



**Kennebec Water District Board of Trustees
Regular Meeting
Thursday, March 5, 2026 – 7:30 AM
131 Drummond Avenue, Waterville, ME and Via Zoom
AGENDA**

1. Introduction of guests
2. Review and approve minutes of regular meeting of February 19, 2026
3. Review and approval of account warrant
4. Review of January 2026 financial reports
5. Approvals/motions needed:
 - a. Approval of agreement for locating service with Centerline Utilities Services
 - b. Approval of bond resolution for the Lagoon Discharge Project
6. General Manager report
7. Department reports
8. Trustee comments, concerns, and/or ideas
9. Public participation
10. As needed: Executive session 1 MRS §405. 6.
11. Adjournment

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – FEBRUARY 19, 2026 at 7:30 AM**

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

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

Trustees absent: Matthew Bulmer, Trustee

Sarah Whateley, Clerk, left the meeting at 8:30 a.m.

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; 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 15, 2026

Motion by Trustee Talbot, "to accept the minutes of the Annual Board of Trustees' meeting of January 15, 2026," 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.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, "to ratify the February 19, 2026 total warrant of checks released for \$452,439.16," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

There was a brief discussion of whether the current practice of the Treasurer/Assistant Treasurer conducting an in-depth review of each individual accounts payable invoice is required or if the review of the warrant summary document which lists each individual check with a brief description suffices. The past auditing firm did not require an in-depth review; however, Ms. Dyer will question the current auditing firm.

ITEM 4: REVIEW OF DECEMBER 2025 FINANCIAL REPORTS

The Trustees were provided with the December 2025 Financial Statements and Accounts Receivable Aging Report. A brief review was conducted, and Mr. Crouse and Ms. Dyer answered questions from the Board members.

ITEM 5: REVIEW OF 2024 AUDIT REPORTS

The Trustees were provided with the 2024 annual financial audit reports prepared by Runyon, Kersteen, Ouellette (RKO). Ms. Dyer answered questions from the Trustees regarding these reports. In review, Ms. Dyer explained that the auditing firm is responsible for verifying and examining KWD's financial records to ensure accuracy, compliance with laws, and adherence to accounting standards. Supplemental assessments of KWD's financial position could be requested at additional cost.

ITEM 6: APPROVALS/MOTIONS NEEDED

A. Approval of Agreement with MDOT for Valve Box Adjustments

The Trustees were provided with a request for authorization memo outlining the reasons for approval to enter into an agreement with the Maine Department of Transportation (MDOT) for valve box adjustment work on Clinton Avenue, Outer Clinton Avenue, and Cushman Road, Winslow. These roads are being milled and paved in 2026. KWD staff will be responsible for lowering the valve boxes and conducting any repairs before paving. The MDOT's contractor will be responsible for raising the valve boxes to grade as the pavement work is completed.

Motion by Trustee Fongemie, "to enter into an agreement with the Maine Department of Transportation to have the valve box adjustment work included in their contract for the Winslow paving project for a total cost of up to \$20,700.00," 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.

B. Approval of Purchase of Forklift from WD Matthews

The Trustees were provided with an after-the-fact approval request which included proposals from three vendors for a used forklift for the Water Treatment Plant. There was one forklift less expensive than the one selected; however, the unit was much older and had more hours of operation.

Motion by Trustee Earickson, "to approve the after-the-fact purchase of a used 2020 Toyota forklift from W. D. Matthews Machinery Company for \$26,500.00," 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 Purchase of Shielding Box from HERC Rentals

The Trustees were provided with a request for authorization memo which included proposals from four vendors for the purchase of a shielding box. This box is more versatile and will improve efficiency and provide safer work conditions during excavations.

Motion by Trustee Fongemie, “to approve the purchase of the American Shoring 8’ by 12’ shielding box from HERC Rentals for \$15,765.00,” 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 7: GENERAL MANAGER’S REPORT

As part of their Board packet, the Trustees were provided with the General Manager’s report, and a brief review was conducted by Mr. Crouse.

In response to a question from Trustee Earickson, Mr. Crouse stated he attended a Fairfield Environmental Committee meeting which, among other environmental concerns, is involved in attempting to find solutions for PFAS contamination in private wells. KWD will continue to be supportive of the Town as it seeks grants for a water main expansion in contaminated areas.

In reference to his report, Mr. Crouse further explained that the one-year agreement with Waterworth will provide a tool to aid in evaluating and developing a long-term model for numerous KWD financial facets including water main replacement capital investments. There was a brief discussion of the American Water Works Association pipe replacement recommended standards in comparison to KWD’s annual pipe replacement.

Trustee Richards congratulated Mr. Crouse on being elected to serve as the 2026 President of the Maine Water Utilities Association.

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

ITEM 8: 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 9: TRUSTEE COMMENTS, CONCERNS, AND/DEPARTMENT REPORTS

None

ITEM 10: PUBLIC PARTICIPATION

None

ITEM 11: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSION

None

ITEM 12: 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 Saunders – Yea. Motion carried unanimously.

Vote: Motion carried unanimously.

Meeting adjourned at 8:45 a.m.

Sue Markatine, Recording Secretary

A. ACCOUNT WARRANT MARCH 5, 2026

NO.	CHECK DATE	VENDOR NAME	DESCRIPTION	DOLLAR AMOUNT
1	02/13/2026	FLORES & ASSOCIATES	ADMIN. FEE FOR DEDUCTIBLE REIM.	638.00
2	02/15/2026	DIVVY-VISA CARD	RAILROAD REVIEW OF CONSTRUCTION	
			PLANS/SHIPPING FEES/MWUA REGISTRATION/TRAINING/TRUCK PARTS/	
			REIMBURSEMENT FOR WELLNESS GIFT CARD/MEETING SESSIONS/GLOVES/	
			GOOGLE SUBS./OFFICE SUPPLIES/COMPUTER SUPPLIES/SAFETY GLASSES/	
			SIGNAGE/MONTHLY PHONE BILL/FUEL/MICROSOFT SUBS./GARAGE SHELF/	
			WTP MATERIALS/MEETING FOOD	6,271.50
3	02/17/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	845.79
4	02/19/2026	ASSURED FLOW SALES, INC.	REFLECTIVE MARKERS FOR HYDRANTS	558.79
5	02/19/2026	CALITO DEVELOPMENT GROUP, LLC	REFUND ENGINEERING COSTS	608.44
6	02/19/2026	CINTAS	EMPS. UNIFORM/CLOTHING SERVICE-2 WEEKS	311.34
7	02/19/2026	GONETSPEED	MONTHLY INTERNET SERVICE	114.90
8	02/19/2026	KIMBERLEY A FEUGILL	NO TRESPASS SIGNS FOR CHINA LAKE	3,378.00
9	02/19/2026	INFORMATION TECH EXCHANGE, INC.	46 METERS RECYCLED	25.75
10	02/19/2026	MAINE OXY	PRESSURE WASHER REPAIR	955.40
11	02/19/2026	SECRETARY OF STATE	COMMERCIAL DRIVER LICENSE APPLICATION	70.00
12	02/19/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	90.00
13	02/19/2026	TREASURER, STATE OF MAINE	MAINE LAB ACCREDITATION RENEWAL APP.	850.00
14	02/19/2026	PINE TREE WASTE, INC.	PORTAPOTTY RENTAL/RUBBISH REMOVAL	379.00
15	02/19/2026	RINALDI ENERGY, LLC	HEATING OIL-WTP	6,124.54
16	02/19/2026	RUNYON KERSTEEN OUELLETTE	2024 AUDIT SERVICES	8,000.00
17	02/19/2026	POWERPLAN	GLIDERS FOR SNOW PUSHER	1,220.00
18	02/19/2026	DOSTIE'S TOWING WATERVILLE	ALIGNMENT/OIL CHANGE/TIRE ROTATION	262.90
19	02/19/2026	MAINE MUNICIPAL ASSOCIATION	UNEMPLOYMENT PREMIUM	317.00
20	02/19/2026	MESSALONSKEE STREAM HYDRO, LLC	ENERGY CREDITS	7,628.52
21	02/19/2026	VERTEXONE SOFTWARE, LLC	WATERSMART DOCUMENT STORAGE	52.74
22	02/19/2026	PAYMENTUS	MONTHLY CUSTOMER CC TRANSACTIONS FEES	3,757.68
23	02/23/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	2,025.35
24	02/25/2026	FRANCOTYP-POSTALIA, INC.	POSTAGE FOR POSTAGE METER	2,000.00
25	02/26/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	7,275.70
26	02/26/2026	CINTAS	EMPLOYEES UNIFORM/CLOTHING SERVICE	155.67
27	02/26/2026	COMPREHENSIVE LAND TECH., INC.	PROPERTY LINE MARKING-CHINA LAKE	4,050.00
28	02/26/2026	CORE & MAIN LP	1-1/2 INCH METER	1,961.13
29	02/26/2026	DEAD RIVER COMPANY	PROPANE/HEATING OIL-VARIOUS LOCATIONS	747.80
30	02/26/2026	HAMMOND LUMBER COMPANY	HOSE CLAMPS	13.98
31	02/26/2026	HEWS COMPANY, LLC	TRUCK DRAWER DIVIDERS	694.42
32	02/26/2026	KEYSTONE SAFETY SERVICES, INC.	GIS EQUIPMENT	11,335.00
33	02/26/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	330.00
34	02/26/2026	ROKI REPAIR SHOP	SERVICE/INSPECTION-2 VEHICLES	4,955.62
35	02/26/2026	UTILITRONICS	LEAK DETECTION DEVICE WITH HEADSET	1,179.42
36	02/26/2026	VERIZON WIRELESS	MONTHLY TELEPHONE/DATA SERVICE	100.05
37	02/26/2026	ANALYTICHEM USA, INC.	WATER TESTS	1,245.00
38	02/26/2026	CDM SMITH, INC.	PFAS MITIGATION DESIGN SERVICES	13,629.93
39	02/26/2026	ERGOS TECHNOLOGY PARTNERS, INC.	BACKUP SERVICES/RECOVERY SERVER	238.00
40	02/26/2026	FASTENAL COMPANY	WTP VALVE REPLACEMENT PROJ./HARDWARE	3,835.60
41	02/26/2026	HR MAINE CONSULTING	HUMAN RESOURCE CONSULTING	75.00
42	02/26/2026	MAINE LABORATORIES, LLC	WATER TESTS	1,590.00
43	02/26/2026	FANADO PELOTTE CONTRACTOR	CONTRACTOR SERVICES-VARIOUS LOCATIONS	3,428.75
44	02/26/2026	VERRILL	LEGAL SERVICES	1,682.00
45	02/26/2026	MAINE MUNICIPAL EMPS. HEALTH TRUST	MONTHLY HEALTH INSURANCE PREMIUMS	40,027.69
46	02/26/2026	NORTHEAST DELTA DENTAL	MONTHLY DENTAL INSURANCE PREMIUMS	1,082.50
TOTAL WARRANT				146,118.90

Kennebec Water District
Balance Sheet
As of January 31, 2026

	January 2026	January 2025	Variance
ASSETS			
Current Assets			
Cash	10,874,060.75	7,266,239.47	3,607,821.28
Accounts Receivables	568,241.87	608,416.79	(40,174.92)
Grants and Loans Receivable	-	1,184,104.61	(1,184,104.61)
Unbilled services	800,774.54	839,770.66	(38,996.12)
Prepaid expenses	159,766.96	120,661.78	39,105.18
Inventory	444,556.72	450,457.41	(5,900.69)
Total Current Assets	12,847,400.84	10,469,650.72	2,377,750.12
Non-Current Assets			
Other Assets	48,921.52	51,839.07	(2,917.55)
Total Non-Current Assets Excluding Capital	48,921.52	51,839.07	(2,917.55)
Capital Assets			
Capital assets, not being depreciated	896,642.25	1,323,913.42	(427,271.17)
Capital assets, being depreciated	92,685,132.73	88,262,266.32	4,422,866.41
Accumulated Depreciation	(31,426,820.35)	(30,437,722.02)	(989,098.33)
Total Capital Assets	62,154,954.63	59,148,457.72	3,006,496.91
DEFERRED OUTFLOWS OF RESORUCES			
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	75,481,807.92	70,100,478.44	5,381,329.48
LIABILITIES			
Current Liabilities			
Accounts Payable	135,625.80	677,391.90	(541,766.10)
Jobbing Deposits	25,172.00	-	25,172.00
Accrued Expenses	9,021.14	169,690.38	(160,669.24)
Accrued wages and benefits	70,226.66	60,455.48	9,771.18
Accrued Interest Payable	180,011.65	161,296.03	18,715.62
Short-Term Debt	3,343,207.99	1,538,585.89	1,804,622.10
Current portion of LT Debt	981,502.80	988,634.27	(7,131.47)
Total Current Liabilities	4,744,768.04	3,596,053.95	1,148,714.09
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	438,541.51	429,841.77	8,699.74
Unamortized bond premium, less current	301,646.96	323,371.72	(21,724.76)
Long-Term Debt (Net)	24,002,770.76	23,471,239.55	531,531.21
Total Non-Current Liabilities	25,868,602.23	25,350,096.04	518,506.19
TOTAL LIABILITIES	30,613,370.27	28,946,149.99	1,667,220.28
DEFERRED INFLOWS OF RESOURCES			
Deferred Credits	2,628,897.68	2,556,727.97	72,169.71
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	2,787,210.10	2,715,040.39	72,169.71
NET POSITION	42,081,227.55	38,439,288.06	3,641,939.49
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	75,481,807.92	70,100,478.44	5,381,329.48

KENNEBEC WATER DISTRICT
MONTHLY INCOME STATEMENT FOR THE PERIOD ENDING JANUARY 31, 2026

	2026		2025		2026		2025		YTD	VARIANCE	2026	BUDGET	% OF BUDGET USED
	JANUARY ACTUAL	JANUARY ACTUAL	JANUARY ACTUAL	JANUARY ACTUAL	YTD ACTUAL	YTD ACTUAL	YTD ACTUAL	YTD ACTUAL					
OPERATING REVENUES													
METERED SALES RESIDENTIAL CUST	412,425	403,058	412,425	403,058	9,367	412,425	403,058	9,367	9,367	4,019,224	4,019,224	10%	
METERED SALES COMMERCIAL CUST	98,479	102,621	98,479	102,621	(4,142)	98,479	102,621	(4,142)	(4,142)	1,292,898	1,292,898	8%	
METERED SALES INDUSTRIAL CUST	23,847	132,678	23,847	132,678	(108,830)	23,847	132,678	(108,830)	(108,830)	675,000	675,000	4%	
METERED SALES GOVERNMENTAL	17,217	16,510	17,217	16,510	708	17,217	16,510	708	708	221,497	221,497	8%	
PUBLIC FIRE PROTECTION	239,392	223,730	239,392	223,730	15,662	239,392	223,730	15,662	15,662	959,515	959,515	25%	
PRIVATE FIRE PROTECTION	94,617	88,055	94,617	88,055	6,563	94,617	88,055	6,563	6,563	382,418	382,418	25%	
SALES FOR RESALE	18,353	15,509	18,353	15,509	2,843	18,353	15,509	2,843	2,843	266,000	266,000	7%	
FORFEITED DISCOUNTS & PENALTIES	5,039	4,373	5,039	4,373	666	5,039	4,373	666	666	45,000	45,000	11%	
MISC SERVICE REVENUE	10,112	3,579	10,112	3,579	6,533	10,112	3,579	6,533	6,533	71,400	71,400	14%	
OTH WATER REVENUE (SALE READ)	6,927	-	6,927	-	6,927	6,927	-	6,927	6,927	55,125	55,125	13%	
TOTAL OPERATING REVENUES	927,773	990,760	927,773	990,760	(62,987)	927,773	990,760	(62,987)	(62,987)	7,988,077	7,988,077	12%	
NON-OPERATING REVENUES													
INTEREST & DIVIDEND INCOME	32,002	24,420	32,002	24,420	7,582	32,002	24,420	7,582	7,582	200,000	200,000	16%	
MISCELLANEOUS INCOME/(LOSS)	1,585	13,957	1,585	13,957	(12,372)	1,585	13,957	(12,372)	(12,372)	248,000	248,000	1%	
TOTAL NON-OPERATING REVENUES	33,586	38,376	33,586	38,376	(4,790)	33,586	38,376	(4,790)	(4,790)	448,000	448,000	7%	
TOTAL REVENUES	961,360	1,029,137	961,360	1,029,137	(67,777)	961,360	1,029,137	(67,777)	(67,777)	8,436,077	8,436,077	11%	
OPERATING EXPENSES													
SALARIES & WAGES EMPLOYEES	188,611	190,819	188,611	190,819	(2,208)	188,611	190,819	(2,208)	(2,208)	2,330,250	2,330,250	8%	
EMPLOYEE PENSIONS & BENEFITS	74,978	68,799	74,978	68,799	6,179	74,978	68,799	6,179	6,179	867,175	867,175	9%	
PURCHASED POWER	31,897	32,039	31,897	32,039	(142)	31,897	32,039	(142)	(142)	324,600	324,600	10%	
CHEMICALS	10,911	22,207	10,911	22,207	(11,297)	10,911	22,207	(11,297)	(11,297)	175,000	175,000	6%	
MATERIALS & SUPPLIES	43,660	35,844	43,660	35,844	7,816	43,660	35,844	7,816	7,816	601,500	601,500	7%	
CONTRACTUAL SERVICES	39,952	53,196	39,952	53,196	(13,244)	39,952	53,196	(13,244)	(13,244)	884,750	884,750	5%	
RENTAL EXPENSE	-	216	-	216	(216)	-	216	(216)	(216)	4,450	4,450	0%	
TRANSPORTATION EXPENSES	3,647	4,900	3,647	4,900	(1,253)	3,647	4,900	(1,253)	(1,253)	56,000	56,000	7%	
INSURANCE	8,558	8,448	8,558	8,448	111	8,558	8,448	111	111	115,297	115,297	7%	
ADVERTISING EXPENSES	-	-	-	-	-	-	-	-	-	500	500	0%	
TAXES OTH THAN INCOME	15,931	17,099	15,931	17,099	(1,167)	15,931	17,099	(1,167)	(1,167)	255,450	255,450	6%	
MISCELLANEOUS EXPENSES	28,060	27,345	28,060	27,345	715	28,060	27,345	715	715	224,916	224,916	12% a	
TOTAL OPERATING EXPENSES	446,206	460,913	446,206	460,913	(14,707)	446,206	460,913	(14,707)	(14,707)	5,839,888	5,839,888	8%	
EARNINGS BEFORE INTEREST, TAXES, DEPR & AMORT (EBITDA)	515,154	568,224	515,154	568,224	(53,070)	515,154	568,224	(53,070)	(53,070)	2,596,189	2,596,189	20%	

**KENNEBEC WATER DISTRICT
MONTHLY INCOME STATEMENT FOR THE PERIOD ENDING JANUARY 31, 2026**

	2026 JANUARY ACTUAL	2025 JANUARY ACTUAL	MONTHLY VARIANCE	2026 YTD ACTUAL	2025 YTD ACTUAL	YTD VARIANCE	2026 BUDGET	% OF BUDGET USED
DEPRECIATION AND AMORTIZATION EXPENSE (NON-CASH ITEMS)	143,658	150,523	(6,865)	143,658	150,523	(6,865)	1,633,114	9%
TOTAL DEPRECIATION AND AMORTIZATION	143,658	150,523	(6,865)	143,658	150,523	(6,865)	1,633,114	9%
INTEREST EXPENSE - LT DEBT	67,721	70,686	(2,964)	67,721	70,686	(2,964)	900,750	8%
TOTAL INTEREST & AMORTIZATION	67,721	70,686	(2,964)	67,721	70,686	(2,964)	900,750	8%
EXTRAORDINARY INCOME	257,345.09	-	257,345	257,345	-	257,345	-	- b
NET INCOME	561,120	347,015	214,104	561,120	347,015	214,104	62,325	900%

COMMENTS ON SIGNIFICANT 2026 ITEMS

- a** A new cover for the existing quonset hut frame that was moved from our South Street location was purchased for for \$5,931.76. This building offers additional cold storage for items like our trailers and trench boxes. The existing cover was at the end of it's useful life. This item was originally budgeted for the capital budget but no longer meets our threshold for capital assets.
- b** The first installment of the Dupont PFAS settlement in the amount of \$257,345.09 was received in January. These funds have been set aside in a separate CD for PFAS mitigation.

**Kennebec Water District
Statement of Cash Flows
For the Period Ending January 31, 2026**

Cash Balance 12/31/2025	\$	10,397,948.63
Utility Billing Receipts		737,449.60
Payments to Vendors		(356,279.81)
Interest		32,001.89
Payroll		(194,404.65)
PFAS settlement payment - Dupont		257,345.09
Net Monthly Activity	\$	476,112.12
Cash Balance 01/31/26	\$	10,874,060.75

Cash and Investment Accounts-Ending Balances

Operating Checking Account TD Bank		1,158,753.87
Checking Account-Northeast Bank		2,459.99
Certificates of Deposit TD Bank		5,292,933.03
Certificates of Deposit Northeast Bank		4,416,077.08
Cash Drawers & Petty Cash & Deposits		3,836.78
Cash Balance 01/31/26	\$	10,874,060.75

Reserve for Debt Payments

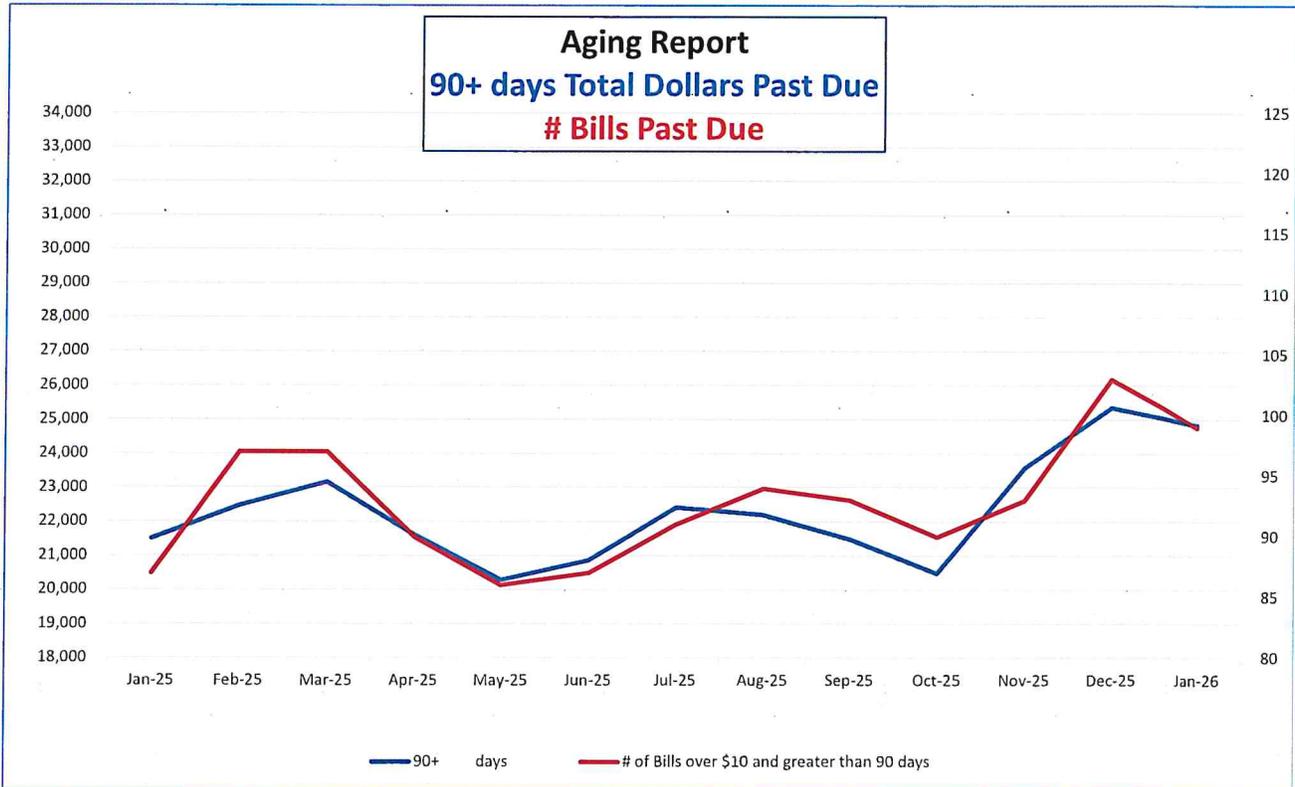
LESS RESERVE 2025 BOND PRINCIPAL		
LESS RESERVE 2025 BOND INTEREST	\$	19,625.75
LESS RESERVE 2025 BOND PRINCIPAL	\$	11,728.11
LESS RESERVE 2024 BOND PRINCIPAL	\$	21,300.00
LESS RESERVE 2024 BOND INTEREST	\$	4,031.08
LESS RESERVE 2022 BOND PRINCIPAL	\$	51,288.44
LESS RESERVE 2022 BOND INTEREST	\$	9,105.19
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	\$	9,109,726.61
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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
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
Jan-26	531,309	8,983	3,438	24,822	568,552	99





MEMO

March 5, 2026

To: Kennebec Water District Board of Trustees

From: Jared Bragdon, Distribution Manager

CC: Roger Crouse, General Manager

Subject: Request for Authorization of a Locating Services Agreement with Centerline Utility Services

Need/Background

Maine law requires that all excavators notify owners of buried infrastructure prior to the start of excavation so that underground utilities can be properly located and marked. Excavation includes any mechanical disturbance of the ground on public or private property, including but not limited to road construction, utility installation, mailboxes, signs, trees, and utility poles.

Kennebec Water District maintains over 170 miles of buried water mains, along with many miles of service lines and other infrastructure across our five communities. As a result, KWD receives a significant number of locate requests each year (approximately 1,200 on average).

Since 2020, KWD has contracted with Centerline Utility Services to provide utility locating services. During this time, Centerline has consistently provided reliable, timely, and professional locating services, supporting both regulatory compliance and protection of District infrastructure. The current three-year agreement with Centerline Utility Services is set to expire on April 1, 2026.

Summary of Proposals

KWD received proposals from the two locating companies that are currently providing locating service in the Waterville area – USIC and Centerline Utilities Services. A summary of estimates annual costs can be found below:

	Estimated Annual Cost Based Upon 2026 Proposals		
Average KWD Locates	USIC	Centerline Utility Services	2026 Budget
1,200	\$71,000.00	\$42,900	\$45,000.00
Annual Escalator	5 percent (anticipated)	2.9 percent	N/A

A copy of Centerline's proposed fee schedule is attached.

Request

Based on Centerline Utility Services' strong performance since 2020, competitive pricing, and familiarity with KWD's infrastructure, I request Board of Trustee approval to enter into a three-year agreement with Centerline Utility Services for utility locating services



207-852-8315
 info@centerlineutilityservices.com
 www.centerlineutilityservices.com
 PO Box 275 Bangor ME 04402 | PO Box 7236 Portland ME 04112

Kennebec Water District

Service Type	2026-2027 Rates	2027-2028 Rates	2028-2029 Rates
Standard Locate	\$31.42	\$32.36	\$33.33
Emergency Locate	\$37.71	\$38.84	\$40.00
After Hours locate	\$47.38	\$48.80	\$50.26
Per extra 100'	\$7.47	\$7.70	\$7.93
Freeform	\$4.00	\$4.12	\$4.25
FF requiring site visit	\$31.42	\$32.36	\$33.33
Hourly Rate	\$81.69	\$84.14	\$86.67
Admin fee	3% of monthly bill	3% of monthly bill	3% of monthly bill



KENNEBEC WATER DISTRICT

2026 Maine Municipal Bond Bank – Water Treatment Plant Lagoon Effluent System Upgrade Resolution (\$698,000.00)

The Kennebec Water District (the “**District**”) hereby resolves as follows:

1. Pursuant to Chapter 200 of Private and Special Laws of 1899, as amended, the District is hereby authorized to borrow up to the aggregate principal amount of **Six Hundred Ninety Eight Thousand and 00/100 Dollars (\$698,000.00)** (the “**Loan**”) from the **Maine Municipal Bond Bank**, Augusta, Maine (the “**Bond Bank**”), with up to \$244,300 in loan forgiveness, all in accordance with the terms and conditions of an approval letter from the Maine Department of Health and Human Services to the District dated January 15, 2026, as the same may be amended, and, if the District’s loan application is accepted, to execute and implement a Loan Agreement with the Bond Bank in the form prescribed by the Bond Bank (the “**Loan Agreement**”) for the purpose of financing construction and improvements for the District’s Water Treatment Plant Lagoon Effluent System Upgrade Project, together with related costs and expenses, including the costs of issuance (collectively, the “**Project**”).
2. Pursuant to the Loan Agreement, and as evidence of the Loan, the District is hereby authorized to issue and sell to the Bond Bank interest bearing and/or non-interest bearing note(s) or bond(s) of the District in the aggregate principal amount of up to **Six Hundred Ninety Eight Thousand and 00/100 Dollars (\$698,000.00)** (the “**Bonds**”).
3. The Bonds shall bear such date or dates as the Bond Bank shall request, bear such interest rate or rates, be in such denominations, maturities, and be redeemable at such price or prices, all as shall be set forth in the Loan Agreement and the Bonds, and as may hereafter be determined by the Treasurer and the President of the Board of Trustees to be necessary or advisable, the execution of the Loan Agreement and the Bonds to be conclusive evidence of their determination of the terms and provisions thereof.
4. Each of the Bonds shall bear on its face the words “Kennebec Water District” and shall be signed by the Treasurer and shall be countersigned by the manual or facsimile signature of the President of the Board of Trustees of the District, and shall be in substantially the same form as prescribed in the Loan Agreement or otherwise as prescribed by the Bond Bank.
5. In anticipation of the Bonds heretofore authorized, the District is also hereby authorized to borrow the aggregate principal amount of up to \$698,000.00 from the Bond Bank for the Project (the “**SRF Interim Loan**”); (ii) to execute and deliver a Loan Agreement with the Bond Bank in the form prescribed by the Bond Bank (the “**SRF Interim Loan Agreement**”) for the SRF Interim Loan; and (iii) to execute and deliver to the Bond Bank a note in anticipation of the Bonds in the aggregate principal amount of up to \$698,000.00 (the “**SRF Interim Note**”) for the Project, in the form prescribed by the Bond Bank. The

SRF Interim Note shall be sold at the par value thereof to the Bond Bank, bear interest at a rate determined by the Bond Bank, and shall mature upon the issuance of the Bonds, or 12 months from the date of the SRF Interim Note, whichever occurs first. The SRF Interim Note shall contain such other terms and provisions as may hereafter be determined by the Treasurer and President of the Board of Trustees to be necessary or advisable, their execution of the SRF Interim Note to be conclusive evidence of their determination of the terms and provisions thereof.

6. The SRF Interim Note shall bear on its face the words “Kennebec Water District” and “General Obligation Note” and shall be signed by the Treasurer and shall be countersigned by the manual or facsimile signature of the President of the Board of Trustees of the District.
7. The District covenants to establish, maintain, revise, and collect rates and charges for water services furnished by the District sufficient to provide revenues to pay when due current expenses of operating and maintaining the water system; to pay when due interest on the outstanding indebtedness of the District incurred or assumed for District purposes; and to pay or provide for the payment of all indebtedness created or assumed by the District.
8. All actions taken to date by the Board of Trustees and the officers of the District with respect to the authorization, issuance, and sale of the Bonds and SRF Interim Note and consistent with the foregoing resolutions are hereby ratified and confirmed. The President of the Board of Trustees, Treasurer, General Manager, and other officers of the District are, and each of them singly is, hereby authorized to take such action, and to execute and deliver the following with respect to the Bonds and with respect to any SRF Interim Note: a Loan Agreement, a Signature and No Litigation Certificate, and such additional documents, certificates and instruments and any amendments thereto as may be deemed by them as necessary or appropriate to effectuate the issuance of the Bonds and SRF Interim Note heretofore authorized.
9. Any prior resolutions of the Trustees restricting the amount of authorized loans or issuance of bonds and notes, to the extent they conflict with the foregoing resolutions, are hereby superseded.



**March 5, 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. We have received notification from Representative Pingree's office that Congressionally Directed Spending grant applications to the House of Representatives are due on March 6, 2026. We are still awaiting notification from Senator Collin's office of the start of the application period for the Senate. We have collected several letters of support, but we are hopeful that several more will be submitted before the application period.

- 3. New or upcoming items of significance:**
 - a. Matt Bulmer has resigned as a KWD Trustee. The Waterville City Council may appoint a resident to fill this vacancy. The term for this position expires on December 31, 2026, so the position will be on the November 2026 ballot.
 - b. We will be holding our spring all-staff meeting during the morning of March 10th.
 - c. I am working with our HR consultant (Betsy Oulton) to propose modifications to our Personnel Manual to reflect changes associated with the State of Maine paid family and medical leave law that will become effective on May 1, 2026. I anticipate seeking board approval for these and other changes during the April 2, 2026, board meeting.
 - d. In behalf of the Maine Water Utilities Association, I provided testimony to the legislature in opposition to language in LD 2173 An Act to Update the Laws Regarding Housing Developments and Accessory Dwelling Units. The Association is opposed to the draft language the prohibits a municipality from developing subsurface wastewater disposal ordinances more stringent than the State standards. This is of concern because municipalities currently use local ordinances (including subsurface wastewater disposal ordinances) to protect sources of drinking water. LD 2173 as written would take away that authority.



March 5, 2026
Trustee Meeting
Monthly Department Reports

Department: Engineering

Submitted by: Matt Zetterman

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

N/A

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, with bids due on March 24. Although originally planned for 2026, contractor feedback indicates a strong possibility that most of the work will shift to 2027 due to workload and material lead times.
- b. 2027 Sunset Heights Water Main Improvement Project – We’re in the final stages of edits on our drawings and specifications. The project is currently still on pace to go out to bid in March.
- c. Capital Improvement Plan – Although formal work sessions on the Capital Improvement Plan have not yet started, we have begun supplying Waterworth, KWD’s financial modeling vendor, with preliminary capital improvement data for the next three fiscal years. As we continue developing the plan, this information will be refined and expanded to support longer-term capital planning and financial forecasting.

3. New or upcoming items of significance:

- a. Paving Coordination – We’ve had numerous recent conversations with our state and municipal partners regarding upcoming paving projects. Our 2025 and 2026 water main projects are aligned with the City’s paving schedule for Summer Street, Grove Street, Sanger Avenue, and Boutelle Avenue over the next two years. The City has been very helpful in providing a multi-year plan and has adhered to it consistently. On the maintenance side, if all planned paving projects are funded, our Distribution Department will need to break free, adjust, and repair (where necessary) more than 100 valve boxes in coordination with this year’s paving work.



**March 5, 2026
Trustee Meeting
Monthly Department Reports**

Department: Distribution

Submitted by: Jared Bragdon

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

a. Our team continues to demonstrate exceptional professionalism in the field. Recently, a customer reached out to express appreciation for the outstanding service provided by our crew, saying *"your crew was polite and wonderful."* I commend their hard work and commitment to delivering excellent customer service.

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.

b. **Annual safety training** – We have completed our annual safety training per Department of Labor requirements.

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
2/11/2026	Lee St	Winslow	6"	1960	Cast Iron (lined)	Circumferential Split
2/24/2026	Crescent St	Waterville	2"	1903	Wrought Iron	Hole



March 5, 2026
Trustee Meeting
Department Reports

Department: Finance Department

Submitted by: Amy Dyer

1. Notable accomplishments/successes since the last report (including personnel commendations):
 - a. The office staff met with the Distribution and Service managers to discuss process improvements, scheduling efficiencies, and other ways we could improve customer service including: greater flexibility to accommodate emergency or short notice appointments, increasing the number of available appointment time-slots, sending e-notifications to seasonal customers reminding them to set up appointments for meter removal before temperatures drop below freezing, and having technicians more consistently use photos to capture important field information.
2. Progress report on items presented at the previous Trustee meeting:
 - a. The Annual Report for the MPUC will be completed by the end of the month.
 - b. 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 in March.
 - b. I will be preparing or finalizing loan applications for the Lead Service Line, Lagoon Discharge, Summer Street and Sanger Boutelle projects.



**March 5, 2026
Trustee Meeting
Monthly Department Report**

Department: Service

Submitted by: Benny LaPlante

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

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. We have completed the initial review of updates to our Terms and Conditions. Water main tapping fees have been revised to reflect actual costs. In addition, several sections of the document have been rewritten and reorganized to improve clarity and readability for both KWD and its customers. Once these edits are made, we will perform a final review before submitting the updated Terms and Conditions for approval.

3. New or upcoming items of significance:

- a. Annual training will be completed by the end of February. Employees are assigned specific training requirements based on their job roles and potential exposure to workplace hazards. While some of the approximately 24 training topics are required under KWD policies and industry best practices, the majority are mandated by the Maine Department of Labor.

Meter Installations - January 2026

Meter Size:	5/8x3/4"	3/4"	1"	1-1/2"	2"	3"	4"	6"	Total
Meter Totals:	42	1	3	3	1	0	0	1	51

Note: This table includes replacements, new installations, formerly vacant accounts, and seasonal accounts with both new and used meters.



**March 5, 2026
Trustee Meeting
Department Reports**

Department: Water Quality

Submitted by: Robbie Bickford

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. China Lake (Lake Elevation: 169.9 feet or 18 inches below spillway)

- i. Comprehensive Land Technologies (CLT) continues the harvest operations on the South Narrows of China Lake.
- ii. Approximately 100 of the new "No Trespassing" signs, as part of the 2025 MDWP Source Protection Grant Program, have been installed around the West Basin of China Lake.
- iii. The Request for Proposals (RFP) soliciting proposals for the 2026 China Lake Buffer Bundle Program is due March 6, 2026.
- iv. Courtesy Boat Inspection (CBI)

1. The China Regional Lakes Alliance (CRLA) continues to look for a Courtesy Boat Inspection Coordinator for the 2026 season. Information can be found at www.crlamaine.org/employment
2. The CRLA has decided to include Togus Pond as a participating member of the 2026 CBI program. Inspections at this launch are important to protect the region from invasive aquatic species.
3. Submission of a grant application was completed requesting \$13,500 from the Maine Department of Environmental Protection to fund a portion of the 2026 CBI program.

b. PFAS Mitigation Project:

- i. PFAS 10% Design continues with CMD Smith.

3. New or upcoming items of significance:

a. N/A