

Town Manager Kendra Amaral thanked the Council for the opportunity to serve as the Town Manager. It is an exciting opportunity for her and the community. She thanked all the individuals involved in the interview process and felt the discussions were insightful. Through her research and experience, she has learned that Kittery is a Town committed to good education, strong financial management, responsible stewardship of natural resources, and that the community offers affordability and high quality for all residents. She will be learning more about the opportunities that face the Town and looks forward to working with all the various stakeholders to achieve the shared vision and goals expressed.

1. Call to Order

Chairperson Beers called the meeting to order at 7:02 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, Russell White, Kenneth Lemont, Judith Spiller, and Jeffrey Thomson.

5. Agenda Amendment and Adoption

Agenda was adopted, as presented.

6. Town Manager's Report

Interim Town Manager Granfield reviewed her written report.

**Interim Town Manager** – A brief overview of the Interim Town Manager's accomplishments were mentioned as stated in the Town Manager's report. Ms. Granfield added that it has been a pleasure to serve as the Interim Town Manager since March.

**Sewer Betterment Assessments** – Letters will be issued on or about November 1<sup>st</sup> to individuals that have not yet paid or agreed to a payment plan for their Sewer Betterment Assessment. The Town will begin accepting requests for mandatory deferral starting November 15<sup>th</sup>. All Assessments will be either paid or agreed into a payment plan by December 1<sup>st</sup>.

**Traffic** – As a result of various concerns regarding traffic, the Police Chief has assured that the department will address specific areas with enforcement and utilize the speed trailer. The department intends to purchase a pole-mounted radar that can collect data with remote access.

**Rice Public Library** – The Rice Public Library is in need of gently used bubble wrap while in transit for Minerva-Inter library loan.

**Neighborhood Network Information** – The Neighborhood Network offers a wide variety of assistance for seniors in York County communities. Information has been available on Channel

22 and will be linked on the Town's website.

**Channel 22** – The Kittery Community Center has been working to make space available for the station and will be soon requesting quotations for the space design.

**Cemetery Project** – An intern has begun working on consolidating and evaluating information collected regarding the cemeteries in Town.

**Swamp Fill on 236 Boatyard** – The complaints were researched pertaining to filling in the boatyard. It was determined the owner was in compliance with the DEP permit to fill, thus no charges were levied against the owner.

**8 Stevenson Road Issue** – The Sewer Department requested the contractor to regrade the water runoff from the driveway. The property owner was suggested to install grade stakes with ribbons.

Interim Town Manager Granfield reviewed additional items not included in her written report.

**Transition** – Council has been provided information regarding the transition to Town Manager Amaral, which includes the website and virtual Town Hall. People have found it difficult to access the site and Ms. Granfield suggested to move forward with the proposal since there is an upgraded system that addresses those issues.

**Elections** – The Town Clerk has been inundated with absentee ballots and will be open this Saturday, October 29<sup>th</sup> from 9:00 a.m. to 1:00 p.m.

Vice Chairperson Denault noted that the speed radar trailer costed about \$17,000 and can report data into Excel spreadsheet. Those reports can be provided to Council and would be helpful to understand the traffic issues.

Vice Chairperson Denault appreciated the report regarding the filling in the boatyard. He questioned whether there are remedies for the unforeseen circumstances when allowing fill.

Vice Chairperson Denault mentioned that loam was used to address the issue at 8 Stevenson Road and suggested it should be crushed gravel.

7. Acceptance of Previous Minutes

Special Meeting – September 13, 2016

Councilor Dennett abstained from review of the minutes due to his absence.  
The minutes were adopted, as presented.

Regular Meeting – October 12, 2016

The minutes were adopted, as presented.

8. Interviews for the Board of Appeals and Planning – None.

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

a. (100416-1) The Kittery Town Council moves to authorize to proceed with the Access Control System CIP funding, by selecting one of the three proposed options provided.

Chief David O'Brien explained in detail the bid received for the access control system improvements for four municipal buildings, which was authorized in the FY15 Capital Improvement Plan. The buildings are located at Gorges Road, Lewis Road, Town Hall, and the Department of Public Works campus. The bid received amounts to \$67,805 over two years, which is significantly less than the total project cost allocated. The request is to complete the entire job in the first year, which would exceed the one-year allocation by \$19,099.

Councilor Dennett asked what advantages the access control system provides versus a key system. Chief O'Brien explained the costs and security risks associated with using keys, especially in situations of unreturned keys. He provided a brief description of how the access control system operates and the benefits it provides.

Vice Chairperson Denault asked whether the system would be used for record keeping and accountability. Chief O'Brien replied that the system does have certain capabilities and the department intends to use the system to enhance security measures. He noted that the access cards are proximity based rather than swipe. The Police Department and Kittery Community Center currently use a similar system.

Interim Town Manager Granfield noted it is recommended to move forth with the one-year option. Three different funding options were presented and each of them is feasible. The former Finance Director was satisfied with all three options.

Councilor Dennett preferred the funds be utilized from the unencumbered surplus.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO AUTHORIZE PROJECT MANAGER, CHIEF O'BRIEN, TO PROCEED WITH THE ACCESS CONTROL SYSTEM IN THE AMOUNT OF \$67,805 TOTAL PURCHASE TO COMPLETE THE PROJECT DURING FY2017 WITH THE COUNCIL REVIEWING THE THREE FUNDING OPTIONS PRESENTED IN THE SPRING SEASON AFTER REVIEW OF THE FY2017 BUDGET, SECONDED BY VICE CHAIRPERSON DENAULT.**

Councilor Dennett requested the motion indicate to be directed to the purchasing agent to proceed with the advice of the project manager.

**THE MOTION PASSED, AS AMENDED, BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

b. (100416-2) The Kittery Town Council moves to approve the acceptance of High Point Circle as a public road.

Town Planner DiMatteo provided a brief description of the background and request for Council to accept a private street located south of the terminus of Kittree Lane as a public street and include it as part of the existing public street Highpoint Circle. The changes in ownership of the properties of Kittree Lane and Highpoint Circle were explained in detail, which has attributed to the legal and logistical complications of the existing situation. The request to Council intends to alleviate confusion and address various concerns identified by the property owners in the area.

Commissioner Rich explained it was the Department of Public Works' recommendation that upon acceptance, the entire Right-of-Way should meet the 60-foot width with a five-foot shoulder. He explained how the roadway does not meet the current standards and that the

acceptance be considered at a time when the budget can accommodate the manpower and materials necessary to maintain additional public roadway.

Commissioner Rich confirmed to Vice Chairperson Denault that there were exceptions granted by the Planning Board for a three-foot shoulder, but no waiver was submitted. The recommendation from DPW at the time was for a five-foot shoulder to accommodate a future sidewalk.

Commissioner Rich replied to Vice Chairperson Denault's question that without regard to the current budget, the acceptance could be supported if the Right-of-Way was 60 feet wide with no requirement for a sidewalk given the 3-foot shoulder. He noted that the Commissioner did not favorably recommend the Planning Board's decision in 2008 for the extension.

Chairperson Beers questioned how the connection was approved with more than one street name. Mr. DiMatteo believed the original intent was not to connect the roadways. That intent may have been lost when consideration was had for safety concerns. Chairperson Beers noted that the Code indicates that when two roadways are connected, only one street name would be had regardless of whether the roadways are public or private. Mr. DiMatteo concurred.

Councilor White provided further background on what and how the complexities arose for the Planning Board after the decision was made in 2008. The primary concern for the area is in regard for public safety given the confusing addresses. He encouraged that the entire neighborhood be evaluated for E-911 compliance. He would support expanding the Right-of-Way before acceptance with consideration for the issues identified by the residents and for potential budget constraints.

Vice Chairperson Denault felt there are several other roads that pose similar safety concerns. He did not see much support for changing the name designation, but encouraged that further discussion be had amongst the property owners and staff to isolate the problem that needs to be addressed.

Mary-Ellen Ciali, 10 Kittree Lane

Ms. Ciali noted that she has not signed the street naming application as a requester or abutter and there is no intention to include them in the endeavor. She expressed the concern that if the acceptance occurs, it would leave only her home in that area with the name Kittree Lane. The other addresses with Kittree Lane are not nearby, which would still create confusion. Also, Kittree Lane is small and consideration should be had for alternative locations for snow storage and the amount of traffic that will be generated from the new proposed development.

Ms. Ciali replied to Chairperson Beers that her house is located on the private side of Kittree Lane and she was a resident before the development occurred. Mr. DiMatteo further clarified which sections of the roadway were accepted as a public roadway and when that occurred. Chairperson Beers stated the consideration is that if the new development section is accepted as a public road, the public maintenance service would stop at the property line in front of Ms. Ciali's house. Mr. DiMatteo noted that the current proposal is to add a minimal amount past the current legal extent of Kittree Lane to enhance the function of a turnaround. He stated that Ms. Ciali's property straddles the current line where the asphalt stops and gravel begins. The proposed extension would extend roughly 50 feet.

Councilor Thomson felt the request should have reached full consensus prior to request from the

Council. He suggested that the property owners and Planning Board or staff devise a proposal that makes sense for all and move forward with that. Chairperson Beers concurred.

Councilor White understood why the request was submitted given the history.

Chairperson Beers stated that he concurred with the Commissioner that in order to be accepted, it would need to meet current standards and to made effective with the next fiscal year budget.

Councilor Dennett stated that no action could be taken on the application due to the statements made by the Commissioner and since the petition was not signed by all the property owners.

Councilor Spiller deferred to the Commissioner's statement and emphasized the concerns raised for safety.

Chairperson Beers suggested that the item be concluded. He replied to Councilor Lemont that a forward action plan is not in the purview of the Council and suggested administration be responsible for monitoring those activities.

10. PUBLIC HEARINGS – None.

11. DISCUSSION

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

Richard Sparkowich, 22-24 Old Farm Road

Mr. Sparkowicz stated that the most recent petition package for the acceptance of the roadway was not submitted. He asked to present a set of photographs that could help to alleviate the confusion.

Chairperson Beers replied that the Council was not in possession of a complete application and no further discussion could change the deliberations had. He noted that staff would need to present a revised application for the Council to proceed with further discussion.

Susan Emery

Ms. Emery introduced herself as the co-Chair of the Kittery Adopt-A-Road program. She invited all to celebrate the 20<sup>th</sup> anniversary of the program on November 9<sup>th</sup> from 5:00 p.m. to 7:00 pm at the Kittery Community Center. This was a program that is part of the Conservation Commission and accepted by the Town Council about twenty years ago.

Joseph Gasbarro, 11 Highpointe Circle

Mr. Gasbarro stated he is one of the two owners for the Right-of-Way previously discussed. He felt that Ms. Ciali should be included in the new street name. Street signs would help to alleviate confusion.

Marissa Day, 9 Main St Unit 3

Ms. Day provided a brief description of a project focused on both the traffic congestion and current land use at the Route 1 mall outlets area, which is currently in a preliminary phase of research and observation. The effort is facilitated by herself as part of her graduate school program at UNH. She requested a focus group discussion with Council at the next regular meeting.

- b. Response to public comment directed to a particular Councilor – None.
- c. Chairperson's response to public comments

Mr. Gasbarro – The issue raised is not within the Council's purview and will be presumably addressed by staff.

Ms. Day – The request should be deferred to the next regular meeting with the newly appointed Council.

12. UNFINISHED BUSINESS – None.

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition – None.
- b. (100416-3) The Kittery Town Council moves to approve the disbursement warrants.

Town accounts payable of \$133,748.49.

Sewer account payable of \$41,078.02.

School accounts payable of \$176,102.48.

Total of all disbursement warrants of \$350,928.99.

Councilor Lemont stated that the School warrants are in order. Councilor Dennett stated that the Town and Sewer warrants are in order.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO APPROVE THE DISBURSEMENT WARRANTS, SECONDED BY COUNCILOR THOMSON. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 7/0/0.**

c. (100416-4) The Kittery Town Council moves to approve an application from Central Maine Power and Fairpoint NH for a pole permit to replace one pole starting at Box 43.4 Roseberry Lane in a northerly direction a distance of 145'.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO APPROVE AN APPLICATION FROM CENTRAL MAINE POWER AND FAIRPOINT NH FOR A POLE PERMIT TO REPLACE ONE POLE STARTING AT BOX 43.4 ROSEBERRY LANE IN A NORTHERLY DIRECTION A DISTANCE OF 145', SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

d. (100416-5) The Kittery Town Council moves to approve an application from FairPoint Communications-NNE and Central Maine Power Company for a pole permit to replace one pole 1753/3 and two existing poles 1743/4 and 1743/2 located on Gray Lodge Road.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO APPROVE AN APPLICATION FROM FAIRPOINT COMMUNICATIONS-NNE AND CENTRAL MAINE POWER COMPANY FOR A POLE PERMIT TO REPLACE ONE POLE 1753/3 AND TWO EXISTING POLES 1743/4 AND 1743/2 LOCATED ON GRAY LODGE ROAD, SECONDED BY COUNCILOR THOMSON. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

e. (100416-6) The Kittery Town Council moves to approve an application from FairPoint Communications-NNE and Central Maine Power for a pole permit to replace one pole 227/3.5 and two existing poles 227/3 and 227/4 located on Picott Road.

**A MOTION WAS MADE BY COUNCILOR WHITE TO APPROVE AN APPLICATION FROM FAIRPOINT COMMUNICATIONS-NNE AND CENTRAL MAINE POWER FOR A POLE PERMIT TO REPLACE ONE POLE 227/3.5 AND TWO EXISTING POLES 227/3 AND 227/4 LOCATED ON PICOTT ROAD, SECONDED BY COUNCILOR THOMSON. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

f. (100416-7) The Kittery Town Council moves to appoint a representative to meet with a member of the Mary Safford Wildes Trust to interview A. David Mann for his re-appointment to that board until 12/31/19.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-APPOINT DAVID MANN TO THE MARY SAFFORD WILDES TRUST BOARD UNTIL 12/31/19 WITHOUT THE BENEFIT OF AN INTERVIEW, SECONDED BY VICE CHAIRPERSON DENAULT.**

Councilor Dennett noted that Mr. Mann's term expired in February and questioned whether current procedures should allow for re-appointment in this situation. Chairperson Beers suggested that change in the procedures could be incorporated into the forthcoming Title 4 revisions.

**THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

g. (100416-8) The Kittery Town Council moves to authorize ReVision Energy to put 18" x 24" lawn signs on public property in the Town of Kittery to promote the Solarize Seacoast Maine Campaign that runs from August 2016 through December 2016.

**A MOTION WAS MADE BY COUNCILOR SPILLER TO AUTHORIZE REVISION ENERGY TO PUT 18" X 24" LAWN SIGNS ON PUBLIC PROPERTY IN THE TOWN OF KITTERY TO PROMOTE THE SOLARIZE SEACOAST MAINE CAMPAIGN THAT RUNS FROM AUGUST 2016 THROUGH DECEMBER 2016, SECONDED BY COUNCILOR WHITE.**

Chairperson Beers noted that typically this type of request would include a time period, location, and number of signs to be placed. Interim Town Manager Granfield stated no further information was received.

Councilor Thomson expressed concerns for signs placed on public ways and could not support the vote. Councilor Dennett echoed Councilor Thomson's statement and stated his opposition to the motion.

Councilor White stated his support for the motion to include a provision for removal of the signage and a limitation for the number of signs. He mentioned the various benefits that the program offers to communities.

Vice Chairperson Denault stated he could support the motion if the request was further defined.

Thus, he stated in opposition of the motion.

Chairperson Beers felt it is not in the purview of the Council to designate the number and duration of requested signage.

**THE MOTION FAILED TO PASS BY A ROLL CALL VOTE 1/6/0, WITH VICE CHAIRPERSON DENAULT, COUNCILORS THOMSON, LEMONT, SPILLER, DENNETT, AND CHAIRPERSON BEERS OPPOSED.**

h. (100416-9) The Kittery Town Council moves to rescind the 2011 Memorandum of Understanding between the Town and the Kittery Port Authority.

**A MOTION WAS MADE BY VICE CHAIRPERSON DENAULT TO RESCIND THE 2011 MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN AND THE KITTERY PORT AUTHORITY, SECONDED BY COUNCILOR LEMONT.**

Chairperson Beers explained that the request was based on the Port Authority's review and actions. Councilor Thomson felt Town Manager Amaral should review the matter given the general dynamic between the Town and the Port Authority and the original purpose of the 2011 MOU.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO POSTPONE ANY ACTION ON THE 2011 MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN AND THE KITTERY PORT AUTHORITY UNTIL THE TOWN MANAGER HAS CONDUCTED A REVIEW AND PROVIDES A RECOMMENDATION FOR FURTHER ACTION, SECONDED BY COUNCILOR SPILLER.**

Councilor Dennett stated no objection to the postponement and hoped that a representative from the Port Authority be present for any further considerations from Council.

Councilor White stated that the request should also include the purpose for the agreement and the financial ramifications. He believed the intention was to develop a transient facility, yet now the lobsterman pier was replaced by the Frisbee pier leaving several individuals dissatisfied.

**THE MOTION TO POSTPONE PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

i. (100416-10) The Kittery Town Council moves to schedule a public hearing on November 14, 2016 on a multi-year contract with MSDSONline.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO SCHEDULE A PUBLIC HEARING ON NOVEMBER 14, 2016 ON A MULTI-YEAR CONTRACT WITH MSDSONLINE, SECONDED BY COUNCILOR SPILLER.**

Councilor Dennett stated no objections to the motion and asked that further information be provided for the public hearing.

**THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

j. (100416-11) The Kittery Town Council moves to appoint George Dow to the Parks Commission as an associate member until 12/31/19.

**A MOTION WAS MADE BY COUNCILOR DENNETT TO APPOINT GEORGE DOW**



**TO THE PARKS COMMISSION AS AN ASSOCIATE MEMBER UNTIL 12/31/19, SECONDED BY CHAIRPERSON BEERS. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

k. (100416-12) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Parks Commission to interview Kristina DeMarco for her re-appointment to that board until 12/31/19.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-APPOINT KRISTINA DEMARCO TO THE PARKS COMMISSION UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY CHAIRPERSON BEERS. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

Councilor Dennett noted that the previous appointment for both Kristina DeMarco and Denise Payne have already expired.

**THE MOTION PASSED BY A UANIMOUS ROLL CALL VOTE 7/0/0.**

l. (100416-13) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Parks Commission to interview Denise Payne for her re-appointment to that board until 12/31/19.

**A MOTION WAS MADE BY COUNCILOR THOMSON TO RE-APPOINT DENISE PAYNE TO THE PARKS COMMISSION UNTIL 12/31/19 WITHOUT BENEFIT OF AN INTERVIEW, SECONDED BY CHAIRPERSON BEERS. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

m. (100416-14) The Kittery Town Council moves to discuss the 2015 Sewer Project Easements.

Councilor Dennett requested further clarification regarding the three properties that were subject to betterment fees and later granted an easement from the Town. He recently discovered in the warrants that the properties were to receive monies from the Town for a total amount of \$17,200. He questioned why the Council was not informed for this payment.

Interim Town Manager Granfield noted it was submitted by the Superintendent of Wastewater Treatment based on an agreement made in 2014. That agreement indicated the fees would be returned to the property owners and processed through the warrant. She stated she did not find any additional information on the matter.

Councilor Dennett clarified that fees were waived for a particular property, if the property owner granted an easement. That was granted and thus, the connection fees were waived. However, it appears that the fees are being paid. Chairperson Beers understood that the total amount mentioned can be credited towards any combination of connection where applicable. That was the compensation understood and no payment would be had.

Vice Chairperson Denault believed the Town Attorney was involved and suggested that further clarification be provided from the Town Attorney.

Councilor Dennett replied to Councilor Thomson that the checks written and currently on hold each amounted to: \$6,400 for the Dennett property; \$6,400 to the Gerasin property; and \$4,400

to the Seaward property. Councilor Thomson suggested that further clarification be provided and copies of the notarized easements be reviewed. The Council reached consensus to seek further information from the Town Attorney and continue to hold the checks.

n. (100416-15) The Kittery Town Council moves to authorize the Dance Annex Studio to post 8 promotional lawn signs (18"x24") at various locations throughout town the beginning of November through November 27th to promote their upcoming ballet production.

**A MOTION WAS MADE BY COUNCILOR BEERS TO AUTHORIZE THE DANCE ANNEX STUDIO TO POST 8 PROMOTIONAL LAWN SIGNS (18"X24") AT VARIOUS LOCATIONS THROUGHOUT TOWN THE BEGINNING OF NOVEMBER THROUGH NOVEMBER 27TH TO PROMOTE THEIR UPCOMING BALLET PRODUCTION, SECONDED BY COUNCILOR WHITE.**

Vice Chairperson Denault requested that the signs not be placed in Memorial Circle.

Councilor Thomson stated his support for the activity, but does not support signage in public ways. He suggested alternative locations that signage could be placed.

Councilor Dennett noted that although the event benefits the Kittery Community Center, it is to be placed in a public way. He stated in opposition of the motion.

Councilor Spiller stated in opposition of the motion and encouraged further discussion regarding signage.

Councilor White felt that the necessary information was presented and would be posted in accordance with the ordinance. If a problem arises, then perhaps the sign ordinance should be revised.

Vice Chairperson Denault felt the necessary information was provided and supports a local event. He suggested that there be further review of the signage ordinance.

Councilor Lemont stated his opposition to the motion to be consistent with previous statements made.

**THE MOTION FAILED TO PASS BY A ROLL CALL VOTE 3/4/0, WITH COUNCILORS THOMSON, SPILLER, DENNETT, AND LEMONT OPPOSED.**

#### **14. COUNCILOR ISSUES OR COMMENTS**

Councilor Thomson noted a recent observation that several cars and trucks are dumping at the Resource Recovery Center that do not possess a sticker. He suggested that the issue be revisited and that Traip Academy students could provide support for the matter by raising awareness about obtaining a sticker.

Councilor Thomson raised concerns regarding the survey that was sent out by the Rice Public Library and felt that it included a biased question and was not anonymous.

Councilor Spiller mentioned that there was a minimal amount of litter picked up at the annual Coastal Cleanup at Seapoint Beach, with the exception for zip ties. She suggested to work with the Port Authority to encourage lobstermen to be careful disposing of zip ties.

Vice Chairperson Denault noted that the Maine DoT will soon move forward with beginning construction at Memorial Circle and expressed concerns for a potential safety issue.

Vice Chairperson Denault requested an update regarding the traffic light on Rte. 236.

Vice Chairperson Denault recognized the names of those that have recently passed as follows:

- Ruth C. Corvey
- Ruby Bishop
- Frank “Papa” Blackett
- Rochelle Davenport
- Kristini “Tina” Emard
- Jeanne M. Gunderson
- Maureen Healy Hankin
- Mark Taylor Pilgrim
- Richard Plomondon Sr.
- Fula Pouliopoulos
- Norma Madeline Quinty
- Donald Zimmerman
- Leonard Moreau

Vice Chairperson Denault received complaints regarding signage that have gone missing, stepped on, or bent.

Vice Chairperson Denault asked if the chairs in Council Chambers can be replaced.

Vice Chairperson Denault welcomed Town Manager Amaral.

Chairperson Beers commended Interim Town Manager Granfield for her contribution and accomplishments.

## 15. COMMITTEE AND OTHER REPORTS

### a. Communications from the Chairperson

The Council will have a workshop on Monday, October 31<sup>st</sup> at 6:00 p.m. to discuss the Athletic Fields Master Plan.

There are possibly two additional hearing requests for sewer Assessments and it will be determined whether or not they can be heard in the regular meeting on November 28, 2016.

### b. Committee Reports

The Comprehensive Plan Update Committee will be holding a public forum on November 3<sup>rd</sup> from 6:00 p.m. to 8:00 p.m. at the STAR Theatre to present the draft implementation plan for the Comprehensive Plan 2015-2025.

## 16. EXECUTIVE SESSION

a. (100416-14) The Kittery Town Council moves to go in to executive session with the Town Manager and Carol Granfield in accordance with M.R.S. §405 (6) (C) to discuss a land

acquisition.

**A MOTION WAS MADE BY COUNCILOR DENNETT TO GO IN TO EXECUTIVE SESSION AT 8:58 P.M. WITH THE TOWN MANAGER AND CAROL GRANFIELD IN ACCORDANCE WITH M.R.S. §405 (6) (C) TO DISCUSS A LAND ACQUISITION, SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**A MOTION WAS MADE BY COUNCILOR THOMSON TO COME OUT OF EXECUTIVE SESSION AT 9:13 P.M., SECONDED BY VICE CHAIRPERSON DENAULT. THE MOTION PASSED BY A UNANIMOUS ROLL CALL VOTE 7/0/0.**

**17. ADJOURNMENT**

**A MOTION WAS MADE BY COUNCILOR THOMSON TO ADJOURN THE MEETING AT 9:14 P.M., SECONDED BY COUNCILOR SPILLER. THE MOTION PASSED BY A UNANIMOUS VOICE VOTE 7/0/0.**

Submitted by Marissa Day, Minutes Recorder, on November 7, 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>.*