

**Kittery Town Council**  
**February 12, 2024**

1. Call to Order

Chair Spiller called the meeting to order.

2. Land Acknowledgement & Introductory

3. Pledge of Allegiance

4. Roll Call

Councilors present- Councilor Bragg, Councilor Mason, Councilor Clark, Councilor Stevens, Vice Chair McGuire and Chair Spiller

Councilors not present- Councilor Hamm (military leave)

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 the Stevenson Sidewalk, the Accessory Dwelling Unit Grant Round 2, Books and Big Ideas, Presidential Primary Election and Recreation for All Community Input.

Upcoming Dates:

Absentee Ballots Available – Town Clerk

Real Estate and Personal Property Taxes Due – February 15

Town Offices Closed for Presidents Day – February 19

Voter Registration Night – February 29

Presidential Primary Election – March 5

Movie Night: "2040" – February 22

Recreation for All Input Session – February 27

Traip Academy Storm Chasers Photo Installation – Through April

Shamrock Shindig – March 7

7. Acceptance of Previous Minutes

- January 22, 2024 – Regular Meeting

All were in favor of accepting 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.

- a. (020124-01) The Kittery Town Council moves to receive a presentation from the Town Manager on the FY25 – FY29 Capital Improvement Plan.

Town Manager gave a presentation on the FY25-FY29 Capital Improvement Plan.

Chair Spiller thanked the Town Manager for her presentation and the hard work done by the Town Manager, Department heads and the Committee, including Vice Chair McGuire.

Vice Chair McGuire also thanked everyone involved in the presentation. Vice Chair McGuire confirmed that the Town would save about \$70,000 by using the unassigned fund balance via the warrant article for the fire apparatus.

Chair Spiller asked for clarification on the life span of the new ladder truck. Town Manager responded.

Chair Spiller asked what the height of the new ladder will be on the new truck. Town Manager responded.

10. PUBLIC HEARINGS

11. DISCUSSION

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

Chair Spiller read an email from Susie Johnson, where she reported that the destruction of Kittery trees has caused a catastrophe in the Town for the birds. She believes that the Town can put more footage of more protected wetland acreage.

Chair Spiller read an email from the Board of the First Congregational Church of Kittery where they state that they are interested in pursuing a Kittery Point Historical and Cultural District and creating a historic preservation commission.

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

Chair Spiller stated that she does not agree with the statements made by Ms. Johnson and believes that the Planning Board did a very thorough job in the review of the application and she does not believe that habitats have been destroyed.

Chair Spiller responded to the First Congregational Church by saying that they will soon be having a comprehensive plan update and she encourages them to be a part of those meetings.

## 12. UNFINISHED BUSINESS

## 13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.

- b.(020124-02) The Kittery Town Council moves to approve the Appendix A updates.

Town Manager gave an overview.

Moved to approve by Chair Spiller, seconded by Councilor Clark.

Motion passes  
6-0-0

- c. (020124-03) The Kittery Town Council moves to appoint Doug Basnett to the Economic Development Committee for a three-year term to expire December 31, 2027.

Moved to appoint Doug Basnett to the Economic Development Committee for a three-year term to expire December 31, 2027 by Vice Chair McGuire, seconded by Councilor Bragg.

Motion passes  
6-0-0

- d.(020124-04) The Kittery Town Council moves to accept the resignation of Kathy Stimson, from the Traffic & Parking Committee.

Move to accept the resignation of Kathy Stimson, from the Traffic & Parking Committee with thanks by Vice Chair McGuire, seconded by Councilor Stevens.

Motion passes  
6-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Councilor Clark stated that most homeowners have had to remove trees at some point on their property.

Chair Spiller wanted to note that it is Charles Darwin and Abraham Lincolns birthday.

Chair Spiller also thanked Public Works for their hard work in cleaning up Fort Foster.

#### 15. COMMITTEE AND OTHER REPORTS

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

Councilor Bragg stated that the Emery Field will be going back to passive and individual recreation as soon as the weather allows. She also stated that the teen youth lounge is moving forward with plans.

#### 16. EXECUTIVE SESSION

#### 17. ADJOURNMENT

Motion to adjourn by Councilor Stevens, 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.