

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

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BOARD OF TRUSTEES MEETING MINUTES

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KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
TUESDAY, MARCH 28, 2017
5:55 p.m.

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BOARD MEMBERS:

PRESIDENT: JONATHAN KILBOURN - (PRESENT)

VICE-PRESIDENT: WAYNE E. BERRY - (PRESENT)

GENERAL MANAGER/TREASURER: TODD SHEA - (PRESENT)

CLERK: ROBERT EMMONS - (PRESENT)

TRUSTEE: DAVID CLUFF - (PRESENT)

TRUSTEE: DAN BARTILUCCI - (PRESENT)

ALSO PRESENT:

Hylah Riley, Kennebunk

Bill Grabin, Kennebunk

Bob Wuerthner, Kennebunk

Beverly Freudenreich, Kennebunk

Donna Teague, Kennebunk

Albert Kolff, Kennebunk

ALSO PRESENT (continued)

Peter Ashley, Cape Neddick

Bill Harmon, Kennebunk

Paula Huff, Kennebunk

Matthew Rancourt, Business Manager

Kathleen DeMarre, Recording Secretary

TRANSCRIPT OF PROCEEDINGS

THE VERBATIM PORTIONS OF THIS MEETING are supplied to you on the condition that receipt thereof will certify the accuracy of the spoken word but not that of the speakers.

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THE VERBATIM PORTIONS OF THIS MEETING are the only official transcript which may be relied upon for purposes of verbatim citation of the proceedings.

Whereupon, President Kilbourn called the meeting to order at 5:55 p.m.

Whereupon, Item II, Approval of Regular Meeting Agenda, occurred.

Whereupon, Item III, Executive Session Pursuant to 1 MRSA 405.6 (E) For Legal Advice, occurred. President Kilbourn asked for a motion to move into Executive Session. The Motion was moved by Clerk Emmons and seconded by Trustee Cluff.

Whereupon, with unanimous ayes heard, the Board moved into Executive Session at 6:00 p.m.

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Executive Session

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Whereupon, the Board came out of Executive Session at 7:45 p.m.

Whereupon, Item IV, Board Review and Approve 02/28/17 Meeting Minutes, occurred. With no comments, President Kilbourn asked for a motion. Vice-President Berry made the motion and it was seconded by Clerk Emmons.

Whereupon, with Trustee Cluff recusing himself, as he was not in attendance at the February 28, 2017 meeting, unanimous ayes were heard from all other Board members and the minutes were approved.

Trustee Bartilucci suggested that Item V, Public Comment Period (Limited to 15 Minutes Total), be delayed until after the General Manager's report. After a brief discussion between the Board members, President Kilbourn asked for the public's opinion. As the public had no objection, the Board decided to conduct the public comment period after General Manager Shea's report.

Whereupon, Item VI, Board Review February Financials, occurred. Business Manager Rancourt took the floor. He advised those present that consumption (sales) were up in 2017 over 2016. Energy and RNS revenues are lower due to Corning currently getting their power from another supplier. Delivery is higher 2017 over 2016 due to higher sales and the delivery rate increase that occurred in October of 2016. Transmission rates are higher this year over last due to increased consumption.

Business Manager Rancourt then discussed distribution expenses, stating that 2017 is higher than last year due to a timing issue on the \$4,500 annual support fee for the Yukon metering software program and approximately \$2,000 in labor expense for the overhead distribution line due to inclement weather that occurred in February of 2017.

Trustee Cluff then discussed delinquent accounts, stating that they are higher this year over last year. Business Manager Rancourt stated that the 29 to 60 day items are higher due to inclement weather and colder temperatures that generated higher customer bills due to increased consumption. The District's collections policies and the PUC regulations that need to be adhered

to were then discussed. Payment arrangements have increased from 2016. Trustee Cluff and Vice-President Berry noted that continued oversight for delinquent accounts should occur.

President Kilbourn discussed cash-on-hand and stated that although 2015 figures are noted, 2016 appears to not be included. Business Manager Rancourt stated that 2016 finals will be reflected upon receipt from the auditors. The auditors' draft report is scheduled to be received within the week.

President Kilbourn is pleased with how the budget analysis is set up. He would like to see, however, a column added which reflects year-to-date budget to enable a more thorough comparison. Business Manager Rancourt will add that column. Seasonality was then briefly discussed.

Whereupon, Item VII, Tentative Board Review and Approve NextEra Solar PPA, will be deferred as the Board is still working on the contract. The hope is to be able to move forward by the next Board of Trustees meeting.

Whereupon, Item VIII, General Manager's Report occurred as follows:

A. Address Past Meeting Board Requests. General Manager Shea began by addressing the production numbers of January of 2017. Kesslen Dam produced 11,400; Twine Mill produced zero; Dane Perkins produced 3,840, for a total 15,240 kilowatt hours. No production occurred in February due to mechanical issues, water issues and ice issues. Kesslen Dam and Twine Mill have produced for the entire month of March excluding March 28, 2017 due to a sump pump that needed to be replaced in the pit at Twine Mill. They will be back on line tomorrow, March 30, 2017. Dane Perkins has not been operating as it cannot be safely accessed. The water has been spilling over the top of the impoundment making it impossible for crew to enter the building without wading through running water. There is an issue with the accumulator that needs to be rectified as soon as crew can safely get access. Dam production figures for March of 2017 will be available in approximately a week and General Manager Shea will provide the information at the next Board of Trustees meeting and via e-mail.

B. Outages/Complaints. No complaints have been logged. Due to a wind storm in the beginning of March of 2017 in the area of Thompson Road within Arundel, tree damage blow-down occurred. A portion of Wells Branch also experienced a few outages during that same event. A Tap was also lost that goes under the turnpike overpass on a riser pole, which caused outages within Circuit 12, in the area of High Street and Cat Mousam.

C. Update on PUC Solar Decisions. General Manager Shea discussed briefly the PUC solar decision. He stated that although the decision is being challenged by National Resources Council of Maine and several other entities, the net metering rules are effective March 30, 2017. General Manager Shea will forward to the Board the schedule of reduction of net metering benefit to net metering customers that has been proposed by the PUC, and most probably will be addressed within the legislature.

D. Inform Board of Roll Out of the New KLPD Website. The website is complete and will be on line by March 30, 2017. The Website has been created to be user friendly, with a focus placed on functionality, easier access to information, and quicker turnaround time for updates. There will be an opportunity for users to sign up for an array of e-mail notifications. A

Verification e-mail will be forwarded to the user's e-mail address which will need to be confirmed by the user so as to complete the registration process. General Manager Shea thanked Ms. DeMarre for her efforts to make this project become a reality.

E. Filing of NOI to Surrender FERC license to be Submitted March 29, 2017. General Manager Shea stated that the wording is to be changed to reflect "not to file a subsequent FERC license". FERC will be notified March 29, 2017 that KLPD will not be applying for a subsequent license for their facility.

General Manager Shea then briefly discussed a document that he received from Mr. Kolff. The Notice of Intent will be available on the website. General Manager Shea also stated that there have been no additional joint meetings scheduled to date. General Manager Shea did have an initial conversation with representatives from the Town, the State Department of Economic Community Development and the Finance Authority of Maine in regard to Surge Hydro working with the State to find funding if it is deemed in the best interest of the parties. Per General Manager Shea, the next step will be for the Finance Authority of Maine and the Department of Economic Community Development to meet with Surge Hydro to see if there are mutual benefits to both entities to move forward in the process. Kennebunk Light & Power District will continue to assist if warranted.

President Kilbourn then asked if there is a difference between not to file subsequent and non-renewal. General Manager Shea stated that they are essentially the same thing. Vice-President Berry added that the intent is to keep generating electricity through the term of the license and not renew the license.

General Manager Shea advised the Board of a few corrections that were made to the document. The Sewer District and the Water District have been added to the Notice Requirements and the 60 cubic foot per second to 5 cubic feet per second was confirmed.

Whereupon, Item V, Public Comment Period (Limited to 15 Minutes Total), occurred.

Public Comment Period

Verbatim Transcription

MR. ASHLEY: Thank you. The only question that I can think about with the dams is actually two parts. One, if you're planning on running them, which we'd like to, right, until the end of the license. And the second part of it is, Ron Ruel (ph), I was on the phone with him today, and he is very busy with the water running downhill, and if you -- to be respectful to him and his abilities, et cetera, it might be a good time to give him a phone call to give your feelings for when they may be -- when you may be available to do anything with the accumulator so he can put it in his time schedule.

GENERAL MANAGER SHEA: It is the direction, at this point in time, to answer your question, Peter, that, yes, we will be running until the expiration of the license and until such

time as the Board decides otherwise, if they choose to do so. It's my understanding that Mark and Wayne have been coordinating with Ron, but the issue is that the water level is -- so they have had conversations about the accumulator. He has -- we believe he has the information he needs and it's just coordinating a time where we can get in the building and his time is available. So, communication lines are open.

MR. ASHLEY: So, it's dependent upon --

GENERAL MANAGER SHEA: Upon -- and there's a whole lot to --

MR. ASHLEY: Yeah.

GENERAL MANAGER SHEA: -- deal with.

MR. ASHLEY: Okay. Thank you.

GENERAL MANAGER SHEA: You're welcome, Peter.

PRESIDENT KILBOURN: Thank you.

MS. FREUDENREICH: I'm going to hand something out to you, just so you have a copy of it. I would like to read this into the record and this has to do with where the volume of operation is and I'll pass it around if anybody wants one.

I thank you that you've been reading into the records the amount of production that were seen in January and February, which is a total of -- and I'll give a copy -- make sure you have a copy for the record. It is 15,240 kilowatts for January and February this year.

I went back through the -- collected the other information from the past five years, and if you look across, even in January and February in other years, 2016 was 162,000, almost 163,000; 2015 was 166,000 kilowatts; 2014 was 190,880; 2013 was 386,700; and 2012 was 447,960 kilowatts; and we are at 15,000. It's a huge difference. There's a decline in it, and what I'm saying is, if there is a maintenance and an ability for -- you've got a great staff, we will never question that, and good supervisors. It just needs some outside source on advice on maintenance and some education to get these up to date.

And I can't help but look on a couple of paragraphs that I saw on the NOI, which the second paragraph -- the third paragraph down in your NOI, it says that KLPD also owns, operates, repairs and maintains three small hydroelectric stations. I'll repeat that: KLPD also owns, operates, repairs and maintains them. However, in the new -- or what you want to do going forward is that KLPD's existing licensing does not intend to file an application for a license to own, operate, and maintain the lower Mousam project.

So, you're just saying, no, we don't want to own them, we don't want to operate them, we don't want to maintain them, and yet, the requirement right now is to do that. They will produce. They have produced in the past. And I'm just asking you to look at the possibility of getting some assistance for your staff.

PRESIDENT KILBOURN: Thank you for that. I don't want to cut into the comment period, but I will ask our general manager to give some thought and some response, for the benefit of the Board, to what you've just raised. Tonight. Not in the future but tonight. I'd like to hear from others and then we'll come back to that.

MS. FREUDENREICH: The other comment that I -- I'm going to make a real brief comment to end here. Can the production figures be put on your brand new website. What is this website? Is it an interactive website or is it just there after the fact? We wait 30 days for minutes to come out, okay? They're not posted -- they're far down. Can the public not know these? We are the ratepayers. We are the ones that own the utility department, okay? So, we would like to know what the projection figures are and put them on the website.

PRESIDENT KILBOURN: Thank you. Todd will come back to you on both of those points.

GENERAL MANAGER SHEA: Um-hmm.

PRESIDENT KILBOURN: Okay. Yes.

MR. HARMON: Bill Harmon. As a ratepayer, I'm kind of concerned, very concerned, that apparently Dane Perkins is not being operated right now because the water is too high. Todd filled us in on some of these issues, and I think you said something about environmental regulations, or something, was the reason you couldn't open the floodgate, and it just baffles me that this must have happened many times in the past. So, do we always shut the power plants down when the water is too high? What -- it doesn't make any sense to me at all and we're losing money by not operating that plant. It just makes no sense at all.

PRESIDENT KILBOURN: I wonder if -- I'm not sure how you'd rather do this, Todd, but there may be other questions or comments regarding this subject. Maybe it would be good if we heard all of those and give Todd a chance to comment on them, and thank you.

Are there other comments about the production of the dams?

(No verbal response.)

PRESIDENT KILBOURN: No. All right. Let's turn to Todd, then.

GENERAL MANAGER SHEA: Same staff, same direction, same facilities. There has been no change in the direction to the staff. There's been no change in the direction to anyone in the running of these facilities. The facilities are aged. The facilities are operating as they are able to operate. That is -- I'm not doing anything to hinder the production of these facilities. Breakdown after breakdown costs money to repair those.

I understand education. I also make people understand that at 130 to \$140 an hour when the engineers come in, that eats into -- or when the consultants come in, that eats into any alleged profit that the facilities are making. I understand, when they're operating, they are avoiding certain costs to us, but the upkeep and maintenance of those facilities is getting more and more -- as every time we turn a different corner -- we're trying to operate them as efficiently and effectively as possible.

To answer Mr. Harmon's question, our FERC license does not allow us -- we have to operate under the auspices of our FERC license. I was given a FERC license that states that we are not flood control facilities. We can't operate the floodgates to reduce the levels of the river.

The Dane Perkins facility was built, in my opinion, too low above sea level, so it -- there isn't enough elevation there to handle all the water that comes down, and when the water gets to the top of the flood -- to the flashboards and it exceeds it, not by very much, the water comes over and causes access to that facility to be encumbered because people can't be walking through rushing water to get into an electrically energized generator, which may or not cause more issues.

So, I understand the frustration that we've got too much water to run hydro facilities, but we have to operate in a safe manner and in accordance with our FERC license. It's nothing intentional. It is, unfortunately, nature of that beast up there. It's just as frustrating to me as it is to you and everybody else.

MR. HARMON: How long has this been going on; years?

GENERAL MANAGER SHEA: I would -- I've only been here for two years, so I don't know if --

MS. FREUDENREICH: That's why I pulled the numbers.

GENERAL MANAGER SHEA: -- in 2007, in 2009 -- I -- the numbers don't lie, Mrs. Freudenreich, but I also can tell you that we're operating when we can and we're operating to the best of our abilities.

The facilities go down, we need to have -- as Peter said, Ron Ruel is very busy. I'm not blaming anything on Ron Ruel, but he is a recent resource that we've brought onboard, who is able to assist us. He's a very knowledgeable individual. He is very -- he is superior at explaining complex engineering and hydraulic terminology to our staff. I can't thank Peter enough for putting us in contact with Ron. He does what he can when he can.

We're trying to operate -- we're not intentionally not operating these facilities. It's been one problem after another at Dane Perkins. Twine Mill had a few other additional problems that needed to be delved out. Everybody knows, if you've been listening to any of the meetings, everybody knows that Kesslen Dam is the stalwart that just runs. It is -- If all the facilities were as diehard, I guess, as Kesslen, we wouldn't have these problems.

We're paying attention to what's going on. We're trying to get as much production as possible. I can, to answer Beverly's question, may I call you Beverly?

MS. FREUDENREICH: Yes.

GENERAL MANAGER SHEA: I can put production numbers for the facilities on the website as they become available. Minutes, I cannot, because they need to be approved by the Board, and I have requested of the Board in the past, draft minutes being posted on the website and that has not -- that authority has not been given to me.

The way it works now is that the -- unfortunately, right now, we're having a meeting a month, one regular meeting a month and then in April we'll have another workshop meeting. So, the minutes are done after the meeting, submitted to the Board, and approved at the next meeting, and that's why there is a delay there. But the production numbers we will be able to put on the website now that the new website is much more user friendly. As soon as I have that data from the meter reader, I can put that up. It doesn't need to be approved by the Board. It's kilowatt hours that have been produced.

PRESIDENT KILBOURN: So, if I could, I think we should just put it onto our agenda to have a brief discussion of that item and see, given now the nature of the way we are recording minutes --

GENERAL MANAGER SHEA: Um-hmm.

PRESIDENT KILBOURN: If the Board would have any comfort or still is in the same spot on posting minutes before they're final.

GENERAL MANAGER SHEA: Okay.

PRESIDENT KILBOURN: I think we've had a pros and cons discussion before. I would just like to confirm where the Board is at indifference to the question that's been raised.

Yes, sir?

MR. HARMON: If you were allowed to open the flood gate at Dane Perkins, would that, in turn, allow you to operate the dam and are you a hundred percent positive about your interpretation of FERC as far as you --

GENERAL MANAGER SHEA: Run-of-the-river facility means that --

MR. HARMON: I know this is your interpretation, but have you asked? I mean, it just doesn't make sense that for over the past 50 years that they shut down the plant every year like this.

GENERAL MANAGER SHEA: I will confirm with staff that that has been the -- that that practice hasn't changed. There has been no direction -- no directional change to the staff in the operating of the facilities since I've come onboard. I can assure you of that. So, it is the way they have been operating to my knowledge. Unless they have changed something without telling me, which I don't believe is the case.

PRESIDENT KILBOURN: Todd, is there --

MR. ASHLEY: There is a historical --

PRESIDENT KILBOURN: If I could, just for a moment.

MR. ASHLEY: Sure.

PRESIDENT KILBOURN: We'll get right to you. I appreciate the question. I was, in fact, going to ask you the same question. Is there a way that we could, perhaps, ask or confirm our interpretation?

GENERAL MANAGER SHEA: Sure.

PRESIDENT KILBOURN: If there is a way to do that with a modest amount of inquiry and effort --

GENERAL MANAGER SHEA: Um-hmm.

PRESIDENT KILBOURN: -- I think it would be a great idea. I have no doubt that you guys are following the same procedures you have and that we have the same interpretation we've always had, but it's a new -- you're a new general manager, and it's a new page here, and if we can find a way to take advantage of the power while we've got it -- I mean, let's use it.

GENERAL MANAGER SHEA: I'd be more than happy to do that.

TRUSTEE BARTILUCCI: Who are you going to ask, Todd?

GENERAL MANAGER SHEA: I'm sorry?

TRUSTEE BARTILUCCI: Who would you ask on that?

GENERAL MANAGER SHEA: I will probably ask a representative of FERC.

TRUSTEE BARTILUCCI: Do you have somebody in mind right now or just a representative?

GENERAL MANAGER SHEA: The engineer that did our last inspection.

TRUSTEE BARTILUCCI: Great.

MR. KOLFF: And the question -- Albert Kolff.

PRESIDENT KILBOURN: Thank you.

MR. KOLFF: And the question should be, how do we improve the safety of our staff without letting the water out so that we can get into the plant.

GENERAL MANAGER SHEA: The Clewes report was very clear about the questionable safety of Dane Perkins, and adding water on top of that, and getting into that facility. My understanding and the question I was going to ask is, run-of-river, does that mean that I can drop the river level? 'Cause run-of-river is what we have a facility.

MR. KOLFF: Well, we all know that and --

GENERAL MANAGER SHEA: So we can't --

MR. KOLFF: -- that's what the license says.

GENERAL MANAGER SHEA: Yeah.

MR. KOLFF: But, for the safety of your staff --

GENERAL MANAGER SHEA: Um-hmm.

MR. KOLFF: -- you have to drop the water in order to get into the power plant.

GENERAL MANAGER SHEA: Correct.

MR. KOLFF: That's the question.

PRESIDENT KILBOURN: Let's see if they can work with us.

GENERAL MANAGER SHEA: Yup.

PRESIDENT KILBOURN: And I think we're all clear on what we're trying to accomplish. I mean, unless I see heads shaking around the Board, I think we have indicated that we want to keep producing power. We also don't want to spend extraordinary amounts of money to the point where we're spending more money than we're making out of the thing. I think that's been clear. Although, you know, in a case by case, we might have a discussion, but if there's anything we can do to find a creative way to both have our staff operate safely and get -- be in compliance with our license at the same time as getting the water level down enough to work on it, that's the question.

GENERAL MANAGER SHEA: Absolutely.

PRESIDENT KILBOURN: Wayne?

VICE-PRESIDENT BERRY: Aside from the compliance or noncompliance issue with the license, let's make sure that no mechanical repercussions from doing what's being proposed with opening the floodgates and -- I know we've had problems with that before so...

PRESIDENT KILBOURN: Okay. Let's go back to the public here. It just -- if I could, for just one second, are there -- is there anyone who hasn't spoken yet who has something to say? Because I know Peter has got something to say, and Albert has got something else to say, so -- yes. Go ahead.

MR. ASHLEY: I made the floodgate. I designed it. I got the cylinder down in Massachusetts and installed it. Don LaPoint did the power end of it, the little cubicle that holds the pumps and everything, and he placed them in a place which would probably never, ever get flooded, and they were always operated when we were doing it in such a way that it kept the water from going in the door.

When Todd very graciously took me up there to take pictures inside of something that I designed and helped put together, I mentioned to him that the flood barricade, that heavy timber frame across -- that I put there to keep the doors from caving in, in case of a big flood, I said, if you take the -- Great Stuff and go along the bottom of that, along the bottom of the doors, the service doors that go into the building, and raise the drainage apron in front that catches the drip off the roof, but it also takes any surplus that goes around and under the -- we had an extensive

conversation about that. And then, at a later date, when I visited the place, the drainage apron there had been opened up and everything cleaned out and put back together then, so that was perfect. But they hadn't gone ahead and put the Great Stuff under the -- Great Stuff is pretty cheap and that, I think, you will find, in the long run, for the next years of running the unit, that that is something that you automatically do in the fall. And you -- it comes apart when you pull on it with a line truck, the only way it's going to hold together, so you can get in and out with equipment.

The big gate is filled with concrete. We had trouble closing it, so we brought it back and we filled it with concrete, and I welded a piece on the top of it. So, it's got almost four-and-a-quarter inches of concrete inside of it. And Don LaPoint had a separate hydraulic cylinder that, after he closed it as far as he could, it was too much pressure. He put a secondary cylinder on it and they were able to close it that way very conveniently. Before, it had required two line trucks, but he saved that second line truck by using the hydraulic cylinder that he put together.

We did that all the time whenever there was too much water. We listened to the weather reports, et cetera, et cetera, and we controlled the height so that it wouldn't go across the apron. The two gates down at Kesslen were always operated to keep the water level from going too high, because in that era, the downstairs, the basement hadn't been fixed. The new owners hadn't come in and refurbished it, so we had a pond -- kind of a little river to walk through on the way down to the generator. So, they always opened those two gates to control the level so we could get down there without having to walk in the water.

PRESIDENT KILBOURN: Thanks for that information. I think knowing --

MR. ASHLEY: Beyond that --

PRESIDENT KILBOURN: -- Todd, that this is a past practice, as well, might, at least in one case, from one person's experience, might help in making your case.

We are a little short of time, Peter, so --

MR. ASHLEY: Okay. One little -- one dam left, Twine Mill. I have changed the -- I had them -- the contour of that -- so it's like a nozzle from a fire hose and it shoots it up underneath the waterfall coming off the top of the Twine Mill, so it's turning into a semi vacuum at times, and that would dump pretty near the whole darned river through that, and I have never seen that opened at all. But, the dam is sufficiently long, maybe it never reached that point.

PRESIDENT KILBOURN: Okay. Thank you.

MS. TEAGUE: This changes the topic, though, to the NOI.

PRESIDENT KILBOURN: That's all right. We're almost out of time anyway, so we want to get it on the table.

MS. TEAGUE: Okay. Is the NOI going to be posted on the website?

GENERAL MANAGER SHEA: It can be, yes.

MS. TEAGUE: Okay. Please. And thank you very much for making it available to us tonight.

PRESIDENT KILBOURN: You're welcome.

MS. TEAGUE: I would like to understand from your perspective, of why the Town wasn't listed as an interested party in this, and the selectmen last time said that you folks could encourage them to file their own --

GENERAL MANAGER SHEA: That was a legal opinion that I can't share. Legal advice, on behalf of the District, was not to include the Town in our filing.

MS. TEAGUE: Okay. And you can't share why?

GENERAL MANAGER SHEA: No.

MS. TEAGUE: Okay. From the two hour executive meeting last time...

PRESIDENT KILBOURN: To reassure you, though, the dialogue has continued with the Town and our understanding is that the Town and our general manager have been coordinating and communicating to the best interests that we've expressed in the past of enabling the Town to have a role.

MS. TEAGUE: Okay. Just one other question, then, on the NOI. Once this is submitted, what are the next steps? Like, when is the next deadline, or the next filing, or whatever?

GENERAL MANAGER SHEA: The next deadline is -- it opens a three year window for any entity to take -- express interest and file for that license through FERC.

MS. TEAGUE: Um-hmm.

GENERAL MANAGER SHEA: And then, approximately, six months -- the District will have to be monitoring -- if anybody is trying to pick up that license, and I'm not going to get the date correct, and somebody may recall better than I do, at some point, I believe it's six months after that three years, we will have to file -- begin to file the process of what we would do to decommission those facilities.

MS. TEAGUE: Six months after the three years?

GENERAL MANAGER SHEA: That was my understanding.

MS. TEAGUE: And the three years starts at submission?

GENERAL MANAGER SHEA: March 31st is when --

MS. TEAGUE: Yes.

GENERAL MANAGER SHEA: -- we're required -- The District, yes. March 31st of this year.

MS. TEAGUE: Okay. Thank you.

MR. KOLFF: Donna has answered my question.

PRESIDENT KILBOURN: Okay. Great. All right. Well, thank you all very much for your thoughtful questions and your helpful suggestions.

Todd, again, if you have some progress or lack of progress on the questions that you're going to be investigating, if you could include the Board in your responses --

GENERAL MANAGER SHEA: Certainly.

PRESIDENT KILBOURN: -- That would be great.

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Public Comment Period and Verbatim Transcript Concluded at 8:30 p.m.

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Whereupon, Item IX, Review of Meeting Plan for April 4, 2017 Strategic Planning Workshop, occurred. President Kilbourn discussed a possible course of action. In general, he hopes that the next meeting will focus on discussing the process, objectives, scheduling upcoming meetings, determining the amount of time that will be spent on strategic planning and the best way to conduct the meetings. President Kilbourn suggested that an hour be added into the regularly scheduled meetings to work on strategic planning. He hopes to talk substantially about KLPD's mission statement and the long-term plan.

Trustee Bartilucci asked if this is a state mandated item. President Kilbourn stated it is not and it may be decided upon by the Board that a strategic plan is not necessary. President Kilbourn discussed the video clips he provided to the other Board members. Timing and scheduling of meetings was then briefly discussed.

Trustee Bartilucci then asked if the substations are tactical or immediate issues. He suggested that prioritization of the issues occur first. President Kilbourn added that he is suggesting that the Board begin by prioritizing the issue areas and goals that are facing the Board and then begin to review the long term goals. He believes that the Board needs to discuss the District's long term, medium term, and short term goals, and then discuss the District's physical assets, maintenance issues, grid upgrading, long-term asset management, financing, and various other issues.

Vice-President Berry would like to see the Board decide upon the top three items that General Manager Shea sees as the most critical items facing the District. President Kilbourn agreed and asked General Manager Shea to begin focusing on that area for the April 4, 2017 meeting. Vice-President Berry added that he understands that the strategic planning will be more inclusive than selecting the three most critical issues, but that would be a good starting point. President Kilbourn would also like to review staff and the general manager's role in regard to strategic planning.

Trustee Cluff stated that although he is very supportive of this endeavor and process, he will be unable to attend the April 4, 2017 meeting. He will forward any suggestions he has to both President Kilbourn and General Manager Shea.

Mr. Grabin then asked for clarification in regard to the time the April 4, 2017 meeting will occur. General Manager Shea stated that it will begin at 6:00 p.m., at the District office, and the website will be updated to list the correct time. There will be an agenda for the April 4th meeting, but no decisions will be made by the Board at the meeting.

Whereupon, Item X, Board Authorize General Manager as Authorized Signer for Camden National Letter of Credit, to be Used as Authorized By Motion of the Board of Trustees, occurred. General Manager Shea took the floor to explain the issue. President Kilbourn moved that the Board authorize the General Manager to be the authorized signer for the Camden National Letter of Credit, which was discussed at a previous meeting, the credit to be used only as authorized by motion and approval of the Board of Trustees. Trustee Cluff seconded the motion.

Vice-President Berry offered an amendment, in which the words "and treasurer" be included within the motion. The Board members agreed.

Whereupon, with the amendment being added to reflect the motion as: The Board authorizes the General Manager and Treasurer to be the authorized signer for the Camden National Letter of Credit, which was discussed at a previous meeting, the credit to be used only as authorized by motion and approval of the Board of Trustees, unanimous ayes were heard and the motion passes.

Whereupon, Item XI, Date of Next Meeting, Strategic Planning Workshop April 4, 2017, at 6:00 p.m., District Offices, April 25, 2017 at 6:00 p.m., District Offices occurred. The April 4, 2017 meeting will be a strategic planning workshop. The April 25, 2017 meeting will be a regularly scheduled Board of Trustees meeting. Further discussion occurred with those present. It was noted that there will be a public comment period. It may not occur until the structure of the workshop is decided upon. Vice-President Berry discussed delivery rates and would also like to see the SWAT analysis for identification purposes. Consultation services were then briefly discussed.

Whereupon, Item XII, Board Recommendation for Agenda Items for Next Meeting, occurred. President Kilbourn asked that any items for the next regular meeting be forwarded to General Manager Shea.

Clerk Emmons discussed the substation and the wire job. He expected to see these items on tonight's agenda and to be discussed within the General Manager's Report. President Kilbourn asked for General Manager Shea to add this as an agenda item for the next regularly scheduled Board of Trustees meeting.

Trustee Cluff stated that the General Manager's report is very informative but would like to see weekly updates versus monthly. General Manager Shea will oblige.

There being no additional business of the District discussed by the Board, President Kilbourn asked for a motion to adjourn. Clerk Emmons made the motion to adjourn and it was seconded by Trustee Cluff.

Whereupon, with unanimous ayes heard, the meeting adjourned at 8:49 p.m.

Attest: _____

Bob Emmons, Clerk