

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – APRIL 20, 2023 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; J. Michael Talbot, Treasurer; Sarah Whateley, Clerk (Remote Access); Denise Bruesewitz, Trustee (Remote Access); Allan Fuller, Trustee; Mark McCluskey, Trustee; Bruce Williams, Trustee; Ben Murray, Trustee

Trustees absent: Jeff Earickson, Assistant Treasurer

Sarah Whateley, Clerk, joined the meeting at 7:35 a.m.
Denise Bruesewitz, Trustee, left the meeting at 8:50 a.m.
J. Michael Talbot, Treasurer, left the meeting at 9:00 a.m.

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager; Jeff Longfellow, KWD Engineering Manager; 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

KWD Trustees welcomed Jeff Jolicoeur from Century 21 Surette Real Estate.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF APRIL 6, 2023.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of April 6, 2023," seconded by Trustee Fuller.

Roll Call Vote: Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Abstained, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Williams – Yea. Motion carried.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the April 20, 2023, total warrant of checks released for \$142,505.03," seconded by Trustee Williams.

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

ITEM 4: REVIEW MARCH 2023 FINANCIAL REPORTS

The Trustees were provided with the March 2023 Financial Statements and Accounts Receivable Aging Report, and a brief review was conducted. In addition, the 2023 Year-to-Date Capital Budget Expenditures Report up to April 11, 2023 was reviewed.

ITEM 5: REVIEW OF OPINION OF VALUE FOR SOUTH STREET GARAGE WITH JEFF JOLICOEUR

Before Mr. Jolicoeur reported on the opinion of value for the South Street garage, Mr. Longfellow conducted a PowerPoint presentation regarding the interconnected utility network at the South Street complex, the estimated cost for utility separation, and the alternatives if utility separation was not executed.

Mr. Jolicoeur reviewed his property comparison process in order to propose an opinion of value for the South Street garage. After a lengthy discussion, motions were proposed.

Motion by Trustee Williams, “to proceed with the water and electrical service separation for the South Street garage,” seconded by Trustee McCluskey.

Roll Call Vote: Trustee Bruesewitz – 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.

Motion by Trustee Williams, “to set a selling price for the South Street garage at \$175,000.00,” seconded by Trustee Talbot.

Roll Call Vote: Trustee Bruesewitz – 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.

Motion by Trustee Williams, “to approach the abutters and other interested parties to determine if there is an interest in purchasing the South Street garage before listing for sale,” seconded by Trustee Fuller.

Roll Call Vote: Trustee Bruesewitz – 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 6: APPROVALS/MOTIONS NEEDED**A. Approval of Agreement with Nitram General Contracting and Excavation for Pleasant Street Water Main Replacement**

The Trustees were provided with a request for authorization memo which included proposals from four bidders for the Pleasant Street, Waterville, water main replacement project. Mr. Crouse explained that because the low bid price was significantly less than the projected capital budget cost, KWD staff is proposing to expand the project scope to include the replacement of 520 feet of main in Center Street and 210 feet of main in Pleasant Court.

Motion by Trustee Williams, “to award the contract to the low bidder, Nitram Excavation, Inc., for \$3,056,784.00 plus the cost escalation allowed in the contract for the Pleasant Street, Center Street, and Pleasant Court, Waterville, water main replacement project,” seconded by Trustee Richards.

Roll Call Vote: Trustee Bruesewitz – 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.

B. Approval of Agreement with Proseal for 2023 Pavement Restoration

The Board members were provided with a request for authorization memo which included a proposal from one bidder (KWD solicited eight firms) for 2023 paving restoration work necessary due to the various KWD projects which require excavation.

Motion by Trustee Talbot, “to accept the bid from Proseal, LLC for the 2023 pavement restoration work for the base price of \$90.00 per square yard,” seconded by Trustee Richards.

Roll Call Vote: Trustee Bruesewitz – 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 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 Trustees that an owner of a parcel of property close to China Lake which abuts KWD property has approached KWD to determine if KWD has an interest in purchasing his property. The Board members will consider potential action and price offer during Executive Session.

Mr. Crouse also reported that because JF Scott Construction is due to complete construction for the new KWD facility earlier than originally scheduled, there will be an overall reduction of project cost.

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

Roll Call Vote: 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

Trustee Richards suggested holding an upcoming Board meeting at the KWD Water Treatment Plant with a tour to follow to view the recent improvements.

Trustee Fuller recommended updating the PFAS information section on the KWD website to reflect the steps KWD is undertaking to mitigate PFAS levels.

ITEM 9: PUBLIC PARTICIPATION

None

**ITEM 10: AS NEEDED: EXECUTIVE SESSION – MRS TITLE 1, §405:
EXECUTIVE SESSIONS SECTION 6. C. LAND SALE**

At 9:00 a.m., motion by Trustee Richards, “to enter Executive Session under MRS Title 1, Section 405-6C, Real Estate Transactions,” seconded by Trustee Williams.

Roll Call Vote: 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.

At 9:16 a.m., President Stabins brought the Board out of Executive Session.

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

Roll Call Vote: 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 9:17 a.m.

Sue Markatine, Recording Secretary