

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, OCTOBER 23, 2018  
6:00 p.m.

- - -

BOARD MEMBERS:

PRESIDENT: DAVID CLUFF - (PRESENT)

VICE-PRESIDENT: ROBERT EMMONS - (PRESENT)

GENERAL MANAGER/TREASURER: TODD SHEA - (PRESENT)

CLERK: DAN BARTILUCCI - (PRESENT)

TRUSTEE: JAY KILBOURN - (PRESENT)

TRUSTEE: BRADLEY "SCOTT" DUCHARME - (PRESENT)

ALSO PRESENT:

Matthew Rancourt, Business Manager

Bill Harmon

Peter Ashley

Tony Grant

Nancy Campbell-Jones

Beverly Freudenreich

ALSO PRESENT (continued)

Albert Kolff

Bill Grabin

Alex Mendelsen

Ward Hansen

Kenny DeCoster

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

**I. Call to Order.**

President Cluff called the meeting to order at 6:00 p.m.

**II. Board Review and Approve Minutes of 07/31 and 09/25/18 Meetings.**

**Motion** by Trustee Kilbourn, seconded by Trustee Ducharme to approve the July 31, 2018 meeting minutes.

**Vote:** 4-0-1/President Cluff abstained as he was not in attendance.

**Motion** by Clerk Bartilucci, seconded by Vice-President Emmons to approve the September 25, 2018 meeting minutes.

**Vote:** 4-0-1/Trustee Kilbourn abstained as he was not in attendance.

A discussion occurred in regard to the use of audio and video recordings and the taking and retention of meeting minutes.

**Motion** by Trustee Kilbourn to permit the posting of draft minutes subject to Maine Statute, to have the video recording of the meeting minutes uploaded to the District's website the day after the meeting, the uploading of the Agenda with the audio recording if the video fails, and the uploading of approved minutes after said minutes have been voted upon by the Board. The motion was seconded by Clerk Bartilucci.

**Vote:** 5-0.

**III. Board Review September, 2018 Financials.**

**IV. Board Review Initial 2019 District Budget Proposal.**

**Motion** by Vice-President Emmons and seconded by Trustee Ducharme to approve the initial 2019 District budget proposal.

**Vote:** 5-0.

**V. Board Review and Provide Feedback Regarding AFH Operations Proposal.**

**VI. Board Review and Provide Feedback Regarding NextEra FRS Contract Extension.**

*(Item VI was removed from the Agenda and will be presented at a later date.)*

**VII. General Manager's Report**

- a. Past Board Meeting Requests**
- b. Substation Planning Update**
- c. Solar Array Update**
- d. Asplundh Tree Trimming Update**
- e. Hydro Operations Update**
- f. Trustee Holiday Party 12/14/18 at Garden Street Bowl**

**VIII. Public Comment Period (Limited to 15 Minutes Total).**

**IX. Next Meetings, November 27, 2018 and December TBD.**

November 15, 2018 - Tentative Workshop meeting

November 27, 2018 - Board of Trustees' Meeting

December 18, 2018 - Board of Trustees Meeting (pursuant to discussion at the September, 2018 Board of Trustees' meeting.)

**X. Board Recommendation for Agenda Items for Next Meeting.**

**XI. Adjourn**

**Motion** by Trustee Durchame and seconded by Trustee Bartilucci.

**Vote:** 5-0.

The meeting adjourned at 7:59 p.m.

Attest: \_\_\_\_\_  
Dan Bartilucci, Clerk