

1. Call to Order

Chairperson Beers called the meeting to order at 7:00 p.m.

2. Introductory

Chairperson Beers read the introductory.

3. Pledge of Allegiance

Chairperson Beers led those present in the Pledge of Allegiance.

4. Roll Call

Answering the roll call were Chairperson Gary Beers, Vice Chairperson Charles Denault, Councilors Frank Dennett, Jeffrey Pelletier, Judith Spiller, and Jeffrey Thomson.

Absent from the roll call was Councilor Kenneth Lemont.

5. Agenda Amendment and Adoption

Agenda was adopted, as presented.

6. Town Manager's Report

Town Manager Amaral reviewed her written report.

Rogers Park – COA Hackett will perform additional spot checking at Rogers Park with particular attention to dog waste, leash violations, and out-of-state parking.

Homestead Nursing Home – The fence on the property is damaged, which makes access into the property easier. The management company was contacted to perform repairs and the Town expressed desire for the company to perform regular onsite inspections of the site. As private property owners, they should be involved to ensure the space is not creating a hazard.

Bolt Hill Road & Route 236 – In the past, a study was conducted that determined the traffic pattern at Bolt Hill Road & Rte. 236 did not warrant the need for a traffic signal in accordance with uniform traffic controls. Given the recent development in the area, a turning movement study will be conducted to determine what traffic improvements could be made to improve safety and flow.

Superintendent Search Process – Town Manager Amaral will participate in the search process for the Superintendent. She felt that it sends an important message to candidates for collaborative work and will help to ensure a smooth transition.

Harbormaster – Town Manager Amaral congratulated Scott Alessi on his appointment to Harbormaster. He has been serving as Interim Harbormaster prior to this full appointment.

Sewer Minimum Quarterly Fee – A complaint was referred by Vice Chairperson Denault regarding the individual's minimum Quarterly Fee was not prorated. There is currently no means in the Ordinance to allow for the proration and Town Manager Amaral will be recommending a

Title 13 amendment in the future to allow for that.

Councilor Thomson cautioned that consideration should be made to ensure that there is no precedent set in regards to prorating the Quarterly Fee. Vice Chairperson Denault noted that nearly 160 people will be faced with this situation and it is important to do the right thing.

7. Acceptance of Previous Minutes

Regular Meeting – November 28, 2016

Line 9 – replace “Russell White” with “Jeffrey Pelletier”

Line 50 – replace “plans” with “plants”

The minutes were adopted, as amended.

8. Interviews for the Board of Appeals and Planning

Board of Appeals: (1 position available)

Vern Gardner – new appointment until 12/1/19

Mr. Gardner described the reasoning for his previous resignation to the Board of Appeals. He noted that in the past nine years, he has missed one meeting and has taken all the training seminars available. He described his professional experience as an expert witness and City of Portsmouth Planning Department employee that demonstrates his commitment to the community. He explained his reasoning for resigning from the Comprehensive Plan Update Committee (CPUC) several years ago, which was mainly in effort to avoid potential conflicts.

Chairperson Beers stated that he had no association to the conflict with the CPUC aforementioned.

Mr. Gardner replied to Council Spiller that he served on the Board of Appeals for nine years with only one absence.

Vice Chairperson Denault asked Mr. Gardner how he handles an issue where a local Ordinance conflicts with State law. Mr. Gardner mentioned that when there is a doubt, it is best to refer to the Maine Municipal Association. In his experience on the Board of Appeals, he prefers to understand the applicable nuisances of the Ordinance and State laws for each application.

Vice Chairperson Denault asked Mr. Gardner how he would handle conflict resolution amongst the Board. Mr. Gardner thought that a spirited discussion is valuable. He felt that each applicant should be given the opportunity to be heard and each Board member should listen. He felt that a discussion that includes all viewpoints should be had to include all the potential merits.

A MOTION WAS MADE BY COUNCILOR PELLETIER TO APPOINT VERN GARDNER TO THE BOARD OF APPEALS UNTIL 12/1/19, SECONDED BY COUNCILOR THOMSON. THE MOTION PASSED BY A ROLL CALL VOTE 5/1/0, WITH VICE CHAIRPERSON DENAULT OPPOSED.

Niles Pinkham – re-appointment until 12/1/19

Chairperson Beers stated that the position established on November 23, 2015 and reaffirmed by Council on October 28, 2016 that this re-appointment does not require further interview.

A MOTION WAS MADE BY COUNCILOR PELLETIER TO RE-APPOINT NILES PINKHAM TO THE BOARD OF APPEALS UNTIL 12/1/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY COUNCILOR SPILLER.

Councilor Thomson expressed positive support for both applicants and felt they are both qualified.

After discussion amongst the Council, Mr. Brake, Chair of the Board of Appeals, clarified that there are two open positions available on the Board.

The Council further discussed whether or not an interview would be required given the contradictory language in the Charter, Code, and the Attorney's opinion. The Council reached consensus to conduct an interview.

Councilor Dennett asked Mr. Pinkham his address. Mr. Pinkham replied that his address is 25 Pinkham Lane.

Vice Chairperson Denault asked Mr. Pinkham how he would formulate a decision in the event that the State law conflicts with the Ordinance. Mr. Pinkham felt that it is important to read and interpret the pertinent information before hearing the appeal and to listen to other Board member's deliberations.

THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

Mr. Pinkham received the majority vote and is appointed with effect from 12/12/16.

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials. – None.

10. PUBLIC HEARINGS

a. (120116-1) The Kittery Town Council moves to hold a public hearing on an application from York Harbor Brewing Co., 8 Blueberry Lane, Kittery, ME for a Victualer's License for Maine Beer Café, 439 US Route 1, Suite #1.

Notice of this public hearing was posted on December 2, 2016 and required by Title 30-A MRS §3812 for their Food Service License. Chairperson Beers stated that Councilor Lemont is an owner/proprietor and Councilor Lemont indicated in an earlier conversation that he would have recused from voting on the application.

Chairperson Beers opened the floor for public comment. Hearing none; Chairperson Beers closed the public hearing.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE THE APPLICATION FROM YORK HARBOR BREWING CO., 8 BLUEBERRY LANE, KITTERY, ME FOR A VICTUALER'S LICENSE FOR MAINE BEER CAFÉ, 439 US ROUTE 1, SUITE #1, SECONDED BY COUNCILOR SPILLER.

Councilor Dennett noted that an inspection report from the Code Enforcement officer or Fire Chief was missing from the application. Ms. Maryann Place, Town Clerk, noted that the Victualer's inspection was checked off on the application indicating those inspections were

conducted and the documents were included in the packet materials.

THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

b. (120116-2) The Kittery Town Council moves to hold a public hearing on an application from Loyal Order of Moose #444, 76 US Route 1, Kittery, ME for a Victualer's License for Loyal Order of Moose #444, 76 US Route 1.

Chairperson Beers stated that Loyal Order of Moose requests a special activity permit for Fridays and Saturdays from 8pm-1am at 76 US Route 1. Notice of this public hearing was posted on December 2, 2016 and is necessary to obtain the Food Service License as required by Title 30-A MRS §3812.

Chairperson Beers opened the floor for public comment. Hearing none; Chairperson Beers closed the public hearing.

A MOTION WAS MADE BY COUNCILOR SPILLER TO APPROVE THE APPLICATION FROM LOYAL ORDER OF MOOSE #444, 76 US ROUTE 1, KITTERY, ME FOR A VICTUALER'S LICENSE FOR LOYAL ORDER OF MOOSE #444, 76 US ROUTE 1, SECONDED BY COUNCILOR PELLETIER.

Given the comment made by Councilor Dennett, Mr. Gastner corrected the address in the application to read: 76 Route 1 Bypass.

THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

c. (120116-3) The Kittery Town Council moves to hold a public hearing on an application from Loyal Order of Moose #444, 76 US Route 1, Kittery, ME for a Special Activity Amusement Permit for Loyal Order of Moose #444, 76 US Route 1.

Chairperson Beers stated that Loyal Order of Moose requests a special activity permit to conduct events for DJ Karaoke on Fridays and Saturdays from 8pm-1am, as aforementioned. Notice of this public hearing was posted on December 2, 2016 and is necessary to obtain the Food Service License as required by Title 30-A MRS §3812.

Chairperson Beers opened the floor for public comment. Hearing none; Chairperson Beers closed the public hearing.

A MOTION WAS MADE BY COUNCILOR PELLETIER TO APPROVE THE APPLICATION FROM LOYAL ORDER OF MOOSE #444, 76 US ROUTE 1, KITTERY, ME FOR A SPECIAL ACTIVITY AMUSEMENT PERMIT FOR LOYAL ORDER OF MOOSE #444, 76 US ROUTE 1, SECONDED BY VICE CHAIRPERSON DENAULT.

Given the comment made by Councilor Thomson, Mr. Gastner corrected the application to indicate that the time periods would last until 1:00am.

Councilor Dennett encouraged the applicant to ensure the noise levels are managed based on the activity that has occurred in the past at that location and the nearby motel.

THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

11. DISCUSSION

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

Bob Harris, 40 Cutts Road

Mr. Harris thanked the Council for his re-appointment to the Planning Board.

- b. Response to public comment directed to a particular Councilor – None.
 - c. Chairperson's response to public comments – None.
12. UNFINISHED BUSINESS – None.
 13. NEW BUSINESS

- a. Donations/gifts received for Council disposition

(120116-4) The Kittery Town Council moves to accept a donation from Lynn Dellapasqua in the amount of \$100 to be deposited in account #2063001-43600 Kittery Community Center.

A MOTION WAS MADE BY COUNCILOR SPILLER TO ACCEPT A DONATION FROM LYNN DELLAPASQUA IN THE AMOUNT OF \$100 TO BE DEPOSITED IN ACCOUNT #2063001-43600 KITTEY COMMUNITY CENTER, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

- b. (120116-5) The Kittery Town Council moves to approve the disbursement warrants.

Town accounts payable of \$122,346.95.
Town accounts payable of \$667.50.
Sewer account payable of \$127,953.52.
School accounts payable of \$256,528.57.
Total of all disbursement warrants of \$507,496.54.

Chairperson Beers stated that the Town and Sewer warrants are in due form. Councilor Pelletier confirmed that the School warrants are in due form.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE THE DISBURSEMENT WARRANTS, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 6/0/0.

- c. (120116-6) The Kittery Town Council moves to approve an application from York Harbor Brewing Co., 8 Blueberry Lane, Kittery, ME for a Malt and Vinous Liquor License for Maine Beer Café, 439 US Route 1, Suite #1.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AN APPLICATION FROM YORK HARBOR BREWING CO., 8 BLUEBERRY LANE, KITTEY, ME FOR A MALT AND VINOUS LIQUOR LICENSE FOR MAINE BEER CAFÉ, 439 US ROUTE 1, SUITE #1, SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

- d. (120116-7) The Kittery Town Council moves to approve an application from Loyal

Order of Moose #444, 76 US Route 1, Kittery, ME for a Malt, Spirituous and Vinous Liquor License for Loyal Order of Moose #444, 76 US Route 1.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AN APPLICATION FROM LOYAL ORDER OF MOOSE #444, 76 US ROUTE 1, KITTERY, ME FOR A MALT, SPIRITUOUS AND VINOUS LIQUOR LICENSE FOR LOYAL ORDER OF MOOSE #444, 76 US ROUTE 1, SECONDED BY COUNCILOR PELLETIER.

Councilor Dennett asked the applicant for the date the necessary permit applications were submitted. Mr. Gastner confirmed the documentation was submitted on or about November 5, 2016.

THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

e. (120116-8) The Kittery Town Council moves to accept the resignation from Marissa Day from the Comprehensive Plan Update Committee effective immediately.

A MOTION WAS MADE BY COUNCILOR THOMSON TO ACCEPT THE RESIGNATION FROM MARISSA DAY FROM THE COMPREHENSIVE PLAN UPDATE COMMITTEE EFFECTIVE IMMEDIATELY, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

f. (120116-9) The Kittery Town Council moves to appoint Russell White to the Comprehensive Plan Update Committee as a citizen representative.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPOINT RUSSELL WHITE TO THE COMPREHENSIVE PLAN UPDATE COMMITTEE AS A CITIZEN REPRESENTATIVE, SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

g. (120116-10) The Kittery Town Council moves to appoint Council members to On-going, Standing, Ad hoc and Council Committees.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPOINT COUNCIL MEMBERS TO ON-GOING, STANDING, AD HOC AND COUNCIL COMMITTEES, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

h. (120116-11) The Kittery Town Council moves to approve the five town-wide Sidewalk Sales Events for 2017 as requested by the Kittery Outlet Association: May 26-29; July 1-4; Aug.11-14; Sept. 1- 4; and Oct. 6-9.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE THE FIVE TOWN-WIDE SIDEWALK SALES EVENTS FOR 2017 AS REQUESTED BY THE KITTERY OUTLET ASSOCIATION: MAY 26-29; JULY 1-4; AUG.11-14; SEPT. 1- 4; AND OCT. 6-9, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

i. (120116-12) The Kittery Town Council moves to sign a Certificate of Settlement in accordance with 36 MRS §763, discharging Carol Granfield as Tax Collector from further

liability or obligation to collect the balance due for the taxable years 2006-2017.

A MOTION WAS MADE BY COUNCILOR THOMSON TO SIGN A CERTIFICATE OF SETTLEMENT IN ACCORDANCE WITH 36 MRS §763, DISCHARGING CAROL GRANFIELD AS TAX COLLECTOR FROM FURTHER LIABILITY OR OBLIGATION TO COLLECT THE BALANCE DUE FOR THE TAXABLE YEARS 2006-2017, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

j. (120116-13) The Kittery Town Council moves to re-commit the 2006–2017 taxes to Kendra Amaral.

A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-COMMIT THE 2006–2017 TAXES TO KENDRA AMARAL, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

k. (120116-14) The Kittery Town Council moves to consider the request for a hearing for Sewer Assessment from the Southern Maine Fish & Game, Inc.

Vice Chairperson Denault stated that he would support the consideration based on the fact that the officers of the organization have changed and there were issues raised in submitting the paperwork. It would not hurt to hear the application. Councilor Pelletier concurred. Councilor Dennett noted that it would have been courteous for the requestor to have been present in the meeting to provide further information and field questions. The Council reached unanimous consensus to consider the request for a hearing,

l. (120116-15) The Kittery Town Council moves to appoint Maryann Place as the Registrar of Voters until 12/31/18.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPOINT MARYANN PLACE AS THE REGISTRAR OF VOTERS UNTIL 12/31/18, SECONDED BY COUNCILOR DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 5/0/1, WITH COUNCILOR DENNETT ABSTAINING.

m. (120116-16) The Kittery Town Council moves to approve and sign the policy on Treasurer's Disbursement Warrants for Municipal Employee Wages and Benefits, designating three Councilors, who may review, approve and sign such warrants, to expire on November 30, 2017.

The Councilors were designated as follows: Councilor Thomson as the primary; Councilor Lemont as the secondary position; and, Councilor Beers as the tertiary position.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AND SIGN THE POLICY ON TREASURER'S DISBURSEMENT WARRANTS FOR MUNICIPAL EMPLOYEE WAGES AND BENEFITS, DESIGNATING THREE COUNCILORS, WHO MAY REVIEW, APPROVE AND SIGN SUCH WARRANTS, TO EXPIRE ON NOVEMBER 30, 2017, AS PRESENTED, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

n. (120116-17) The Kittery Town Council moves to approve and sign the policy on

Treasurer's Disbursement Warrants for Municipal Expenses, designating three Councilors who may review, approve and sign such warrants, to expire on November 30, 2017.

The Councilors were designated as follows: Councilor Beers as the primary; Vice Chairperson Denault as the secondary position; and, Councilor Lemont as the tertiary position.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AND SIGN THE POLICY ON TREASURER'S DISBURSEMENT WARRANTS FOR MUNICIPAL EXPENSES, DESIGNATING THREE COUNCILORS WHO MAY REVIEW, APPROVE AND SIGN SUCH WARRANTS, TO EXPIRE ON NOVEMBER 30, 2017, AS PRESENTED, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

o. (120116-18) The Kittery Town Council approve and sign the School Department policy on General Disbursement Warrants for Educational Expenses, designating three Councilors who may review, approve and sign such warrants, to expire on November 30, 2017.

The Councilors were designated as follows: Councilor Pelletier as the primary; Councilor Thomson as the secondary position; and, Councilor Spiller as the tertiary position.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AND SIGN THE SCHOOL DEPARTMENT POLICY ON GENERAL DISBURSEMENT WARRANTS FOR EDUCATIONAL EXPENSES, DESIGNATING THREE COUNCILORS WHO MAY REVIEW, APPROVE AND SIGN SUCH WARRANTS, TO EXPIRE ON NOVEMBER 30, 2017, AS PRESENTED, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

p. (120116-19) The Kittery Town Council moves to approve and sign the School Department policy on Disbursement Warrants for School Employee Wages and Benefits, designating three School Committee Members who may review, approve and sign such warrants, to expire on November 30, 2017.

The School Committee Members were designated as follows: David Batchelder as the primary; Julie Dow as the secondary position; and, Kim Bedard as the tertiary position.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AND SIGN THE SCHOOL DEPARTMENT POLICY ON DISBURSEMENT WARRANTS FOR SCHOOL EMPLOYEE WAGES AND BENEFITS, DESIGNATING THREE SCHOOL COMMITTEE MEMBERS WHO MAY REVIEW, APPROVE AND SIGN SUCH WARRANTS, TO EXPIRE ON NOVEMBER 30, 2017, AS PRESENTED, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

q. (120116-20) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Conservation Commission to interview Stephen F. Hall for his re-appointment to that board until 12/31/19.

A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-APPOINT STEPHEN F. HALL TO THE CONSERVATION COMMISSION UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY COUNCILOR PELLETIER.

Chairperson Beers stated that he would abstain from voting due to the public defamatory statements made by the applicant about him in order to avoid the perception of bias.

THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 4/1/1, WITH VICE CHAIRPERSON DENAULT OPPOSED AND CHAIRPERSON BEERS ABSTAINING.

r. (120116-21) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Conservation Commission to interview Janice R. Carson for her re-appointment going from a full member to an associate member of that board until 12/31/19.

A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-APPOINT JANICE R. CARSON TO THE CONSERVATION COMMISSION GOING FROM A FULL MEMBER TO AN ASSOCIATE MEMBER UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

s. (120116-22) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Conservation Commission to interview Ann Formalarie for her appointment going from an associate member to a full member of that board until 12/31/19.

A MOTION WAS MADE BY COUNCILOR BEERS TO APPOINT ANN FORMALARIE TO THE CONSERVATION COMMISSION GOING FROM AN ASSOCIATE MEMBER TO A FULL MEMBER OF THAT BOARD UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

t. (120116-23) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Conservation Commission to interview Dean Bensley for his re-appointment to that board until 12/31/19.

A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-APPOINT DEAN BENSLEY TO THE CONSERVATION COMMISSION UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

u. (120116-24) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Board of Assessment Review to interview Mary Thron for her appointment going from an alternate member to a full member of that board until 12/31/19.

A MOTION WAS MADE BY COUNCILOR THOMSON TO APPOINT MARY THRON TO THE BOARD OF ASSESSMENT REVIEW GOING FROM AN ALTERNATE MEMBER TO A FULL MEMBER OF THAT BOARD UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 6/0/0.

14. COUNCILOR ISSUES OR COMMENTS

Chairperson Beers recognized the Kiwanis Club of the Seacoast Club, the Rotary Club of Kittery, participants and spectators for their efforts in hosting a successful 24th Annual Holiday Parade and Christmas Tree Lighting on December 3rd.

Chairperson Beers expressed gratitude for the Wreaths Across America who began their trek yesterday with eighteen tractor trailers rigs and thirty escort vehicles in route to Arlington National Cemetery. They will place 226,000 wreaths on servicemen's graves.

Councilor Thomson stated that correspondence was received from the Sewer Department Superintendent that numerous properties on Martin Road and Stevenson Road have connected to sewer system. The contractor that performed the services noted that a large majority of the systems were failing and many did not have piping extending to a leach field. Chairperson Beers acknowledged that observation and noted that the system will be more beneficial to the environment.

Vice Chairperson Denault made various statements, including:

- A citizen inquiry was received regarding the status of Rice Public Library, however, he yielded given the ongoing effort for that matter;
- He requested a status of the litigations regarding the Dineen property on Old Post Road;
- He questioned whether the signage for Wally's Farm stand is conforming;
- The signage at Seapoint Rd could be improved to enforce the no parking zones;
- Use caution when driving on Route 236 given the entering and exiting traffic from the Aroma Joe's parking lot;
- He requested that assistance be provided to the Kittery Port Authority to ensure the Harbormaster receives an ID card.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

A workshop is scheduled for December 19th with the Town Manager and the Kittery Port Authority. Chairperson Beers clarified to Councilor Thomson that the workshop intends to address the KPA's intention to discontinue the working group and request quarterly workshops with the Council. The workshop would also address the intermunicipal agreement for employment of the new Harbormaster.

The Council discussed the upcoming January workshop with the Town Manager regarding the Council goals.

b. Committee Reports

16. EXECUTIVE SESSION – None.

17. ADJOURNMENT

A MOTION WAS MADE BY COUNCILOR THOMSON TO ADJOURN THE MEETING AT 8:07 P.M., SECONDED BY COUNCILOR PELLETIER. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 6/0/0.

Submitted by Marissa Day, Minutes Recorder, on December 19, 2016.

Disclaimer: The following minutes constitute the author's understanding of the meeting. While 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 at <http://www.townhallstreams.com/locations/kittery-maine>.