

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, NOVEMBER 27, 2018  
5:00 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

Hyla Riley

Albert Kolff

David Wayne

Lauren Wayne

Peter Ashley

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

APPEARANCES:

PRETI FLAHERTY

BY: TODD GRISET, ESQ.

One City Center

Portland, ME 04101

**I. Call to Order.**

President Cluff called the meeting to order at 5:00 p.m.

**II. Executive Session Pursuant to 1 MRSA 405.6 (E) For Consultation with the District's Attorney Regarding Hydro Operations.**

**Motion** by Vice-President Emmons, seconded by Trustee Emmons.

**Vote:** 5-0.

*(Executive Session concluded at 5:58 p.m.)*

**III. Board Review and Approve Minutes of 10/28/18 Meeting.**

**Motion** by Trustee Kilbourn to accept the minutes, seconded by President Cluff.

**Vote:** 5-0.

**IV. Board Review October, 2018 Financials.**

**V. Board Authorize General Manager to Offer For Sale "Truck 2", 1998 Spare Bucket Truck with Minimum Bid of \$20,000.**

**VI. Board Authorize General Manager to Accept and Award Bids Regarding Agenda Item V, Bid Opening and Award Noon 12/14/18.**

**Motion** by President Cluff to authorize General Manager Shea to offer for sale "Truck 2", 1998 spare bucket truck with minimum bid of \$30,000, and that the General Manager can accept the bids once they are all received. Motion seconded by Trustee Kilbourn.

**Vote:** 5-0.

**VII. Discussion with Board Regarding Capital Improvements Items Being Considered for 2019.**

**VIII. Board Authorization to Close District Offices on 12/24/18 in Addition to 12/25/18 for Holiday Travel.**

**Motion** by Trustee Kilbourn to close the office on December 24, 2018 as recommended by the General Manager. Seconded by President Cluff.

**Vote:** 5-0.

**IX. General Manager's Report**

- a. Past Board Meeting Requests**
- b. Solar Array Update**

- c. **Site Plan Review Board Meeting 11/29/18 Regarding Final Approval of Solar Array**
- d. **Asplundh Tree Trimming Update**
- e. **Update to Board on AFH Timeline for Meeting**
- f. **Trustee Holiday Party 12/14/18 at Garden Street Bowl**

President Cluff brought forward to the Board an e-mail received by the Board in reference to communications from a resident of the District to the General Manager. President Cluff asked General Manager Shea to respond to the e-mail; of which he did.

**X. Public Comment Period (limited to 15 Minutes Total)**

**XI. Next Meetings, Tentative December 18, 2018, January 29, 2019, Other Meeting to be Scheduled as Necessary.**

December 18, 2018 - Board of Trustees' Meeting, Tentatively scheduled as an Executive Session only, beginning at 5:00 p.m.

January 29, 2018 - Board of Trustees' Meeting

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

**XIII. Adjourn.**

**Motion** by Vice-President Emmons and seconded by Trustee Bartilucci.

**Vote:** 5-0.

The meeting adjourned at 6:53 p.m.

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