

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

Date: November 20, 2024

Time: 5:00 P.M.

A motion was made to adopt the minutes of the October 16, 2024, Regular meeting, August 27, September 20th, October 16, and October 31,2024 workshop meetings.

Moved by: Mike Melhorn Seconded by: Chis Andrews

Affirmative Votes: 5 Negative Votes: No

Old Business –

Employee Handbook – The Board is holding a special meeting to review the proposed Employee Handbook on December 3,2024, 5 – 7 P.M.

Wage Study Update – Carl informed the Board that he and Melissa were attending a seminar put on by Maine Rural Water Association.

Discussion of update to Bylaws – President Gray asked the Board to review and discuss process going forward.

New Business –

A motion was made for The Kittery Water District Board of Trustees move to go into Executive Session per MRS 1 Section 405.6 © to discuss Real Estate matters and MRS 1 Section 405.6 (A) to discuss Personnel matters at 5:40 P.M.

Moved by: Bob Gray Seconded by: Jim Golter

Affirmative: 5 Negative 0

A motion was made to adjourn the meeting at 6:15 PM

Moved by: Bob Gray Seconded by Chris Andrews

Affirmative Votes: 5 Negative Votes: 0

Open Discussion/ Notices –

Public Comment (3-minute limit) None

Our next meeting will be on Wednesday, December 18, 2024 @ 5:PM at the Kittery Town Office, Council Chambers.

Respectfully submitted.

Carla J. Robinson
Clerk