

Kittery Water District – Board of Trustees Meeting – February 17, 2021 (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; and five KWD employees attended. Mission Statement read.

Agenda approved as written.

Secretary’s report –Minutes from the Board of Trustees meeting on Wednesday, February 3, 2021 were read and approved with minor corrections. Minutes from the Board of Trustees meeting on Wednesday, February 10, 2021 were approved with minor corrections. Minutes from the February 12, 2021 Executive Session were approved with one minor correction.

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

Superintendent’s Report- none given.

Charter Update- The liaison from the Office of Policy and Legal Analysis(OPLA) to the Energy, Utilities and Technology Committee(EUT) has suggested we discuss carrying forward the original Charter language or add the words “Governmental Entity” to our new charter to cover service provided to the PNSY. A referendum is usually recommended as a method of public participation for extensive changes to a charter. Review of the Standard Charter reveals that a code of ethics provision is covered by the policy adopted in the Standard Charter.

State Road Property discussed- The condition of our current facility and our options were discussed. Four options were presented by Kevin Sutherland last year; renovate, replace, a land swap deal or move our facility, along with the option to partner with a developer, the town and the community. A charette, hosted by Kristen Grant of Maine Coop. Ext. was completed for the State Road property in 2011 that targeted development of affordable housing. She has offered to meet with us at our March 17, 2021 BOT meeting to discuss options to engage the community, but first needs to know the goals and objectives of the BOT. The BOT has agreed to discuss this at our February 24, 2021 BOT meeting

January 2021 Financial Report reviewed. There continues to be a decline of revenue. (approx. \$90,000 less for the month of Jan. 2021 as compared to Jan 2020)

2021 Suggested Capital Improvement list reviewed - Supt. Mike Rogers stated that the previously recommended Foyes Lane water main replacement scheduled for 2021 for \$506,250 is not a priority and will be postponed. He states that there have been no water quality complaints or water main breaks there and that Kittery Fire Chief O’Brien had assured him that fire protection was adequate. We will continue to review the list at our next meeting February 24, 2021.

Executive Session- Trustee Rose moved to go into Executive session per 1 MRSA 405 Section 6 (A) on Friday, February 19, 2021 at 8:00 a.m. via Zoom. Trustee O’Connell seconds. Roll call, three in the affirmative, motion passed.

Open Discussion- Pump #2 is expected to be delivered within the next month. It was decided that not all names of the public need to be listed in the minutes. It was suggested that we reduce the frequency of BOT to twice a month; discussion will be added to next week’s meeting. but with the present charter response time needs we will hold a meeting next week. A more formal written procedure for governance protocols is needed for the KWD SOP. The Maine Rural Water Association and Drummond

Woodsum Attys. will be contacted for resources to address this. Southern Maine Regional Water Council will hold its annual meeting in April. The Maine Water Company can provide KWD with water during an emergency if we cannot get water from our closer neighbors.

Public Comment- Suzanne Sayer requests that all water users be given the right to vote and serve on the KWD BOT even if they are not registered voters. Garvin McCurdy and Linda Johnson, (KWD Office Manager), questions if a referendum is required to find out if voters would like the new charter. Linda is concerned that money is being spent on expertise that the Trustees do not have.

Meeting adjourned at 8:54 a.m.

Our next BOT meeting will be held Wednesday, February 24, 2021 at 7:30 a.m. via Zoom.

An Executive Session will be held Friday, February 19, 2021 at 8:00 a.m. via Zoom.

Respectfully submitted,
Julia O'Connell, clerk

A handwritten signature in black ink that reads "Julia O'Connell". The signature is written in a cursive style with a large, looped "J" and "C".

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.