

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – JUNE 1, 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; Mark McCluskey, Trustee; Bruce Williams, Trustee; Ben Murray, Trustee

Trustees absent: Denise Bruesewitz, Trustee

Sarah Whateley, Clerk, joined the meeting at 7:33 a.m.
J. Michael Talbot, Treasurer, left the meeting at 9:00 a.m.

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

ITEM 1: INTRODUCTION OF GUESTS

None

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF MAY 18, 2023

Motion by Trustee Williams, “to accept the minutes of the Regular Board of Trustees’ meeting of May 18, 2023,” seconded by Trustee Richards.

Vote: 7 in favor, Trustee McCluskey abstained, motion carried.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, “to ratify the June 1, 2023, total warrant of checks released for \$637,711.98,” seconded by Trustee Earickson.

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

ITEM 4: PFAS STUDY PRESENTATION BY CDM SMITH

This presentation will be conducted at the June 15, 2023, Board meeting.

ITEM 5: APPROVALS/MOTIONS NEEDED

None

ITEM 6: GENERAL MANAGER'S REPORT**A. Recap of Events Related to the Do Not Drink Order**

Mr. Crouse conducted a PowerPoint presentation recapping the events of the Do Not Drink Order issued to all customers on May 22, 2023, and answered questions from the Trustees. He emphasized the staff's excellent performance during this challenging incident. The Board was informed that after-action meetings were conducted, one with Waterville Fire Department and one with KWD staff, to review successful actions taken and improvements needed if another incident should occur. A summary of the events will be composed and provided to the Board members and appropriate agencies at a future date.

Next, Mr. LaPlante continued with the PowerPoint presentation by providing a brief history of KWD's Cross-Connection Control policy. Per KWD's current Cross Connection Control Policy "Fire services or life safety systems installed or modified after June 30, 1987, having fire department connections must be protected by at least an approved double-check device."

Although there was a testable backflow prevention device on the domestic service at 30 Elm Street, Waterville, there was no backflow prevention device on the fire service, because the fire service was installed prior to 1987. Consequently, the fire suppression foam and water from the fire truck entered the KWD distribution system. KWD staff will be inspecting approximately 196 of the fire/sprinkler services in its service area to evaluate the level of risk at each service. Staff will also be developing a proposed revision to the Cross Connection Control Policy for the Board to review. The Waterville Fire Department conducts fire safety inspections on a regular basis and will be communicating their findings to KWD when appropriate.

Mr. Crouse and Mr. LaPlante will provide regular ongoing updates to the Trustees at future Board meetings.

After some discussion, the Trustees decided to tour the new KWD facilities at 131 Drummond Avenue immediately following the conclusion of the June 15, 2023, Board meeting.

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

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

ITEM 7: DEPARTMENT REPORTS

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

Trustee Earickson recently received an inquiry from a customer regarding the amount of iron in the KWD water. This element is not listed in the KWD Water Quality Report, aka Consumer Confidence

Report, as the level in the drinking water is below the laboratory's minimum reporting level (aka "non-detectable"). Because iron is a prominent element, Trustee Earickson suggested listing this as non-detectable in the report.

Motion by Trustee Richards, "to accept the Department Reports as presented," seconded by Trustee Williams.

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

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

A. Participating in Board Meetings Remotely

The Board members reviewed the revisions of KWD's Remote Participation in Public Proceedings policy prepared by Mr. Crouse.

Motion by Trustee Fuller, "to approve the KWD Board of Trustees Remote Participation in Public Proceedings Policy revisions," seconded by Trustee Richards.

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

B. July 6, 2023 Board Meeting – Cancel?

The Board consensus was to hold only one KWD Board meeting in July which is scheduled for Thursday, July 20, 2023.

ITEM 9: PUBLIC PARTICIPATION

None

**ITEM 10: AS NEEDED: EXECUTIVE SESSION – MRS TITLE 1, §405:
EXECUTIVE SESSIONS SECTION 6. C. LAND SALE**

None

Motion by Trustee Earickson, "to adjourn the meeting," seconded by Trustee Williams.

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

Meeting adjourned at 9:18 a.m.

Sue Markatine, Recording Secretary