

MINUTES OF THE BOARD OF TRUSTEES July 25, 2018

The regular meeting of the Board of Trustees, which was held at the Conference Room at the Office Complex, 92 Main Street, Kennebunk, was called to order by President Tom Oliver at 2:00 pm. Trustees Jim Burrows, Bob Emmons and Fred Lynk attended along with Superintendent Norm Labbe, Assistant Superintendent Scott Minor, Treasurer Wayne Brockway, Plant Manager Bill Snyder, Chief Operator Greg Pargellis, Accountant Cathy McLeod, District Engineer Jamie Paschal, Facilities Manager Rob Weymouth and Administrative Assistant Cindy Rounds.

Minutes – June 27, 2018 Regular and Annual Meetings

On a motion by Mr. Burrows, seconded by Mr. Emmons, it was voted (3-0) to approve the Minutes of the June 27, 2018 regular meeting and Annual Meeting Minutes as amended. Mr. Lynk abstained since his appointment hadn't become effective until July.

Public Comment

There was no public comment. Mr. Oliver took the opportunity to express his gratitude for the kindness and support extended to him and his family during his wife Pam's illness and upon her passing.

Treasurer's Report

The Treasurer presented the June financial report along with the actual to budget comparisons. Annual metered account revenues were \$1,529,329, indicating a 0.3% favorable variance of \$4,794. Seasonal metered account revenues totaled \$691,995 indicating a 1.3% unfavorable budget variance of \$9,408. Total metered revenues were \$2,221,324, indicating a 0.2% unfavorable budget variance of \$4,614 and a 3.9% increase in the year-to-date billed usage from 2017. Total operating revenues were \$2,877,419, indicating a 0.1% unfavorable budget variance of \$3,257. Seven SDCs were collected (\$14,314) in June.

On a motion by Mr. Burrows, seconded by Mr. Emmons, it was unanimously voted to accept the June financial reports.

Monthly Water Production Report

The Assistant Superintendent presented the monthly precipitation, water production details and water production cost charts for June. He reported that June water production was 134.8 MG (8.9% increase over 2017) which brings the 2018 YTD production total to 444.2 MG (7.8% increase over 2017). A look at July totals through yesterday showed production of 139.93 MG, an increase of 12.2 MG over 2017. He anticipates that 2018 will be a year of record production if the current weather pattern continues through August.

The USGS monitoring station for Branch Brook flow showed that flow rates over the last few months are still below median levels. He noted that (last week) the US Drought Monitor classified the

southern portion of Maine as being in a 'moderate drought'. An updated report will be issued tomorrow.

Liquid precipitation equivalent in June was 4.08" and YTD precipitation showed a 7.45" decrease from the same period in 2017. He added that the groundwater aquifers are still well below historic levels and continue to be closely monitored.

Groundwater production has increased since the Merriland River well, Harriseckett Road well, Plant wells and Kennebunk River well were all placed into service in June. Groundwater was comprised of 31.5 MG from the Merriland River well, 1.2 MG from the Harriseckett Road well, 2.7 MG from the Plant wells and 19.7 MG from the Kennebunk River well.

The surface water chemical cost decreased to \$212.12 per MG from \$222.98 in May with the 2018 YTD monthly average cost now at \$239.66 per MG (higher than the \$208.10 per MG for the same period in 2017 due to increases in chemical costs). The ground water chemical cost for June was \$77.44 per MG. The YTD monthly average groundwater chemical cost was \$87.79 per MG and the YTD monthly average for the blended surface water and groundwater chemical cost is \$223.78 per MG.

AMI Meters

The Treasurer reported that as of yesterday, 191 meters have been installed so far in July, bringing the YTD total to 2,111 and the cumulative total to over 6,278 (approximately 45% of all metered customers). At the current rate, the meter replacement project is projected to be completed in three years.

Kennebunk River Well

The Superintendent reported that the 1 MGD granular active carbon (GAC) filtration system is performing well. The first round of tests indicated that there was no detection of PFAS. It also indicated that the efficacy of the carbon will likely exceed eight months. Upon inquiry, he reiterated the estimated costs (capital cost of \$1.3 million and annual operating cost of \$50,000 to \$70,000) and expected performance of the system.

Kennebunk River Collaborative Study

The Superintendent reminded the Trustees of their approval to provide up to \$5,000 support (cash or in-kind services) for this proposed project that will study and take steps to protect the Kennebunk River watershed from contamination. It appears that the project will be moving ahead, as the DEP has conditionally awarded the requested amount of \$41,000 in matching funds. The coalition undertaking the study includes Wells National Estuarine Research Reserve, Kennebunk Conservation Commission, several local municipalities and environmental groups.

Arundel Tank Site

The Superintendent reported that he and the District Engineer were encouraged after attending a Planning Board meeting to present plans for the access roadway and for the tank site. A site walk

has been scheduled for the week of August 6th. The wetlands review indicated less wetlands than what was initially expected. He briefly explained the reinforced concrete tank design, which is currently sized at 1.25 MG. Provisions are being made to accommodate a second tank on the site at a future date.

Biddeford Pool Tank

The Superintendent reported that as a result of one of the carriers not properly considering the existing access ladder when they designed their antenna upgrade, a new ladder will be located on a different leg of the tank at their expense.

Fletcher Street Booster Station

The Facilities Manager reported that the internal piping and the pumps are being installed. The Superintendent provided an update on the transformer location and development of plans by the District and RSU 21 for car charging stations in the parking lot adjacent to the booster. It is anticipated that power will someday be generated at the booster by transferring excess water produced by the Kennebunk River well, which serves the high pressure zone.

Main Replacement – Wildes District Road, Kennebunkport

The District Engineer reported that this project has been completed and is in service.

Main Replacement – Storer Street, Kennebunk

The Assistant Superintendent explained the progress and the challenges that have been encountered on this project. He reported that two fused segments of the 12" HDPE pipe have been installed to date via the pipe bursting method. The project is anticipated to be complete by mid-August.

Tank Mixer Installation

The Facilities Manager reported that the final tank mixer (for Crow Hill tank) will be installed in October when customer demand has subsided.

Treasurer's Office Renovation

The Treasurer reported that the old carpet was removed, new flooring was installed and the paint throughout the office was refreshed while he was on vacation. He will be ordering his furniture soon.

Vehicle and Equipment Storage Building

The Assistant Superintendent reported that Patco has provided a conservative budget price of \$509,000 for the proposed building. Patco also confirmed that the new building could be constructed without any center support posts or columns which will allow for maximum flexibility

on how the space is utilized. The RFP package is expected to go out to selected contractors within the next few weeks.. The current budget for this project is \$500,000.

Water Quality Update – Latest Lead/Copper and Disinfection By-products Results

The Superintendent was pleased to report on the results of the lead and copper testing. He explained that with careful monitoring and modifications to our treatment processes, 2018 saw no lead or copper levels above the action levels of 0.015 ppm (parts per million) and 1.3 ppm respectively. It was noted that the overall results were the lowest on record. He added that prior to 2017, the District had been on reduced monitoring for several testing cycles. However, as a result of the District's 2017 change in its disinfection regimen to chloramines, EPA regulations required increased testing and monitoring of 60 sites, versus the prior 30 sites. As a result of the extremely low test results, it appears likely that the EPA will allow the District to return to reduced monitoring of 30 sites for the next testing cycle. The Chief Operator thanked Billing Clerk Brenda Hamilton for her work in gathering new sample locations and for her coordination in the quick turnaround of samples.

Recent Brush Fire on the Branch Brook Watershed

The Superintendent summarized the July 11th post-event review meeting he attended at the West Kennebunk Fire Station that was coordinated by the Maine Forest Service and included several of the fire departments that responded to the fire. He provided an overview of the criminal (legal) procedures and noted that the party responsible for the accidental fire is scheduled for an arraignment in August. He expects to have more information available at the next meeting.

Staffing Update

The Superintendent summarized the current status of filling two vacancies in Office/Billing Clerk positions as a result of the upcoming retirements of two 30-year tenure employees.

Other Business

- The Superintendent was pleased to share three complimentary emails regarding the most recent issue of the District's newsletter, *What's on Tap*.
- The Superintendent brought the Board's attention to an invitation to Brenda Hamilton's retirement party at Dutch Elm Golf Course on Saturday, August 11th.
- The Superintendent announced a joint meeting of KKW, Kittery Water District and York District that will be held on August 6th at 5:30 pm at Jonathan's Restaurant in Ogunquit. The purpose of the meeting will be to review and discuss past, current and proposed joint initiatives between the three utilities.

Next Meeting

The next meeting of the Board of Trustees will be held on Wednesday, August 29, 2018 in the Conference Room, 92 Main Street, Kennebunk at 2:00 pm.

Adjournment

On a motion by Mr. Burrows, seconded by Mr. Emmons, it was unanimously voted to adjourn the July 25, 2018 meeting at 3:20 pm.

Wayne A. Brockway, Clerk