

**Kittery Water District – Board of Trustees Meeting – June 2, 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 three KWD employees attended. Mission Statement read.

**Agenda** adopted as written.

**Secretary's report** – Minutes approved for 5/19/21 Board of Trustees and Executive Session meetings.

**Treasurer's report was reviewed** – Cash \$63,695.82 Accounts Payable \$33,933.17 and Payroll

\$13,890.66. Twenty five hours of overtime were reported in the past week which included three hours for a low pH issue at the plant and three hours for a plant power loss. A curb stop excavation on Haley Rd. took six hours and a fire hydrant replacement on Pepperrell Rd took five hours. Trustee Rose motioned to approve May 27, 2021 bill payments. Seconded by Trustee Golter. Motion carried 3-0.

Trustee Rose motioned to approve June 2, 2021 bill payments with the exception of \$553.62 payment to J. Golter Plumbing. which will be changed and resubmitted at our next Board of Trustees meeting.

Trustee Golter, of J. Golter Plumbing, will not charge the District for the faucet install at the plant since he did not obtain prior authorization for this job from the Trustees. Thank you Trustee Golter. Seconded by Trustee O'Connell. Motion carried 3-0. Trustee O'Connell will sign checks and Trustee Golter will sign paperwork this morning.

**Superintendent's Report-** Pump #2 at the Hatch Filtration Plant has been piped in; laser alignment will be done next week. The Hickory Lane water main replacement has been started along with a ten hour *day work schedule to meet the needs of the water users. The Ford Lane water main replacement has been completed.* Pond levels: Boulter 3 " below normal, Middle " 1' 4" below normal, Upper Folly 3" below normal, Bell Marsh 5' 1" below normal. All ponds are lower as compared to two weeks ago, 5/13/2021, which is consistent with annual trends . We are awaiting a response from the Maine Turnpike Authority about our I-95 Turnpike crossing.

**Plumbing "Request for Proposals"** will be advertised this week; in the Portsmouth Herald, on the KWD website, on Craigslist in NH and Maine, on the community Facebook page. Proposals will be sent to the KWD office addressed to the President of the Board of Trustees, Caroline Rose. Trustee O'Connell moved that the submission date be set for Friday, July 2, 2021 and opening of sealed bids will take place on Wednesday, July 7, 2021 at our regularly scheduled Board of Trustees Meeting. Seconded by Trustee Rose. Motion carried 3-0.

**Charter Update-** The revised charter has been approved by the State of Maine House and Senate. We are awaiting a final enactment vote and then if passed, it will go to Governor Janet Mills to be signed.

**Customer Survey** addressing the future of the KWD State Rd. property was discussed. The draft created by Town of Kittery personnel will be addressed later. Trustee O'Connell moved to schedule a workshop meeting with Kittery Town manager Kendra Amaral. Seconded by Trustee Rose. Motion carried 3-0. The public meeting will take place on Thursday June 17, 2021 at 8:00 a.m. via Zoom.

**New Business-** pandemic protocol reviewed. KWD will continue to follow Maine CDC advice. Anyone who is not vaccinated should continue to wear a mask indoors and when in close proximity to others (less than 6'). Supt. Rogers will inform any unvaccinated employee.

**Open Discussion--** Decision about our timber harvest can be put on the agenda for our next meeting.

**Public Comment--** Office manager, Linda Johnson, requests that our legal counsel attend a BOT meeting to explain Conflict of Interest protocol. Suzanne Sayer thanks town manager Kendra Amaral for sharing the town website link in this morning's chat and requests that we look into creating a community garden on our Cutts Rd. property. We can put this on our June 16, 2021 BOT meeting agenda for further discussion.

Trustee Rose moved to go into Executive Session per 1MRSA Section 6(a) to discuss Supt. Rogers contract and we will reconvene in public in approximately one-half hour. Trustee Golter seconds. Motion carried 3-0.

This portion of the meeting paused at 8:35 a.m.

Meeting resumed at 9:32. Trustee Rose states that there was not a complete resolution of the contract so it will not be voted on today. It will carry forward to our next meeting.

Meeting adjourned at 9:33 a.m.

Our next BOT meeting will be held Wednesday, June 16, 2021 at 7:30 a.m. via Zoom.

There will be a KWD State Rd. property survey question workshop on June 17, 2021 at 8 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.