

**KENNEBEC WATER DISTRICT  
REGULAR BOARD OF TRUSTEES MEETING  
THURSDAY – SEPTEMBER 3, 2026 at 7:30 AM**

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

Trustees present: Ben Murray, President; Jeff Earickson, Treasurer; J. Michael Talbot, Assistant Treasurer; Sarah Whateley, Clerk; Allan Fuller, Trustee; Nathan Saunders, Trustee; Paul Fongemie, Trustee; Alex Lelchuk, Trustee

Trustees absent: Frank Richards, Vice-President; Amy Stabins, Trustee

Allan Fuller, Trustee, joined the meeting at 7:40 a.m.

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

**ITEM 1: INTRODUCTION OF GUESTS**

None

**ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF AUGUST 6, 2026**

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of August 6, 2026," seconded by Trustee Fongemie.

Vote: Motion carried unanimously.

**ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT**

Motion by Trustee Earickson, "to ratify the September 3, 2026, total warrant of checks released for \$753,515.12," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

**ITEM 4: REVIEW OF JULY 2026 FINANCIAL REPORTS**

The Trustees were provided with the July 2026 Financial Statements and Accounts Receivable Aging Report, and a brief review was conducted.

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

## **ITEM 5: FINANCIAL PLANNING DISCUSSION – CONTINUED**

The Trustees briefly reviewed a few of the points of interest if KWD was to move toward a pay-as-you-go system for long-term funding of water main replacement. Included in this discussion was overall funding possibilities for capital projects, the expectation of a future reduction in available Drinking Water State Revolving Funds, and potential water rate impacts. Mr. Crouse also reviewed the Summary of Activities Required to Develop and Implement a Long-Term Water Main Replacement Program document.

## **ITEM 6: APPROVALS/MOTIONS NEEDED**

### **A. Approval of Agreement for Pavement Restoration**

The Trustees were provided with a request for authorization memo to employ ProSeal, LLC for the remainder of 2026 as well as the 2027 construction season for pavement restoration.

Motion by Trustee Fongemie, “to approve ProSeal, LLC for pavement restoration services for the unit prices as stated in the agreement for the remainder of the 2026 construction season and for the 2027 construction season,” seconded by Trustee Earickson.

Vote: Motion carried unanimously.

### **B. Approval of Agreement to Remove Water Treatment Residuals – Sole Source**

The Trustees were provided with a sole-source request memo to authorize Waste Management to remove and dispose of the alum residuals at the water treatment plant (WTP). This memo also explains the means in which these residuals are generated during the routine water treatment process and air dried prior to removal. Mr. Crouse and Mr. Bickford answered questions regarding this proposal including the justification for the sole-source request.

Motion by Trustee Earickson, “to execute a sole-source agreement with Waste Management for the removal and disposal of the WTP alum residuals at a price of \$88.00 per ton,” seconded by Trustee Talbot.

Vote: Motion carried unanimously.

### **C. Approval of Agreement of Auditing Services**

The Trustees were provided with a request for authorization memo explaining that KWD’s current auditor, Nicholson, Michaud, & Nadeau, is transitioning away from municipal audit services, and, based on the previous bids, recommending engaging Wipfli, LLP for audit services for the 2026 and 2027 fiscal years with the option of a two-year extension. Mr. Crouse and Ms. Dyer answered questions from the Board members regarding this request.

Motion by Trustee Fongemie, “to accept the proposal from Wipfli, LLP for the annual audit service for \$19,292.00 for 2026 and \$20,064.00 for 2027, and the discretion to extend the agreement for an additional two years at \$20,866.00 and \$21,700.00 respectively,” seconded by Trustee Earickson.

Vote: Motion carried unanimously.

**D. Payment for Tyler Technologies for Annual Application Services (licensing, Software as a Service, etc.) for software used for billing, general ledger, payroll, record retention, asset management, etc. – \$63,191.88, a five percent increase over 2025 (2025 payment – \$60,182.73).**

Mr. Crouse informed the Trustees that the renewal fee with Tyler Technologies for the annual software application services is now due. The contract includes support, upgrades, information back-up, and security services.

Motion by Trustee Earickson, “to authorize the payment to Tyler Technologies for the annual software application services in the amount of \$63,191.88,” seconded by Trustee Talbot.

Vote: 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.

Mr. Crouse informed the Trustees that Mr. Zetterman and Mr. Kenney anticipate conducting a presentation of the recently completed Comprehensive Water System Facilities Plan at the October 1, 2026, Board meeting.

After a brief discussion, the decision was made to hold a budget workshop with KWD staff and interested Trustees at 7:30 a.m. on October 22, 2026.

On behalf of the Board members, President Murray thanked Mr. Crouse for the General Manager’s 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**

**a. Board Quorum Requirement (7 Members Require) – Should we seek a charter change?**

Mr. Crouse introduced the notion of decreasing the Board quorum requirement which would necessitate a KWD Charter change approved by the Maine State Legislature. Mr. Crouse polled a number of water and wastewater facilities, and none of the respondents required a super majority of members to achieve a quorum. The Board discussed the proposed change and a motion was made.

Motion by Trustee Earickson, “to request a legislative change to the KWD charter by reducing the Board of Trustees quorum requirement from seven Trustees to six Trustees,” seconded by Trustee Fongemie.

Vote: 7 in favor, Trustee Talbot opposed, motion carried.

Trustee Whately inquired about the status of the potentially new KWD Source Protection Coordinator position. Mr. Crouse replied the financial impact of adding this position will be incorporated into the 2027 Operating Budget and can be discussed further at the budget workshop. Trustee Fuller commented there were numerous programs and funding opportunities for source water protection presented at the Maine Water Utilities Association Annual Drinking Water Seminar he recently attended. He remains an advocate for the new KWD Source Protection Coordinator position.

**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.

Vote: Motion carried unanimously.

Meeting adjourned at 8:42 a.m.

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Sue Markatine, Recording Secretary