

**KENNEBEC WATER DISTRICT  
REGULAR BOARD OF TRUSTEES MEETING  
THURSDAY – JANUARY 18, 2024 at 7:30 AM**

The meeting was called to order at 7:32 a.m. by President Richards.

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

Trustees absent: Ben Murray, Vice-President; Sarah Whateley, Clerk; Allan Fuller, Trustee

Denise Bruesewitz, Trustee, left the meeting at 7:58 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**

None

**ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE ANNUAL BOARD OF TRUSTEES' MEETING OF JANUARY 4, 2024.**

Motion by Trustee Williams, "to accept the minutes of the Annual Board of Trustees' meeting of January 4, 2024," 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 Williams – Yea. Motion carried unanimously.

**ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT**

Motion by Trustee Earickson, "to ratify the January 18, 2024, total warrant of checks released for \$383,819.02," seconded by Trustee Talbot.

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

**ITEM 4: APPROVALS/MOTIONS NEEDED**

**A. Approval of Payment to Dagle Electrical Construction**

The Trustees were provided with a request for authorization memo to approve payment to Dagle Electrical Construction Corp. for the repair of conduit damaged as a result of the Bay Street, Winslow, water main break.

Motion by Trustee McCluskey, “to authorize payment to Dagle Electrical Construction Corp. for \$15,573.00 for conduit electrical repairs on Bay Street, Winslow,” 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 Williams – Yea. Motion carried unanimously.

**ITEM 5: WATERSHED LAND PURCHASE POLICY – REVIEW OF DRAFT POLICY**

The Trustees were provided with a China Lake Watershed Land Acquisition Draft Policy for their review. Because a few Trustees were absent and a few were obligated to exit today’s meeting early, the Board members decided to table this agenda item.

Motion by Trustee Williams, “to table the review of the draft Watershed Land Purchase Policy,” seconded by Trustee McCluskey.

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

**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.

Due to a date conflict with the Maine Water Utilities Association Annual Tradeshow and Conference, which is scheduled for January 31<sup>st</sup> – February 1<sup>st</sup>, 2024, the Trustees decided to cancel the February 1, 2024, Board meeting. The only scheduled Board meeting in February is on February 15, 2024.

The Board members thanked Mr. Crouse for his report.

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

Trustee Earickson stated he reviewed the 1996 KWD Cost of Service Study. The Trustees briefly discussed the potential value of an updated study.

In answer to a question by Trustee Bruesewitz, Mr. Zetterman responded that, overall, KWD has had no systemic issues with Verizon phone reception.

Trustee Stabins stated that she will not be in attendance for the February 15, 2024, meeting.

**ITEM 8: PUBLIC PARTICIPATION**

None

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

None

Due to a loss of quorum, the meeting was adjourned.

Meeting adjourned at 8:00 a.m.

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Sue Markatine, Recording Secretary