

## **KENNEBUNK SEWER DISTRICT**

The Board of Trustees of the Kennebunk Sewer District will hold its regular monthly meeting at 7:00 P.M. on Tuesday, December 7, 2021. During the monthly meeting the following items will be discussed:

### **Agenda:**

#### Unfinished Business

#### New Business

1. Minutes of the September 28, 2021 Special District Meeting and November 2, 2021 Board of Trustee Meeting
2. Review Updates to the Account Systems Operation Manual
3. Review Remote Participation Policy
4. Review Updates to the Employee Handbook and Administrative Procedures and Benefits Manual
5. Executive Session: Manager and Assistant Manager Evaluations

#### Other Business...

#### Adjournment

### **Attachments:**

1. Agenda Item Commentary
2. Minutes of the September 28, 2021 Special Meeting
3. Minutes of the November 2, 2021 Monthly Meeting
4. Manager's Report
5. Financial Report
6. Account Systems Operation Manual
7. Remote Participation Policy
8. Employee Handbook
9. Administrative Procedures and Benefits Manual



Patrick Wiley  
Clerk, Kennebunk Sewer District