

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES' MEETING
THURSDAY – SEPTEMBER 5, 2019 at 7:30 AM**

The meeting was called to order at 7:30 a.m. by Vice-President McCluskey.

Trustees present: Mark McCluskey, Vice-President; J. Michael Talbot, Treasurer; Allan Fuller, Clerk; Alex Wild, Assistant Treasurer; Al Hodsdon, Trustee; Karl Dornish, Trustee; Frank Richards, Trustee; Amy Stabins, Trustee; Denise Bruesewitz, Trustee

Trustees absent: Jeff Earickson, President

Amy Stabins, Trustee, joined the meeting at 7:45 a.m.
Denise Bruesewitz, Trustee, left the meeting at 8:30 a.m.

Also present: Roger Crouse, General Manager; Jeff Longfellow, KWD Engineer; Matt Zetterman, KWD Director of Technology; Benny LaPlante, KWD Customer Service Manager/Safety Coordinator; Jared Bragdon, KWD Operations Superintendent; Sue Markatine, Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

None

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF AUGUST 15, 2019.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' Meeting of August 15, 2019," seconded by Trustee Dornish.

Vote: Motion carried unanimously.

ITEM 3: FINANCIALS

A. Account Warrant

Motion by Trustee Talbot, "to ratify the September 5, 2019 total warrant of checks released for \$81,197.61," seconded by Trustee Wild.

Vote: Motion carried unanimously.

B. Other

None

ITEM 4: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

At 7:33 a.m., motion by Trustee Talbot, "to enter Executive Session under MRSA Title 1, Section 405-6A, Personnel Discussions," seconded by Trustee Hodsdon.

Vote: Motion carried unanimously.

At 8:02 a.m., Vice-President McCluskey brought the Board out of Executive Session.

ITEM 5: MOTION ISSUES

A. Approval of Contracts for:

a. WTP Polymer Purchase

The Board members were furnished with a memo outlining the reasons for requesting approval of sole sourcing to Nalco Chemical Company the purchase of the annual supply of cationic polymer used during the water treatment processes.

Motion by Trustee Hodsdon, “to authorize the purchase of 1,200 gallons of cationic polymer from Nalco Chemical Company for \$18,256,” seconded by Trustee Wild.

Vote: Motion carried unanimously.

B. Truck Purchase – Replacement of Vehicle #21 – Chevrolet Malibu

The Trustees were provided with a Request for Authorization memo which included two vehicle bid proposals for the replacement of the Engineering Department’s 2009 sedan with a truck.

Motion by Trustee Wild, “to accept the low bid from Hight Chevrolet Buick GMC for the net price (after trade-in allowance) of \$30,283 for a Chevrolet Silverado 1500 four-wheel drive double cab truck,” seconded by Trustee Richards.

For full disclosure, Trustee Talbot stated that his law firm represents Hight Chevrolet Buick GMC.

Vote: Motion carried unanimously.

C. Approval of Debt Issuance for Savage Street Project

This agenda item will be discussed at a future meeting.

D. Other

Mr. Crouse informed the Board that the renewal fee of \$44,210 with Tyler Technologies for the Software as a Service Agreement for the KWD financial software is now due. This contract includes support, upgrades, information back-up, and security services.

Motion by Trustee Wild, “to authorize the payment to Tyler Technologies for the annual Software as a Service Agreement in the amount of \$44,210,” seconded by Trustee Richards.

Vote: Motion carried unanimously.

ITEM 6: TRUSTEES**A. Comments, Concerns, Ideas**

The Board members offered condolences to Trustee Hodsdon on the loss of his wife, Jill Hodsdon. On behalf of KWD and the Board, the Trustees endorsed a \$100 memorial donation to the Redington Museum in honor of Jill Hodsdon.

**ITEM 7: CROSS CONNECTION CONTROL POLICY UPDATES
BRIEF PRESENTATION BY BENNY**

Mr. LaPlante informed the Trustees that KWD is in the process of updating the Cross-Connection Control policy which main purpose is to prevent non-potable water from a building's plumbing source from flowing backwards into the KWD distribution system. This is prevented by either a testable device (for high hazard accounts) or a non-testable device (for low hazard accounts) and is a required installation for all KWD customers. At this time, Mr. LaPlante explained the revised policy to the Board members and gave a presentation regarding the hazards of and the methods utilized to contain and prevent cross-connection. Following a question and answer period, the Board members thanked Mr. LaPlante for this informative presentation.

ITEM 8: GENERAL MANAGER'S REPORT**A. Downtown Waterville Water Main Replacement Project Update**

Mr. Crouse and Mr. Longfellow recently attended a meeting with staff from the Maine Department of Transportation, City of Waterville, and Colby College regarding all aspects of the downtown Waterville redevelopment project. Referring to the KWD main replacement project scheduled for next year, Mr. Crouse informed the Trustees that Wright-Pierce, KWD's design contractor, has inspected approximately three-quarters of the buildings in which the water service line entrance points will be moved from the back of the buildings to the front of the buildings to improve the KWD pipe configuration. At a future date, KWD staff will meet with the Waterville Fire Chief regarding building sprinkler systems to discuss KWD's plan to provide a fire service water connection to all buildings affected by the project even if there is no existing sprinkler system within the structure.

B. M-4 Sale Finalization Progress

Mr. Crouse reported that approval from the Federal Energy Regulatory Commission (FERC) to transfer the FERC license from KWD to Messalonskee Stream Hydro, LLC is still pending; therefore, the M-4 sale has not yet been completed.

C. Other

Mr. Crouse informed the Board that, although not a required testing by the Environmental Protection Agency (EPA), KWD has conducted two water tests this year for per- and polyfluoroalkyl substances (PFAS). PFAS are used in numerous manmade products, including but not limited to household products, clothing, and industrial processes, and can generally be detected wherever humans have impacted the environment. Both KWD tests revealed that there are minute traces, less

than 4-parts per trillion, of PFAS in both the China Lake raw water and KWD finished water. However, the amount is significantly below the EPA's health advisory level of 70-parts per trillion.

The Mid-Maine Chamber of Commerce approached Mr. Crouse and asked if KWD would be interested in becoming one of its business members. The consensus of the Board was to join the Mid-Maine Chamber of Commerce.

Motion by Trustee Hodsdon, "to accept the General Manager's Report as presented," seconded by Trustee Richards.

Vote: Motion carried unanimously.

ITEM 9: DEPARTMENT REPORTS

As part of their Board packets, the Trustees were provided with the Monthly Department Reports prepared by the respective managers. Trustee Hodsdon commented that the main break descriptive summary included in Mr. Bragdon's report is quite informative.

Motion by Trustee Talbot, "to accept the Department Reports as presented," seconded by Trustee Hodsdon.

Vote: Motion carried unanimously.

ITEM 10: PUBLIC PARTICIPATION

None

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

Vote: Motion carried unanimously.

Meeting adjourned at 8:52 a.m.

Sue Markatine, Recording Secretary