

Kittery Water District – Board of Trustees Meeting – January 7, 2021 (via Zoom)

Meeting held via Zoom and called to order at 7:31 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, Pete Henderson, Bob Sheppard, Guy Hodgdon, Suzanne Sayer, Shara Geiger, Rep. Kristi Mathieson, William St. Laurent, John Perry, Julie Perrault, Bonnie Rogers, and Linda Johnson. Mission Statement read.

Agenda approved as written with two additions.

Secretary's report – Minutes from the BOT meeting on December 30, 2020 were approved with minor corrections.

Treasurer's report – Submitted bills were read by Supt. Rogers and checked by Trustee Rose. Trustee Rose moved to pay bills. Seconded by Trustee O'Connell. Trustee Golter will sign checks today.

Superintendent's Report Supt. Rogers was involved in a single vehicle accident when he backed the K-1 truck into an aluminum post. He has offered to pay the insurance deductible as it was his fault and the second accident in less than a year. We are awaiting an estimate from Ben's Auto. Mapping GPS coordinates of State Rd. has been completed and Ox Point Rd. will be done on Friday. A written quote from Larry Mills of Williamson Pump and Motor has been received. The estimated total cost of replacing pump #2 is \$22,960 over a projected four days to install. Monies will be refunded for less time spent. There is a 7-9 week lead time. KWD engineer, Dan Flaig, has offered to evaluate suction and cavitation specs. Trustee Rose makes a motion to approve the expense pending engineering evaluation. Trustee O'Connell seconds. Roll call, three in the affirmative, motion passes.

Registrar selection. Trustee Rose moved to hire Maryann Place to serve as the registrar for the January 26, 2021 runoff election. Trustee O'Connell seconds. Roll call, three in the affirmative, motion passes. Trustee O'Connell will contact Maryann Place and find out what dates she will be available for a Zoom meeting with the BOT and adequate public notice will be given.

Union Contract – Trustee Rose motions that we ratify the IBEW Union contract. Seconded by Trustee Golter. Roll call, three in the affirmative, motion passes. President of the BOT, Trustee Rose, will sign the document and a copy will be kept on file.

Charter Update- Rep. Mathieson reports that she will need to submit information to the Revisors Office today to allow them time to write a bill for us. The GPS information for district boundaries can be added later. Boundaries of the District need to be established to define the eligible voter area. It was decided that all legal voters in Kittery and the portions of Eliot and York served by the water district will be delineated with an additional 250 foot buffer beyond established infrastructure. We will include language establishing that we would like five Trustees whose qualifications are that they be required to live in the District, are legal voters and are not a municipally elected official. Rep. Mathieson will find out if we need to include our watershed and water sources in the District boundaries to protect our assets. The District wants to be able to enter into contracts and purchase water from other water districts. All of our water sources are surface and we would like to add that ground water sources from within District boundaries be included. Mail in absentee ballots will be added. A seat vacated before the end of a Trustee's term will follow provisions of our old charter to fill. In the event of a tie vote there will be a runoff election between the original candidates within 6 weeks, with 30 days advance public notice. Rep. Mathieson will send all info to all Trustees and Trustee O'Connell will serve as a point

person for the Revisor's Office per their request that we provide that and she will copy trustees on any communication received. Rep Michele Meyer and Senator Mark Lawrence have agreed to cosponsor the bill.

PNSY revenue reviewed. Overall revenue is down (25%) for 2020 as compared to 2019 and we will be basing our 2021 budget on 2020 revenues.

Covid-19 update-Trustee O'Connell reports that the State of Maine CDC schedule for vaccinating "essential workers" (ie. our plant operators) could begin in February 2021. Supt. Rogers will survey employees to find out who is willing to get vaccinated and if not, why not. No employee is presently out for Covid related reasons. Supt. Rogers suggests purchasing an electrostatic sprayer to disinfect the office and trucks. Approximate price is \$600 for the sprayer and \$100/gallon disinfectant. Trustee O'Connell will check with Maine CDC for guidance on the effectiveness and the need for this protocol.

Employment agreement for Supt. Rogers discussed- Supt. Rogers hired his personal attorney to draft an employment contract. Trustee Rose motions to seek legal counsel, Tom Trenholm of Woodsum and Drummond, to review the employment agreement. Trustee O'Connell seconds. Roll call, three in the affirmative, motion passes.

Qualified Plumber List- Trustee Golter will distribute to the Trustees a list of qualified plumbers for the District.

Open Discussion-Trustee O'Connell states that a yearly annual written review is advisable for our sole employee Supt. Rogers. Legal counsel will be contacted concerning this. The Portsmouth Herald had an letter to the editor on January 6, 2021 recognizing the good work of the District. We are still waiting for an update from the Maine Turnpike Authority about the I-95 crossing. A gate spontaneously broke in our watershed and will need to be welded. Trustees will submit their bios including education and experience to IT Guy Hodgdon to be placed on our website. Advertising for the upcoming election has been seen at local Post Offices, and the Rice Library newsletter.

Public Comment- Garvin McCurdy says he saw the letter in the Portsmouth Herald that recognized the work of Supt. Rogers to provide installation of water service to a customer's home. He states that vehicle ventilation can be achieved by using existing air circulation technology that exhausts old air and refreshes it. Suzanne Sayer would like Supt. Rogers to be the point person for the charter. She wants to know what type of water test costs \$15? (answ. Total coliform) Linda Johnson thanks us for scheduling the BOT meeting today.

Meeting adjourned at 9:25 a.m.

The next BOT meeting will be held Wednesday, January 13, 2021 at 7L: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 verbal transcript of comments at the meeting, but as a summary of the discussion and actions that took place.