

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – MARCH 2, 2023 at 7:30 AM**

Note: KWD Trustees held this meeting at the KWD Business Office. Notice of this meeting was posted on the KWD Facebook and Webpage.

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

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

Trustees absent: Ben Murray, Trustee

J. Michael Talbot, Treasurer, left the meeting at 8:50 a.m.
Denise Bruesewitz, Trustee, left the meeting at 8:50 a.m.

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); Jared Bragdon, KWD Distribution Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Robbie Bickford, KWD Water Quality Manager; Sue Markatine, KWD Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

KWD Trustees welcomed the following members of the public: Jeff Jolicoeur from Century 21 Surette Real Estate; Matt Reynolds from Drumlin Environmental, LLC; Carol White from C. A. White Associates, LLC; Eric Lind from China Lake Association; Stephen Greene from China Lake Association (Remote Access).

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF FEBRUARY 16, 2023.

Motion by Trustee Williams, "to accept the minutes of the Regular Board of Trustees' meeting of February 16, 2023," seconded by Trustee Earickson.

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

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the March 2, 2023, total warrant of checks released for \$1,171,807.41," seconded by Trustee Earickson.

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

ITEM 4: FINANCIAL REPORTS

A. January 2023 Monthly Financial Reports

The Trustees were provided with the January 2023 Financial Statements and Accounts Receivable Aging Report, and a brief review was conducted.

ITEM 5. REVIEW OF PROPERTY SALE OPTIONS FOR PARCELS NEAR DRUMMOND AVENUE

Mr. Jolicoeur presented a brief overview of the two parcels of land KWD owns near Drummond Avenue. The Trustees discussed a sales strategy. The consensus of the Board is to obtain an opinion of properties values from Mr. Jolicoeur, set sale prices, approach the abutters to determine if there is interest in purchasing, and, if necessary, list for sale.

Next, the Board discussed the South Street garage parcel. The consensus of the Trustees is to utilize the same sales strategy as the Drummond Avenue properties.

ITEM 6. OVERVIEW OF WATERSHED-BASED MANAGEMENT PLAN

Due to time constraints, the overview of the Watershed Based Management Plan was not provided.

ITEM 7. OVERVIEW OF WATER STEWARDSHIP PLAN

The Trustees were recently provided with a draft copy of the 2023 KWD Water Stewardship Plan. Ms. White and Mr. Drumlin, authors of the plan, conducted a PowerPoint presentation summarizing the plan and answered questions from the Board members. The overview included three main components: 1) Water Stewardship Overview; 2) Plan Development Overview; and 3) Water Stewardship Plan Recommendations. The Trustees were requested to review the complete plan and provide any comments or feedback by March 16, 2023.

ITEM 8: APPROVALS/MOTIONS NEEDED

A. Approval of Resolution Supporting the 2022 China Lake Watershed Based Management Plan

The Board members were provided with a request for authorization to adopt a resolution supporting the China Lake Watershed Based Management Plan. After some discussion, including the efforts and effects of controlling internal and external nutrients, a motion was proposed.

Motion by Trustee Earickson, “to adopt the following resolution: *The Kennebec Water District’s (KWD) mission is to provide high quality water for the protection of public health and safety to more than 22,000 people in the greater Waterville area. China Lake (the Lake) has been the sole source of water for KWD since 1905. Since 1909 KWD has been investing financial resources to protect the Lake water quality. KWD remains committed to improving water quality in the Lake including partnerships with other likeminded groups and citizens. As such, and in alignment with the findings and recommendations of the 2022 China Lake Watershed Based Management Plan, KWD supports efforts targeted at reducing nutrient pollution (particularly phosphorus) entering the Lake (the external load) and controlling and reducing nutrient cycling within the Lake (the internal loading).*” seconded by Trustee Williams.

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

B. Wheel Loader Purchase Approval

The Board members were provided with a request for authorization memo which included proposals from five bidders for the purchase of a 2023 3-yard wheel loader.

Motion by Trustee Williams, “to accept the low bid from United Construction & Forestry for the purchase of a 2023 John Deere 524P wheel loader with snow pusher and construction fork attachments for \$192,300.00” seconded by Trustee McCluskey.

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

ITEM 9: 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. Crouse announced that Brigadier General Dwayne Drummond (retired) presented Mr. Bragdon with the Patriotic Employer Recognition award for his and KWD’s support of Staff Sergeant T. Chad Merrill’s (KWD full-time distribution technician) temporary, full-time deployment with the Maine National Guard.

Mr. Crouse and other staff had a productive meeting with Mr. Kahrl from ReVision Energy regarding the potential KWD solar panel project in Vassalboro, which will aid in offsetting KWD’s electricity costs.

Mr. Crouse and the Trustees discussed the recent article in the *Morning Sentinel* entitled “Crisis Builds for Kennebec County Wastewater Treatment Plants” and the impact this predicament is having on Maine communities.

Mr. Crouse informed the Board that the Environmental Protection Agency is expected to issue its proposed PFAS drinking water standards on Friday, March 3, 2023.

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

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

ITEM 10: DEPARTMENT REPORTS

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

In response to a question from Trustee McCluskey, Mr. Bickford stated the WTP chemical room upgrade project is on budget and substantially completed.

Referring to Mr. Zetterman’s report item regarding continuous improvements to KWD’s SCADA cybersecurity, Trustee Richards stressed the seriousness of cybersecurity protection and noted one recent computer hacking incident a business encountered.

Motion by Trustee Williams, “to accept the Department Reports as presented,” seconded by Trustee Earickson.

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

ITEM 11: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

Referring to the KWD Water Stewardship Plan, both Trustee McCluskey and Trustee Fuller expressed being in favor of investing more KWD funds and executing additional projects for the well-being of China Lake.

ITEM 12: PUBLIC PARTICIPATION

None

ITEM 13: AS NEEDED: EXECUTIVE SESSION – MRS TITLE 1, §405: EXECUTIVE SESSIONS SECTION 6.

None

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

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

Meeting adjourned at 9:25 a.m.

Sue Markatine, Recording Secretary