

**KITTERY WATER DISTRICT
BOARD OF TRUSTEES
MEETING MINUTES**

Date: October 18, 2024

Time: 4:30 P.M.

Affirmative Votes: 5 **Negative Votes:** None

Motion: A motion was made to adopt the minutes of the September 19, 2024, Regular meeting.

Moved by: Mike Melhorn **Seconded by:** Chip Andrews

Affirmative Votes: 5 **Negative Votes:** No

Old Business –

Employee Handbook – The Board is holding special meetings to review the proposed Employee Handbook.

Wage Study Update – Carl updated the Board on his quest to engage a consultant to conduct a wage study.

New Business –

Discussion of update to Bylaws – President Gray informed the Board that the District's Bylaws need some language changes.

Bob asked the Board to look for future consideration.

A motion was made to authorize the Superintendent to spend \$43,920.00 for Asset Management Software from Schneider Geospatial.

Moved by: Carla Robinson **Seconded by:** Jim Golter

Affirmative: 5 **Negative** 0

A motion was made to adjourn the meeting at 5:15 PM

Moved by: Mike Melhorn **Seconded by** Jim Golter

Affirmative Votes: 5 **Negative Votes:** 0

Open Discussion/ Notices –

Public Comment (3-minute limit) None

Our next meeting will be on Wednesday, November 20, 2024 @ 5:PM at the Kittery Town Office, Council Chambers.

Respectfully submitted.

Carla J. Robinson - Clerk