

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – JANUARY 16, 2025 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); Allan Fuller, Trustee; Amy Stabins, Trustee (Remote Access); Mark McCluskey, Trustee; Bruce Williams, Trustee

Trustees absent: Denise Bruesewitz, Trustee

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager; Matt Zetterman, KWD Engineering Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Jared Bragdon, KWD Distribution 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 ANNUAL BOARD OF TRUSTEES’ MEETING OF JANUARY 2, 2025.

Motion by Trustee Talbot, “to accept the minutes of the Annual Board of Trustees’ meeting of January 2, 2025,” seconded by Trustee McCluskey.

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

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, “to ratify the January 16, 2025, total warrant of checks released for \$679,415.37,” seconded by Trustee Talbot.

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

ITEM 4: REVIEW OF 2024 CAPITAL SPENDING AND VENDOR SPENDING SUMMARY

The Trustees were provided with the 2024 Year-End Capital Expenditures Report and the 2024 tabulation of vendors/contractors utilized by KWD whose annual cost exceeded \$15,000.00. Ms. Dyer and Mr. Crouse reviewed the Capital Budget Expenditures Report and answered questions from the Board members.

On behalf of the Board members, President Richards thanked Ms. Dyer and Mr. Crouse for these reports.

ITEM 5: APPROVALS/MOTIONS NEEDED – NONE NEEDED

None

ITEM 6: GENERAL MANAGER REPORT

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

In reference to the report, Mr. Crouse answered questions from the Board members regarding the anticipated monetary PFAS settlement from 3M and Dupont. The Trustees briefly discussed the results to date of the present PFAS treatment process and the expectation of KWD having direction for a permanent PFAS removal method by the second quarter 2025.

In addition to his report, Mr. Crouse informed the Trustees he has invited a consultant to highlight the benefits and drawbacks of cost-of-service and rate structure evaluation studies at the Board meeting scheduled for March 6, 2025.

On behalf of the Board members, President Richards thanked Mr. Crouse for the review of the General Manager’s report.

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

Trustee Earickson mentioned the fact that Trustee Bruesewitz has been promoted to Provost at Colby College. She has submitted her resignation from the KWD Board to Bryan Kaenrath, Waterville’s City Manager. The Waterville City Council will appoint a designee to fulfill her present KWD term which ends December 2026. The Board members congratulated Trustee Bruesewitz on this academic achievement.

Trustee Earickson commented that there will be no more Microsoft support for Windows 10 as of October 2025. Mr. Crouse stated KWD will be upgrading to Windows 11 before that date.

Responding to a question from Trustee Earickson, Mr. Crouse stated there is no update on the KWD Vassalboro solar energy project.

ITEM 8: PUBLIC PARTICIPATION

None

ITEM 9: AS NEEDED: EXECUTIVE SESSION – 1 MRSA §405. EXECUTIVE SESSIONS 6. A. PERSONNEL MATTERS – ANNUAL GENERAL MANAGER’S PERFORMANCE REVIEW

At 8:10 a.m., motion by Trustee Williams, “to enter Executive Session under MRSA Title 1, Section 405-6A, Personnel Matters,” seconded by Trustee Talbot.

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

At 8:22 a.m., President Richards brought the Board out of Executive Session.

ITEM 10: ADJOURNMENT

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

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

Meeting adjourned at 8:23 a.m.

Sue Markatine, Recording Secretary