

**KENNEBEC WATER DISTRICT  
REGULAR BOARD OF TRUSTEES MEETING  
THURSDAY – JANUARY 21, 2021 at 7:30 AM**

**Note:** Due to the state of emergency associated with the COVID-19 pandemic, KWD Trustees held this meeting through remote access. Notice of this meeting was posted on the KWD Facebook and Webpage.

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

Trustees present: Al Hodsdon, President; Amy Stabins, Vice-President; J. Michael Talbot, Treasurer; Jeff Earickson, Assistant Treasurer; Sarah Whateley, Clerk; Karl Dornish, Trustee; Allan Fuller, Trustee; Frank Richards, Trustee; Denise Bruesewitz, Trustee; Bruce Williams, Trustee  
(Remote Access)

Trustees absent: None

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

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

**ITEM 1: INTRODUCTION OF GUESTS**

None

**ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE ANNUAL BOARD OF TRUSTEES' MEETING OF JANUARY 7, 2021.**

Motion by Trustee Earickson, "to accept the minutes of the Annual Board of Trustees' meeting of January 7, 2021," seconded by Trustee Dornish.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

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

Motion by Trustee Talbot, "to ratify the January 21, 2021 total warrant of checks released for \$73,837.87," seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

**ITEM 4: REVIEW OF AGING AND CASH FLOW REPORTS**

The Trustees were provided with the December 2020 Cash Flow Report and Accounts Receivable Aging Report, and a brief review was conducted. The December/Year-To-Date 2020 Balance Sheet and Income Statement will be presented at the February 4, 2021 Board meeting.

**ITEM 5: APPROVAL/MOTIONS NEEDED****A. Contribution to China Region Lake Alliance for 2020 Courtesy Board Inspection**

The Trustees were provided with a request to reimburse the China Region Lakes Alliance (CRLA) for a portion of the cost for the 2020 Courtesy Boat Inspection program which utilizes summer workers (typically students) to inspect watercraft at the boat launches on China Lake, Three Mile Pond, and Webber Pond for plant matter to reduce the risk of invasive species entering the lakes.

Motion by Trustee Dornish, “to authorize a contribution of \$8,000 to the China Region Lakes Alliance for the 2020 Courtesy Boat Inspection program,” seconded by Trustee Richards.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

**B. Award Contract to Ranger Contracting for Benton Avenue Water Main Replacement**

The Board members were provided with a request for authorization memo which included proposals from seven bidders for the Benton Avenue, Winslow, water main replacement project.

Motion by Trustee Earickson, “to accept the low bid from Ranger Contracting, Inc. for \$1,379,194.50 for the water main replacement on Benton Avenue, Winslow,” seconded by Trustee Williams.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

**C. Amend Agreement with Wright-Pierce for Construction Administration of Benton Avenue Project**

The Board members were provided with a request for authorization to contract with Wright-Pierce Engineers for construction administration and inspection services for the KWD Benton Avenue, Winslow, water main replacement project. Mr. Crouse commented that the Town of Winslow has hired Wright-Pierce Engineers for these services and having one engineering firm for both KWD’s and the Town of Winslow’s projects will result in efficiencies and benefits for both entities.

Motion by Trustee Richards, “to execute a sole source agreement of up to \$89,200 with Wright-Pierce Engineers for the construction administration and inspection services for the KWD Benton Avenue, Winslow, water main replacement project,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

**ITEM 6: FIRE HYDRANT PRESENTATION – JARED, JEFFERSON, ROGER**

Mr. Crouse, Mr. Longfellow, and Mr. Bragdon conducted a slide presentation and answered questions from the Board members regarding the operations of fire hydrants, the benefits to KWD to conduct free flow testing, and the interrelationship between KWD staff and municipal fire department staff.

**ITEM 7: GENERAL MANAGER REPORT**

As part of their packet, the Trustees were provided with the General Manager's Report for review.

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

**ITEM 8: TRUSTEES COMMENTS, CONCERNS, AND/OR IDEAS**

For the benefit of the new Trustees, Trustee Talbot explained that due to holding the Board meetings remotely, he, as Treasurer, and Trustee Earickson, as Assistant Treasurer, are receiving scans via e-mail of the checks and invoices associated with the warrant for their review.

**ITEM 9: PUBLIC PARTICIPATION**

None

**ITEM 10: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS****A. Land Purchase Offer**

At 8:45 a.m., motion by Trustee Richards, "to enter Executive Session under MRSA Title 1, Section 405-6C, Real Estate Transactions," seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

At 9:00 a.m., President Hodsdon brought the Board out of Executive Session.

As a result of Executive Session, a motion was proposed.

Motion by Trustee Richards, "to accept the Purchase and Sale Agreement offer as presented from DW, LLC for the KWD property off the Norridgewock Road, Fairfield," seconded by Trustee Dornish.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Hodsdon – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

Meeting adjourned at 9:06 a.m.

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Sue Markatine, Recording Secretary