

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – JUNE 6, 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; Allan Fuller, Trustee; Bruce Williams, Trustee; Amy Stabins, Trustee; Mark McCluskey, Trustee

Trustees absent: Denise Bruesewitz, Trustee

Also present: Roger Crouse, KWD General Manager; Jeff Longfellow, KWD Engineering Manager; Matt Zetterman, KWD Technology Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Jared Bragdon, KWD Distribution 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 16, 2024.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of May 16, 2024," seconded by Trustee Earickson.

Vote: 8 in favor, Trustee McCluskey abstained, motion carried.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, "to ratify the June 6, 2024 total warrant of checks released for \$77,423.92," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

ITEM 4: APPROVALS/MOTIONS NEEDED

A. Approval of Agreement with MDOT for Ticonic Bridge Work

The Trustees were provided with a request for authorization memo outlining the reasons for after the fact approval to enter into an agreement with the Maine Department of Transportation (MDOT) to have the water main replacement incorporated in the overall contract for the Ticonic Bridge replacement project. Mr. Crouse answered questions about the construction and funding for this project.

Motion by Trustee Fuller, "to ratify the after the fact agreement with the Maine Department of Transportation to incorporate in the overall Ticonic Bridge project contract the replacement of the water main by Cianbro Corporation for \$1,158,058.00," seconded by Trustee Stabins.

Vote: Motion carried unanimously.

B. Approval of Sole-Source Purchase of Utility Truck Body

The Trustees were provided with a request for authorization memo outlining the reasons for requesting approval of a sole source purchase of a utility body from Hews Truck Bodies and Equipment. One additional price quote was received; however, the KWD specifications were not fully realized by this supplier. Mr. Crouse and Mr. Bragdon answered questions regarding the features of this utility body and estimated trade-in value of the truck being replaced.

Motion by Trustee Earickson, “to authorize a sole source purchase from Hews Truck Bodies and Equipment for \$152,885.00 for a 2024 Maintainer utility service body,” seconded by Trustee Fuller.

Vote: Motion carried unanimously.

C. Approval of Agreement with Wright-Pierce for Construction Administration of Ticonic Bridge Project

The Trustees were provided with a request for authorization memo for the execution of an agreement with Wright-Pierce for construction administration services associated with the Ticonic Bridge water main replacement project. KWD engineering staff will also be actively involved in the construction administration and inspection of this project.

Motion by Trustee Fuller, “to execute an agreement with Wright-Pierce for construction administration services for the Ticonic Bridge water main replacement for a not-to-exceed cost of \$15,500.00,” seconded by Trustee Earickson.

Vote: Motion carried unanimously.

ITEM 5: 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 informed the Trustees that Sappi’s Somerset Mill is scheduled to purchase up to 240,000 gallons of water from KWD’s bulk water fill station due to construction work on their waterline from the Kennebec River into the mill.

There will only be one Board meeting in July, which is scheduled for Thursday, July 18, 2024. Mr. Crouse is unavailable for this meeting; therefore, Mr. Zetterman will be acting General Manager.

The Board members thanked Mr. Crouse for his report.

ITEM 6: 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 Stabins, Mr. Bragdon stated that after the temporary pavement patch and the ground has had an opportunity to settle at the site of the main break on the Augusta Road, Winslow, KWD will be applying a permanent pavement patch.

At Trustee Fuller’s request, there was a brief discussion regarding the China Lake water level monitoring performed by KWD and the Outlet Stream water flow and lake level controlled by the Town of Vassalboro.

In addition to his report, Mr. Bickford reported that approximately three million alewives entered China Lake this season. The alewives have now spawned and have begun exiting the lake.

There will be a public information meeting on June 12, 2024, hosted by KWD at the Water Treatment Plant to inform and answer questions from interested parties regarding the notice of intent to file Maine Waste Discharge License/Maine Pollutant Discharge Elimination System Permit Application associated with the recycle water reduction project. Mr. Crouse and Mr. Bickford are also conducting a similar presentation to the Vassalboro Select Board and will appear before the Planning Board for the permitting process.

The Board members thanked the Department Managers for their reports.

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

Trustee Richards commented that the Town of Vassalboro is highly satisfied with the communication and information sharing provided by Mr. Crouse and Mr. Bickford.

Trustee Richards stated that the China Lake Association is extremely pleased with the daily publication of China Lake level data information on the KWD website.

Trustee Earickson touched on the fact that there has been an increase in foreign cyberattacks on United States water systems. Mr. Zetterman commented that these breaches are on KWD’s radar and on-going training sessions are being provided by the Environmental Protection Agency and others.

ITEM 8: PUBLIC PARTICIPATION

None

ITEM 9: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

At 8:16 a.m., motion by Trustee Talbot, “to enter Executive Session under MRSA Title 1, Section 405-6A, Personnel Matters,” seconded by Trustee Earickson.

Vote: Motion carried unanimously.

At 8:33 a.m. President Richards brought the Board out of Executive Session.

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

Vote: Motion carried unanimously.

Meeting adjourned at 8:35 a.m.