

## **Kittery Water District – Board of Trustees Meeting – September 1, 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 Registrar Maryann Place. Seventeen members of the public and five KWD employees attended. Mission Statement read.

**Agenda** adopted as written.

**Secretary's report** –Minutes approved for 8/19/21 2020 Financial Audit Review. Board of Trustees Meeting of 8/18/21 will be reviewed at our next meeting.

**Treasurer's report was reviewed** – Cash \$74,131.91 Accounts Payable \$63,948.46 and Payroll \$13,981.31. Twenty one hours of overtime were reported in the past week. Thirteen were for a leaky fire hydrant at Foxtail Drive in York. Trustee Rose motioned to approve August 25, 2021 bill payments retroactively. Seconded by Trustee Golter. Motion carried 3-0. Trustee Rose motioned to approve Sept. 1, 2021 bill payments. Seconded by Trustee Golter. Motion carried 3-0. Trustee Golter will sign checks today.

**Superintendent's Report-** The Foxtail Drive water leak was reported at 4:50 a.m. and required hydrant replacement and landscaping. Water main work on Malcolm Rd. has begun. The gravel road to Folly Pond is being worked on. Our sixteen year old dump truck has a wiring issue in need of repair and we are unable to use it. Cathy Robinson, our rate analyst, is making progress.

Pond levels: Boulter is 3/8" over, Middle is down 2' 8 1/2" Folly is level, Bell Marsh is down 4'4" from the norm.

There are no updates for the I-95 crossing. We are waiting for Henniker Directional Drilling to set up a meeting with the Maine Turnpike Authority.

**Customer survey** The Kittery town manager, Kendra, has received 214 completed surveys as of August 25, 2021. It has been advertised on Channel 22, the three towns' websites, the Rice Library mailing list, the KCC list serve and Eliot Facebook page. Ian Lenahan of the Portsmouth Herald intends to write an article. An announcement will be made at the Kittery town council meeting.

**Election Protocols** discussed-A formal policy about eligibility will be used based on municipal state law. The Registrar is responsible for determining if a voter is domiciled within the District boundaries. There are two parts that determine eligibility. The first is to prove that they are of legal voting age of at least 18 years old. The second is to prove residency with an appropriate document, such as a bank statement, credit card or utility bill that has been mailed to them. A nonresident property owner will not be able to vote.

**July 2021 Financial Report** reviewed. Income transfer to net worth was a negative \$37,548 as compared to last years' value of negative \$31K. Supt. Rogers expects that revenue will increase in October as PNS revenue is expected to increase.

**Open Discussion-** The Maine CDC now recommends that all people whether vaccinated or not wear masks indoors as the Delta variant can be spread by vaccinated people. Trustee Rose and O'Connell agree that this would be a good practice for our office staff. Our Registrar cited state law that covers placement of political signs and she states that it is illegal to remove political signs and is punishable by a \$250 fine. This information can be sent to the candidates by the office manager. Trustee Rose suggests

that all candidates create an email address that is dedicated to KWD business so that personal email will not be impacted by a FOAA request.

**Public Comment-** Suzanne Sayer inquires if there is enough physical space at KWD office to accommodate the number of participants attending today's Zoom meeting? (23) It is unknown when we would resume in person meetings and has become more convenient for attendees to use Zoom.

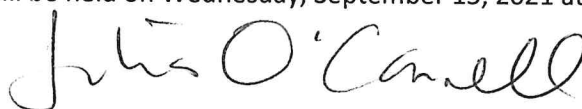
A special organizational meeting will be held one week after our Sept. 16, 2021 on Wednesday Sept. 22, 2021 at 7:30 a.m. via Zoom. An election of officers will take place and the office manager will swear in the new Trustees.

Garvin McCurdy would like to know when we can see the candidates' statements. The Portsmouth Herald will be publishing them soon and the KWD will post them on our website.

Meeting adjourned at 9:01 a.m.

The next Board of Trustees will be held on Wednesday, September 15, 2021 at 7:30 a.m. via Zoom.

Respectfully submitted,  
Julia O'Connell, clerk

A handwritten signature in black ink, appearing to read "Julia O'Connell". The signature is written in a cursive, flowing style.

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.