

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – DECEMBER 7, 2017 at 7:30 AM**

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

Trustees present: Al Hodsdon, President; Karl Dornish, Vice-President; J. Michael Talbot, Treasurer; Allan Fuller, Clerk; Jeff Earickson, Assistant Treasurer; Joan Sanzenbacher, Trustee; Mark McCluskey, Trustee; Bill Boucher, Trustee; Frank Richards, Trustee; Kevin Gorman, Trustee

Trustees absent: None

Also present: Jeff LaCasse, General Manager; Jefferson Longfellow, KWD Engineer; Mike O'Brien, KWD Customer Service/Safety Manager; Matt Zetterman, KWD Director of Water Quality; Sue Markatine, Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

Denise Bruesewitz and Alex Wild, Trustee-Elects from the City of Waterville, were recognized and introduced to the Board members and KWD staff in attendance at today's meeting.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF NOVEMBER 16, 2017.

Motion by Trustee Talbot "to accept the minutes of the Regular Board of Trustees' Meeting of November 16, 2017," seconded by Trustee McCluskey.

Vote: Motion carried unanimously.

ITEM 3: FINANCIALS

A. ACCOUNT WARRANT

December 7, 2017

CHECKS RELEASED		Check	Dollar
Vendor	Description	Date	Amount
Treasurer, State of Maine	OSHA Training Card-1 Employee	11/17/17	8.00
T Buck Construction Inc.	Western Avenue Pumping Station Capital Project	11/16/17	151,315.66
China Lake Association	2017 China Lake Lakesmart Projects	11/16/17	15,000.00
Constellation NewEnergy Inc.	Monthly Electricity-Variou Locations	11/16/17	4,021.03
Wex Bank	Monthly Vehicle Fuel Usage	11/16/17	2,327.87
Harcross Chemicals Inc.	Sodium Hypochlorite-WTP	11/16/17	2,459.04
Gerald MacKenzie Inc.	Pavement Patches-Variou Locations	11/16/17	2,415.80
Maine Central Railroad, Treasurer	Property Taxes-Winslow Water Pipe	11/16/17	54.00
Maine Municipal Emp. Health Trst.	Monthly Employees Health Insurance	11/16/17	26,190.38
Treasurer, State of Maine	Water Operator Renewal License-7 Employees	11/16/17	525.00
Treasurer, State of Maine	Water Tests	11/16/17	212.00
Fanado Pelotte	Excavator/Tri-Axle/Wheeler-West River Rd/Water St	11/16/17	971.25
Results Engineering Inc.	Eng. Services & Hardware-KWD PLC Intake Builidng	11/16/17	3,855.50
David Morin	Monthly Lawn Service-Variou Locations	11/16/17	410.00
Snow Pond Technology Group Inc.	Monitor PLC Data Traffic-WTP	11/16/17	45.00
Somatex	Annual Crane/Monorail/Hoist Inspections-Variou Locs.	11/16/17	1,950.00
Spring Brook Ice & Fuel	Heating Fuel-Variou Locations	11/16/17	193.15
Staples Credit Plan	Laptop Podium/Conference Cam/Towels/Sponges	11/16/17	315.20
Time Warner Cable	Monthly Internet Service	11/16/17	232.70
Vassalboro Car Care	Maintenance/Service/Inspections-2 Vehicles	11/16/17	655.27
Walmart Community/GEMB	Television & Mount/Cables/Tape/Frame/Vinegar/Batteries Distilled H2O/Beverages/Cleaning Supls./Office Supls.	11/16/17	798.76
Wright-Pierce	Monthly WAPS Administration & Inspection Services	11/16/17	17,272.27
Joseph's Sporting Goods	Employee Clothing	11/16/17	121.47
Postmaster	Bulk Mail Postage-Billing	11/17/17	446.21
Postmaster	Bulk Mail Postage-Billing	11/29/17	902.83
A Partner in Technology	Professional Computer Services	11/29/17	192.50
B2B Auto Sales Inc.	Repairs-1 Vehicle	11/29/17	690.00
Business Card-Bank of America	Sensus Conference Hotel-Hilton Hotels/Google Cloud- Google/Water Bottles-CSF FBO (will be reimbursed)	11/29/17	1,724.94
Central Tire Company Inc.	2 New Tires-Backhoe	11/29/17	634.00
Electrical Controls of Maine	Electrical Safety Prog.-Arc Flash Analyses-Variou Locs.	11/29/17	3,995.00
Employee Data Forms LLC	2018 Employee Data Calendars	11/29/17	28.25
Fabian Oil Inc.	Propane-Vassalboro	11/29/17	86.31
Fastenal Company	Hex Nuts/Hex Screws/Hex Cap Screws	11/29/17	99.17
Hilltop Cleaning Service	Monthly Cleaning Service-Cool Street & South Street	11/29/17	517.00
Joseph's Sporting Goods	Employee Clothing	11/29/17	35.99
Kennebec Auto Service	Winter Tire Install/Tires/Service-4 Vehicles	11/29/17	1,097.78
Kennebec Equipment-Fairfield	Parts for Vacuum Unit	11/29/17	35.70
Gerald MacKenzie Inc.	Pavement Patches-Variou Locations	11/29/17	1,670.50
Maine Oxy	CO2 Tank Exchange	11/29/17	38.36
Maine Rural Water Association	Annual Conference-2 Trustees	11/29/17	314.00
Maine Water Utilities Association	Performance Management Training-5 Employees	11/29/17	250.00
Maine Water Works Supply	Meter Spud Adapters/SB Parts/Clamps/Rods/Couplings Hydrant Cap/Sonophone/Grease/BFP Kits/Ball Valve	11/29/17	3,194.80

Treasurer, State of Maine	Water Test	11/29/17	26.00
McGee Construction LLC	Clinton Avenue Project, Winslow. Retainage Release	11/29/17	30,313.84
Motor Supply Company	Diesel Anti Gel/Fuel Stabilizer/Flashlight/B-Hoe Batteries	11/29/17	221.14
William Mushero Inc.	Wheeler Dump Truck-Main Break on Summit St Fairfield	11/29/17	280.00
Northern Safety Company Inc.	Multi-Gas Monitor	11/29/17	708.86
Quill Corporation	Multifold Towels	11/29/17	83.97
Results Engineering Inc.	Eng. Services & Hardware-KWD PLC Intake Builidng	11/29/17	622.47
Roki Repair Shop	Repairs & Inspection-1 Vehicle	11/29/17	678.80
Staples Credit Plan	Printer Ink	11/29/17	51.98
Super Shoes Stores Inc.	Employees Clothing	11/29/17	694.07
United States Cellular	Monthly Cell Phone Usage	11/29/17	96.60
United States Cellular	Monthly Data Service	11/29/17	98.68
USA Blue Book	Level Sensor for Intake Project/Distilled Water	11/29/17	663.04
Verizon Wireless	Monthly Data Service	11/29/17	184.90
Walmart Community/GEMB	Cleaning Supplies/OfficeSupplies/Beverages/Paper Goods	11/29/17	225.85
Wesco Receivables Corp.	Fuses	11/29/17	29.64
TOTAL WARRANT			\$282,282.53

Motion by Trustee Earickson, “to ratify the total warrant of checks released for \$282,282.53,” seconded by Trustee Talbot.

Trustee Earickson referred to the payment to Walmart Community/GEMB and mentioned that one of the supplies purchased was dryer sheets. He explained to the Board that this was purchased due to the fact that it is and will be used as a deterrent for mice.

Trustee McCluskey noted the payment made to Snow Pond Technology Group, Inc. and asked for a further explanation of this expense. Mr. LaCasse responded that this monitoring was conducted in order to acquire computer traffic and usage data. This information will be considered when designing the upgrade of the present telephone and networking system to one which will provide integration amongst the three KWD office facilities and increase internet speed.

Vote: Motion carried unanimously.

B. Update on Rate Process

Mr. LaCasse provided the Board with a detailed schedule in order to meet the timeline requirements for the numerous notifications and filings for the pending rate increase. At a previous meeting, the Board had voted to authorize the rate process to begin at a proposed 5 percent increase effective April 1, 2018, and Mr. LaCasse has sent written notification to each municipality regarding the cost impact for their respective fire protection.

The next steps are as follows: 1) Prepare filing materials for the Maine Public Utilities Commission (MPUC) ; 2) File with the MPUC; 3) Publish newspaper legal notice and send customer notifications; 4) Public hearing on January 16th at the KWD WTP (snow date of January 17th); 5) Trustee meeting on January 18th and vote on final filing with the MPUC; 6) 30-Day petition window after final filing with the MPUC; 7) Final formal rate change with the MPUC; 8) Effective date of increase, April 1, 2018.

Mr. LaCasse stated that the Town of Vassalboro has contacted him regarding the potential increase, as all the affected municipalities' fiscal years begin on July 1st and their budgets have already been determined. Trustee Dornish mentioned that the Winslow Town Manager and Waterville City Manager also approached him regarding the potential increase. Mr. LaCasse commented that in the event this is a hardship for the municipalities, as in the past, the Board could offer to allow the municipalities, upon request, to postpone payment of the increased portion until the July 2018 billing cycle with no interest accrual on that portion of their bill.

Mr. LaCasse explained that he will be prepared to explain and provide supporting financial documentation for the proposed rate increase at the public hearing. During and following the presentation, the forum will be opened for a question and answer session. Mr. LaCasse invited and suggested that the Trustees attend this hearing. In addition, KWD's legal counsel will be in attendance and he, typically, officially pronounces the meeting opened and serves as advisor. For the convenience of the legal counsel, the Trustees suggested that the attorney could attend the meeting via Skype rather than travel to the WTP. Mr. LaCasse will propose this idea to him and report back to the Board.

C. Other

Mr. LaCasse informed the Trustees that KWD was approved for the \$10,000 source water protection grant from the Maine Drinking Water Program which aids to offset the \$15,000 KWD donation to the China Lake Association for the LakeSmart program.

ITEM 4: MOTION ISSUES

A. 2018 Chemical Bids

The Board was presented with the bid submittals for the supply of four bulk chemicals for the year 2018. Mr. LaCasse pointed out that the 2018 low bid for the sodium hydroxide (NaOH) is more than double than it was in 2017. He explained that, although the 2017 low bidder honored the price for this product, the company had made an error by submitting an extremely low price. Mr. LaCasse also highlighted the fact that the 2018 fluoride price per gallon proposed by the low bidder is less than the 2017 price per gallon.

Motion by Trustee Talbot, "to accept the low bidders as follows: NaOH bid to GAC Corporation at \$2.09 per gallon; Alum bid to GAC Corporation at \$1.18 per gallon; Hypochlorite bid to Harcross Chemicals at \$0.8644 per gallon; and Fluoride bid to Monson Company at \$2.218 per gallon for WTP chemicals for the year 2018," seconded by Trustee Earickson.

Vote: Motion carried unanimously.

B. Courtesy Boat Inspection 2017 Funding

The Trustees were provided with a copy of the 2017 Courtesy Boat Inspection (CBI) inspection, financial, and summary of operations report for China Lake, Three Mile Pond, and Webber Pond. Based on total program cost (net \$4,000 grant funds) and the percentage of inspection hours at the two China Lake boat launches, the prorated cost for China Lake is \$7,975.27. Therefore, Mr. LaCasse is proposing contributing \$8,000 towards this program with the check being made payable to the China Regional Lakes Association.

Mr. LaCasse explained that the China Lake LakeSmart program utilizes the Youth Conservation Corps for projects such as the addition of natural landscaping buffers around the East Basin, mostly on private property, to aid in impeding soil run off into China Lake. The CBI program utilizes students to inspect water vehicles entering the lake for any type and the removal of plant matter. The CBI reported that 315 plant fragments were found; however, none were confirmed as an invasive species by the Maine State Lab. Trustee-elect Bruesewitz asked if any of the three lakes are currently infested with invasive species. Mr. Zetterman answered that he can confirm that China Lake does not presently have any invasive species such as milfoil.

Motion by Trustee Sanzenbacher, “to authorize the General Manager to reimburse the China Regional Lakes Association for the China Lake Courtesy Boat Inspection program for \$8,000.00,” seconded by Trustee Richards.

Vote: Motion carried unanimously.

C. Other

None

ITEM 5: TRUSTEES

A. Comments, Concerns, Ideas

At the November 16th meeting, Trustee Earickson recommended that the new KWD recovery system installed by A Partner in Technology be tested and verified in order to ensure that the data can be retrieved and in a timely manner, and he volunteered to participate in this testing if he had advance notice of the date. At today’s meeting, he added that there should be documentation for the recovery system, and he inquired if the testing has been scheduled. Mr. LaCasse answered that this has not been scheduled as of yet, but when it is, he will notify Trustee Earickson of the date. Presently, Mr. LaCasse is working extensively with A Partner in Technology compiling information for and collaborating on the design for the new phone system and networking system.

Regarding a different subject, Trustee Boucher informed the Trustees that the renovation of the China Lake Vassalboro boat launch is 95 percent complete, with only the striping and curbing work remaining.

B. Upcoming Holiday Schedule

As has been tradition in past years, on the last work day before the Christmas holiday, which is Friday December 22nd this year, KWD is planning to close down operations at 11:30 a.m. at which time a Christmas luncheon will be served for the employees. Mr. LaCasse also invited the Trustees to attend this Christmas luncheon. KWD will be closed Monday, December 25th, in observance of the Christmas Holiday and Monday, January 1st, in observance of New Year’s Day.

There is one more KWD Board meeting in 2017, which will be held on December 21st. The following meeting will be held on January 4th and is the KWD Board of Trustees Annual Meeting at which time officers for the year 2018 will be elected.

C. Other

None

6: ENGINEER'S REPORTS**A. Engineer's Report**

December 7, 2017

China Lake Elevation: 169.7

Stream Flow: 14 cfs

The work that can be done this year for the Western Avenue Pumping Station is coming to an end. Most of the interior work is done, with only the dedication plaque and some painting to finish. The poles and wires are now set on Cool Street with that work done by CMP, the electrical work to connect the hydro and office building to the new work is scheduled for the week of December 11th. The final outside painting and clean-up will have to be done in the spring. The pole removal on South Street is dependent on Fairpoint relocating a service from 4 South Street and discontinuing the remainder of its infrastructure.

I have been organizing a main break repair to a sixteen inch underwater main within Messalonskee Stream. The break is about 85 feet from shore and in 10 feet of water. When the main is repaired, the line will have to be disinfected before it can be put back into service. With this main down, limits have to be put on how much water can be pumped. If too much water is pumped, the system pressure is increased, and water is flowing in different directions than normal. These changes risk the pipelines for damage, and can create aesthetic issues.

Mr. Josh Couture, the Assistant Engineer, has been testing Microsoft Office 365 products to see if the forms, inventory, and timesheets that were done on Google Drive can be translated into Office 356 and used. Since KWD will be going to an offsite email service, the two choices will likely be Google or Microsoft. When one is chosen, the productivity products that we have been using will need to continue if KWD chooses to continue to utilize Outlook for email.

When there are projects in front of the various planning boards, and these projects no longer will be using an existing water service, KWD has made the request that the unneeded service be removed as part of the project. This is put on to the recorded plans and is often a condition of approval. This request is made so that the ratepayers are not maintaining services that can be a future liability. Recently, this was a requirement where a building was torn down so a parking lot could be built. Because this parking lot is for a nonprofit, the volunteer project manager has requested that KWD abandon the service as a donation. He has told me that a letter will be sent so that the Trustees may discuss this issue.

Jefferson Longfellow, P. E.

Referring to the above report, Mr. Longfellow mentioned that divers were employed and the sixteen-inch main break in the Messalonskee Stream has been repaired by cutting the damaged area and replacing it with new pipe attached by couplings. During this repair, it was discovered that 30 to 40 feet of this main was completely undermined. The divers will be returning to this area and will place sandbags full of stone underneath this pipe for support. Fortunately, this main is isolated on

both sides, and when the leak was discovered it was a fairly easy shut down with the water being re-directed. Mr. LaCasse added that due to this new flow route, there was some disturbance resulting in a few cloudy water calls from customers. Trustee Hodsdon asked if this main is on the priority list for replacement. Mr. Longfellow answered that this pipe and others within this area are on the list, but it will be quite a costly project. In addition, a determination will be necessary as to whether to install a structural lining or to replace the entire pipe.

In reference to the last paragraph of the Engineer's Report, Trustee Dornish asked for a further explanation. Mr. Longfellow answered that when an existing service is no longer needed, for instance a structure has been removed and a parking lot is built in its place, KWD's policy states that the abandoned service be removed at the expense of the property owner as part of the stipulation of the municipality's planning board approving the construction plans. In the above case, the parking lot construction is for a non-profit entity, and the project manager has requested that KWD conduct the removal itself as a donation or waive the stipulation in this case. This project manager indicated he would either write a letter to the Board or attend a Board meeting in person to make this request. However, neither has transpired as of today; therefore, no present action is required by the Board.

Motion by Trustee Earickson, "to accept the Engineer's Report as presented", seconded by Trustee McCluskey.

Vote: Motion carried unanimously.

ITEM 7: DEPARTMENT REPORTS

A. Operations and Maintenance Update December 7, 2017

The O+M Department has been busy getting ready for winter. We have topped off and covered the gravel pile and started taking inventory of items which are stored outside as the dreaded snow will be coming soon! The second round of hydrant checks is underway as well. The first round consists of operating the hydrants to verify that they are functioning properly, and then pumping the water out of the hydrant barrel once it is shutdown. The second, and all following checks, are to verify that the hydrant barrels are still dry to avoid freezing which can render them inoperable or even damage the hydrants.

We have had a few leaks this past month. A 4-inch service to a Kennebec Sanitary Treatment District pump station on Water Street in Waterville occurred the day after I submitted my Monthly O & M Department Report for October. We also had a substantial break on the 16-inch main crossing the Messalonskee Stream off North Riverside Drive in Waterville. It was bittersweet, as we lost approximately one-million gallons of water in a short amount of time, but it was a critical situation that tested our preparedness. We worked as a team narrowing down possible locations for this leak using data from the remote sites and distribution system knowledge and got the leak under control within 20 minutes of notification. The treatment plant personnel also made adjustments to setpoints for alarms to give us a quicker notification in the future. The last leak took place on Glidden Street in Waterville on Thanksgiving Day. I was extremely "thankful" to have five hard-working employees come in and repair the leak in four hours! I got home just in time to sit down and eat with my family. I hope everyone had a great Thanksgiving!

Benjamin LaPlante, Distribution Superintendent

On behalf of the entire Board, Trustee McCluskey commended and thanked Mr. LaPlante and the O & M Crew for attending to the main break on the Thanksgiving Holiday.

B. Water Treatment Plant and Watershed Update December 7, 2017

The drawdown of China Lake is finished for the year. We didn't quite reach our drawdown of 2.5 feet below spillway, but we still managed a decent drawdown at 2.1 feet. Much of the drawdown occurred after two significant rain events, so hopefully we managed to release some of the runoff that occurred. Those same rain events are also the reason why we didn't reach our target. The programmable logic controller (PLC) project at the Intake Building is well under way and should be installed next week (the week of December 4th). The PLC will be connected to intrusion alarms on all three exterior doors and a level sensor used for monitoring China Lake. The level sensor will save us trips to the Outlet Dam and allow us to evaluate trends. We also have a small project occurring soon at the Fairfield Booster Station where we will be installing a transfer switch, so we can hook up our portable generator in the event of an emergency. Without a backup generator, water is supplied through a bypass line, and pressure in Fairfield Center is severely compromised. In the lab, our operations were performance tested in-house for fluoride and coliform testing and everyone passed with flying colors.

Matt Zetterman, P. E., Director of Water Quality

In addition to the above report, Mr. Zetterman informed the Trustees that there has been a slight discoloration to the finished water recently, and several customers have called with concerns. He explained that, although this does not occur every year, it is not atypical for this time of year as the China Lake water chemistry changes and some organic matter oxidizes when it comes in contact with the chlorine chemical. He stressed the fact that the water is completely safe, and this is just an aesthetic issue. The WTP has modified its treatment processes, including the decreasing of the amount of chlorine added, and the discoloration appears to be diminishing.

C. Customer Service and Safety Update December 7, 2017

Meter

- Service news of note:

Five Guys Burgers & Fries is rehabbing the former Friendly's property at 373 Main Street, Waterville. A preliminary inspection of the meter and backflow preventer connections revealed damaged plumbing from freezing. A meter will be set and the service activated when the plumbing is ready.

A new house at 471 Lincoln Street, Waterville, was metered and the service activated.

The Customer Service Manager is working with the new owners of Fort Halifax Commons at 134 Halifax Street, Winslow, to eliminate a substandard and inadequate meter pit.

In-place meter testing has been completed for the year by Stiles Company. Pursuant to MPUC rules, meters up to and including 2-inch meters are required to be tested every twenty years. 3-inch meters are required to be tested every four year. 4-inch meters are required to be tested every two years, and meters 6 inches and up are required to be tested every year. Currently, KWD has

sixteen meters in the rotation, one 10- inch x 2-inch meter, one 8-inch x 2-inch meter, one 6-inch x 2-inch meter, three 6-inch meters, two 4-inch meters, and eight 3-inch meters.

Safety

Somatex, Inc. completed the annually required inspections of KWD's cranes, hoists, and fixed ladders.

KWD was successful in obtaining two Maine Municipal Association safety grants for self-retracting lifelines (\$2,000) to be used by the operators at the WTP, and for a new air monitor (\$463.80) for meter personnel to use where air quality may be a concern.

Mike O'Brien, Customer Service Manager

Trustee McCluskey asked if KWD involvement was necessary at the new Harbor Freight business in Waterville. Mr. O'Brien explained that this customer was required to segregate and activate the fire service. Previously, the fire service line had been connected to a different building, and this building now has its own service line.

Trustee Boucher asked if the building on Bay Street in Winslow, which previously housed a futon store, is being renovated to be a laundry mat. Mr. O'Brien answered that he has heard it will be a laundry mat. Mr. Longfellow added that this business has applied for a new service and had spoken to the Winslow Public Works Director regarding an install in Halifax Street. Because Halifax Street was being used as a detour road while work was being conducted on Clinton Avenue, the construction for the installation was not permitted at that time. Mr. Longfellow speculated that the construction for the new service will probably be considered for the spring of 2018.

The metering and service activation for the vacant building previously owned by Central Maine Power on Water Street in Waterville, which was speculated to house a beer brewing company, has not transpired. Trustee Earickson offered that he was at the Hathaway building on Water Street and believes the brewery has taken up residence in this building instead of the old CMP building.

Motion by Trustee Talbot, "to accept all Departmental Reports as presented," seconded by Trustee Sanzenbacher.

Vote: Motion carried unanimously.

ITEM 8: GENERAL MANAGER'S REPORT

A. Operating Budget 2018

Mr. LaCasse is still in the process of compiling the 2018 Operating Budget and will have it ready for presentation at the December 21st meeting.

B. Communications Projects Update

A portion of this topic was discussed previously in this meeting. Mr. LaCasse added that the plan is to install a voice over internet protocol (VOIP) telephone system which will integrate the three separate KWD office locations and upgrade the KWD internet service. This project is expected to be completed within the first few months of 2018.

C. Other

Mr. LaCasse updated the Trustees on the Alewives Restoration Initiative (ARI) and China Lake Outlet Stream dam fish passage project. Recently, Mr. LaCasse, Mr. Zetterman, and Trustee Richards attended a meeting regarding this project. The design crew and engineers presented several different specs for this project for review and an overall consensus was reached by the attendees for the most suitable one for passage. A picture of this design was circulated amongst the Board members, and Mr. LaCasse explained the mechanics. He also mentioned that the design chosen is configured properly in order to allow the Outlet Stream dam operators to continue operations as is necessary to control streamflow and lake level to meet the Department of Environmental Protection (DEP) guidelines for China Lake. Trustee Richards commented that he is hopeful that the design recommended will be the final product as this design does not require any modifications, to speak of, to the existing dam.

Trustee Sanzenbacher asked which organization produced the design options. Mr. LaCasse answered that an engineer from the U. S. Fish and Wildlife Office completed the design concepts. Trustee Richards added that in addition to this engineer, who is located in Massachusetts, a U. S. Fish and Wildlife Office biologist located in Bangor and a Department of Marine Resources regional biologist, who has extensive fish passage experience, also collaborated on the design. The next step is to provide this design to an engineering firm which will complete the detailed specifications. After this has been completed, the bid process will be utilized to determine the building contractor.

Mr. LaCasse mentioned that there continues to be numerous details and steps to be resolved in order for this project to move forward. For instance, the dam is owned by the Town of Vassalboro and any type of work on this dam or other town-owned property has to be brought forth to and approved by the Vassalboro voting citizens. Therefore, this project will be proposed at the annual Vassalboro town meeting in June. In addition, the present design construction is such that it extends slightly onto privately-owned property, and the property owner will need to agree to this arrangement. Trustee Fuller asked if KWD has any responsibility for the contracting and management work of the fish passage. Mr. LaCasse answered that KWD has no accountability other than being a meeting participant, providing China Lake data, and sharing ideas and concepts for the design.

ITEM 9: EXECUTIVE SESSION, (Under MRSA Title 1, Section 405-6A, Personnel Related Issues Discussions, and MRSA Title 1, Section 405-6D, Collective Bargaining Discussions)

At 8:30 a.m., motion by Trustee Talbot, “to enter Executive Session under MRSA Title 1, Section 405-6A to discuss personnel related issues and MRSA Title 1, Section 405-6D to discuss collective bargaining issues between KWD and Teamsters Local No. 340,” seconded by Trustee Sanzenbacher.

Vote: Motion carried unanimously.

At 8:55 a.m. President Hodsdon brought the Board out of Executive Session.

Motion by Trustee Talbot, “to accept the General Manager’s Report as presented,” seconded by Trustee Earickson.

Vote: Motion carried unanimously.

ITEM 10: PUBLIC PARTICIPATION

None

Motion by Trustee Talbot, “to adjourn the meeting,” seconded by Trustee Boucher.

Vote: Motion carried unanimously.

Meeting adjourned at 8:57 a.m.

Sue Markatine, Recording Secretary