

Kittery Town Council Approved Minutes

September 23, 2019

Regular Meeting

Town Hall – Council Chambers

1. Call to Order

2. Introductory

3. Pledge of Allegiance

4. Roll Call

Councilors present: Charles Denault, Jeffrey Pelletier, Jeffery Thomson, Kenneth Lemont, Cyrus Clark Vice Chair Matt Brock, Chair Judith Spiller.

5. Agenda Amendment and Adoption

6. Town Manager's Report

The Town Manager reported on: Joint Land Use Study, Route 236 Study, LED Streetlight Conversion, sightlines at Whipple and Wentworth, Fort Foster season, and Old Post Road/Dineen.

Upcoming Dates: Absentee Ballot Applications Available – Town Clerk's Office, Community Shredding Event – September 29, 10AM – 1PM, Rice Public Library, Tax Bill Mailing – September 30th, Candidate Night – October 2, 6PM, Council Chambers, Rice Library Renovation/Expansion Informational Meeting – October 9, 6PM, Council Chambers

7. Acceptance of Previous Minutes

Chair Spiller cast one vote to approve the March 25, 2019 minutes

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. - None

10. PUBLIC HEARINGS

a. (090219-1) The Kittery Town Council moves to hold a public hearing to Amend Title 10 – No Parking at Walker and Main Streets.

The Town Manager gave an overview of Title 10 – No Parking at Walker and Main Streets.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

b. (090219-2) The Kittery Town Council moves to hold a public hearing for a new Victualer's License for Baker Bobby Pizzaiolo – Mobile Food Unit to be located at 230 US Route 1 Bypass Kittery.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

11. DISCUSSION

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

George Dow, 1 Bartlett Road, Kittery Mr. Dow spoke about the upcoming September 23, 2019 Executive meeting for the Town Manager's annual review. Mr. Dow wanted to express the great job the Town Manager had done.

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

(090219-3) The Kittery Town Council moves to accept a donation in the amount of \$250 from an anonymous donor to be deposited into the Thresher Memorial Fund.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

b. (090219-4) The Kittery Town Council moves to approve the disbursement warrants.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

c. (090219-5) The Kittery Town Council moves to approve the FY 20 Senior Tax Credit Transfer.

The Town Manager gave an overview of the FY 20 Senior Tax Credit Transfer.

Vice Chair Brock and Councilor Denault asked the Town Manager how the town notified people so they could take advantage of this service.

The Town Manager response were through the website and word of mouth.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

d. (090219-6) The Kittery Town Council moves to approve a renewal Liquor License application from the Black Birch, 2 Government St. Kittery.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

e. (090219-7) The Kittery Town Council moves to approve a renewal Liquor License application from When Pigs Fly Pizzeria, 460 US Route 1 Kittery.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

f. (090219-8) The Kittery Town Council moves to approve and sign the Municipal Warrant for the November 05, 2019 Municipal and State election.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

g. (090219-9) The Kittery Town Council moves to approve the Ordinance Approving Additional Local Funds for School Budget for Fiscal Year 2019-2020.

The Town Manager gave an overview of the Ordinance Approving Additional Local Funds for School Budget for Fiscal Year 2019-2020.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

h. (090219-10) The Kittery Town Council moves to approve a request from The Kiwanis Club of the Seacoast to hold their annual Kittery Holiday Parade on Saturday December 7, 2019 with a rain date of December 8.

Moved by Councilor Denault, seconded by Councilor Pelletier

Motion Carried 7-0-0

i. (090219-11) The Kittery Town Council moves to approve a request from the Traip Athletic Boosters to hang a banner from October 21st through October 25th to promote their craft fair.

Councilor Thomson asked where the banner would be placed.

The Town Clerk responded that the banner would be placed over Rogers Road.

Councilor Lemont asked if the Fire Department would be compensated for hanging the banner.

The Town Manager responded yes.

Moved by Councilor Pelletier, seconded by Councilor Thomson.

Motion Carried 7-0-0

j. (090219-12) The Kittery Town Council moves to adopt the Annual General Assistance Appendices A-D and Appendix H 2019-2020 year.

The Town Manager gave an overview on the Annual General Assistance Appendices A-D and Appendix H 2019-2020 year.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

k. (090219-13) The Kittery Town Council moves to approve and to set its December meeting to December 9, 2019.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

Councilor Thomson moved to change the October 16, 2019 Council meeting to October 7, 2019, seconded by Councilor Lemont.

Motion Carried 7-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Thomson spoke about the lift cycle for the Memorial Bridge and wanted the Town Manager to speak with Maine or New Hampshire DOT on how long it takes for the lift cycle to complete.

Councilor Denault spoke about the concerns of the residents on South Eliot Road and Dennett Road regarding the odor of Methane gas at the Kittery Sewer Treatment plant. He also spoke about Parsons Pond and Legion Pond. Councilor Denault expressed concern of not involving the public in the town business. Councilor Denault recognized individuals that have passed including: Carolyn Hanscom, Erin Stacey, Benard Grover, Harry Lane Sr., Gary Lissenburg, and Kevin Goodwin.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson - None

b. Committee Reports - None

16. EXECUTIVE SESSION

a. (090219-14) The Kittery Town Council moves to go into Executive Session to complete the Town Manager's Annual Review.

Moved to go into Executive Session by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

6:45 P.M.

Moved to go out of Executive Session Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

7:13 P.M.

17. ADJOURNMENT

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

Submitted by Kim Tackett

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 summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website.