

KITTERY WATER DISTRICT
BOARD OF TRUSTEES
MEETING MINUTES – MARCH 2, 2022

Date: March 2, 2022

Time: 8:00 a.m.

Place: Virtual/Zoom

Members Present: Golter, Gray, O’Connell, Pelkey, Perry **Members Absent:** None

Motion #20220302-01: Motion to approve minutes for February 16, 2022 meeting

Moved by: Golter **Seconded by:** Pelkey

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

Motion #20220302-: Motion to approve the 2022 Capital Improvement Plan totaling \$1,389,090.00. (Attachment #1)

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

Secondary Motion #20220302a-: Motion to itemize the 2022 Capital Improvement Plan before approving each item adding up to 1.389090 million dollars.

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

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

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

Motion #20220302-03: Motion to cancel the reinstatement of the Letter of Intent from Maine Vision Holdings.

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

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

Motion #20220302-04: Motion to adopt Public Meeting Zoom Protocols. (Attachment #2)

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

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

Motion #20220302-05: Motion to reduce trustee meetings to one per month starting in April. The meeting will be on the third Wednesday of each month.

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

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

Motion #20220302-06: To Adjourn

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

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

Respectfully submitted

Robert A. Gray, Clerk

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Attachment #1

KITTERY WATER DISTRICT			
2022 Suggested Capital Improvement Projects			
February 16, 2022			
Projects are prioritized by importance with #1 being the most important			
No.	Project Description	Schedule	Cost
1	Maine Turnpike crossing @ Beech Ridge Road, York (360 feet)	June / July	\$ 650,000.00 *
2	Old Beech Ridge Road, York, continuation of work at the new pump station	June	\$ 50,000.00 *
3	Replace the finish water flow meters for pump #1 and pumps #2 and #3	May	\$ 20,000.00 *
4	Internal valve repairs at the Filtration Plant	June	\$ 20,000.00
5	Replacement of the dual SCADA computers at the Filtration Plant	March	\$ 17,000.00
6	Repairs to the Boulter Pond spillway box culverts	July	\$ 2,500.00
7	Replacement of distribution pump #3	June	\$ 36,050.00
8	Replacement chemical feed pumps for the phosphate feed system	March	\$ 9,000.00
9	Foyes Lane, Kittery Point, water main replacement	August - October	\$ 449,000.00
10	Dennett Road / Spinney Way, Kittery water main extension	August	\$ 12,000.00 *
11	Overlay the hot top driveway for the Filtration Plant	September	\$ 29,250.00
12	Removal of dry sludge from the 3 drying basins at the Filtration Plant	September	\$ 7,500.00
13	Sludge removal from the holding basin at the Filtration Plant	October	\$ 23,210.00
14	Resurface the feeder room floor at the plant	April	\$ 13,580.00 *
15	Fire hydrant restoration project, painting and numbering	March - Dec	\$ 30,000.00 *
16	Repairs / maintenance to the watershed roads	October	\$ 20,000.00
Estimated grand total of projects 1-16			\$ 1,389,090.00
Please reference the attached list providing a brief description of each project and reasons of the project's importance and priority rating.			

* These projects were approved on the 2021 CIP list; however, either time, scheduling or Covid19 type issues prevented them from being completed.

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Attachment #2

**Public Comment Zoom Protocols
Board of Trustee Meetings
Standing Rule/Policy No. 3**

The purpose of this Standing Rule is to establish the protocols for the public comment sessions conducted as a part of the Board of Trustees (Board) meeting. These protocols will go into effect immediately following approval by the Board. Members of the public will be allowed the privilege to speak at Board business meetings during the public comment section of the meeting.

Comments pertaining to KWD policies and fiduciary concerns are welcome. Personal attacks on members of the Board or our staff are not.

Members of the public wishing to comment will signify such by using the “Raise Hand” function in Zoom. Each person will be recognized by the Chair one time per meeting for three minutes. Upon recognition, commenters will unmute their microphones and switch on their video as the videos is the official record of our trustee meetings.

Those members of the public wishing to submit their comments in print may do so by an email to the Board at kitterywater@comcast.net, by printed letter addressed to the Board at 17 State Rd. Kittery ME 03904 or by dropping it off at the drive-up window at 17 State Road. Letters will be distributed to all trustees. Please keep printed comments to what can reasonably read in three minutes or about 500 words. The Clerk will read or summarize printed comments depending on their length.

Please note that these rules are consistent with the way the Town of Kittery conducts the Town Council, the Planning Board and other town sanctioned meetings.

This motion was approved by the Trustee Board (date, motion#) March 2, 2022, #20220302-04

Acknowledged:

Approved:

Michael Rogers
KWD Superintendent

John C. Perry
President Trustee Board