

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – OCTOBER 19, 2023 at 7:30 AM**

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

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

Trustees absent: Amy Stabins, President

Denise Bruesewitz, Trustee, joined the meeting at 7:33 a.m. and left the meeting at 8:27 a.m.

Ben Murray, Trustee, joined the meeting at 7:33 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 (Remote Access); Sue Markatine, KWD Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

Mr. Andrew Karl from ReVision Energy joined the meeting remotely for the ReVision Energy Power Purchase Agreement discussion.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF OCTOBER 5, 2023.

Motion by Trustee Earickson, "to accept the minutes of the Regular Board of Trustees' meeting of October 5, 2023," seconded by Trustee Fuller.

Vote: Motion carried unanimously.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the October 19, 2023, total warrant of checks released for \$334,160.35," seconded by Trustee Earickson.

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

ITEM 4: REVIEW OF SEPTEMBER 2023 FINANCIAL REPORTS

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

ITEM 5: APPROVALS/MOTIONS NEEDED

A. Approval of Power Purchase Agreement with ReVision Energy

The Trustees were provided with a request for authorization memo to execute a Power Purchase Agreement with ReVision Energy and a copy of the full agreement. Mr. Crouse reviewed the history of the process and discussions which resulted in this agreement. Mr. Karl highlighted a few of the agreement details, including explaining KWD's energy credits, project/equipment responsibility, and end of term options, and answered questions from the Board members.

Motion by Trustee Earickson, "to approve the twenty-year ReVision Energy Power Purchase agreement," seconded by Trustee Fuller.

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

B. Approval of Change to Salary Administration Policy

The Trustees were provided with a request for approval of a salary schedule change for the Distribution Manager due to upcoming expanded responsibility. Mr. Crouse explained that KWD's two service technicians will be transferred to the Distribution Department effective January 1, 2024, and the operational benefits of this change. Mr. Crouse also requested an amendment to this request to include a salary schedule change for the Distribution Supervisor as he will have two additional employees under his supervision. The Trustees discussed these changes with a few interested in the annual cost impact if the new salary grades were approved. Mr. Crouse stated the cost impact will be reflected in the proposed 2024 Operating Budget.

Motion by Trustee Williams, "to approve the change effective January 1, 2024, for the Distribution Manager from Pay Grade E to Pay Grade F and the change for the Distribution Supervisor from Pay Grade 9 to Pay Grade 10," seconded by Trustee Fuller.

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

ITEM 6: GENERAL MANAGER'S REPORT

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

Mr. Crouse paid tribute to Zach Noble, who was a KWD Distribution Technician, Pittsfield Fire Fighter, and Unity Ambulance Emergency Medical Technician, who passed away suddenly on Tuesday, October 17, 2023.

Motion by Trustee Williams, "in memory of Zach, to make a \$250 donation to the Zachary T. Noble Scholarship being established in Zach's name for the training of young men and women in Emergency Medical Services," seconded by Trustee Fuller.

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

Mr. Crouse informed the Board members that the present Union Contract expires at the end of year 2023. Trustee Williams has agreed to assist with the contract negotiations as Board representative.

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

Vote: Motion carried unanimously.

ITEM 7: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

None

ITEM 8: PUBLIC PARTICIPATION

None

**ITEM 9: AS NEEDED: EXECUTIVE SESSION – MRS TITLE 1, §405:
EXECUTIVE SESSIONS SECTION 6**

None

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

Vote: Motion carried unanimously.

Meeting adjourned at 8:32 a.m.

Sue Markatine, Recording Secretary