

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES' MEETING
THURSDAY – AUGUST 1, 2019 at 7:30 AM**

The meeting was called to order at 7:30 a.m. by President Earickson.

Trustees present: Jeff Earickson, President; Mark McCluskey, Vice-President; J. Michael Talbot, Treasurer; Allan Fuller, Clerk; Al Hodsdon, Trustee; Karl Dornish, Trustee; Frank Richards, Trustee; Amy Stabins, Trustee

Trustees absent: Alex Wild, Assistant Treasurer; Denise Bruesewitz, Trustee

Also present: Roger Crouse, General Manager; Matt Zetterman, KWD Director of Technology; Jared Bragdon, KWD Operations Superintendent; Robbie Bickford, KWD Director of Water Quality; Sue Markatine, Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

None

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF JULY 18, 2019.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' Meeting of July 18, 2019," seconded by Trustee Dornish.

Vote: Motion carried unanimously.

ITEM 3: FINANCIALS

A. Account Warrant

Motion by Trustee Talbot, "to ratify the August 1, 2019 total warrant of checks released for \$263,180.60," seconded by Trustee Fuller.

Vote: Motion carried unanimously.

B. Other

None

ITEM 4: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

At 7:32 a.m., motion by Trustee Talbot, "to enter Executive Session under MRSA Title 1, Section 405-6A, Personnel Discussions and under MRSA Title 1, Section 405-6C, Real Estate Transactions," seconded by Trustee Earickson.

Vote: Motion carried unanimously.

At 8:32 a.m., President Earickson brought the Board out of Executive Session.

ITEM 5: MOTION ISSUES**A. Approval of Contracts for:****a. West River Road Paving Patch – Bard and Sons Paving**

In October 2018, KWD repaired a water main break on the West River Road in Waterville. The Board members were provided with two bid proposals for the pavement repair as a result of this break.

Motion by Trustee McCluskey, “to accept the low bid from Bard and Sons Paving for \$11,415.00 for the pavement patch on the West River Road, Waterville” seconded by Trustee Fuller.

Vote: Motion carried unanimously.

b. Other

The Board members were furnished with a memo outlining the reasons for requesting approval of sole sourcing to Dirigo Engineering inspection services for the Savage and West Streets, Fairfield, water main replacement.

Motion by Trustee Dornish, “to approve the proposal of up to \$40,000 from Dirigo Engineering for inspection services for the Savage and West Streets, Fairfield, main replacement project,” seconded by Trustee Earickson.

Vote: 7 in favor, Trustee Fuller opposed, motion carried.

Trustee Fuller and Trustee Hodsdon both expressed that they feel the bid process should have been utilized for this project.

B. Other

None

ITEM 6: TRUSTEES**A. Comments, Concerns, Ideas**

Trustee Earickson was approached by a person who enjoys recreation on China Lake and was curious about the new buoy in the West Basin. Mr. Bickford explained that this buoy serves as a mooring point for the KWD boat when taking samples and conducting tests in order to monitor the lake water quality. Relating to the China Lake water quality, Trustee Fuller mentioned a resident from China Lake commented he is impressed and thrilled with the great water quality the past couple of years.

In response to a question by Trustee Dornish, Mr. Crouse stated a review of the 2018 Financial Audit Statements prepared by Runyon Kersteen Ouellette (RKO), which the Board members had previously received, will be conducted at a future meeting. Trustee Richards requested

an inquiry be made to RKO regarding their recommendation for a financial statement format for Board level members.

Trustee Dornish mentioned he continues to have a concern regarding the 1969 State of Maine statute which requires property owners to apply to the KWD for a septic system permit if the septic system was being installed within 500 feet of the high-water mark of the shore of China Lake. Although presently not enforcing this, if there is a viable reason, KWD could consider resuming the administration of this directive. Currently, there are existing strict laws regarding septic systems installations governed by state and local regulations, including the requirement of an inspection by and permit from a Maine State Certified Inspector.

Trustee Earickson asked for a status report regarding the updating of the KWD website. Mr. Crouse responded that this project is progressing. He has been exchanging information with Pulse Marketing Agency, KWD's media consultant, regarding the site layout and content details.

Trustee Richards announced that the Alewife Restoration Initiative is holding a meeting tonight to update the public on the China Lake Outlet Stream alewife restoration project.

ITEM 7: GENERAL MANAGER'S REPORT

A. M-4 Sale Finalization Progress

Mr. Crouse reported that the finalization of the sale of M-4 to Messalonskee Stream Hydro, LLC is anticipated to occur within the next couple of weeks.

B. New Water Bill

Customers have begun to receive the new format of the KWD water bill, and there has been positive feedback regarding the layout of and additional information contained in this invoice.

C. Other

Mr. Crouse informed the Trustees that the KWD Management Team is reviewing the current KWD Personnel Manual and are compiling recommendations to update this document. If there are proposed policy changes which will affect provisions in the union contract, the contract will be opened for negotiations exclusively for discussion of these modifications. At a future meeting, the Board members will be provided with a draft of the proposed personnel manual revision.

Motion by Trustee Talbot, "to accept the General Manager's Report as presented," seconded by Trustee Hodsdon.

Vote: Motion carried unanimously.

ITEM 8: DEPARTMENT REPORTS

As part of their Board packets, the Trustees were provided with the Monthly Department Reports prepared by the respective managers.

Motion by Trustee Talbot, “to accept the Department Reports as presented,” seconded by Trustee Hodsdon.

Vote: Motion carried unanimously.

ITEM 9: PUBLIC PARTICIPATION

None

Motion by Trustee Talbot, “to adjourn the meeting,” seconded by Trustee Richards.

Vote: Motion carried unanimously.

Meeting adjourned at 9:03 a.m.

Sue Markatine, Recording Secretary