

**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