

**KENNEBEC WATER DISTRICT  
REGULAR BOARD OF TRUSTEES MEETING  
THURSDAY – APRIL 4, 2024 at 7:30 AM**

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

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

Trustees absent: Amy Stabins, Trustee

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

**ITEM 1: INTRODUCTION OF GUESTS**

None

**ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF MARCH 7, 2024.**

Motion by Trustee Talbot, “to accept the minutes of the Regular Board of Trustees’ meeting of March 7, 2024,” seconded by Trustee Earickson.

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.

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

Motion by Trustee Earickson, “to ratify the March 21, 2024 total warrant of checks released for \$642,243.63 and to ratify the April 4, 2024 total warrant of checks released for \$280,548.12,” seconded by Trustee Talbot.

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.

**ITEM 4: REVIEW OF FEBRUARY 2024 FINANCIAL REPORTS**

The Trustees were provided with the February 2024 Financial Statements and Accounts Receivable Aging Report and a brief review was conducted.

The Board members thanked Ms. Dyer for the review of the financial statements.

**ITEM 5: PRESIDENT'S COMMENTARY**

Trustee Richards mentioned that the China Lake Watershed Land Acquisition subcommittee consisting of KWD staff and Trustees had a productive meeting.

The Board members anticipate discussing the annual General Manager's evaluation at the April 18, 2024, meeting.

**ITEM 6: REVIEW OF RATE INCREASE PROJECTIONS**

Mr. Crouse conducted a PowerPoint presentation to review the ten-year budget projections, water rate strategic planning, total debt and annual debt service, and impact of potential rate increases through the year 2026 on KWD customers including the public fire protection for the municipalities. He also briefly reviewed the American Water Works Association Standards and KWD's investment plan for water main replacements. Mr. Crouse answered questions from the Board members as they discussed this information. Some members of the Board expressed interest in more time to review the information presented before considering the amount of a potential rate increase.

Motion by Trustee Earickson, "to table the rate increase discussion," seconded by Trustee Fuller.

It was noted that due to the Maine Public Utilities Commission rate making procedures, including a public notice and a public hearing, tabling the discussion will delay the proposed rate increase beyond the original planned date of July 1, 2024.

Motion by Trustee Williams, to move the question," seconded by Trustee McCluskey.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Nay, Trustee McCluskey – Yea, Trustee Murray – Nay, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams - Nay. 6 in favor, 3 opposed, motion carried.

**ITEM 7: APPROVALS/MOTIONS NEEDED****A. Approval of Rate Increase(s)**

Motion by Trustee Fuller, "to approve an across-the-board water rate increase of eight percent effective July 1, 2024, subject to approval by the Maine Public Utilities Commission".

Motion was not seconded; therefore, motion fails.

**B. Approval of Agreement with Eastwood Contractors, Inc. for Summer Street Main Replacement Project**

The Trustees were provided with a request for authorization memo which included proposals from four bidders for the Summer Street, Waterville, water main replacement project.

Motion by Trustee Williams, "to award the contract to the low bidder, Eastwood Contractors, for \$3,146,420.00 for the Summer Street, Waterville, water main replacement project," seconded by Trustee McCluskey.

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.

### **C. Approval of 2024-2025 Heating Fuel Purchase Agreement (After-the-Fact Approval)**

The Trustees were provided with a request for authorization memo explaining that Mr. Crouse had reviewed the bids solicited by the Maine Power Options fuel oil program. After the bid offerings, vendors require an almost immediate commitment; therefore, Mr. Crouse accepted the low bid price for the annual fuel supply for the Water Treatment Plant (WTP) 2024 – 2025 heating season.

Motion by Trustee Williams, “to ratify the agreement with Fielding’s Oil & Propane Company for a fixed price of \$2.7975 per gallon for up to 12,000 gallons of fuel oil for the WTP 2024 – 2025 heating season,” seconded by Trustee Talbot.

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.

### **D. Approval of Paving Restoration Agreement**

The Trustees were provided with a request for authorization memo which included a proposal from one bidder (KWD solicited eight firms) for 2024 pavement restoration work necessary due to the various KWD projects and repairs which require excavation.

Motion by Trustee Talbot, “to accept the bid from Proseal, LLC for the 2024 pavement restoration work for the base price of \$90.00 per square yard,” seconded by Trustee Earickson.

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.

### **ITEM 8: GENERAL MANAGER’S REPORT**

The Trustees were provided with the March 21, 2024, and April 4, 2024, General Manager’s reports.

### **ITEM 9: 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 by Trustee Fuller regarding the PFAS reduction media replacement trial samples, Mr. Bickford replied that the results have been favorable and as expected.

Trustee Fuller also questioned the notice of noncompliance from the Drinking Water Program for not completing a required every three-year test sampling of a compound in the water due to a lab miscommunication. There are no penalties for this; however, notification to customers regarding this violation is being completed as part of the Annual Water Quality Report.

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

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.

**ITEM 10: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS**

In response to a question by Trustee Fuller, another China Lake Watershed Land Acquisition committee meeting will be scheduled after the draft policy is revised as a result of discussion at the previous meeting.

There was some interest in holding a special meeting to review the analysis of the KWD 2023 Usage and Revenue Review data compiled by Trustee Earickson and to further discuss water rates.

Mr. Crouse informed the Trustees he will not be in attendance for the Board meeting scheduled for April 18, 2024.

**ITEM 11: PUBLIC PARTICIPATION**

None

**ITEM 12: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS**

None

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

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.

Meeting adjourned at 8:43 a.m.

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Sue Markatine (for Roger Crouse, Recording Secretary for this Meeting)