



Kennebunk Light & Power District
4 Factory Pasture Lane
Kennebunk, Maine 04043
(207) 985-3311
www.klpd.org

BOARD OF TRUSTEES BUSINESS MEETING AGENDA
WEDNESDAY DECEMBER 6 2023
DISTRICT OFFICES @ 5:00 PM

- I. CALL TO ORDER
- II. REVIEW AND APPROVE MEETING MINUTES (MOTION)
- III. REVIEW AND APPROVE OCTOBER 2023 FINANCIAL STATEMENTS (MOTION)
- IV. 2024 OPERATING AND CAPITAL BUDGETS (MOTION)
- V. OPERATING REPORT
- VI. PUBLIC COMMENT PERIOD OF 15 MINUTES
- VII. DATE OF NEXT REGULAR BOARD MEETING IS JANUARY 30, 2024.
- VIII. ADJOURN

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

BOARD OF TRUSTEES MEETING MINUTES

KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
TUESDAY, SEPTEMBER 19, 2023
5:00 PM

BOARD MEMBERS:

PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

VICE-PRESIDENT: WAYNE BERRY - (PRESENT)

CLERK: DAVID CLUFF - (PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: ROBERT EMMONS (PRESENT)

GENERAL MANAGER: ANNA HENDERSON (PRESENT)

ALSO PRESENT:

Matt Rancourt, Finance Manager

(Other individuals may have been present but not identified.)

I. Call to Order

II. Review and Discussion of District Business Objectives

(Whereupon, Trustee Mildner entered the meeting at 5:18 p.m.)

III. Date of Next Regular Meeting, September 26, 2023

(Whereupon, Trustee Mildner left the meeting at 7:02 p.m.)

XI. Adjourn

Motion by Trustee Emmons

Motion seconded by Clerk Cluff

Vote: 4/0

(Thereupon, with no further items to discuss, the meeting adjourned at approximately 7:04 p.m.)

Attest: _____
David Cluff, Clerk

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

- - -

BOARD OF TRUSTEES MEETING MINUTES

- - -

KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
TUESDAY, SEPTEMBER 26, 2023
5:00 PM

- - -

BOARD MEMBERS:

PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

VICE-PRESIDENT: WAYNE BERRY - (PRESENT)

CLERK: DAVID CLUFF - (PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: ROBERT EMMONS (PRESENT)

GENERAL MANAGER: ANNA HENDERSON (PRESENT)

ALSO PRESENT:

Matt Rancourt, Finance Manager

(Other individuals may have been present but not identified.)

I. Call to Order

II. Review and Approve August 29, 2023 Meeting Minutes

Motion by Vice-President Wayne Berry to accept the August 29, 2023 Meeting Minutes as presented

Motion seconded by Clerk Cluff

Vote: 4/0

III. Review and Approve August, 2023 Financial Statements

Motion by Clerk Cluff to accept the August, 2023 Financial Statements as presented

Motion seconded by Trustee Emmons

Vote: 4/0

(Whereupon, Trustee Mildner entered the meeting at 5:06 p.m.)

IV. Operations Report

- a. Storm Response – September 8, 2023 and Hurricane Lee
- b. PUC Notice of Proceeding
- c. Wright Pierce DSSMR Inspection
- d. Asplundh Tree Trimming Contract
- e. Water Street Transformer Maintenance
- f. Metering System Deployment Update
- g. Adoption of Remote Board Meeting Policy

V. Public Comment Period of 15 Minutes

VI. Date of Next Regular Board Meeting, October 31, 2023

Motion by President Freudenreich to move the next Regular Board Meeting from Tuesday, October 31, 2023 to Monday, October 30, 2023.

Seconded by Trustee Mildner

Vote: 4 with 1 abstention

VII. Set Date of Workshop to Formulate First Year Goals for General Manager

Motion by Trustee Mildner to set date for workshop for General Manager goals to Tuesday, November 7, 2023 at 5:00 p.m.

Seconded by Clerk Cluff

Vote: 5/0

VIII. Adjourn

Motion by Trustee Emmons

Motion seconded by Clerk Cluff

Vote: 5/0

(Thereupon, with no further items to discuss, the meeting adjourned at approximately 5:42 p.m.)

Attest: _____
David Cluff, Clerk

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

BOARD OF TRUSTEES MEETING MINUTES

KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
MONDAY, OCTOBER 30, 2023
5:00 PM

BOARD MEMBERS:

PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

VICE-PRESIDENT: WAYNE BERRY - (PRESENT)

CLERK: DAVID CLUFF - (NOT PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: ROBERT EMMONS (PRESENT)

GENERAL MANAGER: ANNA HENDERSON (PRESENT)

ALSO PRESENT:

Matt Rancourt, Finance Manager

(Other individuals may have been present but not identified.)

I. Call to Order

II. Review and Approve September, 2023 Financial Statements

Motion by Trustee Mildner to accept the September, 2023 Financial Statements as presented

Motion seconded by Vice-President Wayne Berry

Vote: 4/0

III. Review Proposed Remote Meeting Policy

Motion by Trustee Mildner to adapt the Proposed Remote Meeting Policy as presented

Motion seconded by Trustee Emmons

Vote: 3/1

Operations Report

- a. General Manager’s report on Meeting with Dirigo participants
- b. General Manager’s report on PUC Proceeding
- c. Wright Pierce DSSMR Inspection
- d. Water Street Transformer Maintenance
- e. Metering System Deployment Update

IV. Public Comment Period of 15 Minutes

V. Date of Next Regular Board Meeting, November 28, 2023

Motion by Trustee Mildner to move the next Regular Board Meeting from November 28, 2023 to Wednesday, December 6, 2023.

Seconded by Trustee Emmons

Vote: 4/0

VI. Adjourn

Motion by Trustee Emmons

Motion seconded by Trustee Mildner

Vote: 4/0

(Thereupon, with no further items to discuss, the meeting adjourned at approximately 6:37 p.m.)

Attest: _____
David Cluff, Clerk

KENNEBUNK LIGHT & POWER DISTRICT
STATEMENT OF REVENUES AND EXPENSES
October 2023

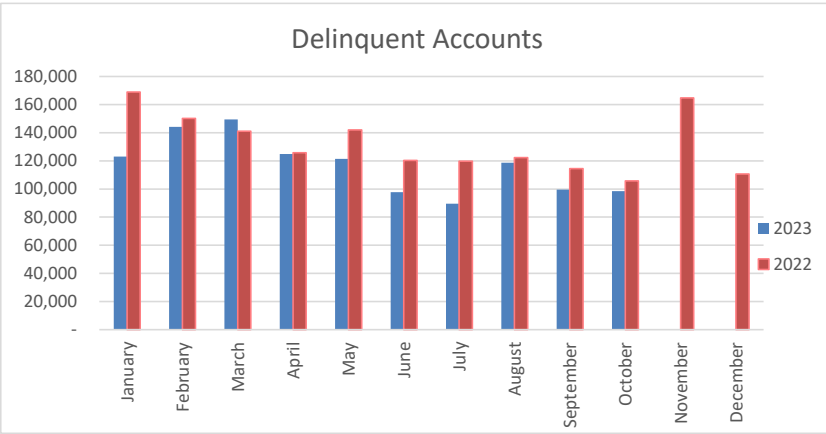
Revenue	MONTHLY			YTD			ANNUAL 2023 Budget
	October 2023 Actual	October 2023 Budget	October 2022 Actual	2023 Actual	2023 Budget	2022 Actual	
Energy revenue	\$ 654,645	\$ 578,455	\$ 559,025	\$ 6,160,455	\$ 6,034,960	\$ 5,691,690	\$ 7,264,894
Energy expense	(641,494)	(578,455)	(518,560)	(7,034,591)	(6,034,960)	(6,047,098)	(7,264,894)
Net energy revenue	13,151	-	40,465	(874,136)	-	(355,408)	-
RNS revenue	230,850	214,879	200,403	2,170,544	2,139,659	2,048,411	2,563,653
RNS expense	(218,695)	(214,879)	(180,917)	(2,049,304)	(2,139,659)	(1,979,671)	(2,563,653)
Net RNS revenue	12,156	-	19,486	121,241	-	68,740	-
Transmission revenue	54,467	42,756	46,697	496,026	483,502	466,662	576,560
Transmission expense	(22,623)	(42,756)	(33,881)	(233,574)	(483,502)	(376,590)	(576,560)
Net transmission revenue	31,843	-	12,816	262,452	-	90,071	-
Net Energy/Transmission Revenue	57,151	-	72,766	(490,444)	-	(196,597)	-
Delivery revenue	199,746	197,500	196,681	2,098,097	2,102,396	2,081,592	2,536,022
Minimum charge revenue	51,844	51,600	51,255	515,794	517,290	509,980	619,914
Other revenue	7,484	8,457	16,898	141,894	90,383	136,232	108,848
Total Operating Revenue	259,074	257,557	264,834	2,755,786	2,710,069	2,727,804	3,264,784
Expenses							
General Operations	72,430	58,741	56,067	655,600	700,698	629,412	840,000
Customer Collections	26,597	20,044	20,816	223,841	215,315	202,736	256,677
Administration	131,077	117,508	80,714	1,173,823	1,179,409	1,011,306	1,418,253
Other expense	40,388	39,507	39,279	403,877	389,593	389,766	430,208
Total Operating Expense	270,492	235,800	196,876	2,457,141	2,485,015	2,233,221	2,945,138
Net Operating Gain/(Loss)	(11,418)	21,757	67,958	298,645	225,054	494,583	319,646
Total Gain/Loss	\$ 45,733	\$ 21,757	\$ 140,724	\$ (191,799)	\$ 225,054	\$ 297,986	\$ 319,646

	October 2023	2023 YTD
Photovoltaic Credits	\$ 7,501	\$ 63,095
KLPD electrical usage		

**KENNEBUNK LIGHT & POWER DISTRICT
STATEMENT OF FINANCIAL POSITION**

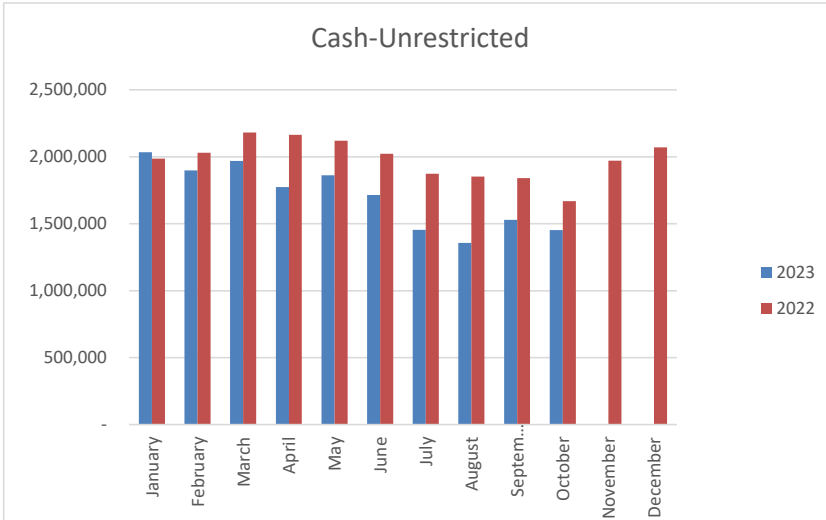
	October 2023	October 2022
Assets		
Cash and short-term investments	2,250,734	2,901,072
Accounts receivable	1,012,919	879,050
Fixed assets and property	11,824,652	11,169,418
Other assets	961,329	592,847
Total assets	16,049,634	15,542,387
Liabilities		
Accounts payable	1,015,530	855,019
Payroll liabilities	19,714	18,614
Long-term liabilities	1,092,681	1,335,382
Other liabilities	919,196.97	289,314
Total liabilities	3,047,122	2,498,329
Equity		
Surplus	13,194,310	12,746,073
Current year excess revenue	(191,799)	297,986
Total equity	13,002,512	13,044,059
Total liabilities & equity	16,049,634	15,542,387

Kennebunk Light & Power District
October 2023



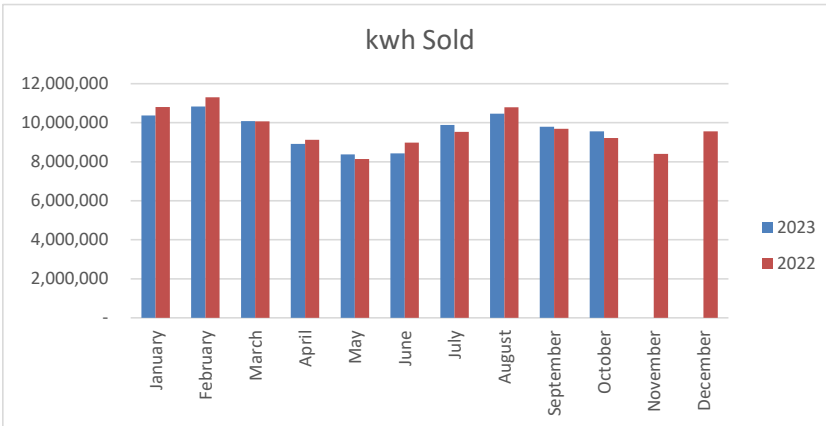
Aging	2023	2022
29 to 60 days	62,974	59,985
61 to 90 days	8,085	9,250
91 days +	27,506	36,449
Total	98,565	105,684

Delinquent accounts as a % of current month's sales:	8.22%	9.87%
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Days of Cash on Hand	
Required	90
Actual	41
Variance	-49

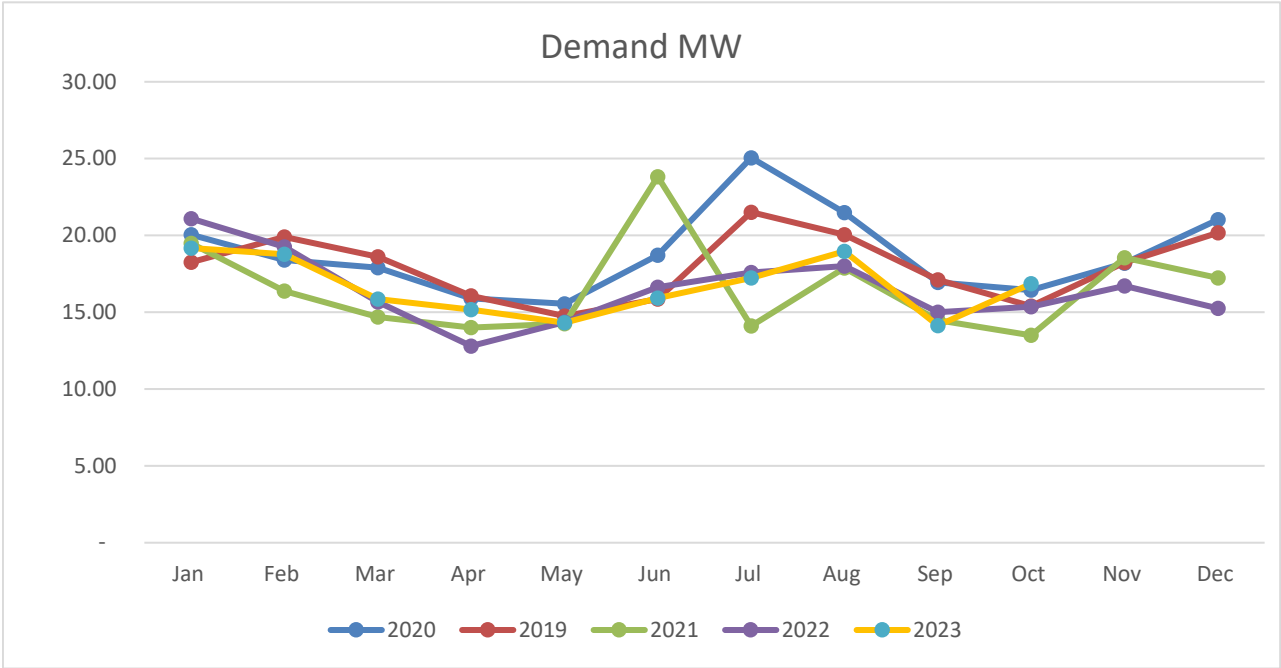
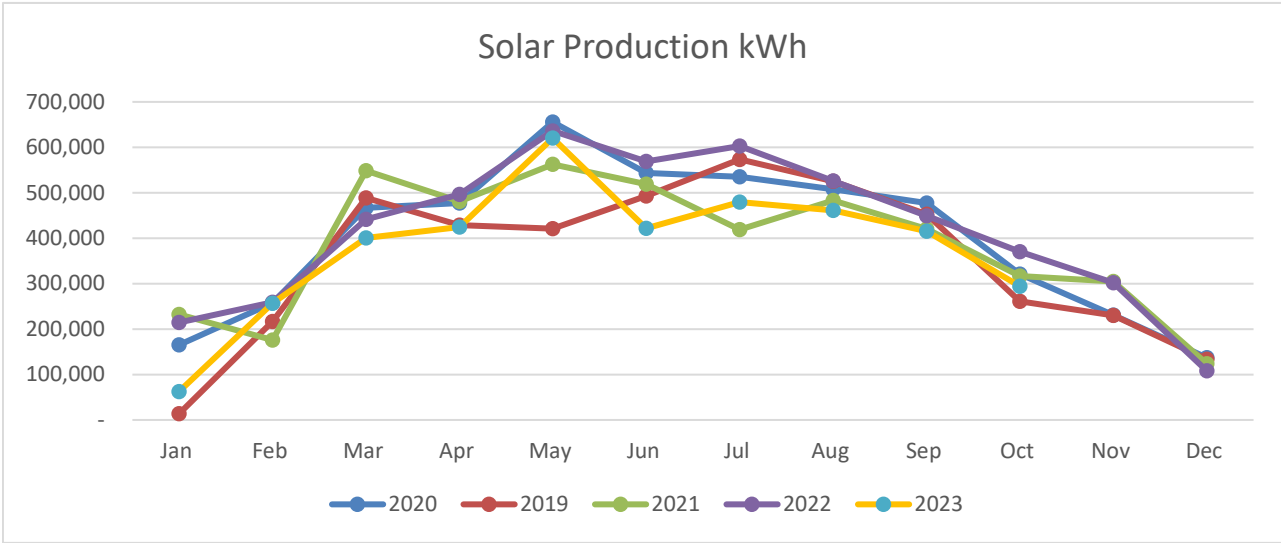
Cash required:	\$ 3,200,000
Cash unrestricted	\$ 1,451,982
Cash-deposits	\$ 105,863
Cash-capital	\$ 471,685
Cash-Efficiency ME	\$ 221,203
Cash-Total	\$ 2,250,734
Variance	\$ (1,748,018)



October 2023	9,559,297
October 2022	9,209,834
Variance	349,463

Variance % 3.79%

Kennebunk Light & Power District
October 2023



**KENNEBUNK LIGHT & POWER DISTRICT
HYDRO STATEMENT OF ACTIVITY**

Revenue	October 2023	YTD 2023	2023 Budget
Electrical Production	\$ -	\$ -	\$ -
Total Revenue	-	-	-
Expenses			
Labor	228	1,053	5,800
Benefits	118	547	2,610
Supplies	88	4,188	6,000
Electrical Use			600
Liability/Property Insurance	600	6,000	7,200
Depreciation	1,250	12,500	16,119
Legal & Professional Fees	1,378	10,332	30,000
Total Expenses	3,663	34,620	68,329
Gain/ (Loss)	\$ (3,663)	\$ (34,620)	\$ (68,329)

Kennebunk Light and Power District

Fiscal Year January 1, 2024 to December 31, 2024 Budget Notes

REVENUES

An increase of 0.93% in kWh sales is anticipated. Total kWh sold estimated at 115,390,749

Per kWh rate for energy will increase by 0.005543

Per kWh rate for RNS will not change at 0.029637

Per kWh rate for transmission will not change at 0.005604

Per kWh rate for delivery will not change at 0.020598

Per kWh rate for Efficiency Maine will not change at 0.005260

Per kWh rate for LIAP will not change at 0.001070

2024 Adjusted Rates	
Energy	0.089527
RNS	0.029637
Transmission	0.005604
Delivery	0.020598
Conservation	0.005260
LIAP	0.001070
Total	0.151696

2023 Current Rates		\$\$ Change
Energy	0.083984	0.005543
RNS	0.029637	-
Transmission	0.005604	-
Delivery	0.020598	-
Conservation	0.005260	-
LIAP	0.001070	-
Total	0.146153	0.005543

EXPENSES

We've made market adjustments to some position salaries and have established a 3% performance pool for other position increases.

The budget for tree trimming and flaggers has increased.

Budgeted amounts have been included for a grid/infrastructure engineering study, consulting fees for any upcoming rate case submission, annual dam inspections, human resource consulting, increased legal fees, refreshed facility security evaluation, NEPPA safety training and routine landscaping for our office building.

KENNEBUNK LIGHT & POWER DISTRICT
DRAFT BUDGET - REVIEWED ON 12/06/2023
FISCAL YEAR January 1, 2024 to December 31, 2024

Revenue	2023 Budget	2024 Budget	Variance
Energy revenue	\$ 7,264,894	\$ 8,643,894	\$ 1,378,999
Purchased power expense	(7,264,894)	(8,643,894)	
Net energy revenue	-	-	
RNS revenue	2,563,653	2,861,423	297,771
Purchased RNS expense	(2,563,653)	(2,861,423)	
Net RNS revenue	-	-	
Transmission revenue	576,560	646,651	70,092
Purchased transmission expense	(576,560)	(646,651)	
Net transmission revenue	-	-	
Net energy and transmission income	-	-	-
Delivery	2,536,022	2,330,442	(205,579)
Minimum charge	619,914	630,390	10,476
Cable rental income	26,489	32,533	6,044
Customer penalties	17,163	14,335	(2,828)
Interest income	17,126	19,963	2,836
Other operating income	48,069	63,436	15,366
Hydro production	-	-	-
Total revenue	3,264,783	3,091,098	(173,685)
Expenses			
Wages	1,144,361	1,338,971	194,610
FICA Expense	87,544	102,431	14,888
Health Insurance	263,078	307,064	43,985
Disability Insurance	10,666	10,872	206
Life Insurance	7,967	10,401	2,434
Retirement	147,068	156,897	9,829
General plant operations, maintenance and distribution	367,509	647,803.10	280,294
Customer accounting and collections	88,250	91,750	3,500
Bad Debt Writeoffs	24,646	24,262	(384)
Administration	373,841	504,174	130,333
Depreciation	364,208	430,000	65,792
Interest on long term debt	66,000	54,000	(12,000)
Total Expense	2,945,138	3,678,625	733,487
Net gain /(loss)	\$ 319,645	\$ (587,526)	\$ (907,172)

Kennebunk Light and Power District
2024 Cash Flow Projections

2023 estimated ending cash on hand	\$ 2,150,000
add: 2024 Operating income	(587,526)
add: Depreciation	430,000
add: Construction contributions	220,668
add: Undercollection recovery	513,149
subtract: Bad debt	(24,262)
subtract: Principal bond payments	(277,000)
subtract: Capitalized labor	(165,000)
subtract: Capital Projects	(837,293)
subtract: Fixed asset additions	(385,000)
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2024 ending unrestricted cash on hand	<u><u>\$ 1,037,737</u></u>

Kennebunk Light and Power District

HYDRO Budget for January 1, 2024 to December 31, 2024

Revenue	2023	2024 Budget	Variance	Notes
Electrical Production	\$ -	\$ -	\$ -	- No production anticipated
Total Revenue	-	-	-	
Expenses				
Labor	5,800	8,500	2,700	
Benefits	2,610	3,825	1,215	
Supplies	6,000	6,000	-	
Electrical Use	600	600	-	
Liability/Property Insurance	7,200	7,500	300	
Depreciation	16,119	16,119	-	
Legal / Professional Fees	30,000	47,000	17,000	
Total Expenses	68,329	89,544	21,215	
Gain/ (Loss)	\$ (68,329)	\$ (89,544)	\$ (21,215)	

Kennebunk Light and Power District
Capital Improvement Plan

Initiative	Total Budget Cost	2022 Cost	2023 Cost	2024 Cost	>2024 Cost
New Metering System	\$ 940,000	\$ 339,434	\$ 381,941	\$ 467,293	
Sea Road Reconductoring	302,000				302,000
Storer Street Pole Replacement	50,000				50,000
SUV Scouting Vehicle	55,000			55,000	
Replace 2005 Bucket Truck	315,000			315,000	
Replace 2012 Bucket Truck	365,000				365,000
Reseal/Restripe parking lot	20,000				20,000
Total CIP	\$ 2,047,000	\$ 339,434	\$ 381,941	\$ 837,293	\$ 737,000

November 2, 2023

MAINE PUBLIC UTILITIES COMMISSION
Inquiry Regarding Climate Change Protection
Plans

NOTICE OF INQUIRY

I. SUMMARY

Pursuant to the Commission's summary investigation authority under 35-A M.R.S. § 1303(1), the Presiding Officer opens an inquiry to receive the Climate Change Protection Plans that must be filed by transmission and distribution utilities pursuant to 35-A M.R.S. § 3146.

II. BACKGROUND

On May 22, 2022, the Legislature enacted "An Act Regarding Utility Accountability and Grid Planning for Maine's Clean Energy Future," P.L. 2021, c. 702, now codified at 35-A M.R.S. § 3146. This statute provides:

No later than December 31, 2023, and every 3 years thereafter, a transmission and distribution utility shall submit to the Commission a 10-year plan that includes specific actions for addressing the expected effects of climate change on the utility's assets needed to transmit and distribute electricity to its customers. The Commission shall provide a process to allow for the input from interested parties on the transmission and distribution utility's plan. The Commission may use the plan and the input received from interested parties in rate cases or other proceedings involving the transmission and distribution utility.

III. FILING OF CLIMATE CHANGE PROTECTION PLANS AND FURTHER PROCESS

Consistent with this statutory directive, the Presiding Officer opens this inquiry to receive the Climate Change Protection Plans prepared by each of Maine's transmission and distribution utilities by the end of this year. Once the plans have been received, a process will be established for receiving input from interested parties.

IV. NOTICE AND PROCESS

The Commission is providing this notice to persons on the notification lists for all transmission and distribution utilities in the State, which includes the investor-owned utilities and the consumer-owned utilities, as well as the notification list for the

Commission Proceeding to Identify Priorities for Grid Plan Filings, Docket No. 2022-00322.

After receipt of this notice, persons interested in receiving further notices about this Inquiry must add themselves to the notification list for this docket.

Dated at Hallowell, Maine this 2nd day of November, 2023.

/s/ Elizabeth J. Wyman

Presiding Officer

FEDERAL ENERGY REGULATORY COMMISSION
Office of Energy Projects
Division of Dam Safety and Inspections – New York Regional Office
19 West 34th Street, Suite 400
New York, NY 10001
Telephone No. (212) 273-5900

In reply refer to:
P-5362-ME Lower Mousam

Via Electronic Mail

November 16, 2023

Mr. Matt Rancourt
Acting General Manager & Treasurer
Kennebunk Light & Power District
mrancourt@klpd.org

RE: Response to 2023 Dam Safety Inspection Follow-Up

Dear Mr. Rancourt:

By letter dated August 24, 2023, you submitted a response to our July 10, 2023, Post-Inspection Letter. We have reviewed the filing and find that it addresses Comment Nos. 1, and 4 of our letter. The following comments require follow-up action.

1. Provide an update for the follow-up dive inspection of the Dane Perkins Development to investigate the void below the penstock/auxiliary spillway gate and submit a plan and schedule for repairs.
2. Provide a plan and schedule for any needed repairs regarding the discharge eroding the cement block foundation of the right side of the Twine Mill Powerhouse and any displaced cement blocks of the foundation.
3. Submit a Dam Safety Surveillance and Monitoring Report (DSSMR). Please include the dive report in your next DSSMR submittal.

Within 60 days of the date of this letter provide an update addressing the above comments. File your submittal using the Commission's eFiling system at <https://www.ferc.gov/ferc-online/overview>. When eFiling, select Hydro: Dam Safety and New York Regional Office from the eFiling menu. The cover page of the filing must indicate that the material was eFiled. For assistance with eFiling, contact FERC Online Support at FERCOnlineSupport@ferc.gov, (866) 208-3676 (toll free), or (202) 502-8659 (TTY). Should you have any questions, please contact Ms. Lori Gale at (212) 273-5908 or at Lori.Gale@ferc.gov.

Sincerely,
JOHN
SPAIN
Digitally signed
by JOHN SPAIN
Date: 2023.11.16
09:16:58 -05'00'
John Spain, P.E.
Regional Engineer