

MINUTES OF THE BOARD OF TRUSTEES
ANNUAL MEETING
June 29, 2022

The Annual Meeting of the Board of Trustees, which was held in the Conference Room at the Office Complex, 92 Main Street, Kennebunk, was called to order by President Fred Lynk at 3:56 pm. Trustees Tom Oliver, Jim Burrows and Bob Emmons attended along with Superintendent Steve Cox, Treasurer Wayne Brockway and Administrative Assistant Cindy Rounds.

Acceptance of Tom Oliver's Certificate of Election from the Town of Wells

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was voted to accept the Certificate of Election for Tom Oliver's reelection to the Board of Trustees as the Wells representative. Trustee Oliver abstained, all others in favor.

Election of President of the Board of Trustees

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was voted to elect Tom Oliver as President of the Board of Trustees for the upcoming year. Trustee Oliver abstained, all others in favor.

Election of Vice President of the Board of Trustees

On a motion by Trustee Oliver, seconded by Trustee Burrows, it was voted to elect Bob Emmons as Vice President of the Board of Trustees for the upcoming year. Trustee Emmons abstained, all others in favor.

Authorization for the Superintendent to Assume and Discharge the Duties of the Treasurer in the absence of the Treasurer

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was unanimously voted to authorize the Superintendent to assume and discharge the duties of the Treasurer in the absence of the Treasurer.

Authorization for the Assistant Superintendent to Assume and Discharge the Duties of the Clerk in the absence of the Clerk

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was unanimously voted to authorize the Assistant Superintendent to assume and discharge the duties of the Clerk in the absence of the Clerk.

Authorization for the Assistant Superintendent to Assume and Discharge the Duties of the Superintendent in the absence of the Superintendent

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was unanimously voted to authorize the Assistant Superintendent to assume and discharge the duties of the Superintendent in the absence of the Superintendent.

Authorization for the Treasurer to Assume and Discharge the Duties of the Superintendent in the absence of the Superintendent and Assistant Superintendent

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was unanimously voted to authorize the Treasurer to assume and discharge the duties of the Superintendent in the absence of the Superintendent and Assistant Superintendent.

Annual Reappointment of a Trustee Representative on the District's Investment Committee

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was voted to reappoint Tom Oliver to the District's Investment Committee as the Trustee Representative. Trustee Oliver abstained, all others in favor.

Other Business

Trustee Oliver reported that HR consultant Betsy Oulton contacted him to request she not be contacted directly for consultations from staff. Therefore, Trustee Oliver asked that staff be directed to contact the Board President with any requests for human resource consultation initially.

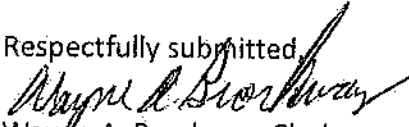
Trustee Oliver asked that an *Executive Session* item be included on every agenda in the event that an issue arises after the posting of the agenda. After a brief discussion in which it was explained that the reason for the Executive Session must be stated, it was agreed that a *Tentative Executive Session* would be included on each agenda. Trustee Lynk will share the list of statute references for reasons to hold an Executive Session with Trustee Oliver for his files.

Trustee Oliver inquired about the approval process of the agenda. The Superintendent explained that once a draft agenda is sent to him, he solicits requests from department heads for agenda items. After the agenda is compiled and reviewed, the agenda is posted. He has typically notified the President of additional items prior to the meeting.

Adjournment

On a motion by Trustee Burrows, seconded by Trustee Emmons, it was unanimously voted to adjourn the Annual Meeting at 4:05 pm.

Respectfully submitted,


Wayne A. Brockway, Clerk



TOWN OF WELLS

208 Sanford Rd, Wells ME 04090 Tel:

207-646-2882 Fax: 207-361-1096

Brenda Layman; Town Clerk

June 23, 2022

KENNEBUNK, KENNEBUNKPORT, & WELLS WATER DISTRICT
92 MAIN STREET
PO BOX 88
KENNEBUNK, ME 04043

TO: SUPERINTENDENT STEVE COX

I, Brenda Layman, Clerk for the Town of Wells, do hereby certify that the Annual Town Meeting of said town, held on the 14th day of June 2022. The following named person (s) was/were chosen as Trustee (s) for KENNEBUNK, KENNEBUNKPORT, & WELLS WATER DISTRICT for the following terms:

Name: THOMAS P. OLIVER
50 Herron Landing Drive
Wells, Me 040905

Term expires: 2025

The above-named Trustee (s) was/were duly elected and have been duly sworn and are qualified to act in said capacity.

ATTEST: Brenda Layman TC
Brenda Layman, Town Clerk