

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – APRIL 15, 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 Vice-President Stabins

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

Trustees absent: Al Hodsdon, President; Sarah Whateley, Clerk

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager;
(Remote Access) 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

ITEM 1: INTRODUCTION OF GUESTS

Mr. Stephen Daly, the new Waterville City Manager, was introduced to the Board members and future projects and goals for the City of Waterville were discussed.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF APRIL 1, 2021.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of April 1, 2021," seconded by Trustee Fuller.

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

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the April 15, 2021 total warrant of checks released for \$50,182.17," seconded by Trustee Earickson.

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

ITEM 4: REVIEW OF MARCH FINANCIAL STATEMENTS

The Trustees were provided with the March/Year-to-Date 2021 Financial Statements, Accounts Receivable Aging Report, and 2021 Capital Budget Expenditures through March 31, 2021, and a brief review was conducted.

ITEM 5: APPROVAL/MOTIONS NEEDED**A. Approval of Agreement with Tighe & Bond**

The Trustees were provided with a KWD Water Treatment Plant (WTP) Chemical Storage Room Rehabilitation Final Design Project Scope and Fee Proposal from Tighe & Bond and a request for authorization to execute a contract with Tighe & Bond for this project.

Motion by Trustee Earickson, “to authorize the contract with Tighe & Bond for Phase 2 – Final Design of the Water Treatment Plant Chemical Storage Room Rehabilitation for up to \$81,000.00,” seconded by Trustee Williams.

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

B. Land Use Permit for the Town of Vassalboro to Construct Walking Trails on Property Behind the KWD Water Treatment Plant

The Board members were provided with the latest version of the Trail Agreement for Red Brook Trails Between KWD and the Town of Vassalboro. The Trustees discussed this document and suggestions were made to post with signage and/or fence WTP property to deter traffic on KWD land not encompassed in this agreement.

Motion by Trustee Talbot, “to authorize the Trail Agreement for Red Brook Trails Between Kennebec Water District and the Town of Vassalboro 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 Dornish – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 6: GENERAL MANAGER REPORT

The Trustees were provided with the General Manager’s report, and a brief review was conducted by Mr. Crouse.

In addition to his report, Mr. Crouse informed the Trustees that the Benton Avenue, Winslow, water main replacement project for KWD and sewer and storm drain replacement project for the Town of Winslow has begun by Ranger Contracting, Inc.

Motion by Trustee Talbot, “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 Dornish – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 7: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

In response to a question by Trustee Williams, Mr. Crouse stated that if there is an expansion of water service in the Town of Fairfield, KWD has ample capacity to supply the water.

ITEM 8: PUBLIC PARTICIPATION

None

ITEM 9: AS NEEDED: EXECUTIVE SESSION

A. 1 MRS §405-6D, Labor Negotiations

At 8:40 a.m., motion by Trustee Talbot, “to enter Executive Session under MRSA Title 1, Section 405-6D, Labor Negotiations,” seconded by Trustee Dornish.

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

At 9:07 a.m., Vice-President Stabins brought the Board out of Executive Session.

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 Dornish – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried unanimously.

Meeting adjourned at 9:08 a.m.

Sue Markatine, Recording Secretary