

## **KITTERY TOWN COUNCIL**

**October 11, 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

Councilor's present- Councilor Bragg, Councilor Dow, Councilor Hamm, Vice Chair McGuire (Virtual)

Councilors not in attendance- Councilor Clark and Councilor Stevens

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 Senior Tax Stabilization Program Error, Extended Resource Recovery Facility Hours for Fall Yard Waste, Street Barriers Removal and the November 7 Election.

Upcoming Dates:

Float Out at Pepperrell Cove – October 16

Candidate Night – October 16

Halloween Celebration – October 21

Community First Non-Profit Fair – October 25

Trick or Treat – October 30

Real Estate Taxes Due – October 31

Councilor Hamm asked for clarification on the system issues.  
Assessor Paul McKenney responded.

Councilor Dow asked if the tax exemptions were based off of the evaluations of the property?  
Assessor Paul McKenney responded.

Vice Chair McGuire asked if the software that the town is currently using is otherwise accurate

for years going forward and that the issue is just in response to the difficulties of the Stabilization.

Town Manager responded.

Chair Spiller asked if the online payments were showing the correct amount owed for tax bills.  
Town Manager responded.

Councilor Hamm asked if guests were allowed at Candidates Night.  
Town Manager responded

## 7. Acceptance of Previous Minutes

- September 11, 2023 – Regular Meeting & Executive Session

All were in favor of accepting minutes as presented.

## 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.(100123-01) The Kittery Town Council moves to hold a public hearing on a Marijuana Retail License – Green Truck.

Town Manager gave an overview.

Chair Spiller read an email from Jan Rodonets, who asked if Kittery residents really wanted to be known for Outlet Malls and marijuana.

Chair Spiller summarized an email from an unknown resident where the individual is objecting to the original set up of the lottery.

Move to approve the license for Green Truck by Councilor Hamm, seconded by Councilor Dow.

Motion passes  
5-0-0

## 11. DISCUSSION

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

Chair Spiller read an email read an email from Miriam Jiggetts, resident of Portsmouth Virginia, where she requested the Town Council start the process to rename the Portsmouth Naval Shipyard to the Kittery Maine Shipyard so that the Norfolk Virginia Naval Shipyard can then be correctly named Portsmouth Naval Shipyard.

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

Chair Spiller responded to the email about the renaming of the Naval Shipyard.

## 12. UNFINISHED BUSINESS - None

## 13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.
  - i. (100123-02) The Kittery Town Council moves to accept a donation from Kathryn Hill in the amount of \$15.00 to be deposited into the George Smart Santa Fund, account #1372.

Moved to accept donation by Councilor Dow, seconded by Councilor Bragg.

Motion passes  
5-0-0

- b. (100123-03) The Kittery Town Council moves to schedule a public hearing on October 23, 2023 for Title 12 - Shellfish Conservation.

Moved to schedule public hearing by Councilor Hamm, seconded by Councilor Bragg

All were in favor.

- c. (100123-04) The Kittery Town Council moves to discuss the Town Manager's annual merit increase.

Chair Spiller moves that the increase be based on Title 4 § 2316F1A, the longevity clause, seconded by Councilor Bragg.

Town Manager asked for clarification.

Chair Spiller responded.

Motion passes  
5-0-0

d.(100123-05) The Kittery Town Council moves to appoint a Councilor along with the Chair of the Port Authority to interview Michael O'Keefe for a three-year term on the Kittery Port Authority.

Moved to appoint Councilor Dow to interview Michael O'Keefe, seconded by Councilor Bragg.

Motion passes

5-0-0

e.(100123-06) The Kittery Town Council moves to approve the request from the Kiwanis Club of the Seacoast to hold the annual Kittery Holiday Parade on Saturday, December 2, with a rain date of Sunday, December 3.

Moved to approve the request from the Kiwanis Club by Councilor Dow, seconded by Councilor Hamm.

Motion passes

5-0-0

f. (100123-07) The Kittery Town Council moves to appoint the proposed applicants to the Traffic and Parking Ad Hoc Committee.

- Debbie Driscoll - Resident
- John C Perry - Resident
- Kathy Stimson - Resident
- Lawrence Elbroch - Resident
- Jared Lucas – Resident
- Shannon Hill – Business/Commercial Representative
- Jessica Becker – Business/Commercial Representative
- Cyrus Clark – Council Representative
- Cameron Hamm – Council Representative

Moved to appoint all to the Traffic Ad Hoc Committee by Councilor Dow, seconded by Councilor Bragg

Motion passes

5-0-0

#### 14. COUNCILOR ISSUES OR COMMENTS

Councilor Hamm stated that he is thinking of those effected by the war going on right now and hopes for peace.

Councilor Bragg stated that she is praying for all those impacted by what is going on in Israel.

Councilor Dow talked about the Traip Academy Float parade for Homecoming and thanked

those involved in putting it together.

Vice Chair McGuire stated that he also sends his sympathies to those effected by the violence in Israel as well as those effected at home.

Chair Spiller stated that she echoes the sentiments that the other Councilors made in regards to Israel.

## 15. COMMITTEE AND OTHER REPORTS

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

Councilor Bragg gave an update on the Youth Ad Hoc Committee.

Chair Spiller gave an update on Climate Adaptation/Climate Action Plan Committees.

Councilor Hamm gave an update on the housing Committee.

## 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.