

## **Kittery Water District – Board of Trustees Meeting – June 3, 2020 (via Zoom)**

Meeting held via Zoom and called to order at 7:30 a.m. Members in attendance: Trustees Caroline Rose, Julia O'Connell, James Golter and Supt. Mike Rogers. Members of the public in attendance: Garvin McCurdy, Bob Shepherd, Brian Rodonets, Cole Melendy, Phil MacDonald, Ed Hennessy, Dana Lee, Richard Donhauser, and Judy Spiller. Mission statement read.

**Agenda reviewed-** and adopted unanimously.

**Secretary's report-** Minutes from May 27, 2020 were read and accepted with minor changes.

**Treasurer's report –** Financial and submitted bills were read by Supt. Rogers and checked by Trustee Rose. Trustee Golter moves to pay bills and Trustee Rose seconds. Roll call. Three in the affirmative, motion passes. Trustee O'Connell will sign checks today.

**Discussion with Town of Eliot TIF Committee about the proposed water main extension on Rte 236.** Town of Eliot TIF committee is requesting assistance for project from KWD to off-set project expense. They are also questioning the need for a 16" pipe instead of the calculated 12" pipe and raise the question of water quality issues if the new main delivers more water than is likely to be used in a reasonable amount of time (requesting disclaimer on plan from KWD acknowledging potential for increased disinfection byproducts) Funding for the water main expansion will need to be approved by Eliot voters. The Eliot TIF committee is not asking for a decision from KWD yet and is open to considering any ideas that could help. We will revisit this again in a few weeks.

**Monthly Revenue from Portsmouth Naval Shipyard** reviewed – Revenue for the month of May is below the 5 year average and PNS had the lowest month of May water consumption in 5 years. Trustee Rose requests that we look back at "crisis numbers" budget sheet created this year in response to the Pandemic- to gauge any possible effect from lost revenue.

### **Open Discussion-**

- \* Mike Dunn, CPA of Ouellette & Associates will be meeting with the Board of Trustees today at 9:15 to review the financial report.
- \* Supt. Rogers requests that Guy Hodgdon represent KWD as a Director on the Board of the Southern Maine Regional Water Council from Jan 1, 2020 through December 31, 2020. Trustee Golter moves to approve. Trustee O'Connell seconds. Roll call. Three in the affirmative, motion passes.
- \* Trustee Rose responds to request from Brian Rodonets to read his letter into the minutes.
- \* The Maine Municipal Bond Bank loan documents were discussed. The loan for Phase 1 of the Hatch Filtration Plant renovations for Phase 1 is converting from short-term to long-term financing and requires Trustee signatures. The document should arrive in the next week. The Phase 2 upgrade is not included in this loan (ie. clear well valve replacement) Trustee O'Connell requests information from Supt. Rogers on how much of this year's projects are covered by the loan, and estimated costs of future Phase 2 upgrade.
- \* Trustee Rose observed KWD workers in a company truck not wearing masks. Trustee Rose made a motion to update the Pandemic Protocols to require that all KWD personnel wear masks when in a vehicle with another worker and to observe social distancing whenever possible outside the truck. Trustee Golter seconds. Roll call. Three in the affirmative, motion passes.
- \* Supt. Rogers requests \$389 for a new four-drawer letter size HON filing cabinet for tech manager, Guy

Hodgdon. Trustee Golter moves to approve the expense. O'Connell seconds. Roll call. Three in the affirmative, motion passes.

\* Trustee training opportunities. Trustee Rose asks if MRWA director Kirsten Hebert will be charging for her educational services. Trustee Golter states that a trustee handbook should be written.

\* Supt. Rogers states that he is contacting the following foresters to give half hour presentations to the board- Brian Reader, Charles Moreno, Rick Jones and Jay Braunscheidel.

\* Progress report on water main crossing I-95. Supt. Rogers reports that Blood Hound Locating services will mark underground infrastructure at a cost of \$700 in preparation for future soil borings for I-95 water main crossing in York.

\* G. McCurdy thanked the district for requiring the use of masks. Shipyard is building a new dry dock, which could increase demand for water. They may also build a water tower and water supply line for redundancy. They predict increased water demand for 2023. He suggested that the new water tower could dechlorinate the stored water to prevent issues with fire suppression. He was happy to see the board being kind to each other.

Next Board of Trustees meeting is scheduled for Wednesday- June 10 at 7:30 a.m. (via Zoom)

Meeting adjourned at 9:03 a.m.

Respectfully submitted, Julia O'Connell, clerk



Disclaimer: The preceding 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 to be a verbatim transcript of comments at the meeting, but as a summary of the discussion and actions that took place.