

KITTERY WATER DISTRICT  
BOARD OF TRUSTEES  
MEETING MINUTES – JANUARY 5, 2022

**Date:** January 5, 2022

**Time:** 8:00 a.m.

**Place:** Virtual/Zoom

**Members Present:** Golter, Gray, O’Connell, Pelkey, Perry

**Members Absent:** None

**Motion #20220105-01:** Motion to accept meeting minutes for 12/14/2021 Meeting

**Moved by:** Gray      **Seconded by:** Golter

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-02:** Motion to accept meeting minutes for 12/15/2021 with corrections

**Moved by:** Pelkey      **Seconded by:** O’Connell

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-03:** Motion to accept meeting minutes for 12/20/2021

**Moved by:** Gray      **Seconded by:** Golter

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-04:** Motion to retroactively pay bills from 12/29/2021

**Moved by:** Golter      **Seconded by:** Gray

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-05:** Motion to schedule a date for the special District Meeting; January 26, 2022 at 7 p.m. via Zoom.

**Moved by:** Perry      **Seconded by:** Gray

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-06:** Motion to adopt a Remote Participation Policy per 1 M.R.S. §403-B

**Moved by:** Perry      **Seconded by:** Gray

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-07:** The Kittery Water District Board of Trustees moves to adopt modified Robert’s Rules of Order for all of its meetings and to designate this as Standing Rule Number One.

**Moved by:** Gray      **Seconded by:** Perry

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

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**Motion #20220105-08:** Motion to purchase and setup up to five 19” screen laptop computers with carrying cases to be issued to trustees for use in doing KWD business. The budget being \$3500.

**Moved by:** Perry      **Seconded by:** Golter

**Affirmative Votes:** Golter, Gray, Pelkey, Perry      **Negative Votes:** O’Connell

**Motion #20220105-09:** Motion that we adopt a contingency plan to allow us to personally contact every water user that would like to be notified in the event that KWD changes their source water that has chloramine; especially dialysis patients, their providers and aquarium users.

**Moved by:** O’Connell      **Seconded by:** Gray

**Secondary Motion #20220105-09a:** Replace everything after “contingency plan” with “whereby Kittery Water District can notify everyone in the District of water-related situations and emergencies.”

**Moved by:** Gray      **Seconded by:** Perry

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Amended Motion:** Motion that we adopt a contingency plan whereby Kittery Water District can notify everyone in the District of water-related situations and emergencies.

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

**Motion #20220105-10:** Motion that we remove chloramine from any water that contains it by researching and making plans to implement options by March 1, 2022

**Moved by:** O’Connell      **Seconded by:** Pelkey

**Affirmative Votes:** O’Connell      **Negative Votes:** Golter, Gray, Pelkey, Perry

**Motion #20220105-11:** Motion that we review in public what was said and not recorded during a private meeting on December 20, 2021 when a quorum of trustees met to discuss a “situation at the water treatment plant”

**Moved by:** O’Connell      **Seconded by:** Gray

**Secondary Motion #20220105-11a:** To Table

**Moved by:** Perry      **Seconded by:** Golter

**Affirmative Votes:** Golter, Gray, Pelkey, Perry      **Negative Votes:** O’Connell

**Motion #20220105-12:** To Adjourn

**Moved by:** O’Connell      **Seconded by:** Gray

**Affirmative Votes:** Golter, Gray, O’Connell, Pelkey, Perry      **Negative Votes:** None

Respectfully submitted

Robert A. Gray, Clerk