

Kittery Water District – Board of Trustees Meeting – September 2, 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, Chris Rubin, William St. Laurent, Jen Brewer, Jen Thayer, Jenny Freeman, Suzanne Sayer, Bob Sheppard, Linda Johnson, Bonnie Rogers, Julie Perrault, and Guy Hodgdon. Mission statement read.

Agenda reviewed- and approved unanimously.

Secretary's report - Minutes from August 12, 2020 were read and accepted with minor corrections. Minutes of from August 26, 2020 were read and accepted.

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

Supt. Report – Project updates- Harris and Pinkham Ave water main replacements are 99% completed. #1 and #3 Parko valves at Hatch Filtration Plant have been rewired by Express Electric and Stronkus. (#2 has already been done) Ceiling tiles have been installed. Mendum Ave. water main replacement has not been started because new services and repair work are being done.

Section 6 of the 2020 Master Plan discussed. Reviewed Supt. Rogers red line edits of Section Six indicating completed work. Edits will be sent to Wright-Pierce. Trustee Rose will also send edits directly to Wright-Pierce. A proposed workshop to address Phase II financials will be set for November 2020 to address feasibility of costs. We will continue discussion of Section 6 next week.

Website design concerns will be discussed again September 16, 2020 under open discussion. Questions to resolve are: How do we tailor it for ease of customer use and create a user friendly experience. What specific content do we want to include on the home page. etc. How do we engage customers in a call to action? What web designers shall we consider; Solid Construction Pro, Portland Water Company's, After Five by Design. Do we redesign the whole webpage or upgrade the existing page?

PFAS Update- Trustee O'Connell reports that there are no State of Maine thresholds and that legislation is pending, at which point we can reevaluate. She is awaiting a response from the State and will forward that email to the trustees when it arrives.

Union meeting preparation discussed. A request is made to reschedule the initial meetings due to the unavailability of all Trustees for the week of September 14, 2020. It is unknown if the meetings will be held via Zoom or in person or what the specifics of the meetings will be. Trustee O'Connell suggests that it may be a practical step to hire legal counsel to negotiate this contract on behalf of the KWD since it has significant financial consequences, and there is no expertise on the current board to do so. Trustee O'Connell was asked last week to research legal counsel opportunities. Discussion will continue next week. It appears there is a conflict of interest that the Supt. is married to an employee that he supervises that could benefit from contract negotiations and he may need to recuse himself.

Invoice Cloud Linda Johnson, Office manager, proposes that we add invoice cloud as an electronic invoicing service. Questions to answer are as follows; What is our present capacity for online invoicing? What are our fees for present service? What are all of the fees associated with invoice cloud? What other systems can we look at besides invoice cloud? What are their fees? What is the cost benefit

analysis of staff time? How does invoice cloud interface with our website? What are the benefits to Kittery Water District customers?

Open Discussion What is the total amount of water that was transferred from Upper Folly Reservoir (KWD) to Chase's Pond (YWD)? Approximately 40 million gallons over 10- day time span. A vacuum leak was detected in the siphon line and will need to be repaired before siphon is used again. I-95 engineering plan from Brierly Assoc. has not been completed yet.

Public comment Garvin McCurdy states that the VFD is important and would like contact info for Whitney and Patel. While it is wise not to invest in testing for PFAS and PFOS at this time it is clear that they may occur in dust and he suggests that we test any water that we may receive from the north ie. YWD. He requests more information about the water/wastewater class at Traip on Sept. 24, 2020 and would like to know what the priorities for upgrading our plant are for 2021. Response given; Parko valves and VFD pump #1. Traip will offer wastewater/water career night via Zoom. The presenters are listed as local drinking water career professionals. Linda Johnson clarifies that "invoice cloud" is a billing system, and is not the storage system icloud. Suzanne Sayer updates us about Covid-19 outbreak in Maine. The latest tally from the Millinocket wedding are 130 positive cases stretching into York County. Garvin thanks the board for their work.

Meeting adjourned at 9:09 a.m. Next BOT meeting will be held Sept. 9, 2020 at 7:30 a.m. via Zoom.

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.