

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

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

Trustees present: Ben Murray, Vice-President; Jeff Earickson, Treasurer; J Michael Talbot, Assistant Treasurer; Allan Fuller, Trustee; Amy Stabins, Trustee; Denise Bruesewitz, Trustee (Remote Access); Mark McCluskey, Trustee; Bruce Williams, Trustee

Trustees absent: Frank Richards, President; Sarah Whateley, Clerk

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**

None

**ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF OCTOBER 17, 2024**

Motion by Trustee Talbot, “to accept the minutes of the Regular Board of Trustees’ meeting of October 17, 2024,” seconded by Trustee Williams.

Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried unanimously.

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

Motion by Trustee Earickson, “to ratify the November 7, 2024, total warrant of checks released for \$422,969.50,” seconded by Trustee Talbot.

Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried unanimously.

**ITEM 4: APPROVALS/MOTIONS NEEDED:**

**A. Metering Equipment Purchase Approval**

The Trustees were provided with an after-the-fact request for the purchases of the 2024 Sensus water meters and associated meter reading equipment. Mr. Crouse reviewed this request and answered questions from the Trustees. Mr. LaPlante updated the Board members on the meter replacement progress which entails swapping old brass-bodied meters to new composite-bodied meters.

Motion by Trustee Williams, “to approve the after-the-fact purchases of 2024 water meters and associated meter reading equipment from Everett J. Prescott, Inc. and Core & Main for a total of \$197,806.88,” seconded by Trustee Fuller.

Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried unanimously.

### **B. Hiring Timeline Approval**

The Trustees were provided with a request to hire a candidate the beginning of January even though a distribution technician position will not become vacant until early April due to a retirement. Mr. Crouse explained while interviewing for a current technician job opening, two well-qualified candidates were identified. The pros and cons of this early hiring were briefly discussed.

Motion by Trustee Fuller, “to approve the hiring of a technician approximately the first week of January 2025 to fill a pending vacancy,” seconded by Trustee Earickson.

Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. 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.

On behalf of the Board members, Vice-President Murray thanked Mr. Crouse for the review of the General Manager’s 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 Fuller, Mr. Bickford briefly reviewed the China Lake phosphorus reduction projects such as shorefront buffer strips. These projects are partially funded by a U. S. Environmental Protection Agency Section 319 Clean Water Act grant and partially funded by matching funds of which KWD pledged \$10,000.

On behalf of the Board members, Vice-President Murray thanked the Department Managers for their reports.

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

Trustee Earickson informed the Board that he will not be in attendance for the November 21, 2024, Budget Workshop and December 5, 2024, Board meeting.

There was a brief discussion of potential implications for public water districts when the new political administration assumes control in 2025.

In response to a question from Trustee McCluskey, Mr. Crouse reviewed the options being evaluated and preliminary designed by CDM Smith for PFAS mitigation. KWD anticipates having direction for a permanent PFAS removal method by the beginning of the second quarter 2025.

**ITEM 8: PUBLIC PARTICIPATION**

None

**ITEM 9: AS NEEDED: EXECUTIVE SESSION – MRSA TITLE 1, §405: EXECUTIVE SESSIONS**

None

**ITEM 10: ADJOURNMENT**

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

Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Williams – Yea.  
Motion carried unanimously.

Meeting adjourned at 8:17 a.m.

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Sue Markatine, Recording Secretary