

## **Kittery Water District – Board of Trustees Meeting – July 21, 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** adopted as written.

**Secretary's report** –Minutes approved for 7/7/21 Board of Trustees Meeting and 7/9/21 Election Workshop meeting with one minor change.

**Treasurer's report was reviewed** – Cash \$100,589.12 Accounts Payable \$56,961.27 and Payroll \$13,681.23. Eight hours of overtime were reported in the past week. Trustee Rose motioned to approve July 14, 2021 bill payments retroactively. Seconded by Trustee Golter. Motion carried 3-0. Trustee Rose motioned to approve July 21, 2021 bill payments. Seconded by Trustee O'Connell. Motion carried 2 affirmative one abstention. Trustee O'Connell will sign checks today.

**Superintendent's Report**-There have been backwash issues at the plant in both machines. Penta was hired and has repaired machine #1 but machine #2 will need some parts replaced (drive shaft and bearings) Water main was started on Libby Lane last week. Concrete work was completed at Bell Marsh Reservoir dam. Upper Folly Pond Spillway needs concrete sealed and the estimated cost is \$14,000. We have \$2928.00 is left allocated for this project. Trustee Golter motioned to take \$11,000 from the repair account to cover additional expenses at Folly Pond. Trustee Rose seconds. Three in the affirmative. Motion carries. Pond levels; Boulter Pond is ½" over norm. Middle Pond is down 17 ½ ", Upper Folly is down 19" and Bell Marsh is down 4' 1 ½ ". (US Drought Monitor status will be updated Thursday July 23, 2021)

**Upcoming Election** discussed- Trustee Rose was contacted by a Portsmouth Herald reporter requesting the date for the upcoming election. KWD voters were sent postcards by Southport Printing but not everyone has received them yet. Trustee Rose will check with Southport Printing. The town of Eliot has offered to lend us ballot counting machines which will need to be reprogrammed for our use. Registrar Maryann Place will be invited to our August 4, 2021 BOT meeting to give us more info about this opportunity.

**Supt.'s Employment Contract** draft discussed. Trustee Rose motioned to approve final draft. Trustee Golter seconds. Two in the affirmative, one abstention. Motion carries.

**June 2021 Financial Report** reviewed.

**Second quarter budget** comparisons reviewed.

**June 2021 Filtration Plant Operations** Report reviewed. Increased water demand as compared to previous June 2020. Algae bloom has resolved and samples were sent 7/20/2021. Use of activated carbon has been stopped and replaced with Sodium Permanganate for taste and odor control.

**Open Discussion** Office Manager, Linda Johnson, asks to be notified when candidates file. The candidates who have submitted papers are : Bob Gray and John Perry.

**Public Comment**- Suzanne Sayer would like to know what chemicals are in the concrete sealant that will be used at Upper Folly dam and if it is safe in drinking water. Supt. Rogers responds that it is a Sherwin Williams product called Conflex, designed for use with potable water. Garvin McCurdy would like to

know if there is any activity in finding a replacement for the retiring Office Manager, Linda Johnson?  
Supt. Rogers responded that advertisements are being created.

Meeting adjourned at 8:16 a.m.

The Board of Trustees will meet in Executive Session with Superintendent Mike Rogers on Friday, July 23, 2021 at 8 a.m. via Zoom and there will be a BOT meeting on Wednesday, August 4, 2021 at 7:30 a.m. via Zoom.

Respectfully submitted,  
Julia O'Connell, clerk

A handwritten signature in cursive script, reading "Julia O'Connell".

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.