



**Kennebec Water District Board of Trustees
Regular Meeting
Thursday, February 19, 2026 – 7:30 AM
131 Drummond Avenue, Waterville, ME and Via Zoom
AGENDA**

1. Introduction of guests
2. Review and approve minutes of annual meeting of January 15, 2026
3. Review and approval of account warrant
4. Review of December 2025 financial reports
5. Review of 2024 audit reports
6. Approvals/motions needed:
 - a. Approval of Agreement with MDOT for valve box adjustments
 - b. Approval of purchase of forklift from WD Matthews
7. General Manager report
8. Department reports
9. Trustee comments, concerns, and/or ideas
10. Public participation
11. As needed: Executive session 1 MRS §405. 6.
12. Adjournment

**KENNEBEC WATER DISTRICT
ANNUAL BOARD OF TRUSTEES MEETING
THURSDAY – JANUARY 15, 2026 AT 7:30 AM**

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

Trustees present: Frank Richards, Trustee; Ben Murray, Trustee; Jeff Earickson, Trustee; J. Michael Talbot, Trustee; Sarah Whateley, Trustee (Remote Access); Amy Stabins, Trustee; Allan Fuller, Trustee (Remote Access); Nathan Saunders, Trustee; Paul Fongemie, Trustee

Trustees absent: Matthew Bulmer, Trustee

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager; Matt Zetterman, KWD Technology Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Jared Bragdon, KWD Distribution Manager (Remote Access); Robbie Bickford, KWD Water Quality Manager; Max Kenney KWD Senior Project Manager (Remote Access); Sue Markatine, Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

Mr. John Melrose, Town of Vassalboro Trail Committee Chairman, was introduced and welcomed by the Board members.

ITEM 2: WELCOME NEW TRUSTEE – PAUL FONGEMIE, FAIRFIELD

The Trustees welcomed Trustee Fongemie, newly elected Trustee representing the Town of Fairfield.

ITEM 3: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF DECEMBER 4, 2025.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' Meeting of December 4, 2025," seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

ITEM 4: NOMINATIONS AND ANNUAL ELECTION OF BOARD OFFICERS

- A. President**
- B. Vice President**
- C. Treasurer**
- D. Assistant Treasurer**
- E. Clerk**
- F. Assistant Clerk**

Motion by Trustee Earickson, "to elect Trustee Murray as President of the KWD Board of Trustees for 2026," seconded by Trustee Talbot.

Motion by Trustee Murray, "to elect Trustee Richards as Vice-President of the KWD Board of Trustees for 2026," seconded by Trustee Earickson.

Motion by Trustee Talbot, “to elect Trustee Earickson as Treasurer of the KWD Board of Trustees for 2026,” seconded by Trustee Richards.

Motion by Trustee Earickson, “to elect Trustee Talbot as Assistant Treasurer of the KWD Board of Trustees for 2026,” seconded by Trustee Murray.

Motion by Trustee Richards, “to elect Trustee Whateley as Clerk of the KWD Board of Trustees for 2026,” seconded by Trustee Earickson.

Motion by Trustee Fongemie, “to elect Mr. Crouse as Assistant Clerk of the KWD Board of Trustees for 2026,” seconded by Trustee Richards.

The vote for the 2026 slate of officers was as follows:

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

On behalf of the Board members, President Murray thanked Trustee Richards for serving as KWD Board President the past two years.

**ITEM 5: REQUEST BY THE TOWN OF VASSALBORO TO PURCHASE KWD LAND
(JOHN MELROSE TO MAKE A BRIEF PRESENTATION)**

Please Note: This agenda item number was discussed before agenda Item 4.

Mr. Melrose provided the Board members with maps and a document recapping the request from approximately five years ago by the Town of Vassalboro asking KWD to consider transferring to the Town a parcel of land (approximately 28 acres) to be used for recreational trails. At that time, the Board decided to enter into a trail agreement allowing the Town to build the trails on KWD land. Mr. Melrose reported that the trails were constructed and have been a tremendous success. At today’s meeting the notion of KWD transferring the land to the Town was revisited. Mr. Crouse and Mr. Melrose answered questions from the Board members. There was a lengthy discussion including some of the stipulated contingencies if this transfer were to transpire and if continued possession of this land is essential to KWD. KWD would realize a reduction in Vassalboro real estate taxes if this sale did transpire. Two Trustees expressed interest in walking the trails before deciding.

Motion by Trustee Fongemie, “to table agenda item 5. Request by the Town of Vassalboro to Purchase KWD Land,” seconded by Trustee Fuller.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Nay, Trustee Stabins – Nay, Trustee Fongemie – Nay, Trustee Murray – Nay, Trustee Fuller – Yea, Trustee Whateley – Nay, Trustee Saunders – Yea. Motion failed.

Motion by Trustee Stabins, “to offer to sell a parcel of land to the Town of Vassalboro for \$1.00, to authorize the General Manager to negotiate the property deed language with the Town, and to present the draft deed document to the Board members for review and a final vote,” seconded by Trustee Murray.

Roll Call Vote: Trustee Earickson – Nay, Trustee Talbot – Nay, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Nay, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried.

ITEM 6: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, “to ratify the January 15, 2026 total warrant of checks released for \$933,818.34,” seconded by Trustee Talbot.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

ITEM 7: REVIEW OF NOVEMBER AND MISCELLANEOUS YEAR-END FINANCIAL REPORTS

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

The Trustees were also provided with the 2025 Year-End Capital Expenditures Report, the Outstanding Debt Report, and the 2025 tabulation of vendors/contractors utilized by KWD whose annual cost exceeded \$15,000.00. Mr. Crouse and Ms. Dyer answered questions regarding the Capital Budget Expenditures Report and Outstanding Debt Report from the Board members. At Trustee Fuller’s request, Mr. Crouse reviewed some of the 2026 major projects and potential funding sources.

On behalf of the Board members, President Murray thanked Mr. Crouse and Ms. Dyer for the review of the financial statements and reports.

ITEM 8: APPROVALS/MOTIONS NEEDED

A. Approval of 2026 Workers’ Compensation Fund premium – \$29,235 (Paid in Four Installments) – The 2025 Premium was \$22,809. (No Memo.)

The Board was informed that KWD received the annual premium renewal from the Maine Municipal Association (MMA) for the KWD workers’ compensation insurance for \$29,235.00.

Motion by Trustee Richards, “to authorize the payment of \$29,235.00 to the Maine Municipal Association for KWD’s 2026 workers’ compensation insurance premium,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

B. Approval to Purchase Sensus Water Meters and Associated Meter Reading Equipment

The Trustees were provided with a request for the purchase of the 2026 water meters and associated meter reading equipment.

Motion by Trustee Earickson, “to approve the purchase of the 2026 water meters and water meter reading equipment from Core & Main for a total of \$328,664.25,” seconded by Trustee Talbot.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

C. Approval of Agreement for West River Road Water Main Replacement

The Trustees were provided with a request for authorization and explanation for granting the West River Road, Waterville, water main replacement project to Eastwood Contractors, Inc. Mr. Crouse and Mr. Kenney answered questions regarding this request, project scope, and funding source.

Motion by Trustee Fongemie, “to award the West River Road, Waterville, water main replacement project to Eastwood Contractors, Inc. for a construction cost estimate of \$282,715.00,” seconded by Trustee Richards.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

D. Other

The Trustees were provided with a request for authorization memo requesting KWD to enter into an agreement for the regional water storage tank and inspection cleaning with the Greater Augusta Utility District (GAUD). H2O Solutions will be the contractor responsible for the cleaning and inspection, which occurs every three to five years, of KWD’s five tanks.

Motion by Trustee Richards, “to enter into an agreement with the Greater Augusta Utility District for the water storage tank inspection and cleaning contract at a cost of \$19,000.00,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

ITEM 9: GENERAL MANAGER’S REPORT

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

Mr. Crouse reviewed the list of the four projects KWD had applied for 2026 Drinking Water State Revolving Funds (DWSRF). The Maine Center for Disease Control (CDC) and Prevention Drinking Water Program draft list indicates KWD may only receive funding for one project, which is the Chase Avenue Pump Station upgrades. Mr. Crouse has met with a staff member from Senator Susan Collins’ office to discuss a Congressionally Directed Spending grant for water main replacement, possibly Halifax Street, Winslow. In reply to a question from Trustee Earickson, Mr. Crouse explained and there was a general discussion on how projects are generally prioritized for DWSRF loan monies.

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

ITEM 10: DEPARTMENT REPORTS

As part of their Board packet, the Trustees were provided with the Monthly Department Reports prepared by the respective managers.

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

ITEM 11: CONTINUOUS MONITORING BUOY DISCUSSION

The Trustees were provided with a China Lake continuous monitoring buoy memo outlining the present lake water quality monitoring methods, an overview of a continuous monitoring buoy method, benefits and limitations of a continuous monitoring buoy method, cost estimates, and overall conclusions. There was a discussion and commentary regarding this subject. The existing KWD lake monitoring process is extremely effective for compiling data. A continuous monitoring buoy would generate significant amounts of data and could be utilized by the interested public. However, this supplemental data would not influence operations at the Water Treatment Plant (WTP) and would add additional costs including WTP staff resources.

Motion by Trustee Richards, "to pursue purchasing a continuous monitoring buoy," seconded by Trustee Saunders.

Roll Call Vote: Trustee Earickson – Nay, Trustee Talbot – Nay, Trustee Richards – Nay, Trustee Stabins – Nay, Trustee Fongemie – Nay, Trustee Murray – Nay, Trustee Fuller – Nay, Trustee Whateley – Nay, Trustee Saunders – Nay. Motion failed unanimously.

ITEM 12: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

There was a short discussion regarding the information which will be reported as a result of the audited financials and ratio of income to debt analysis.

Trustee Fongemie mentioned that Summit Natural Gas has plans to install gas lines in the Winslow area.

ITEM 13: PUBLIC PARTICIPATION

None

ITEM 14: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. 6.

None

ITEM 15: ADJOURNMENT

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Fongemie – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Saunders – Yea. Motion carried unanimously.

Meeting adjourned at 9:15 a.m.

Sue Markatine, Recording Secretary

A. ACCOUNT WARRANT FEBRUARY 19, 2026

NO.	CHECK DATE	VENDOR NAME	DESCRIPTION	DOLLAR AMOUNT
1	01/12/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	808.13
2	01/14/2026	ERGOS TECHNOLOGY PARTNERS, INC.	SERVER CONTRACT/BACKUP SERVICES	238.00
3	01/14/2026	KENNEBEC EQUIPMENT-FAIRFIELD	REPAIR SUCTION HOSES ON PUMPS	100.20
4	01/14/2026	MAINE MUNICIPAL ASSOCIATION	ANNUAL MEMBERSHIP DUES	740.00
5	01/14/2026	MAINE MUNICIPAL ASSOCIATION	PROPERTY & CASUALTY INSURANCE	35,310.50
6	01/14/2026	MAINE MUNICIPAL BOND BANK	BOND ADMIN FEE & INTEREST	2,959.27
7	01/14/2026	TECHNOLOGY SOLUTIONS OF MAINE	MONTHLY ANSWERING SERVICE	136.54
8	01/15/2026	AUTOMATRIX, INC.	SCADA SYSTEM WORK/PLC DRAWINGS	2,671.20
9	01/15/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	6,331.94
10	01/15/2026	CINTAS	EMPLOYEES UNIFORM/CLOTHING SERVICE	155.67
11	01/15/2026	DEAD RIVER COMPANY	PROPANE-VARIOUS LOCATIONS	324.16
12	01/15/2026	DIG SAFE SYSTEM, INC.	MONTHLY COST OF OPERATIONS	767.20
13	01/15/2026	EASTWOOD CONTRACTORS, INC.	SANGER & BOUTELLE WATER MAIN REPLACE.	85,815.87
14	01/15/2026	FORTIN'S HOME FURNISHINGS	REFRIGERATOR-SMALL BREAK ROOM	1,448.95
15	01/15/2026	INFOSEND, INC.	MONTHLY BILL PROCESSING & MAILING	1,966.56
16	01/15/2026	MAINE INFORMATION NETWORK, LLC	ANNUAL MUNICIPAL FORMS LIBRARY	400.00
17	01/15/2026	WILLIAM MUSERO, INC.	12 YARDS SAND & SALT MIX	1,320.00
18	01/15/2026	NORTHEAST LABORATORY	WATER TEST	55.00
19	01/15/2026	ROKI REPAIR SHOP	PREVENTIVE MAINTENANCE-1 VEHICLE	657.72
20	01/15/2026	T-MOBILE	MONTHLY TELEPHONE & INTERNET	603.88
21	01/15/2026	VERIZON	MONTHLY VEHICLE DATA SERVICE	303.20
22	01/15/2026	F.W. WEBB COMPANY	WRENCHES/BATTERIES/WATER SYS ITEMS/ JOBSITE LIGHT TOWER	2,464.00
23	01/15/2026	HAMMOND LUMBER COMPANY	ROCK SALT	617.89
24	01/15/2026	DIVVY-VISA CARD	OFFICE SUPPLIES/ANNUAL WEBINAR SUB./ MICROSOFT SUBS./CHAMBER MEETING/MONTHLY PHONE SERVICE/HAND SANITIZER/ BANKER BOXES/MWUA TRADE SHOW/GIS DATA STORAGE/QUONSET HUT MATERIAL/ ANNUAL GIS BACKUP/MAINE LABOR LAW POSTERS/TOOLS/BUILDING SUPPLIES/ GOOGLE SUB./DIAL MY CALLS SUB./EMP. BOOTS/TAX FORMS/PE LICENSE RENEWALS/ MEETING FOOD/SCAFFOLDING PLANKS/LOTO PARTS/HOIST PARTS/OPERATOR LICENSE RENEWAL/DRINKING WATER LICENSE RENEWAL/CELL PHONE ACCESSORIES	12,005.92
25	01/20/2026	PAYMENTUS	MNTHLY CUSTOMER CC TRANSACTIONS FEES	3,711.97
26	01/22/2026	GENERAL ALUM N. E. CORP.	ALUM-WTP	5,743.50
27	01/22/2026	MAINE MUNICIPAL ASSOCIATION	WORKERS' COMPENSATION PREMIUM	11,694.00
28	01/22/2026	MODERN INDUSTRIES, INC.	WATER TESTS	550.00
29	01/22/2026	VERTEXONE SOFTWARE, LLC	WATERSMART DOCUMENT STORAGE	51.98
30	01/22/2026	AUTOMATRIX, INC.	LAGOON UPGRADE ENGINEERING	12,914.00
31	01/22/2026	CINTAS	EMPLOYEES UNIFORM/CLOTHING SERVICE	173.55
32	01/22/2026	DEAD RIVER COMPANY	PROPANE/OIL DELIVERIES	996.00
33	01/22/2026	DIRIGO ENGINEERING	CHASE AVENUE BOOSTER DESIGN	28,000.00
34	01/22/2026	GONETSPEED	MONTHLY INTERNET SERVICE	114.90
35	01/22/2026	HACH COMPANY	GLASS ROD SECONDARY TURBIDITY STANDARD/CALIBRATION SET	2,443.10
36	01/22/2026	HUSSEY COMMUNICATIONS, INC.	MONTHLY INTERNET SERVICE	182.00
37	01/22/2026	KENNEBEC WATER DISTRICT-PETTY CASH	W-2 FORMS/SHEET PROTECTORS	42.38
38	01/22/2026	KYOCERA DOCUMENT SOLUTIONS-N. E.	QUARTERLY COPIER MAINTENANCE	405.44
39	01/22/2026	MAINE WATER UTILITIES ASSOCIATION	CONFERENCE & TRADE SHOW	1,630.00
40	01/22/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	330.00
41	01/22/2026	CARPARTS DIST. CENTER-MOTOR SUPPLY	BRAKE CLEANER/WIRE	94.96

A. ACCOUNT WARRANT FEBRUARY 19, 2026

NO.	CHECK DATE	VENDOR NAME	DESCRIPTION	DOLLAR AMOUNT
42	01/22/2026	PINE TREE WASTE, INC.	PORTAPOTTY RENTAL/RUBBISH REMOVAL	379.00
43	01/22/2026	RINALDI ENERGY, LLC	OIL-WTP	7,261.45
44	01/22/2026	TRANE US, INC.	TROUBLESHOOT ALARMS/ADJUST SETTINGS	1,536.00
45	01/22/2026	USA BLUE BOOK	LAB SUPPLIES-WTP	881.86
46	01/26/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	60.71
47	01/29/2026	MAINE MUNICIPAL EMP. HEALTH TRUST	MONTHLY HEALTH INSURANCE PREMIUMS	39,945.19
48	01/29/2026	NORTHEAST DELTA DENTAL	MONTHLY DENTAL INSURANCE PREMIUMS	1,082.50
49	01/30/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	1,807.58
50	01/30/2026	CINTAS	EMPS. UNIFORM/CLOTHING SVC-2 WEEKS	293.83
51	01/30/2026	CONSOLIDATED COMMUNICATIONS	MONTHLY INTERNET SERVICE	390.97
52	01/30/2026	FLOWPOINT ENV. SYSTEMS, INC.	ANNUAL CLOUD BASED SOFTWARE FEE	1,236.00
53	01/30/2026	HARCROS CHEMICALS, INC.	SODIUM HYPOCHLORITE-WTP	5,167.00
54	01/30/2026	INFORMATION TECH EXCHANGE, INC.	RECYCLE METERS	15.25
55	01/30/2026	TREASURER, STATE OF MAINE	ANNUAL CHEMICAL REPORTING FEE	650.00
56	01/30/2026	WORKPLACE HEALTH	ANNUAL AUDIOGRAM TESTS	688.00
57	01/30/2026	ROKI REPAIR SHOP	BACKHOE INSPECTION	100.00
58	01/30/2026	SOMATEX	ANNUAL CRANE/HOIST/LADDER INSPECTIONS	1,400.00
59	01/30/2026	SULLIVAN ASSOCIATES	CHEMICAL PUMPS PARTS-WTP	739.80
60	01/30/2026	VASSALBORO CAR CARE	INSPECTION/MAINTENANCE-1 VEHICLE	987.21
61	01/30/2026	VERIZON WIRELESS	MONTHLY TELEPHONE/DATA SERVICE	100.11
62	01/30/2026	CITY OF WATERVILLE	MONTHLY VEHICLE FUEL USAGE	1,887.78
63	01/30/2026	CENTERLINE UTILITIES	MONTHLY KWD LOCATES	1,055.60
64	01/30/2026	GRAINGER	SAMPLING SYSTEM PUMPS-WTP	1,877.20
65	01/30/2026	KENNEBEC EQUIPMENT-FAIRFIELD	THERMOSTAT/PUMP DIAPHRAGM/ HYDRAULIC MOTOR FOR PUMP	1,391.25
66	01/30/2026	MESSALONSKEE STREAM HYDRO, LLC	ENERGY CREDITS	7,133.71
67	01/30/2026	FANADO PELOTTE CONTRACTOR	CONTRACTOR SERVICES-VARIOUS LOCATIONS	7,672.50
68	02/02/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	362.36
69	02/02/2026	TREASURER, STATE OF MAINE	MONTHLY SALES TAX	3,773.06
70	02/02/2026	MAINEPERS	MONTHLY EMPLOYER RETIRE. CONTRIBUTION	17,579.85
71	02/02/2026	MAINEPERS	MONTHLY GROUP LIFE PREMIUMS	1,223.24
72	02/05/2026	ADVANCE 1 CLEANING SERVICES, INC.	MONTHLY CLEANING SERVICE	1,080.00
73	02/05/2026	ANALYTICHEM USA, INC.	WATER TESTS	215.00
74	02/05/2026	AQUA BACKFLOW, INC.	PROGRAM MANAGEMENT SERVICE	714.00
75	02/05/2026	CENTERLINE UTILITIES	MONTHLY KWD LOCATES	760.32
76	02/05/2026	DOSTIE'S TOWING WATERVILLE	INSPECTION/MAINTENANCE-1 VEHICLE	155.40
77	02/05/2026	KENNEBEC EQUIPMENT-FAIRFIELD	REVERSIBLE COMPACTOR/LIFT BUCKET RENTAL	11,265.00
78	02/05/2026	MAINE LABORATORIES, LLC	WATER TESTS	1,590.00
79	02/05/2026	TECHNOLOGY SOLUTIONS OF MAINE	MONTHLY ANSWERING SERVICE	113.82
80	02/05/2026	WATERWORTH	ANNUAL SOFTWARE SUBSCRIPTION	13,225.00
81	02/05/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	13,938.72
82	02/05/2026	EXPRESS ELECTRIC EEC	LABOR & MATERIALS- LIGHT FIXTURE	520.61
83	02/05/2026	KIMBERLEY A FEUGILL	HYDRANT DECALS	106.00
84	02/05/2026	PIKE INDUSTRIES, INC.	CRUSHED STONE BASE FOR QUONSET HUT	583.07
85	02/05/2026	TRANE US, INC.	TROUBLESHOOT ROOFTOP UNIT	891.00
86	02/05/2026	VERIZON	MONTHLY VEHICLE DATA SERVICE	303.20
87	02/05/2026	F.W. WEBB COMPANY	GASKETS	2,525.11
88	02/12/2026	AHM-NORTHERN LIGHT DRUG TESTING	EMPLOYEE DRUG SCREENING	225.00
89	02/12/2026	ATLANTIC ENVIRON. CONTRACTORS, INC.	CHASE AVE PAINT SAMPLING & ANALYSIS	150.00

A. ACCOUNT WARRANT FEBRUARY 19, 2026

NO.	CHECK DATE	VENDOR NAME	DESCRIPTION	DOLLAR AMOUNT
90	02/12/2026	CAPITAL ONE TRADE CREDIT-AUBUCHON	GARAGE HOSE PARTS	66.43
91	02/12/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-WTP	7,432.35
92	02/12/2026	CINTAS	EMPLOYEES UNIFORM/CLOTHING SERVICE	155.67
93	02/12/2026	DEAD RIVER COMPANY	PROPANE/OIL DELIVERIES	1,026.65
94	02/12/2026	DIRIGO ENGINEERING	CHASE AVENUE BOOSTER DESIGN	14,300.00
95	02/12/2026	HUSSEY COMMUNICATIONS, INC.	MONTHLY INTERNET SERVICE	182.00
96	02/12/2026	INFOSEND, INC.	MONTHLY BILL PROCESSING & MAILING	3,161.59
97	02/12/2026	KENNEBEC COUNTY REGISTRY OF DEEDS	LIEN RELEASE RECORDING FEE-1 PROPERTY	25.00
98	02/12/2026	MAINETODAY MEDIA, INC.	AD FOR BIDS-CHASE AVE PUMP STATION	274.79
99	02/12/2026	MAINE WATER UTILITIES ASSOCIATION	CONFERENCE & TRADE SHOW	1,015.00
100	02/12/2026	TREASURER, STATE OF MAINE-D.O.T.	ROUTE 32 PROJECT	26,000.00
101	02/12/2026	CARPARTS DIST. CENTER-MOTOR SUPPLY	RELAY TRUCK STROBES	31.88
102	02/12/2026	WILLIAM MUSERO, INC.	12 YARDS SAND & SALT MIX	1,320.00
103	02/12/2026	WATERVILLE SEWERAGE DIST	QUARTERLY SEWER BILLS-2 LOCATIONS	106.92
104	02/12/2026	CITY OF WATERVILLE	MONTHLY VEHICLE FUEL USAGE	1,834.89
105	02/12/2026	F.W. WEBB COMPANY	WATER SYSTEM REPLACE ITEMS/TOOLS	10,067.05
106	02/12/2026	ANALYTICHEM USA, INC.	WATER TEST	55.00
107	02/12/2026	DOSTIE'S TOWING WATERVILLE	INSPECTION/MAINTENANCE-2 VEHICLES	310.80
108	02/12/2026	MODERN INDUSTRIES, INC.	WATER TESTS	550.00
109	02/12/2026	TOWN OF WINSLOW	HIGHWAY OPENING PERMITS	203.30
TOTAL WARRANT				452,439.16

**Kennebec Water District
Balance Sheet
As of December 31, 2025**

	December 2025	December 2024	Variance
ASSETS			
Current Assets			
Cash	10,397,948.63	7,354,227.58	3,043,721.05
Accounts Receivables	373,455.07	431,769.31	(58,314.24)
Grants and Loans Receivable	-	1,258,027.92	(1,258,027.92)
Unbilled services	782,950.62	839,770.66	(56,820.04)
Prepaid expenses	139,368.78	145,247.34	(5,878.56)
Inventory	464,388.92	436,828.61	27,560.31
Total Current Assets	12,158,112.02	10,465,871.42	1,692,240.60
Non-Current Assets			
Other Assets	49,158.70	52,082.74	(2,924.04)
Total Non-Current Assets Excluding Capital	49,158.70	52,082.74	(2,924.04)
Capital Assets			
Capital assets, not being depreciated	834,322.14	1,310,767.45	(476,445.31)
Capital assets, being depreciated	92,674,142.73	87,657,324.32	5,016,818.41
Accumulated Depreciation	(31,256,820.35)	(30,262,722.02)	(994,098.33)
Total Capital Assets	62,251,644.52	58,705,369.75	3,546,274.77
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Other Post Employee Benefits	70,431.18	70,431.18	-
Deferred Pension Benefits	360,099.75	360,099.75	-
Total Deferred Outflows of Resources	430,530.93	430,530.93	-
TOTAL ASSETS AND DEFERRED OUTFLOWS	74,889,446.17	69,653,854.84	5,235,591.33
LIABILITIES			
Current Liabilities			
Accounts Payable	127,272.24	1,058,834.21	(931,561.97)
Accrued Expenses	9,743.10	170,765.12	(161,022.02)
Accrued wages and benefits	118,809.06	125,341.09	(6,532.03)
Accrued Interest Payable	113,293.85	91,725.84	21,568.01
Short-Term Debt	3,343,207.99	1,023,195.99	2,320,012.00
Current portion of LT Debt	981,558.24	988,733.50	(7,175.26)
Total Current Liabilities	4,693,884.48	3,458,595.75	1,235,288.73
Non-Current Liabilities			
Other Post Employee Benefits Liabilities	285,984.00	285,984.00	-
Net Pension Liability	839,659.00	839,659.00	-
Accrued Compensated Balances	438,068.55	429,244.40	8,824.15
Unamortized bond premium, less current	303,406.54	325,186.73	(21,780.19)
Long-Term Debt (Net)	24,002,770.76	23,471,189.94	531,580.82
Total Non-Current Liabilities	25,869,888.85	25,351,264.07	518,624.78
TOTAL LIABILITIES	30,563,773.33	28,809,859.82	1,753,913.51
DEFERRED INFLOWS OF RESOURCES			
Deferred Credits	2,655,239.36	2,581,204.73	74,034.63
Deferred Other Post Employee Benefits	71,009.27	71,009.27	-
Deferred-Pension Benefits	87,303.15	87,303.15	-
TOTAL DEFERRED INFLOWS OF RESOURCES	2,813,551.78	2,739,517.15	74,034.63
NET POSITION	41,512,121.06	38,104,477.87	3,407,643.19
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	74,889,446.17	69,653,854.84	5,235,591.33

KENNEBEC WATER DISTRICT

MONTHLY INCOME STATEMENT FOR THE PERIOD ENDING DECEMBER 31, 2025

	2025	2024	2025	2024	2025	2024	2025	2024	2025	% OF
	DECEMBER	DECEMBER	MONTHLY	DECEMBER	YTD	YTD	YTD	YTD	BUDGET	BUDGET
	ACTUAL	ACTUAL	VARIANCE	ACTUAL	ACTUAL	ACTUAL	ACTUAL	VARIANCE	BUDGET	USED
OPERATING REVENUES										
METERED SALES RESIDENTIAL CUST	272,842	224,333	48,509	3,688,591	3,448,446	240,145	3,793,725	97%		
METERED SALES COMMERCIAL CUST	130,161	105,755	24,406	1,256,775	1,163,163	93,611	1,227,034	102%		
METERED SALES INDUSTRIAL CUST	(98,641)	215,222	(313,863)	1,684,185	1,614,739	69,446	1,042,117	162% a		
METERED SALES GOVERNMENTAL	21,135	18,509	2,626	226,051	198,500	27,551	201,094	112%		
PUBLIC FIRE PROTECTION	-	-	-	888,439	844,213	44,227	894,866	99%		
PRIVATE FIRE PROTECTION	-	-	-	354,468	330,689	23,780	350,297	101%		
SALES FOR RESALE	18,705	15,338	3,366	271,451	200,168	71,283	206,417	132%		
FORFEITED DISCOUNTS & PENALTIES	3,624	3,826	(202)	45,153	47,379	(2,226)	50,000	90%		
MISC SERVICE REVENUE	(547)	752	(1,298)	100,993	78,343	22,650	43,900	230%		
OTH WATER REVENUE (SALE READ)	-	-	-	52,504	52,504	-	52,500	100%		
TOTAL OPERATING REVENUES	347,828	584,284	(236,456)	8,570,060	7,980,944	589,117	7,861,950	109%		
NON-OPERATING REVENUES										
INTEREST & DIVIDEND INCOME	31,690	25,894	5,796	350,630	316,617	34,013	250,000	140%		
MISCELLANEOUS INCOME/(LOSS)	189,762	2,054,638	(1,864,876)	1,350,111	2,550,279	(1,200,168)	244,500	552%		
TOTAL NON-OPERATING REVENUES	221,452	2,080,532	(1,859,080)	1,700,741	2,866,896	(1,166,155)	494,500	344%		
TOTAL REVENUES	569,280	2,664,816	(2,095,536)	10,270,801	10,847,840	(577,038)	8,356,450	123%		
OPERATING EXPENSES										
SALARIES & WAGES EMPLOYEES	243,718	281,170	(37,453)	2,166,725	2,169,750	(3,025)	2,216,350	98%		
EMPLOYEE PENSIONS & BENEFITS	39,895	64,246	(24,351)	731,915	758,197	(26,283)	832,500	88%		
PURCHASED POWER	28,366	30,555	(2,189)	391,803	336,779	55,023	311,560	126%		
CHEMICALS	-	29,435	(29,435)	222,870	248,099	(25,229)	200,000	111%		
MATERIALS & SUPPLIES	36,913	42,478	(5,566)	516,962	449,135	67,827	480,354	108%		
CONTRACTUAL SERVICES	109,638	51,276	58,362	838,267	909,854	(71,587)	1,065,812	79%		
RENTAL EXPENSE	1,115	145	970	5,929	7,201	(1,272)	7,175	83%		
TRANSPORTATION EXPENSES	(5,724)	(6,963)	1,239	34,520	59,588	(25,068)	74,850	46%		
INSURANCE	8,029	9,237	(1,208)	98,864	97,216	1,648	113,225	87%		
TAXES OTH THAN INCOME	18,558	26,879	(8,321)	241,353	231,331	10,022	243,075	99%		
MISCELLANEOUS EXPENSES	7,625	17,588	(9,963)	169,188	205,403	(36,215)	207,600	81%		
TOTAL OPERATING EXPENSES	488,133	546,046	(57,913)	5,418,395	5,474,139	(55,744)	5,752,501	94%		
EARNINGS BEFORE INTEREST, TAXES, DEPR & AMORT (EBITDA)	81,147	2,118,770	(2,037,623)	4,852,407	5,373,701	(521,294)	2,603,949	186%		

**KENNEBEC WATER DISTRICT
MONTHLY INCOME STATEMENT FOR THE PERIOD ENDING DECEMBER 31, 2025**

	2025 DECEMBER ACTUAL	2024 DECEMBER ACTUAL	MONTHLY VARIANCE	2025 YTD ACTUAL	2024 YTD ACTUAL	YTD VARIANCE	2025 BUDGET	% OF BUDGET USED
DEPRECIATION AND AMORTIZATION EXPENSE (NON-CASH ITEMS)	85,269	104,837	(19,568)	1,582,911	1,579,203	3,708	1,742,176	91%
TOTAL DEPRECIATION AND AMORTIZATION	85,269	104,837	(19,568)	1,582,911	1,579,203	3,708	1,742,176	91%
INTEREST EXPENSE - LT DEBT	92,334	75,244	17,090	836,118	804,952	31,166	840,000	100%
TOTAL INTEREST & AMORTIZATION	92,334	75,244	17,090	836,118	804,952	31,166	840,000	100%
EXTRAORDINARY INCOME	-	-	-	1,316,993	-	1,316,993	-	-
NET INCOME	(96,456)	1,938,689	(2,035,145)	3,750,370	2,989,545	760,825	21,773	17225%

COMMENTS ON SIGNIFICANT 2025 ITEMS

a At the end of each year, there is an adjustment for unbilled revenues for water used from October, November, and December that is invoiced in January, February, and March. The adjustment for industrial accounts between the accrual at the end of 2024 and the end of 2025 was -\$123,402. The actual revenue billed for industrial accounts in December (November usage) was \$24,761. Therefore, the net revenue is -\$98,641. For most customers, usage rates are similar year over year resulting in minor adjustments for unbilled revenue. However, in the case of Huhtamaki (industrial sales), the usage between December 2024 and December 2025 was dramatically different resulting in a dramatic difference in the revenue.

**Kennebec Water District
Statement of Cash Flows
For the Period Ending December 31, 2025**

Cash Balance 11/30/2025	\$	10,302,680.13
Utility Billing Receipts		529,947.32
Payments to Vendors		(470,303.81)
Interest		31,689.51
Payroll		(248,898.77)
MMBB Bond payments for Summer St Req #8		252,834.25
Net Monthly Activity	\$	95,268.50

Cash Balance 12/31/2025	\$	10,397,948.63
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Cash and Investment Accounts-Ending Balances

Operating Checking Account TD Bank		1,768,225.10
Checking Account-Northeast Bank		1,923.13
Certificates of Deposit TD Bank		5,277,419.38
Certificates of Deposit Northeast Bank		3,346,544.24
Cash Drawers & Petty Cash & Deposits		3,836.78
Cash Balance 12/31/2025	\$	10,397,948.63

Reserve for Debt Payments

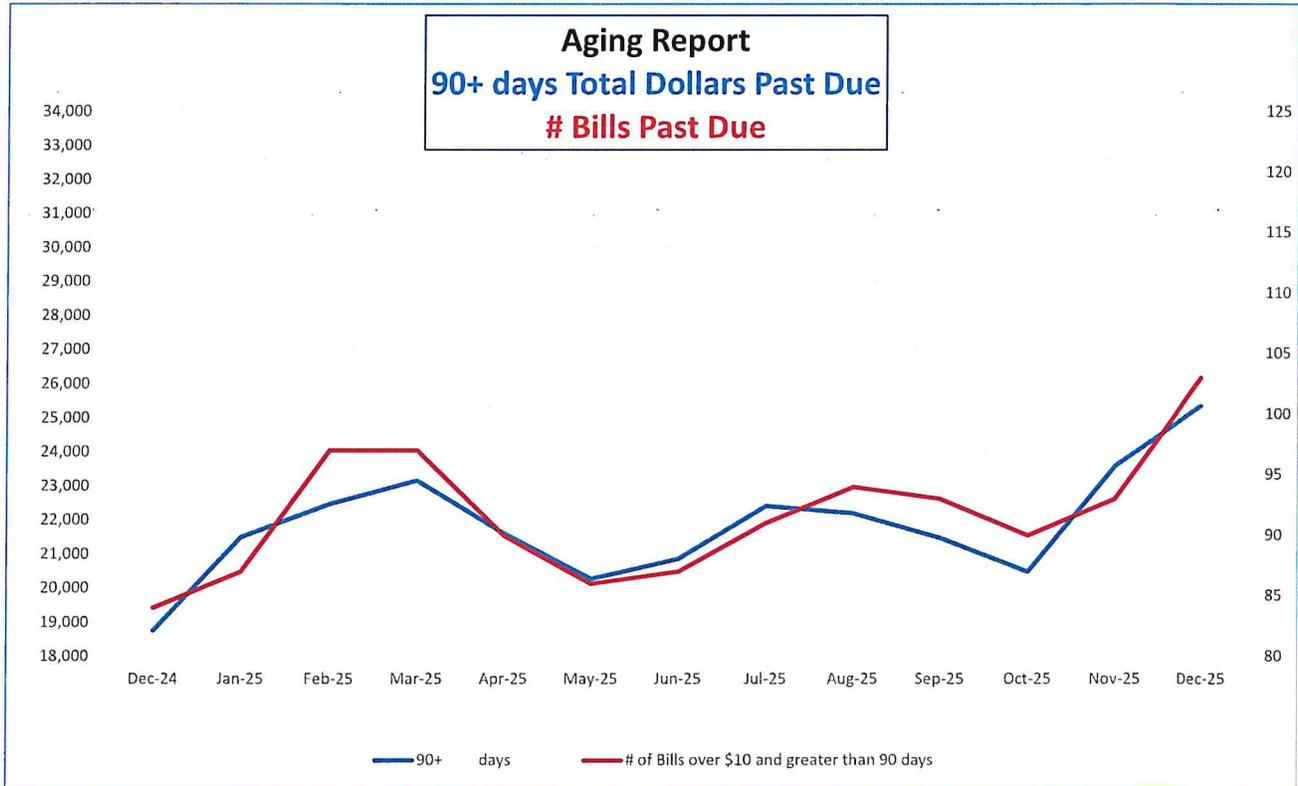
LESS RESERVE 2025 BOND PRINCIPAL		
LESS RESERVE 2025 BOND INTEREST	\$	19,625.75
LESS RESERVE 2025 BOND PRINCIPAL	\$	11,728.11
LESS RESERVE 2024 BOND PRINCIPAL	\$	21,300.00
LESS RESERVE 2024 BOND INTEREST	\$	4,031.08
LESS RESERVE 2022 BOND PRINCIPAL	\$	51,288.44
LESS RESERVE 2022 BOND INTEREST	\$	9,105.19
LESS RESERVE 2022 BOND PRINCIPAL	\$	36,926.14
LESS RESERVE 2022 BOND INTEREST	\$	6,555.46
LESS RESERVE 2022 REVENUE BOND PRINCIPAL	\$	425,000.00
LESS RESERVE 2022 REVENUE BOND INTEREST	\$	699,643.76
LESS RESERVE 2021 BOND PRINCIPAL	\$	32,661.64
LESS RESERVE 2021 BOND INTEREST	\$	5,636.70
LESS RESERVE 2020 BOND PRINCIPAL	\$	141,126.00
LESS RESERVE 2020 BOND INTEREST	\$	22,944.06
LESS RESERVE 2020 BOND PRINCIPAL	\$	23,928.00
LESS RESERVE 2020 BOND INTEREST	\$	3,576.65
LESS RESERVE 2017 BOND PRINCIPAL	\$	136,470.00
LESS RESERVE 2017 BOND INTEREST	\$	16,625.43
LESS RESERVE 2011 BOND PRINCIPAL	\$	72,181.00
LESS RESERVE 2011 BOND INTEREST	\$	16,812.02
LESS RESERVE 2009 STIMULUS PRINC	\$	7,168.71
TOTAL CASH RESERVED BONDS	\$	1,764,334.14

Uncommitted Balance	\$	8,633,614.49
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Kennebec Water District

AGING REPORT

	Current	31-60 days	61-90 days	90+ days	Total	# of Bills over \$10 and greater than 90 days
Dec-24	404,786	(2,704)	364	18,747	424,145	84
Jan-25	580,940	263	5,924	21,489	611,570	87
Feb-25	484,706	2,162	2,081	22,472	511,420	97
Mar-25	329,568	109,013	1,119	23,144	462,844	97
Apr-25	548,538	(1,904)	1,370	21,608	569,612	90
May-25	364,956	(3,400)	1,615	20,277	383,449	86
Jun-25	362,278	(3)	1,562	20,856	384,694	87
Jul-25	544,304	(2,086)	3,238	22,417	567,872	91
Aug-25	377,553	(3,611)	1,454	22,194	397,590	94
Sep-25	352,304	724	1,654	21,472	376,153	93
Oct-25	569,408	(771)	2,995	20,482	592,114	90
Nov-25	462,363	940	3,013	23,580	489,896	93
Dec-25	350,120	(3,132)	1,728	25,348	374,064	103





MEMO

March 5, 2026

To: Kennebec Water District Board of Trustees

From: Matt Zetterman, Engineering Manager; Jared Bragdon, Distribution Manager

Cc: Roger Crouse, General Manager

Subject: Agreement with MDOT to Adjust Valve Boxes on Clinton Avenue, Outer Clinton Avenue, and Cushman Road in Winslow

Need/Background:

The Maine Department of Transportation (MDOT) will be soliciting bids to mill and pave portions of Clinton Avenue and Cushman Road in 2026. As with most milling and paving projects, this road work will require KWD's cast iron valve boxes (used to access valves) to be lowered before the milling, and then raised to the final paving elevation. KWD has an estimated 36 valve boxes that will need to be adjusted with this paving project.

In the past, KWD has done both the lowering and raising of valve boxes with in-house staff. However, due to the volume of work associated with this project, and the many other projects our Distribution Department needs to complete in 2026, we have determined that the most efficient use of KWD's resources will be to have KWD staff lower the boxes (conducting any adjustments, repairs, or replacements needed in the process) and to have MDOT's contractor raise the boxes to final paving elevation. We have taken this approach on other recent projects with MDOT and it has worked out very well.

Summary of Proposals/Bids:

KWD agrees to pay MDOT \$500 per adjusted valve before the project goes to bid. Actual bid prices may vary. Under the agreement, KWD may withdraw if bid prices exceed the \$500 estimate by more than 15%, making the agreement's maximum estimated value \$20,700 (36 valves at \$575 per valve).

Request:

I am requesting Board approval for KWD to enter into an agreement with MDOT to have valve box adjustment work included in their contract for a total cost of up to \$20,700.



MEMO

February 19, 2026

To: Kennebec Water District Board of Trustees

From: Robbie Bickford, Water Quality Manager

Cc: Roger Crouse, General Manager; Mickey Furbush, Facilities and Fleet Coordinator

Subject: After the Fact Approval - Purchase of Forklift for Water Treatment Plant (WTP)

Need/Background:

The purchase of a forklift for the WTP was included in the approved 2026 capital budget.

Loading and unloading equipment and chemical totes, and moving large components around, are critical to the operations of the WTP. Currently, when this type of work is expected at the WTP, the backhoe loader must be driven from KWD’s Drummond Avenue site to the WTP. This results in the backhoe loader being unavailable for distribution system construction/maintenance activities for part of the day. This can result in inefficiency due to the equipment and the operator not being available for Distribution Department activities. Additionally, there are many other efficiencies to be gained by having a forklift on-site at the WTP.

Following several conversations with heavy equipment vendors, we determined the purchase of a used forklift (vs. a new forklift) was the most cost-effective option for KWD. Thus, pricing was solicited from vendors for a used forklift meeting the needs of the WTP operations.

A budget of \$35,000 was approved as part of the 2026 capital budget for this purchase.

Summary of Used Forklift Options:

Description & Location	2019 Toyota 8FGU30	2014 Hyster H50FT	2020 Toyota 8FGU25
Vendor	United Rental	Alta Materials Handling	WD Mathews
Hours of Operation	738	1,688	1,200
Mast: Type & Height	Triple Mast: 189"	Triple Mast: 90"/200"	Triple Mast: 189"
Rated Capacity	6000lb	5000lb	5000lb
fuel	Propane/Gasoline	Propane	Propane
Cost	\$27,500.00	\$21,000.00	\$26,500.00

We determined that the 2020 Toyota forklift provided the best long-term value for KWD. Because we are purchasing a used machine, delaying the purchase until after Board of Trustee approval occurs, was not practical. Therefore, the purchase has already occurred.

Request:

I am requesting after the fact approval of a used forklift from WD Mathews (2020 Toyota 8FGU25) for the sum of \$26,500.00.



MEMO

February 19, 2026

To: Kennebec Water District Board of Trustees
From: Jared Bragdon, Distribution Manager
Cc: Roger Crouse, General Manager
Subject: Request for authorization to purchase an 8'x12' shielding box

Need/Background:

To support safe and efficient future 2-inch water main installations, as well as planned and emergency water infrastructure work, a new 8-foot x 12-foot adjustable shielding box with legs would be a valuable addition to our equipment. It provides reliable trench protection in longer or more complex excavation areas where our current boxes fall short. The adjustable design and integrated legs give us flexibility across different site conditions, help reduce setup time, and improve overall workflow. Investing in this shielding box reinforces the District's commitment to crew safety, regulatory compliance, and staying prepared for both routine maintenance and emergency response.

The 2026 capital budget included \$16,000 for the purchase of a new shielding box.

Summary of Proposals/Bids:

To identify the most cost-effective option, KWD solicited pricing from several vendors for shielding boxes of similar dimensions and specifications. After review, the American Shoring 8' x 12' shielding box from HERC Rentals provides the lowest responsible bid while meeting all operational and safety requirements.

Company	Brand/Size	Cost
Jordan Equipment	GME Shoring 8' x 12'	\$15,871.00
Eagle Rental	American Shoring 8' x 12'	\$17,660.00
HERC Rentals / American Shoring	American Shoring 8' x 12'	\$15,765.00
United Rental	Pacific Shoring 8' x 12'	\$24,396.00

Request:

I am requesting the Board of Trustees authorize the purchase of the **American Shoring 8' x 12' shielding box** from **HERC Rentals** at a cost of **\$15,765.00**.



February 19, 2026

Trustee Meeting

General Manager Report

1. **Notable accomplishments/successes since last report (including personnel commendations):**
 - a. N/A
2. **Progress report on items presented at the previous Trustee meeting:**
 - a. As part of the Dupont PFAS settlement, KWD received a payment of \$257,420.09.
 - b. I have started my one year service as President of the Maine Water Utilities Association.
 - c. During the MWUA conference on February 4th and 5th, four KWD employees made presentations:
 - i. Robbie Bickford & Nick Poulin - LCRR Service Line Inventory: Utilizing a Statistical Evaluation to Identify Unknowns
 - ii. Robbie Bickford (with CDM Smith) - PFAS in Surface Water: Full Scale Piloting of GAC in Existing Filters vs. Post-Filtration Pressure Vessels
 - iii. Benny LaPlante - How to Deal with Difficult Customers
 - iv. Roger Crouse (with Nick Champagne of KSTD) - Improving Employee Retention & Recruitment with a Competitive Market & Transparent Salary Administration Policy
 - d. The DWSRF funding picture for 2026 is evolving. It appears we will be eligible for funding for our PFAS design work. Additionally, our Sunset Heights water main replacement project is at the top of the backup list. Because
3. **New or upcoming items of significance:**
 - a. We have two media stories related to our PFAS reduction project. The first story was published by CentralMaine (Morning Sentinel) on February 7th. The second story was on February 10th by WGME Channel 13.
 - b. I have been invited to make a presentation at the New England Water Works Association's spring conference in Worcester, MA in April 2026 on KWD's firefighting foam contamination event that occurred in May 2023.
 - c. In April, I will be representing MWUA and the American Water Works Association at the annual DC Fly-in where water professionals from across the US will travel to DC to meet with members of Congress to discuss areas of drinking water policy.
 - d. I recently met with the new town manager in Winslow (started in November 2025). We discussed areas of shared concern and collaboration.
 - e. We anticipate applying for a Congressionally Directed Spending (CDS) grant through Senator Collin's and Representative Pingree's offices for replacement of the water main on Halifax Street in Winslow. The project has an estimated budget of \$6 million. To receive the grant, we will need to provide a local match of 25 percent of the project cost. Therefore, we will apply for \$4.5 million and provide a \$1.5 million match.
 - f. We have entered into an agreement with [Waterworth](#) for financial planning. Waterworth software and the technical support they provide will enable KWD to develop a long-term financial model, evaluate rate design options, conduct cost of service analyses, and explore scenarios for rate increases and capital investment.



**February 19, 2026
Trustee Meeting
Monthly Department Reports**

Department: Distribution

Submitted by: Jared Bragdon

1. Notable accomplishments/successes since the last report (including personnel commendations):

- a. We competed in this year’s MWUA’s water tapping competition at the MWUA tradeshow, alongside two other teams. Although we had an excellent and fast start, we experienced a mechanical failure within the tapping machine, which prevented us from completing the tap. While the outcome was disappointing, it was still an enjoyable competition and provided a great opportunity to strengthen teamwork and camaraderie among the team.

2. Progress on items presented in previous monthly department reports:

- a. **Relocation of Quonset Hut** – The Quonset hut has been moved from the South Street lower yard to Drummond Avenue. This structure will provide covered storage for trailers and trench boxes, protecting them from weather exposure. The added protection will help extend the life of trailer decks, tires, and painted finishes, as well as preserve the steel components of trench boxes. The new canvas has been installed, and the project is now complete.

3. New or upcoming items of significance:

- a. Spring Hydrant flushing will start in April.

Main Break Summary:

DATE OF LEAK	LOCATION (STREET)	MUNICIPALITY	PIPE SIZE	PIPE/SERVICE/VALVE INSTALLED DATE	MATERIAL	TYPE OF LEAK
1/20/2026	Broad St	Waterville	6"	1950	Cast Iron (Unlined)	Leaking Bell (Leadite joint)
2/10/2026	Booker Ave	Benton	6"	1974	Ductile Iron (Lined)	Circumferential Split



**February 19, 2026
Trustee Meeting
Department Reports**

Department: Water Quality

Submitted by: Robbie Bickford

1. Notable accomplishments/successes since last report (including personnel commendations):

- a. When reviewing long-term pumping trends within the Fairfield Booster zone, the Water Quality Department noticed higher than normal usage over the past several months. Working with the Distribution Department, a leak was discovered in an area that was not visible from any roadway and would not have been discovered without collaboration between the two departments.

2. Progress report on items presented at the previous Trustee meeting:

- a. China Lake (Lake Elevation: 170.0 feet or 18 inches below spillway)
 - i. Comprehensive Land Technologies (CLT) have started harvest operations on the South Narrows of China Lake. The Selective harvest will continue until conditions stop being favorable or the harvest is complete.
 - ii. The 350 new "No Trespassing" signs, as part of the 2025 MDWP Source Protection Grant Program, are in the process of being installed around the West Basin of China Lake.
 - iii. A Request for Proposals (RFP) is being circulated to nurseries and plant suppliers soliciting proposals for the 2026 China Lake Buffer Bundle Program.
 - iv. A job advertisement has been posted by China Regional Lakes Alliance (CRLA) looking for a Courtesy Boat Inspection Coordinator for the 2026 season. Information can be found at www.crlamaine.org/employment
 - v. A meeting, hosted by Kennebec County Soil and Water Conservation District, was conducted, bringing five lake associations from the area together to discuss opportunities to collaborate. More meetings to follow, but this initial meeting was extremely optimistic and provided great insight into local lake association needs and capacity.
- b. PFAS Mitigation Project:
 - i. The 10% design of the Tier I projects outlined in the PFAS Preliminary Design has started with a kick-off meeting and sight visit by engineers from CMD Smith.

3. New or upcoming items of significance:

- a. As critical infrastructure for the five communities we serve, KWD will be participating in the Kennebec County All Hazards Risk Assessment over the next month providing insight into emergency preparedness and planning for the community.



**February 19, 2026
Trustee Meeting
Monthly Department Report**

Department: Service

Submitted by: Benny LaPlante

- 1. Notable accomplishments/successes since last report (including personnel commendations):**
 - a. N/A

- 2. Progress on items presented in previous monthly department reports:**
 - a. KWD is still awaiting the boiler inspection by Travelers Insurance to complete our Maine Municipal Association – Workers’ Compensation Safety Incentive Program: Tier III renewal.
 - b. Technicians have already programmed 66 meters to read in one cubic foot increments, doing so by using available time between scheduled appointments. Of those 66 meters, only 8 MXUs required replacement.

- 3. New or upcoming items of significance:**
 - a. We are in the process of updating our Terms and Conditions, including our standard fee schedule and several sections of the document to improve clarity and readability.



February 19, 2026

Trustee Meeting

Department Reports

Department: Finance Department

Submitted by: Amy Dyer

1. Notable accomplishments/successes since the last report (including personnel commendations):
 - a. We have launched an automated phone notification system to notify customers of pending disconnections due to non-payment. Our staff has been making 10-60 direct calls per week to notify customers. Our first round of automatic phone calls was a batch of 45 phone calls. There were 37 calls that resulted in the call being answered by a person or voice mail on the first attempt. One voice mail answered after a second attempt. The service will attempt to connect the call three times. There were 5 calls that were not answered after a third and final attempt. These could be wrong numbers in our system, mailboxes that are full or phone numbers with no voice mail set up.
 - b. I prepared individual letters for employees stating their overtime earned that is deductible under the One Big Beautiful Bill Act. The W-2s and Form 1099-NECs were sent out on January 13th.
 - c. We received payments on two very old jobbing invoices. There is only 1 jobbing invoice that is past due and it was due 5 months ago. An uninsured vehicle hit our fire hydrant in September, and we invoiced him for \$1,020.28. I don't think we will recover this loss.
2. Progress report on items presented at the previous Trustee meeting:
 - a. RKO finalized the 2024 audit reports.
 - b. The Annual Report for the MPUC will be completed by the end of the month.
 - c. We have been working with Erik Nadeau from Nicholson, Michaud & Nadeau, CPAs on our 2025 year-end audit preparation. I am looking forward to an efficient and timely audit for 2026.
3. New or upcoming items of significance:
 - a. We are preparing for the 2025 audit and expect the onsite fieldwork to begin within the next month.
 - b. We are running low on pennies, and the banks are not giving them out to customers any longer. For customers that pay in cash and do not have the exact amount for their bill, we will credit any overage to the next quarter's bill.



February 19, 2026
Trustee Meeting
Monthly Department Reports

Department: Engineering

Submitted by: Matt Zetterman

- 1. Notable accomplishments/successes since last report (including personnel commendations):**
 - a. New GNSS/GPS Unit— We recently purchased a new GNSS/GPS unit that uses a laser to collect points at a distance. Previously it was challenging for our Engineering Technician to collect points in a trench on water main projects (or other excavations) without holding the unit over the trench or passing it down to someone down in the trench. Now he can aim the laser at the object in the trench and collect the point with around 1 inch of accuracy. It also allows the operator to collect points on large objects (trees, building corners, etc.) that you couldn't collect before because the object blocked line of site to the satellites.
- 2. Progress report on items presented at the previous Trustee meeting:**
 - a. Chase Avenue Pump Station Upgrade Project – This project is currently out to bid. A pre-bid meeting was held on February 10th and was very well attended, indicating strong interest. We are actively responding to contractor questions and issuing addenda as needed. Originally, the bid opening was scheduled for February 28th; however, based on contractor feedback and project requirement adjustments, the new target bid opening date is March 28th.
 - b. 2027 Sunset Heights Water Main Improvement Project – We are planning to go out to bid for this project in March of this year with the intent of completing most of the construction in 2027. The funding picture is evolving, and while originally weren't expecting Drinking Water Program SRF funding, our chances are improving.
 - c. West River Road Water Main Improvement Project – We met with the City of Waterville, Town of Winslow, and Maine Department of Transportation recently to coordinate regarding our traffic plan for this project. While initially there were concerns with our proposal because of upcoming construction on the Carter Memorial Bridge, we have developed a solution that worked for all parties. We plan to start the project in April and are planning for 45 days of construction.
- 3. New or upcoming items of significance:**
 - a. Capital Improvement Plan – We are preparing to begin development of a new 5–10 year Capital Improvement Plan. The previous comprehensive plan created with Wright-Pierce in 2018 will serve as a starting point. The new plan will evaluate all capital assets, with an initial focus on water main replacement. While external resources may be needed for certain components, the majority of the work is expected to be completed in-house.