

**KENNEBEC WATER DISTRICT  
REGULAR BOARD OF TRUSTEES MEETING  
THURSDAY – JUNE 3, 2021 at 7:30 AM**

**Note:** Due to the state of emergency associated with the COVID-19 pandemic, KWD Trustees held this meeting through both remote access and in person. 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 (Remote Access); Amy Stabins, Vice-President (Remote Access); J. Michael Talbot, Treasurer (Remote Access); Jeff Earickson, Assistant Treasurer (Remote Access); Sarah Whateley, Clerk (Remote Access); Karl Dornish, Trustee; Allan Fuller, Trustee (Remote Access); Frank Richards, Trustee (Remote Access); Bruce Williams, Trustee (Remote Access); Denise Bruesewitz, Trustee (Remote Access)

Trustees absent: Amy Stabins, Vice-President, joined the meeting at 7:32 a.m.  
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 (Remote Access); Matt Zetterman, KWD Technology Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Jared Bragdon, KWD Distribution Manager (Remote Access); Robbie Bickford, KWD Water Quality Manager (Remote Access); 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 MAY 20, 2021.**

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of May 20, 2021," seconded by Trustee Richards.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – 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 June 3, 2021 total warrant of checks released for \$162,276.85," 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: APPROVALS/MOTIONS NEEDED****A. Approval of Purchase of Replacement Automatic Transfer Switches at WTP**

The Board members were presented with a request for authorization memo which included a total of three brand proposals from two bidders for the replacement of the two automatic transfer switches for the generator at the Water Treatment Plant (WTP).

Motion by Trustee Richards, “to accept the low bid from Travers Electric, Inc. for the replacement of the two automatic transfer switches for the generator at the WTP for \$34,955.00,” seconded by Trustee Williams.

For full disclosure, Trustee Talbot mentioned his law firm conducts business with Travers Electric, Inc.; however, he is not directly involved with this account.

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. Approval of Purchase of Replacement Fuel Oil Pumping System at WTP**

The Board members were presented with a request for authorization memo which included proposals from three bidders for the replacement of the fuel oil pumping system at the WTP.

Motion by Trustee Earickson, “to accept the low bid from Spring Brook Ice and Fuel Company for the replacement of the fuel oil pumping system at the WTP for \$25,491.43,” seconded by Trustee Talbot.

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. Other**

Mr. Crouse informed the Board members that the union employees ratified the three-year contract which begins January 1, 2021 and ends on December 31, 2023.

Motion by Trustee Williams, “to execute the union contract between Kennebec Water District and Teamsters Local Union 340 covering the three-year period from January 1, 2021 through December 31, 2023,” seconded by Trustee Talbot.

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 5: GENERAL MANAGER’S 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 three orders KWD has placed for vehicles have been cancelled by the manufacturers due to auto plant production issues and briefed them on the KWD vehicle purchase plan going forward.

After discussing the meeting schedule for July, the consensus of the Trustees was to hold only one meeting which is scheduled for July 15, 2021.

The KWD 2020 Annual Report was provided to the Board members. Trustee comments and suggestions for the next annual report can be submitted to Mr. Crouse.

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

#### **ITEM 6: DEPARTMENT REPORTS**

As part of their Board packet, The Trustees were provided with the Monthly Department Reports prepared by the respective managers.

Mr. Crouse mentioned that the submission cover letter to the Maine Public Utilities Commission (MPUC) requesting updates to the KWD Terms and Conditions has been completed.

Motion by Trustee Williams, “to accept the Department Reports 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 7: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS**

In response to a question by Trustee Hodsdon, Mr. Crouse stated that he had a conversation with the Town of Winslow Fire Chief regarding privately owned hydrants and, specifically, the hydrant behind the Winslow Elementary School.

#### **ITEM 8: PUBLIC PARTICIPATION**

None

#### **ITEM 9: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS**

##### **A. 1 MRS §405-6D, Labor Negotiations**

Executive Session was not necessary.

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

Meeting adjourned at 8:10 a.m.

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Sue Markatine, Recording Secretary