



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

BOARD OF TRUSTEES BUSINESS MEETING AGENDA
TUESDAY, JULY 25, 2023
DISTRICT OFFICES AND ZOOM @ 5:00 PM

- I. CALL TO ORDER**
- II. ELECT BOARD OFFICERS; PRESIDENT, VICE PRESIDENT, CLERK**
- III. REVIEW OF PREVIOUS BOARD MINUTES**
 - a. JUNE 27, 2023 BOARD MEETING MINUTES**
 - b. JULY 12, 2023 BOARD MEETING MINUTES**
 - c. JULY 17, 2023 BOARD MEETING MINUTES**
 - d. JULY 19, 2023 BOARD MEETING MINUTES**
- IV. JUNE 2023 FINANCIALS REVIEW**
- V. OPERATIONS REPORT**
 - a. MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION RESPONSE**
 - b. FERC DAM INSPECTION RESPONSE**
 - c. WRIGHT PIERCE PROPOSAL FOR DAM SAFETY SURVEILLANCE AND MONITORING REPORT (DSSMR) UPDATE**
 - d. SOLAR FARM PROPOSAL UPDATE**
 - e. TREE TRIMMING CONTRACT UPDATE**
 - f. WATER STREET TRANSFORMER UPDATE**
 - g. REVIEW OF CURRENT RATES IN RELATION TO OVERCOLLECTION**
 - h. METERING SYSTEM UPDATE**
- VI. PUBLIC COMMENT PERIOD (LIMITED TO 15 MINUTES TOTAL)**
- VII. EXECUTIVE SESSION PURSUANT TO 1 M.R.S.A. § 405(6)(A) TO DISCUSS A PERSONNEL MATTER; HIRING OF GENERAL MANAGER**
- VIII. NEXT MEETING: AUGUST 29, 2023**
- IX. BOARD RECOMMENDATION FOR AGENDA ITEMS FOR NEXT MEETING**
- X. ADJOURN**

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

- - -

BOARD OF TRUSTEES MEETING MINUTES
(Zoom Video Conference)

- - -

KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
TUESDAY, JUNE 27, 2023
5:01 PM

- - -

BOARD MEMBERS:

PRESIDENT: ROBERT EMMONS - (PRESENT)

VICE-PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

INTERIM GENERAL MANAGER: MATT RANCOURT – (PRESENT)

CLERK: DAVID CLUFF - (PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: WAYNE BERRY (PRESENT)

ALSO PRESENT:

Kevin Vezina, General Foreman
Don Gerrish, Eaton Peabody Consulting Group

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

- I. Call to Order
- II. Executive Session Pursuant to f1 MRSA 405.6 A to Discuss a Personnel (General Manager) Matter.

Motion by Clerk Cluff
Motion seconded by Vice-President Freudenreich
Vote: 5/0

(Whereupon, General Foreman Vezina and Interim General Manager Matt Rancourt left the meeting)

(Thereupon, Executive Session concluded at 5:33 p.m.;
Mr. Gerrish left the meeting;
General Foreman Vezina and Interim General Manager Matt Rancourt entered the meeting)

- III. Board Review of May 30, 2023 Board Meeting Minutes

Motion by Trustee Berry
Motion seconded by Clerk Cluff
Vote: 5/0

- IV. May, 2023 Financials Review

Motion by Clerk Cluff
Motion seconded by Vice-President Freudenreich
Vote: 5/0

- V. Operations Report

- a. Metering System Update
- b. FERC/MEMA Dam Routinely Scheduled Inspection of June 7, 2023
- c. Write Pierce Proposal for Dam Safety Surveillance and Monitoring Report (DSSMR)
- d. FERC Correspondence Update
- e. Solar Farm Proposal
- f. Tree Trimming Contract and Funding
- g. Water Street Transformer Update
- h. Review of Current Rates in Relation to Overcollection

- VI. Public Comment Period (Limited to 15 Minutes Total)

- VII. Next Meetings: July 25, 2023

VIII. Board recommendation for Agenda Items for Next Meeting

IX. Adjourn

Motion by Clerk Cluff

Motion seconded by Vice President Freudenreich

Vote: 5/0

Thereupon, with no further items to discuss, the meeting adjourned at 7:00 p.m.

Attest: _ David Cluff, Clerk

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

- - -

BOARD OF TRUSTEES MEETING MINUTES
(Zoom Video Conference)

- - -

KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
WEDNESDAY, JULY 12, 2023
5:00 PM

- - -

BOARD MEMBERS:

PRESIDENT: ROBERT EMMONS - (PRESENT)

VICE-PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

INTERIM GENERAL MANAGER: MATT RANCOURT – (PRESENT)

CLERK: DAVID CLUFF - (PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: WAYNE BERRY (PRESENT)

ALSO PRESENT:

Don Gerrish, Eaton Peabody Consulting Group

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

- I. Call to Order
- II. Executive Session Pursuant to 1 MRSA 405.6 A to Discuss a Personnel (General Manager) Matter.

Motion by Clerk Cluff
Motion seconded by Vice-President Freudenreich
Vote: 5/0

(Thereupon, Executive Session concluded at 6:56 p.m.)

- III. Next Meetings: July 17, 2023

- IV. Adjourn

Motion by Clerk Cluff
Motion seconded by Trustee Mildner
Vote: 5/0

Thereupon, with no further items to discuss, the meeting adjourned at 6:57 p.m.

Attest: _ David Cluff, Clerk

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

- - -

BOARD OF TRUSTEES MEETING MINUTES
(Zoom Video Conference)

- - -

KENNEBUNK LIGHT & POWER DISTRICT
4 FACTORY PASTURE LANE
KENNEBUNK, ME 04043
MONDAY, JULY 17, 2023
5:00 PM

- - -

BOARD MEMBERS:

PRESIDENT: ROBERT EMMONS - (PRESENT)

VICE-PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

INTERIM GENERAL MANAGER: MATT RANCOURT – (PRESENT)

CLERK: DAVID CLUFF - (PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: WAYNE BERRY (PRESENT)

ALSO PRESENT:

Todd Griset, Esq, Preti, Flaherty, Beliveau & Pachios, Chartered, LLP

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

- I. Call to Order
- II. Executive Session Pursuant to 1 MRSA 405.6 E, Consultation With Legal Counsel Pertaining to the District's Hydro Facilities.

Motion by Clerk Cluff
Motion seconded by Vice-President Freudenreich
Vote: 5/0

(Thereupon, Executive Session concluded at 6:46 p.m.)

- III. Next Meetings: July 19, 2023

- IV. Adjourn

Motion by Clerk Cluff
Motion seconded by Trustee Mildner
Vote: 5/0

(Thereupon, with no further items to discuss, the meeting adjourned at approximately 6:47 p.m.)

Attest: David Cluff, Clerk

KENNEBUNK LIGHT & POWER DISTRICT
COUNTY OF YORK
STATE OF MAINE

- - -

BOARD OF TRUSTEES MEETING MINUTES
(Zoom Video Conference)

- - -

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

- - -

BOARD MEMBERS:

PRESIDENT: ROBERT EMMONS - (PRESENT)

VICE-PRESIDENT: BEVERLY FREUDENREICH - (PRESENT)

INTERIM GENERAL MANAGER: MATT RANCOURT – (PRESENT)

CLERK: DAVID CLUFF - (PRESENT)

TRUSTEE: CURTIS MILDNER (PRESENT)

TRUSTEE: WAYNE BERRY (PRESENT)

ALSO PRESENT:

Don Gerrish, Eaton Peabody Consulting Group

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

- I. Call to Order
- II. Executive Session Pursuant to 1 MRSA 405.6 A, to Discuss a Personnel Matter; Hiring of General Manager

Motion by Clerk Cluff
Motion seconded by Vice-President Freudenreich
Vote: 4/0 (Trustee Mildner arrived shortly after)

(Thereupon, Executive Session concluded at 7:12 p.m.)

- III. Next Meeting: July 25, 2023
- IV. Agenda items were discussed by the Board
- V. Adjourn

Motion by Trustee Mildner
Motion seconded by Clerk Cluff
Vote: 5/0

(Thereupon, with no further items to discuss, the meeting adjourned at approximately 7:20 p.m.)

Attest: _ David Cluff, Clerk

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

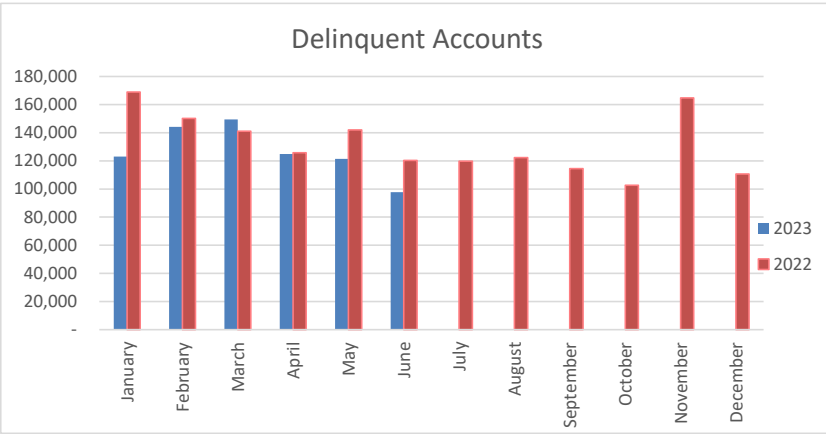
Revenue	MONTHLY			YTD			ANNUAL 2023 Budget
	June 2023 Actual	June 2023 Budget	June 2022 Actual	2023 Actual	2023 Budget	2022 Actual	
Energy revenue	\$ 500,556	\$ 523,700	\$ 486,092	\$ 3,601,098	\$ 3,548,940	\$ 3,333,429	\$ 7,264,894
Energy expense	(646,305)	(523,700)	(522,176)	(4,146,245)	(3,548,940)	(3,728,076)	(7,264,894)
Net energy revenue	(145,749)	-	(36,085)	(545,147)	-	(394,647)	-
RNS revenue	176,304	178,905	174,218	1,268,216	1,244,141	1,202,761	2,563,653
RNS expense	(167,223)	(178,905)	(132,706)	(1,240,740)	(1,244,141)	(1,182,893)	(2,563,653)
Net RNS revenue	9,081	-	41,512	27,475	-	19,868	-
Transmission revenue	42,203	43,400	41,744	284,625	284,092	272,245	576,560
Transmission expense	(21,211)	(43,400)	(32,267)	(142,723)	(284,092)	(230,580)	(576,560)
Net transmission revenue	20,992	-	9,477	141,902	-	41,665	-
Net Energy/Transmission Revenue	(115,676)	-	14,904	(375,769)	-	(333,113)	-
Delivery revenue	183,662	197,488	190,743	1,243,692	1,252,260	1,246,624	2,536,022
Minimum charge revenue	51,918	52,077	51,040	308,528	309,713	305,030	619,914
Other revenue	20,592	9,650	9,141	95,450	54,876	84,677	108,848
Total Operating Revenue	256,171	259,215	250,923	1,647,670	1,616,849	1,636,330	3,264,784
Expenses							
General Operations	38,264	61,488	49,122	370,562	411,955	238,489	840,000
Customer Collections	21,333	21,478	18,212	123,696	128,781	121,111	256,677
Administration	111,218	114,879	93,383	711,191	711,365	666,014	1,418,253
Other expense	40,388	41,728	39,279	242,326	229,851	232,651	430,208
Total Operating Expense	211,202	239,573	199,996	1,447,775	1,481,952	1,258,265	2,945,138
Net Operating Gain/(Loss)	44,969	19,642	50,927	199,895	134,897	378,065	319,646
Total Gain/Loss	\$ (70,707)	\$ 19,642	\$ 65,831	\$ (175,875)	\$ 134,897	\$ 44,951	\$ 319,646

	June 2023	2023 YTD
Photovoltaic Credits	\$ 9,504	\$ 31,678
KLPD electrical usage	\$ 1,076	\$ 13,778

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

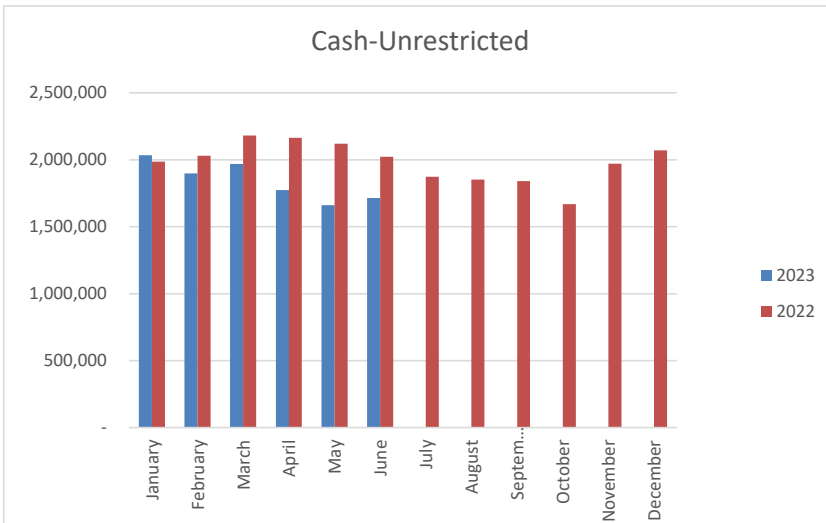
	June 2023	June 2022
Assets		
Cash and short-term investments	2,686,518	2,968,018
Accounts receivable	824,342	812,291
Fixed assets and property	11,605,968	10,962,657
Other assets	866,902	503,752
Total assets	15,983,731	15,246,717
Liabilities		
Accounts payable	865,958	730,541
Payroll liabilities	18,844	12,084
Long-term liabilities	1,345,208	1,579,896
Other liabilities	792,194	198,049
Total liabilities	3,022,204	2,520,570
Equity		
Surplus	13,137,402	12,681,197
Current year excess revenue	(175,875)	44,951
Total equity	12,961,528	12,726,148
Total liabilities & equity	15,983,731	15,246,717

Kennebunk Light & Power District
June 2023



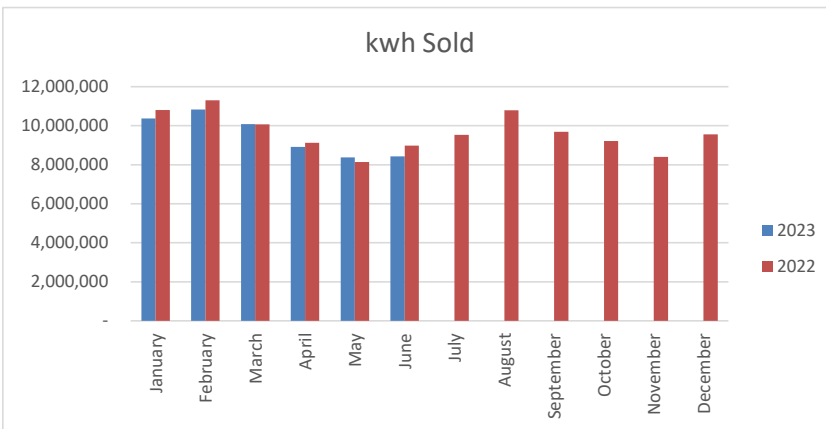
Aging	2023	2022
29 to 60 days	56,500	66,628
61 to 90 days	15,000	14,737
91 days +	26,225	38,969
Total	97,725	120,334

Delinquent accounts as a % of current month's sales:	10.02%	12.63%
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Days of Cash on Hand	
Required	90
Actual	48
Variance	-42

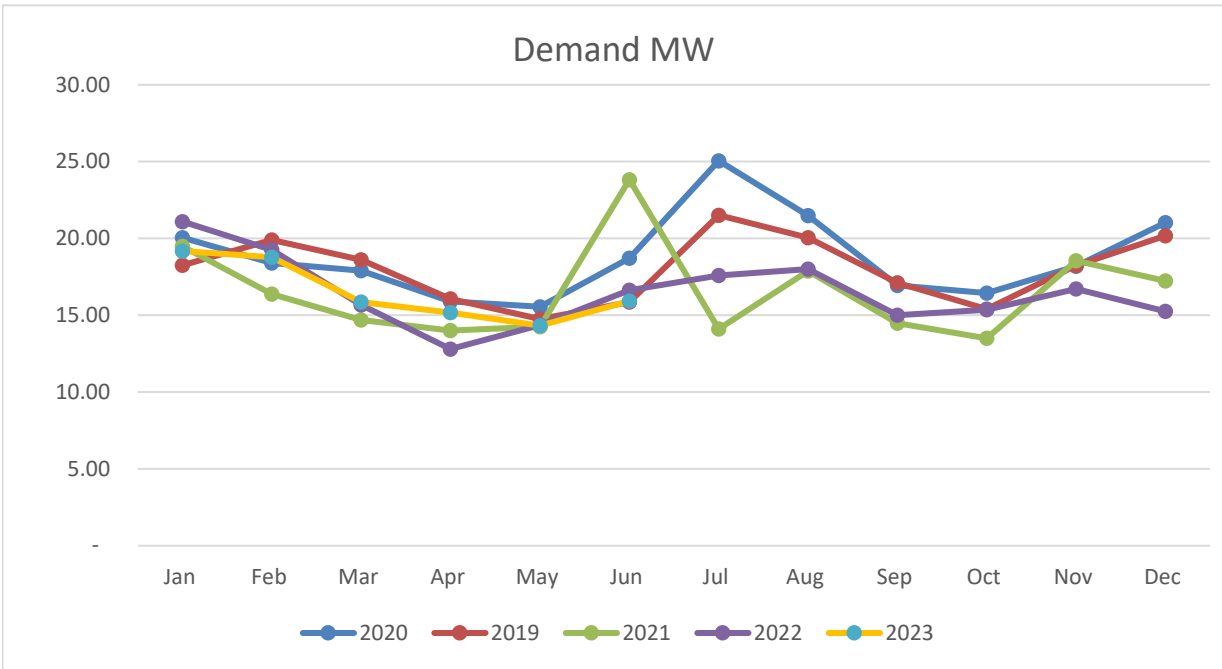
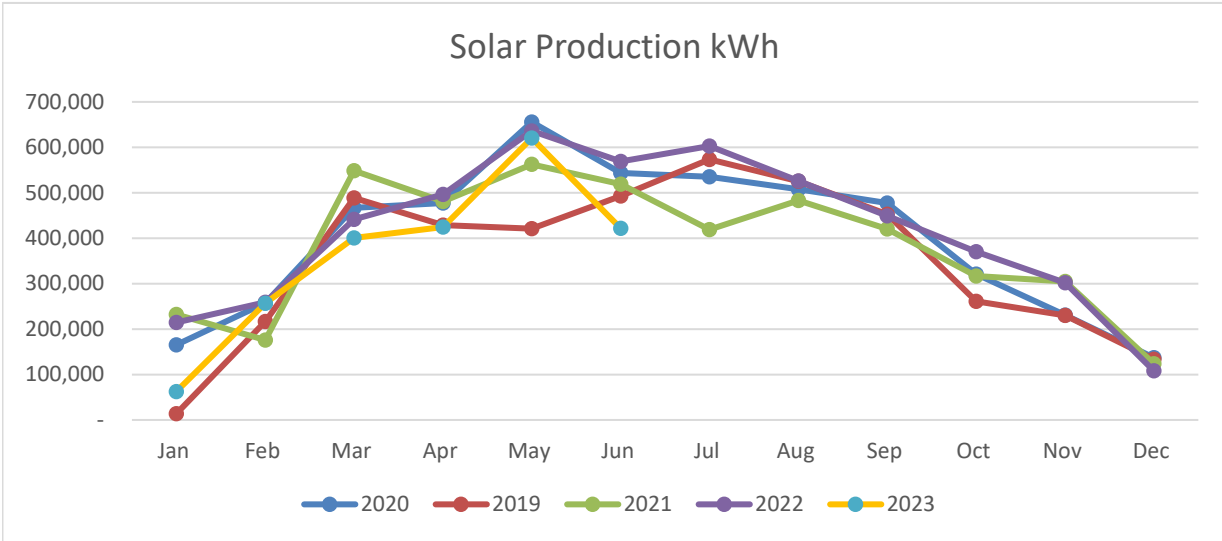
Cash required:	\$ 3,200,000
Cash unrestricted	\$ 1,715,384
Cash-deposits	\$ 109,028
Cash-capital	\$ 751,461
Cash-Efficiency ME	\$ 110,645
Cash-Total	\$ 2,686,518
Variance	\$ (1,484,616)



June 2023	8,427,299
June 2022	8,981,319
Variance	(554,020)

Variance % -6.17%

Kennebunk Light & Power District
June 2023



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

Revenue	June 2023	YTD 2023	2023 Budget
Electrical Production	\$ -	\$ -	\$ -
Total Revenue	-	-	-
Expenses			
Labor	-	391	5,800
Benefits	-	203	2,610
Supplies	693	1,500	6,000
Electrical Use	38	228	600
Liability/Property Insurance	600	3,600	7,200
Depreciation	1,250	7,500	16,119
Legal & Professional Fees	-	-	30,000
Total Expenses	2,581	13,422	68,329
Gain/ (Loss)	\$ (2,581)	\$ (13,422)	\$ (68,329)

Todd J. Griset
tgriset@preti.com
207.623.3280

July 20, 2023

Mr. Kyle Olcott
Hydropower Coordinator
Bureau of Land Resources
Maine Department of Environmental Protection

RE: Lower Mousam Hydroelectric Project (Project No. 5362)

Dear Mr. Olcott:

Kennebunk Light and Power District (the District) is in receipt of the Maine Department of Environmental Protection's (the Department) June 26, 2023 corrected letter filed with the Federal Energy Regulatory Commission (FERC) regarding the District's application for surrender of its license for the Lower Mousam Hydroelectric Project (Project). The District notes the Department's comments regarding state water quality standards and an application for a Water Quality Certification (WQC) under Section 401 of the federal Clean Water Act.

The District will comply with all applicable state and federal water quality standards. The District will work with all applicable resource agencies at the appropriate time during the decommissioning process to ensure that all needed approvals are in place consistent with all applicable law.

Like the Department, the District looks forward to receiving an update on the status of its Surrender Application from FERC. The District also invites the Department to share any funding resources that would assist with the proposed decommissioning plan. The District sincerely appreciates Department staff's willingness to work with the District as it pursues its license surrender.

Sincerely,



Todd J. Griset
Nicholas P. Janzen
Counsel for Kennebunk Light & Power District
Preti Flaherty Beliveau & Pachios, LLP
45 Memorial Circle
P.O. Box 1058
Augusta, ME 04332-1058
207-623-5300
tgriset@preti.com
njanzen@preti.com

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

Fax No. (212) 631-8124

**45 Days from July 10 is
August 23rd**

In reply refer to:
P-5362-ME Lower Mousam
NATDAM # ME00035

July 10, 2023

Mr. Matt Rancourt
Acting General Manager & Treasurer
Kennebunk Light & Power District
4 Factory Pasture Lane
Kennebunk, ME 04043
mrancourt@klpd.org

RE: 2023 Dam Safety Inspection

Dear Mr. Rancourt:

Thank you for the assistance provided by your representatives on June 7, 2023, for the annual FERC dam safety inspection. In general, the project structures were in satisfactory condition. As a result of the inspection, we have the following comments:

1. The fencing on the left abutment of the Dane Perkins Dam is missing/broken. Please provide a schedule on when it will be replaced.
2. Discharge was observed on the right side of the Twine Mill Powerhouse. This discharge appears to be eroding the cement block foundation of the powerhouse. Investigate the cause of the discharge and provide a plan and schedule to address.
3. One of the foundation cement blocks for the Twine Mill Powerhouse is displaced. Please inspect the grout of the other cement blocks in the location of the displaced block and provide us with a plan and schedule to repair the foundation.
4. The right abutments for the Dane Perkins and Twine Mill developments were inaccessible during the inspection. Please take photos of the right abutments (upstream, crest, and downstream) and submit them to our office.

5. Submit hardcopies to the D2SI-NYRO office of the following reports: Annual Dam Safety Surveillance & Monitoring Reports (DSSMRs) documenting monitoring and repair work to the projects since 2018, recent (2016) dive inspections and the resulting plan and schedule for any follow-up from the dive observations.

The following comments are related to the remaining items from the 2015, 2018 and 2021 inspections:

6. The 2017 dive inspection at the Dane Perkins Development identified a large void below the penstock/ auxiliary spillway gate. During the 2021 inspection, you stated that a follow-up dive inspection would be scheduled, and a repair plan would be provided following the results of the dive inspection. Provide an updated schedule for the dive inspection and any needed repairs.

A plan and schedule should be provided within 45 days to address the dam safety items in this letter. Please note that we may have additional comments that arise during preparation of our inspection report.

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 Mr. James Lyons at (212) 273-5908 or at james.lyons@ferc.gov.

Sincerely,

**JOHN
SPAIN** Digitally signed
by JOHN SPAIN
Date: 2023.07.10
10:46:39 -04'00'

John Spain, P.E.
Regional Engineer



Remanufactured/Reconditioned Liquid Filled Transformer Warranty for Substations

The REMANUFACTURED/RECONDITIONED LIQUID FILLED TRANSFORMER you have purchased is warranted under the provisions of this warranty. **For a period of THIRTY-SIX MONTHS from the date of shipment or THREE YEARS from the date of energization, whichever occurs first**, the equipment is guaranteed to operate in accordance with its nameplate when operated under normal load, usage, conditions and with proper care, installation and supervision. The seller shall have no liability for damage resulting from improper installation or operation of the equipment, voltage surges, negligence of others, accidents, natural forces, and operations beyond rated capacities, or misuse.

Any mechanical or electrical parts proving defective under such normal operation and installation will be repaired or replaced at seller's option, by seller. Seller shall repair in the field all items for which field repair is feasible. Should the unit require repair at the seller's plant, seller shall arrange and pay freight to and from the customer's site anywhere in the continental U.S. Under no circumstances is seller responsible for any in/out charges associated with the connection reconnection, disassembly or rigging of the unit being serviced under this warranty. Seller's obligations under this warranty shall not, in any event, exceed the amount of the original purchase price of the equipment. In the event that the costs of the repair or replacement would exceed the original purchase price, the seller's obligations under this warranty shall be satisfied by a return of the purchase price.

The seller shall not be liable for special or consequential damages or for delay in performance of this warranty. Seller shall not be responsible for repairs or replacement made by others without the seller's consent.

The seller does not warrant that the equipment will meet or comply with the requirements of any safety code or regulation of any state, municipality, or other jurisdiction.

The equipment has been sold based upon purchaser's independent determination that it is appropriate for purchaser's intended application. The giving or failure to give any advice or recommendation by seller shall not constitute any warranty or impose any liability upon seller.

The warranties made herein shall be IN LIEU of any other warranty, expressed or implied, including but not limited to any IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Such implied WARRANTIES OR FITNESS FOR A PURPOSE ARE EXPRESSLY EXCLUDED.

The seller's salespersons may have made oral statements about the equipment which has been sold. Such statements do not constitute warranties, shall not be relied upon by the purchaser, and are not part of the agreement for sale. The entire agreement for sales is embodied in this document and any documents attached to it and such documents constitute a final expression of the party's agreement, and are a complete and exclusive statement of the terms and conditions of the agreement., There are no antecedent or extrinsic representations, warranties or collateral provisions that are not intended to be discharged and nullified by this document.

From: [Trevor Carter](#)
To: [Matt Rancourt](#)
Cc: [Kevin Vezina](#)
Subject: Re: Warranty
Date: Wednesday, July 19, 2023 8:07:23 AM
Attachments: [image003.png](#)
[image005.png](#)
[image007.png](#)
[image009.png](#)

I'm showing it delivered on 2/25/21

Trevor Carter
Eastern US Sales
Knoxville, TN Location
Cell (385) 539-3115
Office (855) 214-0975
www.UTBtransformers.com



From: "trevor@utbtransformers.com" <trevor@utbtransformers.com>
Date: Wednesday, July 19, 2023 at 8:01 AM
To: Matt Rancourt <mrancourt@klpd.org>
Cc: Kevin Vezina <kvezina@klpd.org>
Subject: Re: Warranty

I am looking into that now

Trevor Carter
Eastern US Sales
Knoxville, TN Location
Cell (385) 539-3115
Office (855) 214-0975
www.UTBtransformers.com



From: Matt Rancourt <mrancourt@klpd.org>
Date: Wednesday, July 19, 2023 at 8:00 AM
To: "trevor@utbtransformers.com" <trevor@utbtransformers.com>
Cc: Kevin Vezina <kvezina@klpd.org>

KLPD.org is inviting you to a scheduled Zoom meeting.

Topic: July 25 2023 Kennebunk Light and Power District Board of Trustees Meeting

Time: Jul 25, 2023 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84264494597?pwd=NVBvR20rQjRkbmxmeFk1N3doWU1rUT09>

Meeting ID: 842 6449 4597

Passcode: 396559