

Kittery Water District – Board of Trustees Meeting – June 16, 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. Twenty five members of the public and five KWD employees attended. Mission Statement read.

Agenda adopted as written.

Secretary’s report –Minutes approved for 6/2/21 Board of Trustees meeting with one minor change and no changes to Executive Session meeting.

Treasurer’s report was reviewed – Cash \$83,718.19 Accounts Payable \$36,292.29 and Payroll \$13,687.90. Ten hours of overtime were reported in the past week which included two hours for a low backwash issue at the plant. Trustee Rose motioned to approve June 9, 2021 bill payments. Seconded by Trustee O’Connell. Motion carried 3-0. Trustee Rose motioned to approve June 16, 2021 bill payments. Seconded by Trustee O’Connell. Motion carried 3-0. Trustee Golter will sign checks this morning.

Superintendent’s Report- Hickory and Rose Lane water main replacements completed. Concrete repairs at Bell Marsh Dam have been resumed. Water is being transferred from Folly Pond to Middle Pond. There is a probable algae bloom in Boulter Pond and the treatment plant’s carbon feeder is being used to reduce taste and odor issues. We are awaiting a test kit from Florida to verify the type of algae. Aeration may be necessary. The rate analyst, Cathy Robinson, will include CIP for next five years in her analysis. Preliminary steps for beginning the I-95 crossing are being handled by our contractor. Pond levels continue to decline; Boulter Pond 6” below normal, Middle Pond 1’3” below normal, Folly Pond 1’8” below normal, and Bell Marsh 5’1” below normal.

Plumbing RFP- A legal ad was published in the Portsmouth Herald on June 4, 2021. There have been no bids received per the Office Manager. An ad was posted on Craigslist three times; June 2, 7 and 8th. It has not been linked in social media yet and Trustee Rose said that she would do so. A copy of our RFP was placed in local plumbing supply businesses in Portsmouth, NH.

Charter Update- Governor Mills signed the KWD revised charter into law, effective immediately, on Wednesday, June 9, 2021. We will notify all customers by mail as a bill stuffer and post on our website. There will now be five Trustees and our 2021 election will offer three seats to be filled as follows, one, two and a three-year term. The right to vote is coterminous with the service areas in York and Eliot and include all of Kittery and Kittery Point. Supt. Rogers will request that the towns of Eliot, York and Kittery post the charter announcement on their public TV channels. The BOT will meet Friday, June 25, 2021 at 8 a.m. via Zoom to review and approve an announcement to be placed in the legal notice of the newspaper.

Timber Harvest discussion- Trustee O’Connell motions to pay Forester Dave Parker for work completed marking trees at Horse Hills and to continue the process of prioritizing assumptions and establishing goals for forest management that we began April 16, 2021. Trustee Rose seconds. Motion passed 2-1.

Community Garden suggestion on Cutts Rd. was tabled for lack of response from the BOT.

Financial Report for the month of May reviewed. KWD saw approx. \$38,000 in profit.

PNS revenue- is aligned with expected budget numbers.

Filtration Plant operations report- Backwash for filter number 1 is not tracking properly. The exhaust motor for filter number 2 is “burned out” so a new one has been ordered.

Turbidity Analyzer at the filtration plant is malfunctioning. Trustee Rose motions to approve the purchase of a new Hach Turbidity analyzer for \$1354.12 plus shipping. Trustee O'Connell seconds. Motion passed 3 -0.

Stultz Electric vibration analysis request for pumps number 2 and 3. Supt. Rogers reports that Pump # 3 is making an odd sound and he is also concerned about pump # 2. Trustee Golter motions to approve Stultz Electric perform a vibration analysis and if necessary, Laser align pump and motors #2 and #3 for the amount of \$2,025.00. Trustee Rose seconds. Motion passed 3-0.

Drought Contingency Plan- Trustee O'Connell will draft a Drought Contingency Plan for our July 7, 2021 BOT meeting.

Open Discussion- There will be a workshop for the Customer Survey of KWD State Rd Property options on June 17, 2021 at 8 a.m. via Zoom with town manager Kendra Amaral and town planner Adam Causey in attendance.

Public Discussion- Garvin McCurdy suggests that we place the new charter on the KWD website in a prime location. He reports an unpleasant taste in his drinking water at his home... which has caused wonderment about the water quality. Supt Rogers responds that water samples were sent to the lab on Monday and no bacteria was found. Suzanne Sayer request clarification on how a five-member Trustee board will be elected.

Trustee Rose motions to go into Executive Session per 1MRSA Section 6 (a) to discuss Supt. Rogers contract.

The BOT will now be adjourned at 8:50 a.m. and will resume after the executive session in approximately half an hour.

BOT resumed at 9:20 a.m. via Zoom and Trustee Rose by speaker phone due to technical difficulties.

Trustee Rose motions to present Supt Rogers with a three-year contract today. Trustee Golter seconds. Two in the affirmative. Trustee O'Connell states that a contract should not be approved until after a professional review of Supt Rogers has been completed, which is standard professional practice, and so votes in the negative. Motion passed 2-1. Meeting adjourned at 9:23 a.m.

There will be a BOT meeting on Wednesday, July 7, 2021 at 7:30 a.m. via Zoom.

A special meeting to draft language for a press release announcing passage of our revised charter will be held on Friday June 25, 2021 at 8:00 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.