

**Kittery Water District – Board of Trustees Election Protocol Workshop- July 9, 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, Supt. Mike Rogers and Maryann Place, Registrar. Members of the public and five KWD employees attended.

Postcard language was revised with Maryann Place's guidance. is to present for voting purposes. Trustee Rose will reformat accordingly. Proof of age and current residency will be required; car registration, utility bill, paycheck stub, bank statement, current lease agreement, Driver's License, state I.D. or passport are all acceptable for voting purposes. A map of the new chartered territory will also be included.

The election scheduled for Thursday September 16, 2021 from 7 a.m. – 7 p.m. at the Kittery Community Center, 120 Rogers Road, Kittery. Absentee ballots information will be posted on our website and in the legal section of the Portsmouth Herald. Absentee ballots will be available August 23, 2021 through September 11, 2021 at the Kittery Water District office on State Rd. KWD Office personnel will date, time stamp, alphabetize all received ballots and store securely in a locked closet. The last postmark date will be Saturday, September 11, 2021. A newspaper story is encouraged.

Ballot design was reviewed.

KCC logistics covered; number of poll workers, role of office staff, required alphabetized street lists for each town, no write-ins, list of who received absentee ballots.

Maryann has offered to be in the KWD office to show staff how to best process absentee ballot requests and is available by phone and email for any further questions.

Meeting adjourned at 8:31 a.m.

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.