

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – JUNE 2, 2022 at 7:30 AM**

Note: KWD Trustees held this meeting at the KWD Business Office. 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 Richards

Trustees present: Frank Richards, Vice-President; J. Michael Talbot, Treasurer; Jeff Earickson, Assistant Treasurer; Sarah Whateley, Clerk (Remote Access); Allan Fuller, Trustee; Bruce Williams, Trustee; Mark McCluskey, Trustee

Trustees absent: Amy Stabins, President; Denise Bruesewitz, Trustee

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

ITEM 1: INTRODUCTION OF GUESTS

Mr. Kenney, KWD Project Engineer, was introduced and welcomed by the Board members.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF MAY 19, 2022.

Motion by Trustee Earickson, "to accept the minutes of the Regular Board of Trustees' meeting of May 19, 2022," seconded by Trustee Williams.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Williams, "to ratify the June 2, 2022 total warrant of checks released for \$372,297.71," seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 4: APPROVALS/MOTIONS NEEDED**A. Chemical Containment**

The Trustees were provided with a request for authorization memo outlining the reasons for requesting approval of sole sourcing to New Pig the purchase of twelve containment berms to be utilized during the Water Treatment Plant (WTP) chemical storage system improvement project.

Motion by Trustee Earickson, “to authorize the purchase of twelve containment berms from New Pig for \$7,296.94,” seconded by Trustee Fuller.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

B. Forklift Rental

The Trustees were provided with a request for authorization memo which included proposals from five bidders for the rental of a forklift for six months during the WTP chemical storage system improvement project. A motion was proposed, and the Board members discussed this request. Mr. Bickford explained that although there were three low bidders with the same price, Eagle Rental is recommended as it is a local business which KWD has conducted past business.

Motion by Trustee Earickson, “to accept the low bid from Eagle Rental for \$6,600.00 for the rental of a forklift for six months,” seconded by Trustee Williams.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Nay, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried.

ITEM 5: REVIEW OF KWD TRANSMISSION MAIN INFRASTRUCTURE AND NEEDS FOR THE FUTURE

Mr. Longfellow conducted a PowerPoint presentation to review the historical installation and construction of, existing condition of, and future planned projects, which would span over a few years, for the KWD transmission main. This main is a critical portion of the KWD infrastructure as it is the vessel for transporting the water from China Lake, to the WTP, and then to the Western Avenue Pumping Station in Waterville. Surveying the transmission main would be one of the initial projects, and Mr. Crouse explained the funding source for this if it were to begin in 2022. The consensus of the Board was to delay the start of the surveying project until 2023. Discussion regarding the scope of the 2023 budget will occur in the fall of 2022.

ITEM 6: GENERAL MANAGER’S REPORT

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

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 7: DEPARTMENT REPORTS

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

Motion by Trustee McCluskey, “to accept the Department Reports as presented,” seconded by Trustee Talbot.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 8: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

In response to a question from Trustee Fuller, Mr. Crouse stated a representative from Runyon Kersteen Ouellette, KWD’s auditors, will summarize the 2021 financial audit at the June 16, 2022, meeting.

Trustee Richards commented that KWD was recognized as a contributor to the China Lake Alewife Restoration project during the ribbon cutting ceremony held on May 19, 2022, to commemorate the completion and success of the project.

ITEM 9: PUBLIC PARTICIPATION

None

ITEM 10: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

None

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee McCluskey – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

Meeting adjourned at 8:37 a.m.

Sue Markatine, Recording Secretary