KWD
Kennebec Water District

Kennebec Water District Board of Trustees
Regular Meeting
Thursday, October 22, 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 1, 2026
3. Review and approval of account warrant
4. Approvals/motions needed:
   a. Approval of contract cost increase for Eastwood Contractors
5. Date of next meeting
6. Adjournment

Budget Workshop to be held immediately following the Board Meeting

KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – OCTOBER 1, 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; Amy Stabins, Trustee; Allan Fuller, Trustee; Nathan Saunders, Trustee; Paul Fongemie, Trustee; Alex Lelchuk, Trustee
Trustees absent:	Sarah Whateley, Clerk
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); 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 SEPTEMBER 3, 2026

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of September 3, 2026," seconded by Trustee Fongemie.

Vote: 7 in favor, Trustee Stabins and Trustee Richards abstained. Motion carried.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, "to ratify the October 1, 2026, total warrant of checks released for $955,752.69," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

ITEM 4: REVIEW OF AUGUST 2026 FINANCIAL REPORTS

The Trustees were provided with the August 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: 2026 COMPREHENSIVE WATER SYSTEM FACILITIES MASTER PLAN PRESENTATION

The Trustees were provided with the 2026 KWD Comprehensive Water System Facilities Plan prepared by Mr. Crouse, Mr. Zetterman, Mr. Kenney, and Mr. Bickford. Mr. Zetterman and Mr. Kenney conducted a PowerPoint presentation summarizing this plan. This review included an intro explaining the

background of earlier master plans and purpose, an overview of past, present, and future capital projects, an in-depth review of distribution projects recently completed, in progress, and planned, and a review of future transmission main projects. Mr. Crouse, Mr. Zetterman, and Mr. Kenney answered questions from the Trustees during and after the presentation.

On behalf of the Trustees, President Murray thanked Mr. Zetterman and Mr. Kenney for this informative presentation.

ITEM 6: SUMMARY OF EMPLOYEE SATISFACTION SURVEY

This agenda item will be reviewed at the November 5, 2026, meeting.

ITEM 7: FINANCIAL PLANNING DISCUSSION/WATER MAIN REPLACEMENT RESOLUTION

Trustees resumed the discussion on the adoption of a resolution to establish a high-level, long-term plan for water main replacement. During previous discussions, Trustees expressed support for pay-as-you-go models (rather than annual borrowing) with transition periods ranging from seven to twelve years. Trustees reviewed materials provided at past meetings illustrating the impact on water rates for pay-as-you-go transitions ranging from an immediate transition to transitioning over fifteen years. Mr. Crouse reiterated that the adoption of the resolution was not an adoption of the specific rate increases. Rather, the resolution provides Trustees and staff with a framework for annual investments and regular rate increases to meet water main replacement goals. Specific rate increases will be approved by Trustees as needed (generally annually or biennially). Mr. Crouse also reiterated that the Board could modify the resolution as needed in the future if circumstances or Board preferences change. There was discussion of overall funding possibilities for future capital projects, the expectation of utilizing Drinking Water State Revolving Funds if available, potential water rate impacts on customers, and the need for approval from the Maine Public Utilities Commission (MPUC) for rate increases associated with this funding plan.

Motion by Trustee Richards, "to adopt a Long-Term Water Main Replacement Funding and Asset Sustainability Resolution as written to achieve a pay-as-you-go system utilizing the ten-year transition option," seconded by Trustee Fongemie.

Motion carried unanimously.

Because this is a monumental decision, Trustee Saunders suggested compiling a summary report capturing the overall development and options of the financial planning models and discussions by Board members which resulted in this decision.

ITEM 8: APPROVALS/MOTIONS NEEDED

A. Approval of Cost-of-Living Adjustment (If August 2026 Data is Published)

The Trustees were provided with a request for determination of the annual cost of living adjustment (COLA) for all KWD positions accompanied by statistical information from 1974 to 2026 of the variations in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W). (The CPI-W index is used by the Social Security Administration to establish the annual COLA for Social Security recipients.) From August 2025 to August 2026 the CPI-W increased 3.5 percent.

Motion by Trustee Fongemie "to authorize a 3.5 percent cost of living adjustment wage increase to all KWD salary schedules effective January 1, 2027," seconded by Trustee Richards.

Vote: Motion carried unanimously.

B. Approval of Purchase of ALFX Leak Detection System

The Trustees were provided with a request for authorization memo to execute an agreement between KWD and Ti-Sales for an ALFX Leak Detection System. Mr. Zetterman explained this is a networked system that utilizes acoustic sensors installed on hydrants to continuously listen for leak signatures. This will identify areas that warrant further investigation and provides a more cost-effective means of monitoring a large portion of the distribution system. Mr. Crouse and Mr. Zetterman responded to questions from the Board members regarding this system.

Motion by Trustee Richards, "to execute a five-year agreement with Ti-Sales for the ALFX Leak Detection System in the amount of $26,400.00," seconded by Trustee Saunders.

Vote: Motion carried unanimously.

C. Adoption of Water Main Replacement Resolution

This motion item was completed under Agenda Item 7.

D. Adoption of Water Rate Increase (4 Percent on January 1, 2027)

Trustee Murray recapped the events of the Public Hearing held on September 29, 2026, for the proposed rate increase.

Motion by Trustee Earickson, "to affirm the across-the-board water rate increase of four-percent effective January 1, 2027," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

ITEM 9: 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 although KWD has taken steps to resolve the dust and noise issues associated with contractors' use of the KWD South Street property for equipment lay-down, there are still complaints from residents. KWD staff have decided that after the current project (Sanger-Boutelle Water Main Improvements Project) is complete (anticipated in the summer of 2027), KWD will generally not allow contractors to utilize the South Street site for large-scale projects. Mr. Crouse will be sending a letter to the Waterville City Manager summarizing this decision.

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

There was a brief discussion regarding the national shortage of fluoride which prevented KWD from adding fluoride during periods in May, June, and September. No periods exceeded the thirty-day public notice requirement. Operations are currently back to normal.

On behalf of the Board members, President Murray thanked the Department Managers for their reports.

ITEM 11: TRUSTEE COMMENTS, CONCERNS, AND/DEPARTMENT REPORTS

None

ITEM 12: PUBLIC PARTICIPATION

None

ITEM 13: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSION

None

ITEM 14 DATE OF NEXT MEETING

Mr. Crouse informed the Board that there is a budget workshop scheduled with KWD staff and interested Trustees at 7:30 a.m. on October 22, 2026.

ITEM 15: ADJOURNMENT

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

Vote: Motion carried unanimously.

Meeting adjourned at 9:16 a.m.

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Sue Markatine, Recording Secretary

ACCOUNT WARRANT OCTOBER 22, 2026

NO.	CHECK DATE	VENDOR NAME		DOLLAR AMOUNT
1	09/08/2026	FLORES & ASSOCIATES	MONTHLY ADMIN FEE DEDUCTIBLE REIMBURSEMENT	84.00
2	09/15/2026	BILL (FORMERLY DIVVY) VISA CARD	CLEANING SUPPLIES/BUG SPRAY/COMPUTER	
		ITEMS/MICROSOFT SUBSCRIPTIONS/LUBRICANT/MONTHLY PHONE SERVICE/DOMAIN		
		RENEWAL/MEETING FOOD/BOAT GAS/TAPE MEASURES/GLOVES/TOOLS/GOOGLE		
		SUBSCRIPTION/SALES TAX REFUNDS/WTP SUPPLIES/MMA CONFERENCE/KITCHEN		
		SUPPLIES/COMPUTER/PUMP FANS/CLEARWELL VENT MATERIALS/STAMP/		
		CASTER WHEELS/WIPES/SECURITY SUBSCRIPTIONS		4,880.02
3	09/28/2026	FLORES & ASSOCIATES	HEALTH INSURANCE DEDUCTIBLE REIMBURSEMENT	155.75
4	09/30/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	2,578.14
5	09/30/2026	CHADWICK-BAROSS, INC.	SAFETY ARM PROP FOR VACUUM TRUCK	156.72
6	09/30/2026	EASTWOOD CONTRACTORS, INC.	WATERVILLE MAIN REPLACEMENTS	271,349.21
7	09/30/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	295.00
8	09/30/2026	D.L. THURROTT, INC.	COMPRESSOR SERVICE	589.23
9	09/30/2026	F.W. WEBB COMPANY	SOCKETS/FILTERS	416.27
10	09/30/2026	XYLEM WATER SOLUTIONS USA, INC.	SURFACE SCOUR SYSTEM PARTS	840.81
11	09/30/2026	MAINEPERS	MONTHLY EMPLOYER RETIREMENT CONTRIBUTIONS	18,634.96
12	09/30/2026	HARCROS CHEMICALS, INC.	SODIUM HYPOCHLORITE-WTP	3,926.92
13	09/30/2026	IDEXX DISTRIBUTION, INC.	LAB SUPPLIES	4,231.50
14	09/30/2026	INFORMATION TECH EXCHANGE, INC.	RECYCLING SERVICES	172.00
15	09/30/2026	ITG COMMUNICATIONS	MONTHLY KWD LOCATES	2,882.25
16	09/30/2026	KENNEBEC EQUIP RENTAL FAIRFIELD	LIFT RENTAL/GRADE STAKES	208.00
17	09/30/2026	PORTLAND PAPER PRODUCTS	TOWELS	182.97
18	09/30/2026	PROSEAL, LLC	PAVEMENT PATCH-WINSLOW	538.00
19	09/30/2026	ROKI REPAIR SHOP	REPLACE BATTERIES-CAB & CHASSIS	449.96
20	09/30/2026	USA BLUE BOOK	LAB SUPPLIES	366.70
21	10/02/2026	ADVANCE 1 CLEANING SERVICES, INC.	MONTHLY CLEANING SERVICES	1,350.00
22	10/02/2026	CDM SMITH, INC.	PFAS MITIGATION UPGRADE PROJECT	71,948.00
23	10/02/2026	ERGOS TECHNOLOGY PARTNERS, INC.	BACK UP SERVICES	238.00
24	10/02/2026	GRAINGER	HEATING OIL ADDITIVE FOR GENERATOR	671.16
25	10/02/2026	KENNEBEC EQUIP RENTAL FAIRFIELD	LIGHT TOWER RENTAL/FORKLIFT PROPANE	261.10
26	10/02/2026	MID-MAINE CHAMBER OF COMMERCE	ANNUAL MEMBERSHIP	431.50
27	10/02/2026	ROKI REPAIR SHOP	PREVENTIVE MAINTENANCE-2 VEHICLES	1,030.65
28	10/02/2026	THE SHYFT GROUP DURAMAG, LLC	VEHICLE CABLES	24.00
29	10/02/2026	USA BLUE BOOK	LAB SUPPLES-WTP	1,069.56
30	10/02/2026	VERRILL	LEGAL SERVICES	3,289.00
31	10/02/2026	BRIGGS CONTRACTING	SOUTH STREET BUILDING DEMOLITION	98,780.00
32	10/02/2026	CENTRAL MAINE POWER	MONTHLY ELECTRICITY-VARIOUS LOCATIONS	25,454.94
33	10/02/2026	CINTAS	EMPLOYEES UNIFORM SERVICE	146.73
34	10/02/2026	CONSOLIDATED COMMUNICATIONS	MONTHLY INTERNET SERVICE	451.77
35	10/02/2026	CSX TRANSPORTATION	EASEMENT FEE-WINSLOW PIPE	54.00
36	10/02/2026	FIELDING'S OIL & PROPANE CO, INC.	HEATING OIL	6,195.00
37	10/02/2026	MAINE WATER UTILITIES ASSOCIATION	BIMONTHLY MEETING-1 EMPLOYEE	99.00
38	10/02/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	45.00
39	10/02/2026	NATHAN A DEMERS	REFUND-CREDIT BALANCE AFTER HOUSE SOLD	175.09
40	10/02/2026	N. E. WATER WORKS ASSOCIATION	CROSS-CONNECTIONS SURVEYOR TRAINING-1 EMP.	600.00
41	10/02/2026	PIKE INDUSTRIES, INC.	LAGOON STONE	5,043.12
42	10/02/2026	STEVEN J LIBOLD	REFUND-CUSTOMER DECIDED NOT TO DO PROJECT	611.00
43	10/02/2026	T-MOBILE	MONTHLY TELEPHONE & INTERNET SERVICE	625.43
44	10/02/2026	VERIZON WIRELESS	MONTHLY TELEPHONE & DATA SERVICE	110.11
45	10/02/2026	F.W. WEBB COMPANY	PUMP PARTS/WTP SUPPLIES	292.88
46	10/06/2026	TREASURER, STATE OF MAINE	MONTHLY SALES TAX	5,391.15
47	10/06/2026	MAINEPERS	MONTHLY GROUP LIFE PREMIUMS	1,307.71
48	10/09/2026	DIG SAFE SYSTEM, INC.	MONTHLY COST OF OPERATIONS	767.20
49	10/09/2026	KENNEBEC EQUIP RENTAL FAIRFIELD	TRASH PUMP HOSES/LEVEL LASER	402.98
50	10/09/2026	MAINE LABORATORIES, LLC	WATER TESTS	2,915.00
51	10/09/2026	MAINE MUNICIPAL ASSOCIATION	MAINE MUNICIPAL ASSOC. CONVENTION-1 EMP.	145.00
52	10/09/2026	MODERN INDUSTRIES, INC.	WATER TESTS	580.00

ACCOUNT WARRANT OCTOBER 22, 2026

NO.	CHECK DATE	VENDOR NAME		DOLLAR AMOUNT
53	10/09/2026	FANADO PELOTTE CONTRACTOR	CONTRACTOR SERVICES/WTP LAGOON WORK	8,528.75
54	10/09/2026	SPILLER'S	BLUE MARKING PAINT	114.00
55	10/09/2026	UNIVAR SOLUTIONS	HYDROFLUOSILICIC ACID-WTP	6,000.00
56	10/09/2026	E.H. WACHS	VALVE OPERATING NUTS	297.14
57	10/09/2026	AHM-NORTHERN LIGHT DRUG TESTING	EMPLOYEES DRUG SCREENINGS	276.00
58	10/09/2026	CHINA REGION LAKES ALLIANCE	COURTESY BOAT INSPECTIONS	10,000.00
59	10/09/2026	W.S. DARLEY & COMPANY	HYDRANT DIFFUSERS	1,776.90
60	10/09/2026	EAGLE RENTAL	LIGHT TOWER RENTAL/EXCAVATOR RENTAL	3,400.00
61	10/09/2026	FRANCOTYP-POSTALIA, INC.	ANNUAL POSTAGE MACHINE RENTAL	468.00
62	10/09/2026	TREASURER, STATE OF MAINE-HETL	WATER TESTS	660.00
63	10/09/2026	CARPARTS DIST. CENTER-MOTOR SUPPLY	BATTERY MAINTAINERS FOR VEHICLES	68.40
64	10/09/2026	PIKE INDUSTRIES, INC.	WTP LAGOON STONE/CRUSHED STONE	6,060.92
65	10/09/2026	VERIZON	MONTHLY VEHICLE DATA SERVICE	303.20
66	10/09/2026	CITY OF WATERVILLE	MONTHLY VEHICLE FUEL USAGE	2,603.38
67	10/09/2026	F.W. WEBB COMPANY	WATER SYSTEM REPLACEMENT ITEMS/GREASE	9,242.23
68	10/09/2026	WRIGHT-PIERCE	DRONE SURVEY FOR WATER MAIN DESIGN	4,811.27
69	10/13/2026	FLORES & ASSOCIATES	MNTHLY ADMIN FEE/DEDUCTIBLE REIMBURSEMENTS	189.50
TOTAL WARRANT				598,244.18

MEMO

October 22, 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 #1 with Eastwood Contractors for the Sanger Ave. & Boutelle Ave. Area Water Main Improvements Project

Need/Background:
Kennebec Water District (KWD) 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.

With over 50% of the project complete, KWD has evaluated opportunities to utilize remaining available DWSRF contingency funding for additional infrastructure improvements. Currently the project's budget includes $1,199,100.00 in contingency funds. The highest-priority opportunity identified was replacement of the water main crossing beneath the railroad tracks on Main Street in Waterville, immediately adjacent to the current project limits.

Due to the complexity of the railroad crossing, KWD staff have spent much of the past year working with CSX Transportation, Eastwood Contractors, and Vortex Companies, a specialty contractor experienced in sliplining installations, to develop an acceptable construction approach and secure the necessary approvals. Approval of the proposed crossing is now in its final stages, and KWD is prepared to proceed with the work.

The proposed work extends beyond the railroad crossing in both directions to connect with water main improvements completed on Pleasant Street in 2024 south of the tracks and to facilitate the installation of a line valve north of the crossing at Dunbar Court.

Summary of Costs
The negotiated Change Order #1 amount with Eastwood Contractors is **$344,312.50**. The pricing consists of a combination of existing contract unit prices and negotiated pricing for specialty work associated with the railroad crossing.

Following approval of this change order, the revised contract amount will be **$3,075,462.50**.

Request:
I am requesting the Board's approval of Change Order #1 with Eastwood Contractors in the amount of **$344,312.50** for construction services associated with the Main Street railroad crossing and related water main improvements.