

Kittery Water District – Board of Trustees Meeting – July 7, 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. Fifteen members of the public and four KWD employees attended. Mission Statement read.

Agenda adopted as written.

Secretary’s report –Minutes approved, some with minor changes, for the following dates; 6/16/21, 6/17/21, 6/25/21, and 7/1/21.

Treasurer’s report was reviewed – Cash \$103,764.91 Accounts Payable \$45,500.78 and Payroll \$13,649.81. Eight hours of overtime were reported in the past week which is the usual. Trustee Rose motioned to approve July 7, 2021 bill payments. Seconded by Trustee O’Connell. Motion carried 3-0. Trustee Rose motioned to approve retroactive payment of 6/23/21 and 6/30/21 bills. Seconded by Trustee Golter. Motion carried 3-0. Trustee Golter will sign checks today.

Superintendent’s Report- Sunset Drive is being hot topped. Concrete repairs on Upper Folly dam are being done. Road construction to access I-95 turnpike crossing have begun. Rate analyst, Cathy Robinson, is close to completing the rate analysis. The pump station on Old Beech Ridge Rd. is complete. Pond levels; Boulter Pond 8” below normal, Middle Pond 1’3” below normal, Folly Pond 2’11” below normal, and Bell Marsh 5’8” below normal.

Sealed bids for Plumbing and Heating services opened by President Rose. One bid was received from J. Golter Plumbing and Heating. The qualifications meet RFP requirements with an hourly rate of \$105. There will be no extra charge for emergencies or mark up of supplies. Trustee Rose motioned to approve a contract for 2021 through 2022. Trustee O’Connell seconds. Two in the affirmative. One abstention. Motion carried.

Draft of Customer notice for charter revision and election information was discussed. KWD election will be held Thursday September 16, 2021 at Kittery Community Center from 7 a.m. until 7 p.m. A map of the newly expanded charter area will be included. Trustee O’Connell motioned to approve the draft. Seconded by Trustee Golter. Motion carried 3-0.

Drought Contingency Plan discussed. Nearby water districts have implemented voluntary and mandatory conservation efforts. We will continue to monitor pond levels and will revisit this again.

PNS June revenue reviewed. PNS water consumption is the lowest it has been in the past four years.

Adopting an Election Code of Ethics and Campaign Conduct discussed. Trustee O’Connell motioned to make the Maine Code of Fair Campaign Practices form available and for candidates to sign at the office or on the website. Signing this form is voluntary. Trustee Rose seconds. Motion carried 3-0.

Sanitary Survey from the Maine Drinking Water Program reviewed. No deficiencies were noted and it is recommended that KWD continue to work on updating the ERP. (Emergency Response Plan)

Letters from York Water District (YWD) and Kennebunk, Kennebunkport and Wells Water District(KKWWD) reviewed. YWD requests water when needed from KWD Folly pond via siphon line if KWD has surplus. KKWWD would like to get water from YWD. Due to recent rain fall the requests are no longer urgent. Trustee O’Connell asks if we can charge for raw water since it has value and there are costs associated with impounding and monitoring it. Supt. Cox of KKWWD states that in his experience

no charges are usually made for providing raw water. Trustee Rose motions that in the event of an emergency request from YWD, Supt. Rogers may supply water by opening the siphon line from Folly Pond to Chases Pond. Seconded by Trustee Golter. Motion carried 3-0.

Professional review policy discussed. Trustee Rose motions to hold an Executive Session per 1MRSA Section6(a) to discuss Professional review policy for KWD Superintendent on Friday, July 23, 2021 at 7:30 a.m. via Zoom.

Election registrar discussion. Trustee Rose motions to offer Maryann Place the registrar position for KWD's upcoming September 16, 2021 election. Seconded by Trustee O'Connell. Motion carried 3-0. We will meet with Maryann on Friday July 9, 2021 at 7:30 a.m. to discuss logistics.

Open Discussion- none

Public Discussion Garvin McCurdy suggests simplifying the map that will go on the customer info postcard and adding it to our website. Expresses concern about KWD and KKWWD obtaining water from Arundel that is known to be contaminated with PFAS chemicals. He also cites that there was an article in this morning's Portsmouth Herald paper about KWD's new Charter and it indicated that Trustee Rose would be retiring from her position on the board. Suzanne Sayer would like Supt. Rogers to make water transfer decisions.

Hearing no further comments the meeting was adjourned at 9:41 a.m.

There will be a BOT meeting with registrar Maryann Place on Friday, July 9, 2021 at 7:30 a.m. via Zoom

Our next regular BOT meeting will be held Wednesday July 21, 2021 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 verbal transcript of comments at the meeting, but as a summary of the discussion and actions that took place. For complete details please refer to the audio recording of the meeting on the KWD website.