXECUTIVE SESSION

17. ADJOURNMENT

Councilor Dow moves to adjourn at 6:55 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.