

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

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BOARD OF TRUSTEES MEETING MINUTES
(Video recorded meeting)

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KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
TUESDAY, JUNE 26, 2018
6:00 p.m.

- - -

BOARD MEMBERS:

PRESIDENT: JONATHAN KILBOURN - (PRESENT)

VICE-PRESIDENT: - DAVID CLUFF - (PRESENT)

GENERAL MANAGER/TREASURER: TODD SHEA - (PRESENT)

CLERK: ROBERT EMMONS - (PRESENT)

TRUSTEE: DAN BARTILUCCI - (PRESENT)

TRUSTEE: BRADLEY "SCOTT" DUCHARME - (PRESENT)

ALSO PRESENT:

Albert Kolff, Kennebunk

Ward Hansen, Kennebunk

(Other members of the public may have been present but not identified.)

Whereupon, President Kilbourn called the meeting to order at 6:00 p.m.

Whereupon, Item II, Review Regular Meeting Agenda, occurred. General Manager Shea then took the floor to advise those present of the use of video for the recording of meeting minutes. There will not be live streaming of the meeting. The video will be uploaded to KLPD's website and can be found and viewed via the link to YouTube.

Whereupon, Item III, Board Review and Approve Minutes of March 27, 2018 and May 29, 2018 Meetings, occurred. With no remarks from the members of the Board, President Kilbourn asked for a motion to Accept the March 27, 2018 meeting minutes. The motion was made by Vice-President Cluff. It was seconded by Clerk Emmons.

Thereupon, with ayes heard, from Vice-President Cluff, Clerk Emmons, and Trustee Bartilucci, the March 27, 2018 meeting minutes were approved.

The Board moved on to the meeting minutes of May 29, 2018. With no comments from the Board, President Kilbourn made the motion to accept the meeting minutes of May 29, 2018. The motion was seconded by Trustee Bartilucci.

Thereupon, with unanimous ayes heard, the meeting minutes of May 29, 2018 were accepted.

Whereupon, Item IV, Board Review May, 2018 Financials, occurred. General Manager Shea took the floor and advised those present that in regard to revenues for May of 2018, there were no items of significance. Line Losses were discussed by General Manager Shea. The financial position of the District was then discussed. Delinquency of accounts were discussed. Credit card usage and fees were discussed briefly. Total days of cash-on-hand stands at 55. May, 2018 kilowatt hours increased by 332,000 from May of 2017. Cash-on-hand was discussed by the Board. Paperless billing was also discussed. Hydro generation year-to-date stands at 571,700 kilowatt hours.

Whereupon, Item V, Board review 2018 and 2019 Financial Position Estimates, occurred. General Manager Shea stated that by the end of 2018, KLPD should be holding approximately \$1.6 million in cash reserves. Based on the same assumptions, KLPD should be holding approximately \$2.3 million by the end of 2019. Depreciation and asset management was also discussed. The electric charging stations within the District were discussed.

Whereupon, Item VI, Board Update on Post Road Memorandum of Understanding, occurred. General Manager Shea reviewed the Post Road Memorandum of Understanding for those present. He advised the Board that KLPD did not qualify due to the discussion that occurred at last month's meeting in regard to the mandatory \$10,000 feasibility study. General Manager Shea stated that there may be other grants available in the future, but according to Senator King and the individuals of the Post Road organization, the opportunity for KLPD to participate in the Post Road project has been lost.

Thereupon, President Kilbourn made a motion that the KLPD Board of Trustees approve \$10,000 matching funds for the Post Road Foundation feasibility study as proposed to KLPD and discussed at the May 29, 2018 Board of Trustees' meeting; to include Sanford and KLPD to leverage \$10,000 from Sanford and \$180,000 in grant money subject to final negotiation of the

contract by the General Manager and subject to its final approval by the Board. Also, that the General Manager immediately send by e-mail and regular letter to the Post Road Foundation a letter of apology for the delay and a response in acknowledging that KLPD may be responding too late, but confirming that the Board has voted to provide the matching funds as described in this motion. The motion was seconded by Vice-President Cluff.

After a discussion, in which Vice-President Cluff asked for clarification as he was not in attendance at last month's meeting, and several Board members noted their opinions, President Kilbourn asked for a vote.

Thereupon, with ayes heard from President Kilbourn and Vice-President Cluff, and nays heard from the remaining board members, the motion did not pass.

Whereupon, Item VII, Board Discussion of Historic Filing for Kesslen Dam, occurred. Trustee Ducharme discussed with those present his knowledge of an individual named Paula Hoff who would like to file but will need permission from KLPD to file for the State of Maine Historic Register. Trustee Ducharme has been informed that she would like to attend next month's meeting. President Kilbourn discussed various topics in regard to this issue and would like to defer this topic until the July meeting, in which additional information should be available from Ms. Hoff.

Whereupon, Item VIII, General Manager's Report occurred with President Kilbourn advising the Board of a commission that was formed by the State of Maine to establish a Maine coastal risks and hazards commission. The purpose would be to develop and recommend objectives, strategies, legislation, rules and other actions to address and prepare for coastal and coastal watershed hazards including increased storm surges, extreme weather events, projected sea level rise, increased river flooding, storm water runoff, and the risks such hazards pose for municipalities, coastal economies, and state assets.

President Kilbourn advised the Board of his interest in the bill, the purpose of the commission, and his hopes that the Board would consider supporting the bill. A discussion then ensued between President Kilbourn, Trustee Bartilucci and Trustee Ducharme in regard to the politics of the bill and the impact to the District. The bill will be brought up and discussed further at a later time.

General Manager Shea then took the floor and discussed the following:

A. Past Board Meeting Requests:

1. General Manager Shea and Business Manager Rancourt are continuing to obtain answers to the questions given by the Board at last month's meeting.
2. A Meeting with MainePERS is scheduled to occur during the September 25, 2018 meeting.
3. The budgeted figure for annual post employment benefits is \$9,500.00 annually for life insurance through MainePERS.

4. Asplundh tree trimming services were discussed and more information will be forthcoming.

5. The status on the generator room and costs for dams were discussed. The total, including the cost of the generator room and earthwork, totals \$19,000 thus far.

B. America First Hydro Study Plan Visit Summary - timelines of filings were discussed.

C. Substation Planning Update will occur at the July meeting.

D. Asplundh Tree Trimming Update occurred.

E. Update on FEMA October Storm Process:

1. KLPD's application is complete.

F. Hydro Operations Update:

1. The hydro's have not been operating due to low water levels and the need of a hydraulic pump for Dane Perkins.

G. Solar Array Progress Report and Contract Revision Update:

1. Inverters will be changed, transformers have gone from three to two, and a new study will be forthcoming.

2. The belief is that the solar array will be operational by the end of 2018.

3. A contract revision update in regard to an amendment to clarify the pricing provision was discussed.

Whereupon, Item IX, Board Discussion and Direction on Strat Plan Draft Topics, occurred. General Manager Shea provided to the Board the list of topics. He expects to discuss it further at the next meeting after receipt of comments from the Board members.

(Thereupon, a brief recess occurred.)

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

Mr. Kolff asked for clarification in regard to new construction and underground utilities. He asked about the project that will occur on Summer Street and why underground utilities will not be installed.

Mr. Hansen asked about communication to the public in regard to the timeline on the solar project. He also asked for clarification in regard to strategic planning goals. He discussed ensuring diversity of sources and requested clarification in regard to the planned upgrades of the substation.

Whereupon, Item XI, Next Meetings, Tuesday, July 31, 2018.

Whereupon, Item XII, Board Recommendation for Agenda Items for Next Meeting, occurred and will be forwarded to General Manager Shea. General Manager Shea advised those present that he will not be present for the August meeting due to his upcoming nuptials. Goals were then discussed, along with street light outages, and the NextEra Energy contract.

There being no additional business of the District discussed by the Board, President Kilbourn asked for a motion to adjourn. Trustee Bartilucci made the motion. It was seconded by Trustee Ducharme.

Thereupon, with unanimous ayes heard, the meeting adjourned at 7:37 p.m.

Attest: _____
Bob Emmons, Clerk