

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – DECEMBER 16, 2021 at 7:30 AM**

Note: KWD Trustees held this meeting at the KWD Water Treatment Plant. Notice of this meeting was posted on the KWD Facebook and Webpage.

The meeting was called to order at 7:30 a.m. by Vice-President Stabins.

Trustees present: Amy Stabins, Vice-President; J. Michael Talbot, Treasurer; Jeff Earickson, Assistant Treasurer; Sarah Whateley, Clerk (Remote Access); Karl Dornish, Trustee; Allan Fuller, Trustee (Remote Access); Frank Richards, Trustee; Denise Bruesewitz, Trustee (Remote Access); Bruce Williams, Trustee

Trustees absent: Al Hodsdon, President

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager; Jeff Longfellow, KWD Engineering Manager (Remote Access); Matt Zetterman, KWD Technology Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Jared Bragdon, KWD Distribution Manager (Remote Access); Robbie Bickford, KWD Water Quality Manager; Sue Markatine, KWD Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

Members of the public introduced to and welcomed by the Board members were Judy Stone, Stephen Greene, Molly Docherty, Evan Houk from the Morning Sentinel, and Andrew Kahrl from ReVision Energy.

ITEM 2: PRESENTATION BY REVISION ENERGY ON SOLAR POWER AND NET ENERGY BILLING

Mr. Kahrl conducted a presentation regarding the potential KWD solar panel project in Vassalboro, which will aid in offsetting KWD's electricity costs. Mr. Kahrl answered questions from the Board members. At the conclusion of the presentation, the Board members directed Mr. Crouse to continue discussion with Mr. Kahrl regarding this project.

ITEM 3: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF DECEMBER 2, 2021.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of December 2, 2021," seconded by Trustee Dornish.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 4: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the December 16, 2021 total warrant of checks released for \$296,234.07," seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 5: REVIEW NOVEMBER 2021 FINANCIAL REPORTS

The Trustees were provided with the November/Year-to-Date 2021 Financial Statements and Accounts Receivable Aging Report, and a brief review was conducted.

ITEM 6: APPROVALS/MOTIONS NEEDED

A. Approval of Agreement with JF Scott for Construction Manager at Risk Services

The Board members were provided with a Standard Form of Agreement Between Owner and Construction Manager as Constructor document, a General Conditions of the Contract for Construction document, and a request for authorization memo to execute a Contract Agreement with JF Scott Construction to manage the construction of the new KWD Operations Facility. Mr. Crouse informed the Trustees that seven firms submitted statements of qualifications, and four firms were interviewed.

Motion by Trustee Richards, “to approve a contract with JF Scott Construction to manage the construction of the new KWD Operations Facility for a fee of 3.15 percent of the cost of the construction and \$7,000 in preconstruction services,” seconded by Trustee Dornish.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

B. Other

Mr. Crouse informed the Board that KWD recently received the premium renewal from the Maine Municipal Association (MMA) for the KWD workers’ compensation insurance for \$20,038.00.

Motion by Trustee Williams, “to authorize the payment of \$20,038.00 to the Maine Municipal Association for KWD’s 2022 Workers’ Compensation Insurance premium,” seconded by Trustee Talbot.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 7: GENERAL MANAGER’S REPORT

The Trustees were provided with the General Manager’s report, and a brief review was conducted by Mr. Crouse.

In addition to his report, Mr. Course informed the Trustees that KWD has two projects listed on the 2022 Maine Drinking Water Program’s State Revolving Funds preliminary primary list. Funding for the three other major projects planned in 2022 will be discussed at a future Board meeting.

Motion by Trustee Talbot, “to accept the General Manager’s Report as presented,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 8: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

Trustee Stabins mentioned that the first session of the Maine Water Utilities Association Board Member Development Program is scheduled for January 5, 2022.

At Trustee Earickson’s request and in concurrence with the other Board members, Mr. Zetterman will modify the KWD website Trustee page to make contacting Board members easier for the public.

The Trustees had a lengthy discussion regarding KWD’s Forest Management and South Narrows Peninsula Harvesting plans including some reference to the letter from concerned citizens regarding these plans. Mr. Crouse will provide a response to the recommendations found in the letter from the concerned citizens at the January 6, 2022 Board meeting.

ITEM 9: PUBLIC PARTICIPATION

Ms. Docherty, Ms. Stone, and Mr. Greene all shared comments about KWD’s Forest Management and South Narrows Peninsula Harvesting plans.

On a separate note, Mr. Greene introduced himself as the new President of the China Lake Association and looks forward to a continued partnership with KWD.

ITEM 10: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

A. MRSA Title 1, Section 405-6A Labor Discussions

i. General Manager Evaluation

ii. Union Requests

At 8:55 a.m., motion by Trustee Talbot, “to enter Executive Session under MRSA Title 1, Section 405-6A, Labor Discussion,” seconded by Trustee Richards.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

At 9:20 a.m. Vice-President Stabins brought the Board out of Executive Session.

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

Meeting adjourned at 9:21 a.m.

Sue Markatine, Recording Secretary