

**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.

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.

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.

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Sue Markatine, Recording Secretary