

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – MARCH 20, 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; Mark McCluskey, Trustee; Allan Fuller, Trustee; Bruce Williams, Trustee; Matt Bulmer, Trustee-Appointee

Trustees absent: Amy Stabins, 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)

ITEM 1: INTRODUCTION OF GUESTS

On behalf of the Trustees, President Richards welcomed Trustee-Appointee Bulmer. Trustee Bulmer is fulfilling the term for Denise Bruesewitz who recently resigned from the Board.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF FEBRUARY 20, 2025. (NO QUORUM ON MARCH 6, 2025)

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of February 20, 2025," seconded by Trustee Earickson.

Vote: Motion carried unanimously.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANTS (MARCH 6, 2025 AND MARCH 20, 2025)

Motion by Trustee Earickson, "to ratify the March 6, 2025 total warrant of checks released for \$178,703.75," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

Motion by Trustee Earickson, "to ratify the March 20, 2025 total warrant of checks released for \$270,974.57," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

ITEM 4: REVIEW FEBRUARY 2025 FINANCIAL REPORTS

The Trustees were provided with the February 2025 Financial Statements and Accounts Receivable Aging Report, and a brief review was conducted.

On behalf of the Board members, President Richards thanked Ms. Dyer for the review of the financial statements.

ITEM 5: APPROVALS/MOTIONS NEEDED

A. Purchase Approval for Metering Equipment

The Trustees were provided with a request for the purchases of the 2025 water meters and associated meter reading equipment. Mr. LaPlante answered questions from the Board members regarding this equipment.

Motion by Trustee Earickson, “to approve the purchases of the 2025 water meters and water meter reading equipment from Core & Main for a total of \$154,949.70,” seconded by Trustee McCluskey.

Vote: Motion carried unanimously.

B. Approval of Fuel Oil Purchase Agreement for the Water Treatment Plant (After -The-Fact)

This agenda item will be presented at the next Board meeting.

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.

In reference to his report, Mr. Crouse expanded on the meeting with senior leaders from Huhtamaki Manufacturing Plant. Mr. Crouse and Mr. Bickford answered questions from the Board members.

In addition to his report, Mr. Crouse mentioned the closure of Inland Hospital and the potential impact of consumption and revenue to KWD.

The new KWD Information Technology Technician, Lucas Ramsey, will begin employment at KWD on March 24, 2025.

In response to a question from Trustee Fuller, Mr. Bickford updated the Board members on the China Lake South Peninsula tree harvest being conducted by Comprehensive Land Technologies.

On behalf of the Board members, President Richards thanked Mr. Crouse for his report.

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

At Trustee Earickson’s request, Mr. LaPlante explained the technology and Mr. Zetterman touched on the security of the water meters two-way communication reading devices.

ITEM 8: PUBLIC PARTICIPATION

None

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

None

ITEM 10: ADJOURNMENT

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

Vote: Motion carried unanimously.

Meeting adjourned at 8:15 a.m.

Note: Although Trustee-Appointee Bulmer was present at this meeting, his oath of office was still pending; therefore, he did not vote on any motion items.

Sue Markatine, Recording Secretary