

Kittery Water District – Board of Trustees Meeting – October 14, 2020 (via Zoom)

Meeting held via Zoom and called to order at 7:32 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, Bob Sheppard, Suzanne Sayer, Shara Geiger, Jenny Freeman, Linda Johnson, Bonnie Rogers, and Julie Perrault. Mission statement read.

Agenda reviewed- and approved unanimously.

Secretary's report - Executive Session minutes from October 6, 2020 were read and accepted. Minutes from October 7, 2020 were read and accepted with minor corrections.

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

Superintendent's Report- The first part of Mendum Ave has been completed and is being prepped for town of Kittery to hot top. Water main leak located on Spring Lane in Eliot has been repaired. Hot topping and seeding of the loam needs to be completed. Presque Isle will contact KWD if MXU's are available; if they decide to replace them. Extreme drought designation has been documented for our area as of October 8, 2020.

Reservoir levels as of October 13, 2020- Boulter Pond down 3' Middle Pond down 11' 9" Upper Folly down 4' 10" Bell Marsh Reservoir down 10' 5" Normally we do not draw water from Bell Marsh. Water from Bell Marsh is currently feeding into Boulter Pond to maintain Boulter Pond's level. Folly Pond has been opened to fill Middle Pond.

Covid-19 Protocol reviewed- Written Covid protocols were received from YWD and MRWA. All trustees support prescreening and mask mandate signage. Trustees will review information and discuss further at the next BOT meeting.

Newsletter discussed- Trustee Rose will add language that includes information about voting ID requirements, hours of election and window access at office.

Executive Sessions- Trustee Rose moves to go into Executive Session on Tuesday, October 20, 2020 at 8 a.m. pursuant to Chapter 1 MRSA 405 Section(6)(E) to meet with Superintendent, the Board of Trustees and legal counsel Tom Trenholm. Trustee O'Connell seconds. Roll call three in the affirmative, motion passes. Trustee Rose moves to go into Executive Session on Thursday, October 22, 2020 at 8 a.m. pursuant to Chapter 1 MRSA 405 Section (6)(E). Trustee O'Connell seconds. Roll call, three in the affirmative, motion passes.

Training Request reviewed- Trustee Golter moves to approve request for Mark Rouillard to attend training class, "Creating Good SOP's for O&M Manuals," on October 27, 2020 via Zoom for the sum of \$40. Trustee O'Connell seconds. Roll call, three in the affirmative, motion passes.

Monthly Operations Report reviewed- Increased use of sodium permanganate to mask taste and odor issues was noted. Superintendent Rogers will correct the typo stating that the generator ran over 1000 hours during the month of September.

Quote from Williamson Pump and Motor to evaluate Pump #2 reviewed.- Wright Pierce engineer, Dan Flaig, recommends that we repair bearings so that the warranty on our new motor is not voided.

Trustee Rose moves to accept the estimate. Trustee Golter seconds. Roll call, three in the affirmative, motion passes.

Open Discussion- Financial consultant Kevin Sutherland has met with Trustee Golter and will be contacted to ~~make~~ present his findings at the October 21, 2020 BOT meeting at 8 a.m. (re: best financial decision for use of State Rd. property.) We are still waiting to hear from the Maine Turnpike Authority for the I-95 crossing. Henniker Directional Drilling has been contacted and the project may need to be scheduled for next year.

Public Comment - Suzanne Sayer asks why there is not a link from the Kittery town website to KWD. She also would like to know why Superintendent Rogers has municipal plates on his truck and what the standard work hours are for KWD employees that would explain 30 hours of overtime. Trustee Rose will check with the town of Kittery about links on their website to KWD.

With no further business appearing before it, this Board of Trustees meeting is adjourned at 8:57 a.m.

Our next BOT meeting will be held on Wednesday, October 21, 2020 at 7:30 a.m. via Zoom.

Respectfully submitted,

Julia O'Connell, clerk

A handwritten signature in cursive script that reads "Julia O'Connell". The signature is written in black ink and is positioned to the right of the typed name "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.