KWD
Kennebec Water District

Kennebec Water District Board of Trustees
Regular Meeting
Thursday, November 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 October 22, 2026
3. Review and approval of account warrant
4. Review September 2026 financial reports
5. South Narrows Harvest review
6. Summary of employee satisfaction survey
7. Approvals/motions needed:
    a. Approval of agreements for water treatment chemicals
    b. Approval of Change Order #2 with Eastwood Contractors
    c. Approval of 2027 Operating, Capital, and Cash budgets
8. General Manager report
9. Department reports
10. Trustee comments, concerns, and/or ideas
11. Public participation
12. As needed: Executive session 1 MRS §405. 6.
13. Date of next meeting
14. Adjournment

KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – OCTOBER 22, 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; Amy Stabins, Trustee; Allan Fuller, Trustee; Nathan Saunders, Trustee; Paul Fongemie, Trustee; Alex Lelchuk, Trustee

Trustees absent: None

Trustee Fuller joined the meeting at 7:34 a.m.

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager; Matt Zetterman, KWD Engineering Manager; Benny LaPlante, KWD Service Manager; Jared Bragdon, KWD Distribution Manager; Robbie Bickford, KWD Water Quality Manager; Max Kenney, KWD Senior Project Manager; 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 OCTOBER 1, 2026

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of October 1, 2026," seconded by Trustee Richards.

Vote: 8 in favor, Trustee Whateley abstained, motion carried.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, "to ratify the October 22, 2026, total warrant of checks released for $598,244.18," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

ITEM 4: APPROVALS/MOTIONS NEEDED

A. Approval of Contract Cost Increase for Eastwood Contractors

The Trustees were provided with a request for authorization memo and explanation for a change order of the Sanger Avenue and Boutelle Avenue, Waterville, area water main improvement project between KWD and Eastwood Contractors. This change order would expand the water main replacement project to include replacement of the water main crossing beneath the railroad tracks on Main Street, Waterville, immediately adjacent to the current project limits. Mr. Kenney reviewed the scope of this change order.

Motion by Trustee Richards, "to approve change order number one with Eastwood Contractors in the amount of $344,812.50 for construction services associated with the Main Street, Waterville, railroad crossing and related water main improvements," seconded by Trustee Earickson.

Vote: Motion carried unanimously.

ITEM 5: DATE OF NEXT MEETING

The next Board meeting is scheduled for November 5, 2026.

ITEM 6: ADJOURNMENT

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

Vote: Motion carried unanimously.

Meeting adjourned at 7:38 a.m.

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Sue Markatine, Recording Secretary

ACCOUNT WARRANT NOVEMBER 5, 2026

NO.	CHECK DATE	VENDOR NAME	DESCRIPTION	DOLLAR AMOUNT
1	10/15/2026	BILL (FORMERLY DIVVY) VISA CARD	MICROSOFT SUBSCRIPTIONS/MONTHLY	
			TELEPHONE CHARGE/SAFETY ITEMS/PAPER/LAKE BUOY PARTS/ANNUAL CAD SUBSCRIPTION/	
			MEETING FOOD/GOOGLE SUBSCRIPTIONS/MWUA BI-MONTHLY MEETING/CPA LICENSE	
			RENEWAL/OFFICE SUPPLIES/FENCING SUPPLIES/VEHICLE REPAIR/NEWWA MEMBERSHIP	
			RENEWAL/PLC POWER SUPPLY REPLACEMENT/WTP SHOP SUPPLIES/OPERATOR LICENSE	
			RENEWAL/LAB SUPPLIES/HAND SANITIZER/LONGEVITY GIFTS/NEWWA CONFERENCE/	
			SHIPPING FEES/STAMPS/DOCKING STATION POWER CABLES	7,656.04
2	10/15/2026	THE HARTFORD	MONTHLY GROUP LIFE PREMIUMS	67.19
3	10/16/2026	CINTAS	EMPLOYEES UNIFORM SERVICE-2 WEEKS	293.46
4	10/16/2026	DOW'S WOOD PRODUCTS	STAKES FOR ROAD CONSTRUCTION PROJECTS	325.00
5	10/16/2026	INFOSEND, INC.	MONTHLY BILL PROCESSING AND MAILING	1,762.32
6	10/16/2026	KYOCERA DOCUMENT SOLUTIONS-N. E.	QUARTERLY MAINTENANCE CONTRACT	458.63
7	10/16/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	240.00
8	10/16/2026	W.B. MASON COMPANY, INC.	FLANNEL WIPERS	579.95
9	10/16/2026	MID-MAINE MARINE, INC.	MATERIALS FOR WINTERIZING BOAT	562.35
10	10/16/2026	PIKE INDUSTRIES, INC.	STONE	380.54
11	10/16/2026	PINE TREE WASTE, INC.	PORTAPOTTY RENTAL/RUBBISH REMOVAL	404.00
12	10/16/2026	F.W. WEBB COMPANY	WRENCH/WATER SYSTEM REPLACEMENT ITEMS	2,179.40
13	10/16/2026	AQUA BACKFLOW, INC.	PROGRAM MANAGEMENT SERVICE	501.50
14	10/16/2026	BUDGET DOCUMENT TECHNOLOGY	ANNUAL CONTRACT/POSTAGE MACHINE INK	1,300.12
15	10/16/2026	DOSTIE'S TOWING WATERVILLE	OIL CHANGE-1 VEHICLE	97.90
16	10/16/2026	HUSSEY COMMUNICATIONS, INC.	MONTHLY INTERNET SERVICE	182.00
17	10/16/2026	MAINE MUNICIPAL BOND BANK	LOAN ADMIN FEE/INTEREST/PRINCIPAL	27,002.15
18	10/16/2026	VERTEXONE SOFTWARE, LLC	MONTHLY WATERSMART DOCUMENT STORAGE	154.85
19	10/19/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	52.54
20	10/19/2026	PAYMENTUS	MONTHLY CUSTOMER CC TRANSACTIONS FEES	3,295.35
21	10/22/2026	APEX CONSTRUCTION, INC.	CHASE AVE PUMP STATION UPGRADE	205,403.77
22	10/22/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-DRUMMOND AVE	2,185.44
23	10/22/2026	EASTWOOD CONTRACTORS, INC.	SANGER & BOUTELLE AVE MAIN REPLACEMENT	265,511.08
24	10/22/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	945.00
25	10/22/2026	MARILYN F COSGROVE	REFUND-CREDIT BALANCE WHEN HOME SOLD	63.74
26	10/22/2026	MOTION INDUSTRIES, INC.	PUMP STATION PARTS	1,021.88
27	10/22/2026	CARPARTS DIST. CENTER-MOTOR SUPPLY	WIPERS-1 VEHICLE	51.86
28	10/22/2026	F.W. WEBB COMPANY	FILTERS/SMALL TOOLS	992.80
29	10/22/2026	DIRIGO ENGINEERING	CHASE AVE PUMP STATION UPGRADE-ENG. SVC.	6,719.60
30	10/22/2026	HARCROS CHEMICALS, INC.	SODIUM HYPOCHLORITE	5,154.60
31	10/22/2026	MAINE MUNICIPAL ASSOCIATION	WORKERS' COMPENSATION PREMIUM	4,385.25
32	10/22/2026	NALCO COMPANY	CATIONIC POLYMER-WTP	11,291.02
33	10/22/2026	DAVID MORIN	MONTHLY LAWN SERVICE-VARIOUS LOCATIONS	2,540.50
34	10/26/2026	FLORES & ASSOCIATES	HEALTH INS. DEDUCTIBLE REIMBURSEMENT	482.54
35	10/29/2026	MAINE MUNICIPAL EMPS. HEALTH TRUST	MONTHLY HEALTH INSURANCE PREMIUMS	38,961.70
36	10/29/2026	NORTHEAST DELTA DENTAL	MONTHLY DENTAL INSURANCE PREMIUMS	1,125.80
37	10/30/2026	CAPITAL ONE TRADE CREDIT-AUBUCHON	GRASS SEED AND SEED SPREADER	227.97
38	10/30/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	25,532.51
39	10/30/2026	CINTAS	EMPLOYEES UNIFORM SERVICE-2 WEEKS	293.46
40	10/30/2026	CONSOLIDATED COMMUNICATIONS	MONTHLY INTERNET SERVICE	464.73
41	10/30/2026	CORE & MAIN LP	TOUCHPADS/METERS	3,393.18
42	10/30/2026	DEAD RIVER COMPANY	HEATING OIL	718.15
43	10/30/2026	HIGH TECH FIRE PROTECTION	QUARTERLY SPRINKLER SYSTEM INSPECTIONS	1,102.00
44	10/30/2026	MAINE RURAL WATER ASSOCIATION	TRADE SHOW-1 EMPLOYEE	230.00
45	10/30/2026	MAINE WATER UTILITIES ASSOCIATION	SUMMER CONFERENCE-1 EMPLOYEE	320.00
46	10/30/2026	PIKE INDUSTRIES, INC.	CRUSHED STONE	329.15
47	10/30/2026	PINE TREE WASTE, INC.	PORTAPOTTY RENTAL	360.00
48	10/30/2026	E.J. PRESCOTT, INC.	5-YEAR LEAK DETECTION SYSTEM AGREEMENT	9,540.00

ACCOUNT WARRANT NOVEMBER 5, 2026

NO.	CHECK DATE	VENDOR NAME	DESCRIPTION	DOLLAR AMOUNT
49	10/30/2026	TMDE CALIBRATION LABS, INC.	ANNUAL LAB EQUIPMENT CALIBRATION-WTP	750.00
50	10/30/2026	VERIZON WIRELESS	MONTHLY TELEPHONE/DATA SERVICE	110.05
51	10/30/2026	WM CORPORATE SERVICES, INC.	LAGOON RESIDUALS DISPOSAL	12,370.68
52	10/30/2026	CITY OF WATERVILLE	MONTHLY VEHICLE FUEL USAGE	2,390.23
53	10/30/2026	F.W. WEBB COMPANY	PUMP/WATER SYSTEM REPLACEMENT ITEMS	2,114.98
54	10/30/2026	AESSEAL, INC.	HYDRANT GASKETS	469.00
55	10/30/2026	CDM SMITH, INC.	PFAS MITIGATION UPGRADE PROJECT	113,342.06
56	10/30/2026	GENERAL ALUM N.E. CORP.	ALUM-WTP	5,568.50
57	10/30/2026	INFORMATION TECH EXCHANGE, INC.	RECYCLING SERVICES	78.50
58	10/30/2026	KENNEBEC EQUIPMENT RENTAL FAIRFIELD	STRAW BLOWER RENTAL	125.00
59	10/30/2026	PORTLAND PAPER PRODUCTS	TISSUE/TOWELS	132.38
60	10/30/2026	PROSEAL, LLC	PAVEMENT PATCHES-VARIOUS LOCATIONS	6,622.00
61	10/30/2026	ROKI REPAIR SHOP	MAINTENANCE-3 VEHICLES	1,557.08
62	10/30/2026	USA BLUE BOOK	LAB SUPPLES-WTP	658.76
TOTAL WARRANT				783,132.24

Kennebec Water District
Balance Sheet
As of September 30, 2026

	September 2026	September 2025	Variance
ASSETS			
Current Assets			
Cash	9,536,411.37	9,227,594.99	308,816.38
Accounts Receivables	525,679.13	375,362.01	150,317.12
Grants and Loans Receivable	-	697.26	(697.26)
Unbilled services	800,774.32	839,770.66	(38,996.34)
Prepaid expenses	207,375.88	138,627.13	68,748.75
Inventory	515,811.31	535,298.62	(19,487.31)
Total Current Assets	**11,586,052.01**	**11,117,350.67**	**468,701.34**
Non-Current Assets			
Other Assets	47,024.03	49,889.71	(2,865.68)
Total Non-Current Assets Excluding Capital	**47,024.03**	**49,889.71**	**(2,865.68)**
Capital Assets			
Capital assets, not being depreciated	3,348,324.63	4,531,595.15	(1,183,270.52)
Capital assets, being depreciated	92,761,544.28	88,294,620.12	4,466,924.16
Accumulated Depreciation	(32,829,241.65)	(31,173,286.25)	(1,655,955.40)
Total Capital Assets	**63,280,627.26**	**61,652,929.02**	**1,627,698.24**
DEFERRED OUTFLOWS OF RESORUCES			
Deferred Other Post Employee Benefits	94,024.18	70,431.18	23,593.00
Deferred Pension Benefits	341,050.75	360,099.75	(19,049.00)
Total Deferred Outflows of Resources	**435,074.93**	**430,530.93**	**4,544.00**
TOTAL ASSETS AND DEFERRED OUTFLOWS	**75,348,778.23**	**73,250,700.33**	**2,098,077.90**
LIABILITIES			
Current Liabilities			
Accounts Payable	257,543.07	72,971.02	184,572.05
Accrued Expenses	10,639.23	32,159.28	(21,520.05)
Accrued wages and benefits	112,273.08	90,287.37	21,985.71
Accrued Interest Payable	232,040.15	239,291.62	(7,251.47)
Short-Term Debt	-	1,806,901.66	(1,806,901.66)
Current portion of LT Debt	653,200.16	658,649.50	(5,449.34)
Total Current Liabilities	**1,265,695.69**	**2,900,260.45**	**(1,634,564.76)**
Non-Current Liabilities			
Other Post Employee Benefits Liabilities	289,711.00	285,984.00	3,727.00
Net Pension Liability	661,490.00	839,659.00	(178,169.00)
Accrued Compensated Balances	434,924.48	434,126.64	797.84
Unamortized bond premium, less current	287,570.37	308,851.59	(21,281.22)
Long-Term Debt (Net)	25,542,643.25	25,153,907.61	388,735.64
Total Non-Current Liabilities	**27,216,339.10**	**27,022,528.84**	**193,810.26**
TOTAL LIABILITIES	**28,482,034.79**	**29,922,789.29**	**(1,440,754.50)**
DEFERRED INFLOWS OF RESOURCES			
Deferred Credits	3,637,764.75	2,920,505.59	717,259.16
Deferred Other Post Employee Benefits	105,786.27	71,009.27	34,777.00
Deferred-Pension Benefits	144,630.15	87,303.15	57,327.00
TOTAL DEFERRED INFLOWS OF RESOURCES	**3,888,181.17**	**3,078,818.01**	**809,363.16**
NET POSITION			
Net Investment in Capital Assets	36,797,213.48	33,724,618.66	3,072,594.82
Unrestricted	6,181,348.79	6,524,474.37	(343,125.58)
NET POSITION	**42,978,562.27**	**40,249,093.03**	**2,729,469.24**
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	**75,348,778.23**	**73,250,700.33**	**2,098,077.90**

Kennebec Water District

Monthly Income Statement For The Period Ending September 30, 2026

	2026 September Actual	2025 September Actual	Monthly Variance	2026 YTD Actual	2025 YTD Actual	YTD Variance	2026 Budget	% Of Budget Used
Operating Revenues								
Metered Sales Residential Cust	256,035	243,096	12,939	2,914,128	2,724,099	190,030	4,019,224	73%
Metered Sales Commercial Cust	133,053	126,295	6,758	945,078	924,380	20,698	1,292,898	73%
Metered Sales Industrial Cust	127,375	215,053	(87,677)	729,132	1,468,372	(739,240)	675,000	108%
Metered Sales Governmental	24,356	24,214	142	167,965	160,941	7,024	221,497	76%
Public Fire Protection	-	-	-	719,592	666,330	53,263	959,515	75%
Private Fire Protection	-	-	-	284,994	265,568	19,426	382,418	75%
Sales For Resale	28,974	37,599	(8,625)	213,433	202,927	10,506	266,000	80%
Forfeited Discounts & Penalties	5,316	4,551	766	43,309	32,495	10,815	45,000	96%
Bulk Water Fees	-	-	-	4,215	700	3,515	-	0%
Misc Service Revenue	3,348	41,463	(38,115)	91,180	88,841	2,339	71,400	128%
Oth Water Revenue (Sale Read)	-	-	-	40,034	39,378	656	55,125	73%
Total Operating Revenues	**578,457**	**692,271**	**(113,813)**	**6,153,062**	**6,574,030**	**(420,968)**	**7,988,077**	**77%**
Non-Operating Revenues								
Interest & Dividend Income	30,474	29,143	1,331	282,791	257,192	25,599	200,000	141%
Miscellaneous Income/(Loss)	977	9,836	(8,860)	29,535	1,583,367	(1,553,832)	98,000	30%
Total Non-Operating Revenues	**31,451**	**38,979**	**(7,528)**	**312,326**	**1,840,559**	**(1,528,233)**	**298,000**	**105%**
Total Revenues	**609,908**	**731,250**	**(121,341)**	**6,465,388**	**8,414,589**	**(1,949,201)**	**8,286,077**	**78%**
Operating Expenses								
Salaries & Wages Employees	193,014	179,435	13,580	1,692,011	1,565,216	126,795	2,330,250	73%
Employee Pensions & Benefits	72,584	64,364	8,220	644,493	570,785	73,708	867,175	74%
Purchased Power	28,231	40,360	(12,129)	269,088	304,372	(35,285)	324,600	83%
Chemicals	15,618	15,758	(140)	128,770	163,781	(35,011)	175,000	74%
Materials & Supplies	68,328	67,652	676	448,068	393,442	54,626	601,500	74%
Contractual Services	145,549	52,843	92,706	541,304	574,408	(33,104)	884,750	61%
Rental Expense	1,217	1,439	(222)	3,506	3,277	230	4,450	79%
Transportation Expenses	4,909	9,585	(4,676)	41,447	42,635	(1,187)	56,000	74%
Insurance	9,078	8,030	1,049	78,586	74,775	3,811	115,297	68%
Advertising Expenses	-	-	-	-	-	-	500	0%
Taxes Oth Than Income	18,133	17,407	726	204,326	190,214	14,113	255,450	80%
Miscellaneous Expenses	42,525	34,156	8,369	169,009	142,763	26,246	224,916	75%
Total Operating Expenses	**599,187**	**491,028**	**108,158**	**4,220,608**	**4,025,667**	**194,941**	**5,839,888**	**72%**
Earnings Before Interest, Taxes, Depr & Amort (EBITDA)	**10,722**	**240,222**	**(229,500)**	**2,244,779**	**4,388,921**	**(2,144,142)**	**2,446,189**	**92%**

Kennebec Water District

Monthly Income Statement For The Period Ending September 30, 2026

	2026 September Actual	2025 September Actual	Monthly Variance	2026 YTD Actual	2025 YTD Actual	YTD Variance	2026 Budget	% Of Budget Used
Depreciation And Amortization Expense (Non-Cash Items)	134,234	102,609	31,625	1,254,575	1,290,911	(36,336)	1,633,114	77%
Total Depreciation And Amortization	**134,234**	**102,609**	**31,625**	**1,254,575**	**1,290,911**	**(36,336)**	**1,633,114**	**77%**
Deductions From Income								
Interest Expense - LT Debt	67,394	64,745	2,648	614,768	610,669	4,099	900,750	68%
Total Interest & Amortization	**67,394**	**64,745**	**2,648**	**614,768**	**610,669**	**4,099**	**900,750**	**68%**
Extraordinary Income	**-**	**-**	**-**	**1,038,467**	**-**	**1,038,467**	**150,000**	**692%**
Net Income	**(190,906)**	**72,867**	**(263,773)**	**1,413,904**	**2,487,342**	**(1,073,438)**	**62,325**	**2269%**

Kennebec Water District
Statement Of Cash Flows
For the Period Ending September 30, 2026

Cash Balance 08/31/26		**$10,520,176.92**
Utility Billing Receipts		$441,466.61
Payments to Vendors		($1,245,019.52)
Interest		$30,474.40
Payroll		($210,687.04)
Net Monthly Activity		**($983,765.55)**
Cash Balance 09/30/26		**$9,536,411.37**

Cash And Investment Accounts-Ending Balances	**Rate**	
Operating Checking Account TD Bank	**2.53%**	$1,330,678.44
Checking Account-Northeast Bank	**3.09%**	$3,166.63
Certificates of Deposit TD Bank	**3.50%**	$1,044,540.97
Certificates of Deposit Northeast Bank	**3.63%-4.16%**	$7,154,188.55
Cash Drawers & Petty Cash & Deposits		$3,836.78
Cash Balance 09/30/26		**$9,536,411.37**

Reserve For Debt Payments

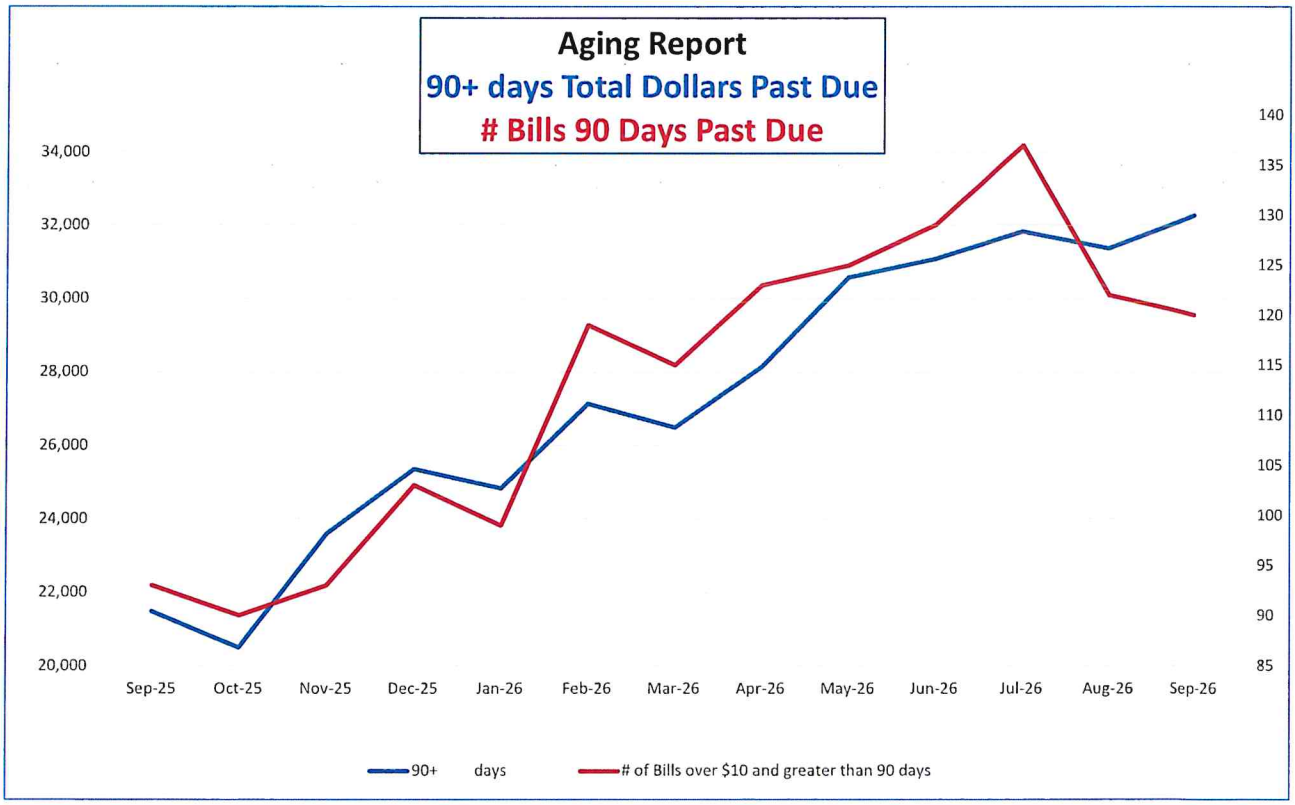
Less Reserve 2026 Bond Principal	-
Less Reserve 2026 Bond Interest	$37,585.70
Less Reserve 2025 Bond Principal	-
Less Reserve 2025 Bond Interest	$22,921.15
Less Reserve 2025 Bond Principal	-
Less Reserve 2024 Bond Principal	-
Less Reserve 2024 Bond Interest	$4,031.08
Less Reserve 2022 Bond Principal	-
Less Reserve 2022 Bond Interest	$9,105.19
Less Reserve 2022 Bond Principal	-
Less Reserve 2022 Bond Interest	$6,555.46
Less Reserve 2022 Revenue Bond Principal	$430,000.00
Less Reserve 2022 Revenue Bond Interest	$689,018.76
Less Reserve 2021 Bond Principal	$32,988.26
Less Reserve 2021 Bond Interest	$5,310.08
Less Reserve 2020 Bond Principal	-
Less Reserve 2020 Bond Interest	$22,231.38
Less Reserve 2020 Bond Principal	$23,928.00
Less Reserve 2020 Bond Interest	$3,457.01
Less Reserve 2017 Bond Principal	$137,834.00
Less Reserve 2017 Bond Interest	$15,943.08
Less Reserve 2011 Bond Principal	-
Less Reserve 2011 Bond Interest	$16,630.33
Less Reserve 2009 Stimulus Princ	$7,168.71
Total Cash Reserved Bonds	**$1,464,708.19**

Uncommitted Balance	**$8,071,703.18**

Kennebec Water District

Aging Report

	Current	31-60 days	61-90 days	90+ days	Total	# of Bills over $10 and greater than 90 days
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
Feb-26	398,683	(70)	2,451	27,133	428,197	119
Mar-26	364,772	(1,284)	2,739	26,483	392,710	115
Apr-26	644,117	(3,942)	4,209	28,125	672,509	123
May-26	423,826	(1,207)	2,377	30,576	455,571	125
Jun-26	258,379	5,342	(230)	31,073	294,563	129
Jul-26	427,168	1,802	4,844	31,824	465,637	137
Aug-26	344,248	(530)	2,910	31,366	377,994	122
Sep-26	494,200	(1,773)	990	32,263	525,679	120



KWD
Kennebec Water District

MEMO

November 5, 2026

To: Kennebec Water District Board of Trustees
From: Robbie Bickford, Water Quality Manager
Cc: Roger Crouse, General Manager
Subject: Request for authorization to sign agreements for the purchase of water treatment chemicals

Need/Background:

Annually, KWD requests bids from several competing companies to supply the bulk chemicals listed below. These bids are valid for calendar year 2027.

1. Sodium Hydroxide – Sodium Hydroxide increases the pH of the treated water. A high pH water is less corrosive and less likely to leach metals from the interior plumbing in homes and businesses.
2. Aluminum Sulfate (Alum) – Alum is a coagulant that binds particulate matter in the water together so it can be removed in the clarifiers and filters.
3. Sodium Hypochlorite (Hypo) – Hypo (high strength bleach) is a disinfectant and kills and/or inactivates microorganisms.
4. Hydrofluorosilicic Acid (Fluoride) – Fluoride is added to drinking water to improve oral health. Voters in the municipalities served by KWD approved the addition of fluoride in 1965.
5. Ortho-Polyphosphate (Phosphate) – Phosphate is used as a corrosion control inhibitor decreasing the likelihood of metals leaching from internal plumbing of homes and businesses.

Bids

As shown in the table below, we requested and received bids from chemical suppliers that provide services throughout Maine. In preparing for this bid, we were informed, by other water districts that supplies of Hydrofluorosilicic Acid continued to be extremely restricted. As a result of the volatility of the Hydrofluorosilicic Acid supply, we did not receive any bids for this chemical. Consequently, orders for this chemical will be priced at the current market price at the time of ordering.

Request:

I am requesting Board of Trustee approval to establish agreements to purchase Sodium Hydroxide, Aluminum Sulfate, Sodium Hypochlorite, and Ortho-Polyphosphate from the vendors outlined and at the prices shown in the "Recommended Bidder" row of the table below.

KWD
Kennebec Water District

2027 Chemical Bid Summary All bids shown are in $/gallon unless otherwise stated					
Chemical	Sodium Hydroxide	Alum	Hypo	Fluoride	Phosphate
Estimated Quantity Based on 1B Gallons Produced	7,000 gal ± 20%	24,000 gal ± 20%	22,500 gal ± 20%	2,000 gal ± 20%	2,000 gal ± 20%
2024 Price/Company	$2.8153 / Univar	$1.815 / GAC	$2.70 / Univar	$4.98 / Univar	$10.82 / Coyne
2025 Price/Company	$2.6602 / Univar	$1.835 / GAC	$2.10 / Harcros	$5.00 / Univar	$8.73 / Shannon
2026 Price/Company	$2.75 / Univar	$1.925 / GAC	$2.0668 / Harcros	$6.00 / Univar	$8.42 / Shannon
Univar	$3.0895	-	$2.90	-	-
Monson Co.	-	-	-	-	-
Holland Co.	-	$2.83	-	-	-
Borden and Remington Corp.	-	-	-	-	-
GAC Corp.	$3.795	**$2.09**	-	-	-
Harcros Chemicals	**$2.97**	-	**$2.05**	-	-
Shannon Chemical	-	-	-	-	**$9.37**
Carus Chemical	-	-	-	-	$12.995
Coyne Chemical	-	-	-	-	$14.79
Nalco	-	-	-	-	-
Recommended Bidder *Estimated Total Contract*	*Harcros* *$20,790*	*GAC Corp.* *$50,160*	*Harcros* *$46,125*	*N/A*	*Shannon* *$18,740*

MEMO

November 5, 2026

To: Kennebec Water District Board of Trustees

From: Matt Zetterman, Engineering Manager

Cc: Roger Crouse, General Manager; Max Kenney, Senior Project Manager

Subject: Request for Approval of Change Order #2 with Eastwood Contractors for the Sanger Ave. & Boutelle Ave. Area Water Main Improvements Project

Need/Background:
Kennebec Water District has received $4,217,000 in funding through the Maine Drinking Water State Revolving Fund (DWSRF) program in the form of a low-interest loan with 35% principal forgiveness.

The original scope of the Sanger Ave. & Boutelle Ave. Area Water Main Improvements Project included the replacement of approximately 5,100 feet of existing 6-inch and 8-inch unlined cast iron water main installed between 1903 and 1938 on Sanger Avenue, Colonial Street, and Boutelle Avenue in Waterville. The existing mains are being replaced with new 8-inch cement-lined ductile iron pipe.

The project was awarded to Eastwood Contractors on May 21, 2025, in the amount of $2,731,150.00. At its October 22, 2026 meeting, the Board of Trustees approved Change Order #1 in the amount of $344,812.50 for additional work on Main Street, including the railroad crossing. This increased the contract amount to $3,075,962.50.

With $854,287.50 remaining within the project budget, staff have identified an opportunity to replace water mains on two nearby streets, Hillside Avenue and Brook Street. The existing 6-inch mains on both streets are approximately 100 years old and have experienced a history of water main breaks. Completing this work as part of the existing project will allow KWD to take advantage of the remaining construction season to begin installation this year and complete the work in the spring, while utilizing available project funding.

Summary of Costs
The negotiated amount for Change Order #2 with Eastwood Contractors is $844,132.50. Pricing is based on a combination of existing contract unit prices and negotiated lump-sum costs. Following approval of Change Order #2, the revised contract amount will be $3,920,095.00.

Request:
I am requesting the Board's approval of Change Order #2 with Eastwood Contractors in the amount of $844,132.50 for construction services associated with water main improvements on Hillside Avenue and Brook Street.

Kennebec Water District

Proposed 2027 Operating Budget

Note: Revenue and Income shown as (negative) numbers

Updated: 11/5/2026

Category	2025 Actuals	2026 Year-End (Estimated)	2026 Budget	2027 Proposed Budget	Variance from 2026 Budget	Notes
Operating Revenues						
Metered Sales	$ (6,873,425)	$ (6,468,555)	$ (6,208,619)	$ (6,420,357)	$ (211,738)	2026 estimated actual + 4% rate Increase.
Fire Protection	$ (1,242,908)	$ (1,608,064)	$ (1,330,833)	$ (1,384,005)	$ (53,172)	2026 estimated actual + 4% rate Increase.
Maine Water Company and Bulk Water Sales	$ (271,451)	$ (285,509)	$ (266,000)	$ (286,240)	$ (20,240)	2026 estimated actual + 4% rate Increase.
Other Water Revenue	$ (150,443)	$ (192,290)	$ (151,525)	$ (154,885)	$ (3,360)	2026 estimated actual + 4% rate Increase.
Total Operating Revenues	**$ (8,538,227)**	**$ (8,554,418)**	**$ (7,956,977)**	**$ (8,245,487)**	**$ (288,510)**	
Operating Expenses						
Salary and Wages	$ 2,125,116	$ 2,256,015	$ 2,330,250	$ 2,543,833	$ 213,583	3.5% COLA plus salary step adjustments plus 1 new position
Employee Pensions and Benefits	$ 628,943	$ 859,323	$ 867,175	$ 936,850	$ 69,675	6.1% increase in health insurance, 4% increase for dental, pension increases in proportion to salaries, plus 1 new position
Purchased Power	$ 391,803	$ 358,783	$ 324,600	$ 356,500	$ 31,900	See department budgets
Treatment Chemicals	$ 222,870	$ 171,693	$ 175,000	$ 200,000	$ 25,000	See department budgets
Materials and Supplies	$ 516,962	$ 597,424	$ 601,500	$ 669,500	$ 68,000	See department budgets
Contract Services	$ 877,721	$ 703,405	$ 881,000	$ 1,195,220	$ 314,220	See department budgets
Rental Property and Equipment	$ 5,929	$ 4,675	$ 4,450	$ 9,950	$ 5,500	See department budgets
Transportation Expenses	$ 34,899	$ 55,263	$ 59,750	$ 59,600	$ (150)	See department budgets
Insurances	$ 100,565	$ 104,781	$ 115,297	$ 121,860	$ 6,563	Based upon actual insurance rates from July 2026-June 2027 and estimated 5% increase for the balance of the year.
Miscellaneous Expenses	$ 169,203	$ 199,873	$ 225,416	$ 267,035	$ 41,619	Use 2026 estimate plus DWSRF fees on borrowing.
Total Operating Expenses	**$ 5,074,011**	**$ 5,311,237**	**$ 5,584,438**	**$ 6,360,348**	**$ 775,910**	
Depreciation and Taxes						
Depreciation	$ 1,947,622	$ 2,040,000	$ 2,098,085	$ 2,200,000	$ 101,915	Estimated based upon asset balances in 2026 plus new purchases in 2027
Taxes Other Than Income	$ 237,812	$ 255,039	$ 255,450	$ 281,300	$ 25,850	Property taxes, payroll taxes, OPA utility assessment, and PUC regulatory assessment
Total Depreciation and Taxes	**$ 2,185,434**	**$ 2,295,039**	**$ 2,353,535**	**$ 2,481,300**	**$ 127,765**	
Deductions from Income						
Amortization Adjustment	$ (318,830)	$ (367,234)	$ (464,971)	$ (446,280)	$ 18,691	Amortize forgiveness of debt from DWSRF loans.
Interest Expenses	$ 836,078	$ 819,690	$ 900,750	$ 965,000	$ 64,250	Calculated based upon debt payment schedule.
Total Deductions from Income	**$ 517,248**	**$ 452,456**	**$ 435,779**	**$ 518,720**	**$ 82,941**	

Kennebec Water District

Proposed 2027 Operating Budget

Note: Revenue and Income shown as (negative) numbers

Updated: 11/5/2026

Category	2025 Actuals	2026 Year-End (Estimated)	2026 Budget	2027 Proposed Budget	Variance from 2026 Budget	Notes
Other Income						
Contribution in Aid of construction (CIAC)	$ (264,625)	$ -	$ (50,000)	$ (1,050,000)	$ (1,000,000)	A contribution in aid of construction (CIAC) occurs when a contractor builds and pays for water lines, then transfers ownership of those lines to the water utility for free. A water main extension for Amazon accounts for $1M of this budget.
Total Other Income	**$ (264,625)**	**$ -**	**$ (50,000)**	**$ (1,050,000)**	**$ (1,000,000)**	
Non-Operating Revenues						
Net Revenues from Jobbing	$ (24,521)	$ (47,937)	$ (20,000)	$ (31,000)	$ (11,000)	Jobbing revenue less jobbing expense.
Interest and Dividend Income	$ (350,630)	$ (377,054)	$ (200,000)	$ (350,000)	$ (150,000)	Interest rates on KWD cash reserves is anticipated to remain around 4.0%.
Non-Operating Income	$ (1,084,604)	$ (38,016)	$ (53,000)	$ (3,070,000)	$ (3,017,000)	Gain on trade-in on truck $12,000 and GPS unit for $3,000; losses on disposed assets that are not fully depreciated; net energy billing credits and non-amortized grants. PFAS grant $3M.
Total Non-Operating Revenues	**$ (1,459,755)**	**$ (463,007)**	**$ (273,000)**	**$ (3,451,000)**	**$ (3,178,000)**	
Extraordinary Income						
Extraordinary Income-PFAS Settlements	$ (1,316,993)	$ (1,038,467)	$ (150,000)	$ (119,800)	$ 30,200	
Total Extraordinary Income	**$ (1,316,993)**	**$ (1,038,467)**	**$ (150,000)**	**$ (119,800)**	**$ 30,200**	
Summary						
Total Revenue and Income	$ (11,579,600)	$ (10,055,892)	$ (8,429,977)	$ (12,866,287)	$ (4,466,510)	Grants, CIAC and PFAS settlements account for $4,239,800 of revenues
Total Expenses	$ 7,776,693	$ 8,058,733	$ 8,373,752	$ 9,360,368	$ 986,616	Additional $60K operational expenses covered by grant revenues
Net Income	$ (3,802,907)	$ (1,997,160)	$ (56,225)	$ (3,505,919)	$ (3,479,894)	

Kennebec Water District
Proposed 2027 Capital Budget
October 30, 2026

Department	Item	Estimate	Description and Justification
Water Quality	PFAS Mitigation Project - Construction	$3,000,000	Construction of the modification to the current infrastructure at the water treatment plant to facilitate the treatment of PFAS compounds.
Water Quality	Garage Storage Lean-to	$10,000	The storage garage located at the WTP is adequate for interior storage, however, when the China Lake Sampling Boat is consistently in and out of the garage it impedes the function of the space. This lean-to will provide additional covered storage for the boat during the summer months improving the access and function of the WTP garage
Water Quality	WAPS HVAC Project	$100,000	During the summer months temperatures in Western Ave Pump Station regularly exceed 100F. These extremely high temperatures not only pose a safety risk to staff working in the pump station but also could lead to premature failure of mechanical and electrical components within the pump station.
Water Quality	WTP Office Furniture	$25,000	The office furniture at the water treatment plant is currently a conglomeration of desks, bookshelves, and cork board accumulated over the past 30 years, much at or past the end of its useful life. This project will replace existing office furniture as well as provide dedicated space for the Source Protection Coordinator position.
Water Quality	NVPS SCADA System	$25,000	NVPS is considered an emergency pump station; however, it remains a critical piece of infrastructure that must be maintained to ensure reliable water service. Adding a SCADA system will enable remote monitoring, enhance facility security, and improve water quality monitoring capabilities in Vassalboro, where monitoring is currently limited.
Water Quality	China Lake Land Acquisition	$500,000	The most effective source protection strategies limit human activity in the watershed through land ownership, conservation easements, and/or land development restrictions. These funds are to support the Kennebec Water District's (KWD) approach to acquisition and support for additional conservation of land in the China Lake watershed. $500,000 carryover from 2026 budget
Water Quality	Building Access Control at WTP (Carryover from 2026)	$20,000	In 2025, Cayer Security installed a new security monitoring system at the Water Treatment Plant (WTP) utilizing MDWP Water System Asset Security Grant. Building on that foundation, this security project will enhance facility security by installing electrified hardware on employee and process area doors, enabling integration with a card reader access system. To support this initiative, KWD will apply for a $10,000 grant through the Water System Asset Security Grant Program.
	Total Water Quality	**$3,680,000**	
	Total Distribution	**$0**	

Kennebec Water District
Proposed 2027 Capital Budget
October 30, 2026

Department	Item	Estimate	Description and Justification
Fleet	Truck 4 Replacement	$70,000	Three quarter ton truck and plow to replace vehicle at end of life at treatment plant. Budgeted trade-in is $12,000.
Fleet	Scissor Lift	$30,000	Purchase of a 32-foot scissor lift for maintenance activities at the Drummond Operations Facility, access to the tops of reservoir tanks, and other KWD facilities as needed.
	Total Fleet	**$100,000**	
	Total Facility	**$0**	
Engineering	2027 Sunset Heights Main Replacement Project	$4,150,000	This project is to replace cast iron water mains from the 1950s and 1960s in the Sunset Heights area of Winslow including Joe Ave, Helen St, Sam St, Hemlock St, and Paine St. We have had numerous main breaks in this area and the Town of Winslow is working on replacing the storm and sewer lines in the near future. KWD will apply for DWSRF funding. The majority of this project is to be completed in 2027, however, DWSRF funding requires that a portion of the project be completed in 2026.
Engineering	Miscellaneous Projects - various locations	$130,000	Hydrants, valves, and other work yet to be determined.
Engineering	Future capital projects design work	$40,000	Engineering staff time to survey, permit, and design future projects.
Engineering	In-House Main Projects	$200,000	Funds to support replacement of water mains using primarily in-house labor and equipment. These projects are typically smaller-diameter mains where KWD can complete the work more economically than through external contracting.
Engineering	Correction of Non-Conforming Services	$50,000	Funds to support our Policy for Correcting Non-Conforming Services with KWD Funds. Non-conforming services create risks for KWD including operational and revenue collection challenges and barriers to future development.
Engineering	New GPS Unit	$11,500	Replacement GPS to improve safety and efficiency. This GPS uses a laser that can collect GPS data at a distance, outside of the trench or in the road. To generally be used by Distribution Department staff. Budgeted sale of existing GPS equipment is $3,000.
	Total Engineering	**$4,581,500**	
	Total-All Departments	**$8,361,500**	

Kennebec Water District
Proposed 2027 Capital Budget
October 30, 2026

Department	Item	Estimate	Description and Justification
Projects Carried Over from the Previous Year			
Engineering	Chase Avenue Pump Station Rehabilitation	$100,000	Carry over funds to finish rehabilitating the pump station by replacing aging components with new pumps, updated controls, SCADA, and the addition of on-site backup power generation. While the station has reliably served KWD for decades, sourcing replacement parts for the original 1974 equipment has become increasingly difficult. Currently, the facility lacks backup power, leaving it vulnerable during outages. This is a Drinking Water State Revolving Fund (DWSRF) funded project.
Engineering	2026 Sanger and Boutelle Main Replacement	$1,457,000	Finish the replacement of cast iron water main on Sanger Ave, Boutelle Ave, Colonial St and Main St ranging in age from the 1800s to the 1930s is well under way as of September 2026 and additional work is anticipated to be added late 2026/early 2027. KWD has been awarded DWSRF funding for this project.
Water Quality	PFAS Mitigation Project - Design	$100,000	This line item budgets for the engineering of the modification to the current infrastructure at the water treatment plant to facilitate the treatment of PFAS compounds. The intent is to apply for these design funds utilizing the DWSRF, thus meeting the 10% funding requirement of the $8,000,000 construction grant provided by the Maine Drinking Water Program Emerging Contaminant fund. The current timeline placed design to be completed in 2026 and construction to begin in 2027 for final compliance in 2029.
	Total Carry Over	**$1,657,000**	
	Total-All Departments Plus Carry Over	**$10,018,500**	
	DWSRF Funding and Loans	$5,807,000	KWD has been awarded DWSRF loans with 35% principal forgiveness for the Sanger and Boutelle main replacement project, Chase Ave Pump Station rehabilitation project, and the PFAS Mitigation project design work. We have applied for a DWSRF loan for the Sunset Heights main replacement project (expected principal forgiveness is 10%).
	Trade-ins on Replacement Vehicles and Equipment	$15,000	Plow truck and GPS unit mentioned above
	Grants for Capital Projects	$3,010,000	PFAS Mitigation construction work and building access control at WTP
	Total Loans, Grants & Trade-ins	**$8,832,000**	
	Estimated Cash Spending	**$1,186,500**	Total expenses minus grants, loans, and trade-ins
	Debt Forgiveness	**$959,950**	Debt forgiveness on new DWSRF projects is amortized over the life of the loan (20 years)

Kennebec Water District
Proposed Cash Budget

Updated: 10/31/26

2026 Projections

Date	Purpose	(Decreases)/Increases (All Numbers are Estimates)	Cash Reserve Balance	Description
12/31/2025	Starting Balance		$ 10,397,949	Actual 2025 Year-End.
12/31/2026	2026 Total Expenses	$ (8,088,657)	$ 2,309,292	Actual thru September and estimate for November & December.
12/31/2026	2026 Depreciation Expense	$ 2,040,000	$ 4,349,292	Add depreciation expense back into cash budget (Depreciation is an expense but it does not reduce the cash balance)
12/31/2026	2026 Revenues and Income	$ 10,085,817	$ 14,435,109	Actual thru October and estimate for November & December.
12/31/2026	2026 Capital Expenditures	$ (4,214,108)	$ 10,221,001	Actual thru September, estimate for October, November & December
12/31/2026	2026 Bond Principal Payments	$ (1,179,206)	$ 9,041,795	Estimated bond principal payments
12/31/2026	2026 Loan Disbursements	$ 2,364,437	$ 11,406,232	DWSRF loans for pipe replacement projects, Chase Avenue pump station rehabilitation, PFAS mitigation design work and lead service line investigation, Summer Street final
12/31/2026	2026 Contribution in Aid of Construction	$ (50,000)	$ 11,356,232	Non-cash revenue
12/31/2026	2026 Amortization Adjustment	$ (367,234)	$ 10,988,998	Amortization adjustment back into cash budget (Amortization is an adjustment but it does not impact the cash balance).
12/31/2026	Ending Cash Balance		$ 10,988,998	Estimated 2026 Year-End

2027 Projections

Date	Purpose	(Decreases)/Increases (All Numbers are Estimates)	Cash Reserve Balance	Description
12/31/2026	Starting Balance		$ 10,988,998	Estimated 2026 Year-End
12/31/2027	2027 Total Expenses	$ (9,360,368)	$ 1,628,630	From operating budget
12/31/2027	2027 Depreciation Expense	$ 2,200,000	$ 3,828,630	Add depreciation expense back into cash budget (Depreciation is an expense but it does not reduce the cash balance)
12/31/2027	2027 Revenues and Income	$ 12,866,287	$ 16,694,917	From operating budget
12/31/2027	2027 Capital Expenditures	$ (10,018,500)	$ 6,676,417	2027 capital budget
12/31/2027	2027 Bond Principal Payments	$ (1,365,000)	$ 5,311,417	Estimated bond principal payments
12/31/2027	Loan Disbursements for 2026 and 2027 projects	$ 6,287,658	$ 11,599,075	DWSRF loans for pipe replacement projects, Sanger & Boutelle, Sunset Heights, Chase Avenue pump station rehabilitation, PFAS mitigation design work and lead service line investigation
12/31/2027	2027 Contribution in Aid of Construction	$ (1,050,000)	$ 10,549,075	Non-cash revenue
12/31/2027	2027 Amortization Adjustment	$ (467,000)	$ 10,082,075	Amortization adjustment back into cash budget (Amortization is an adjustment but it does not impact the cash balance).
12/31/2027	Ending Cash Balance		$ 10,082,075	Estimated 2027 Year-End.

Increase/(Decrease) in cash from 12/31/2026 $ (906,923)

November 5, 2026
Trustee Meeting
General Manager Report

1. **Notable accomplishments/successes since last report (including personnel commendations):**
    a. Amy Dyer and Matt Zetterman led the efforts on developing the 2027 operations and capital budgets, respectively. Both worked with the other managers to identify spending needs including cost increases and new spending. The strength of their leadership and expertise is evident in the quality of the budgets they developed. We are fortunate to have them on the KWD team.

2. **Progress report on items presented at the previous Trustee meeting:**
    a. On October 28th, MWUA hosted an Infrastructure Forum in Augusta where representatives of water utilities, State agencies, and consultants shared the need to accelerate the replacement of aging infrastructure (particularly distribution mains). The messages were similar to the conversations KWD staff and Trustees have been having over the past 8 months.
    b. Annual employee evaluations occurred in October. Managers meets one-on-one with each employee to review their performance and identify goals for the coming year. Managers also meet one-on-one with employees (generally quarterly) throughout the year.
    c. All documentation for KWD's January 1, 2027, rate increase have been filed with the Public Utilities Commission. The rate increase will be implemented as approved by the Trustees.
    d. KWD staff continue to work with Waterworth staff on developing a cost-of-service analysis. Completion of the cost-of-service analysis will prepare us to consider modifications to our water rate structure.

3. **New or upcoming items of significance:**
    a. The Maine Rural Water Association's Annual conference will be held on December 9th and 10th in Bangor. Please let me know if you want more information.
    b. The Joint Environmental Training Coordinating Committee (JETCC) will be using KWD's Drummond Avenue's large conference room to host the 2026-2027 Management Candidate School starting in November 2026. This is an 11-month training program (held one day per month) seeks to prepare frontline staff for future management opportunities. Three of KWD's distribution technicians are participating in this school.

November 5, 2026
Trustee Meeting
Department Reports

Department: Water Quality **Submitted by:** Robbie Bickford

1. **Notable accomplishments/successes since last report (including personnel commendations):**
    a. After 5 years with the Kennebec Water District, Frank Cronkite has retired from full-time employment. He will continue to work part time (three days a week) in the water quality department until April 2027.

2. **Progress report on items presented at the previous Trustee meeting:**
    a. China Lake (Lake Elevation: 169.5 feet or 24 inches below spillway)
        i. With the lake being fully mixed, the fall drawdown started near the beginning of October. Current water level sits 24" below spillway with 30" below spillway being the goal by the end of November 2026.
        ii. The China Region Lakes Alliance (CRLA) has officially changed its name to the Kennebec Valley Lakes Alliance (KVLA). With this name change the ability to incorporate other lake associations and towns/cities into the alliance, mainly Togus Pond, City of Augusta, and Three Corner Pond.
        iii. The South Narrows Harvest has fully concluded with all closeout being completed in August 2026 and reconciliation of costs/stumpage being completed in October 2026.
            1. The Maine Forest Service used KWD's South Peninsula as a training site for new Forest Rangers to experience an exceptional harvest
    b. PFAS Mitigation Project:
        i. CDM Smith if finalizing the 100% design documents after KWD review and comment on the 90% documents. Final design and bidding are scheduled for December 2026 with construction starting in Summer 2027.
    c. Pneumatic Valve Upgrade
        i. All the valves on site at the WTP have been installed and are being electrified this week.
        ii. One valve was found to have mechanical issues and was returned to the manufacturer. Bray will replace the valve at no cost to KWD.
    d. Nation Wide Fluoride Chemical Shortage
        i. Due to the fluoride shortage, no bulk chemical suppliers submitted a fluoride bid for the 2027 calendar year. Univar has stated they will provide pricing and availability on an induvial load basis.

3. **New or upcoming items of significance:**
    a. The WQD has hosted tours for several student groups at the WTP over the past several months (Colby, Thomas, Winslow High School). If any Trustees are interested in a tour of the WTP please reach out.

KWD
Kennebec Water District

November 5, 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. While we continue working toward completing the remaining meter replacements scheduled for 2026, many of our appointments have been utilized for seasonal customer meter removals.

3. **New or upcoming items of significance:**
   a. KWD uses an in-house Service Order application to manage service appointments, metering information, service disconnections and reconnections, and other field service activities. The current application, developed and maintained by Matt Zetterman, has served KWD very well over the past six years. During that time, Matt implemented numerous enhancements in response to user feedback and evolving operational processes.

   Over the past two years, KWD staff have worked to design and develop a new Service Order application. Developed by Lucas Ramsey, the new application retains many features of the current application while incorporating new features and enhancements to improve meter and service information tracking, inventory management, and data collection consistency. Deployment of the new application is anticipated in November.

Meter Installations - August 2026

Meter Size:	5/8x3/4"	3/4"	1"	1-1/2"	2"	3"	4"	6"	**Total**
Meter Totals:	72	4	7	6	3	0	0	0	**92**

Meter Installations - September 2026

Meter Size:	5/8x3/4"	3/4"	1"	1-1/2"	2"	3"	4"	6"	**Total**
Meter Totals:	57	0	2	4	1	0	0	1	**65**

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

November 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. N/A

2. **Progress on items presented in previous monthly department reports:**
   a. Sunset Heights Winslow project- Ranger is now in winter shutdown mode.
   b. System wide single flow hydrant testing -Pending until 2027
   c. Fall hydrant flushing-Complete
   d. Hydrant Checks-The first round of dewatering hydrants is complete in preparation for freezing temperatures.
   e. Hydrant Inspections-Crews have begun inspecting hydrants by assessing each unit's external components, removing all three caps, cleaning the threads on both the caps and hydrant ports, and applying lubricant to prevent sticking and ensure the hydrants remain accessible.

3. **New or upcoming items of significance:**
   a. N/A

Main Break Summary:

DATE OF LEAK	LOCATION (STREET)	MUNCIPALITY	PIPE SIZE	PIPE/SERVICE/VALVE INSTALLED DATE	MATERIAL	TYPE OF LEAK
9/28/2026	Violette Ave	Waterville	8"	1949	Cast Iron (Lined)	6' longitudinal split

November 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. Operating and Cash budgets are complete and awaiting approval from the board.
    b. The public hearing for the rate increase went well. There were 5 customers in attendance.
    c. Annual employee check-ins have been completed for 2026.
    d. We hosted a meeting in October with the administrative staff of our local sewer utilities to discuss our data sharing. (KWD provides information on water consumption and changes in accounts - new and closed accounts - with sewer utilities that they in turn use for billing.) Waterville, Winslow, Benton and Vassalboro sent representatives to this meeting.
        i. **Current Data Sharing:** Attendees expressed high satisfaction with the data currently provided by KWD, which includes water consumption metrics and account status updates (new and closed accounts) vital for their respective billing processes.
        ii. **Transition to Monthly Billing:** I briefed the utilities on our upcoming transition to a monthly billing cycle.
            1. **Operational Continuity:** All participating sewer utilities confirmed their intent to maintain quarterly billing cycles. I assured them that despite its transition, the district will continue to generate and deliver the standard quarterly reports required for their operations.
2. Progress report on items presented at the previous Trustee meeting:
    a. We have been working with Erik Nadeau of Nicholson, Michaud & Nadeau, CPAs (NMN) on our 2025 year-end audit, and we anticipate receiving the final reports and board presentation in December.
    b. We are working with Waterworth on a cost-of-service analysis.

3. New or upcoming items of significance:
    a. **Town of Fairfield Outreach:** Due to the early voting schedule, Fairfield representatives could not attend. I will follow up directly with their sewer department to discuss data sharing and coordinate our monthly billing transition, an operational shift they have expressed interest in pursuing as well.

November 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 –Apex Construction has continued to make steady progress on building improvements and they expect to start bypass pumping by November 9th. During construction, it was discovered that the existing yard piping is fully encased in concrete. While this condition is not ideal from a long-term maintenance perspective, addressing it at this stage would significantly impact the project schedule and construction costs. Although contingency funds remain available within the project budget, staff determined that a more comprehensive evaluation and potential corrective action would be better considered in the spring of 2027. In the interim, the project team will proceed with minor piping modifications to accommodate the existing conditions and allow the project to move forward as scheduled.
   b. 2026 Sanger-Boutelle Water Main Improvement Project – Eastwood is working to complete Phase 2 of 3 on Boutelle Avenue before the end of the construction season. Parallel efforts continue on the railroad crossing portion of the project on Main Street. Preliminary water main work has been completed, however, progress remains delayed pending CSX environmental review and approval of the proposed soil management plan for the project.
   c. 5 South Street Building Demolition – Minor concrete repairs to the retaining wall along the stream have been completed by Marston Industrial Service. Triple P Fence is scheduled to install permanent fencing in November. Upon completion of the fence installation, this project will be substantially complete.
   d. Roy Street Water Main Improvement Project – Due to competing priorities and limited time remaining in the construction season, this project has been deferred to 2027. The Distribution Department recently completed the tie-in associated with the Town of Winslow's work on Ginger Avenue, which will serve as the starting point for next year's work. The project will replace approximately 600 feet of 2.25-inch water main installed in 1966 that is approaching the end of its useful service life.

3. **New or upcoming items of significance:**
   a. IT Partner – KWD is currently transitioning its managed IT services from Ergos to Info Tech Maine. Staff have extensive prior experience working with Info Tech Maine's ownership team and has been impressed with the quality of service provided in the past. While Ergos acquired KWD's previous IT provider, API, the transition resulted in a reduction in locally based support resources. KWD believes partnering with a local provider will improve responsiveness and provide more direct access to technical support. Formal notice was provided to Ergos on October 27, and the transition is expected to be completed by the end of November.