

**KENNEBEC WATER DISTRICT  
REGULAR BOARD OF TRUSTEES MEETING  
THURSDAY – DECEMBER 15, 2022, 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 President Stabins.

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

Trustees absent: Denise Bruesewitz, Trustee

Allan Fuller, Trustee, joined the meeting at 7:55 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); Jared Bragdon, KWD Distribution Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Robbie Bickford, KWD Water Quality Manager (Remote Access); Sue Markatine, KWD Recording Secretary

**ITEM 1: INTRODUCTION OF GUESTS**

Mr. Don Robbins, Co-Owner of the East Vassalboro Water Company, LLC was welcomed by the Board members.

**ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF DECEMBER 1, 2022.**

Motion by Trustee McCluskey, "to accept the minutes of the Regular Board of Trustees' meeting of December 1, 2022," seconded by Trustee Williams.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – 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 December 15, 2022 total warrant of checks released for \$377,320.17," seconded by Trustee Earickson.

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

**ITEM 4: REVIEW NOVEMBER 2022 FINANCIAL REPORTS**

The Trustees were provided with the November/Year-to-Date 2022 Financial Statements and Accounts Receivable Aging Report and a brief review was conducted by Ms. Dyer.

**ITEM 5: EAST VASSALBORO WATER COMPANY – REQUEST FOR CONSIDERATION OF PURCHASE (SEE LETTER FROM EVWC)**

The Trustees were provided with a letter from the East Vassalboro Water Company, LLC (EVWC) asking the Board to consider expanding the KWD service/customer base by acquiring the EVWC and constructing a water main interconnection. Mr. Robbins addressed the Board members and reviewed the reasons for and offered a brief synopsis regarding this request. After a lengthy discussion, the overall Board consensus was to further consider and evaluate this request if there is an outside funding source for this consolidation and if other factors make consolidation advantageous to KWD.

**ITEM 6: APPROVALS/MOTIONS NEEDED****A. Purchase and Installation of Compressed Air System**

At the December 1, 2022 Board meeting, the Trustees requested KWD to solicit bids for the purchase and installation of a compressed air system for the new KWD facility rather than sole sourcing with DL Thurrott, Inc. At today's meeting, the Trustees were provided with a request for authorization memo which included proposals from two bidders for this project. After a brief discussion, a motion was proposed.

Motion by Trustee Earickson, "to accept the low bid from DL Thurrott for the purchase and installation of a compressed air system for the new KWD facility for \$29,875.00," seconded by Trustee Talbot.

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

**ITEM 7: 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 Board members that there was a building inspection of the Business Office by a representative for the prospective buyer. There were a few deficiencies identified and a sale price reduction was requested. Mr. Crouse stated that KWD will conduct these repairs; therefore, there will be no price concession.

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

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

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

At Trustee Williams request, Mr. Crouse offered one potential weather-related reason for the numerous, recent water main breaks. Mr. Crouse explained that a representative from the Ductile Iron Pipe Research Association (DIPRA) had recently been on-site to discuss ways to mitigate corrosion of ductile iron pipe and associated fittings. (This on-site visit was not scheduled because of the recent main breaks but out of concern about bolt corrosion staff discovered earlier this year during a planned construction project.). KWD staff are considering ways to implement the DIPRA recommendations.

**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 McCluskey.

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

Meeting adjourned at 8:35 a.m.

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Sue Markatine, Recording Secretary