

# The Connection

Kennebec Telephone Co., Inc.

December 2010  
Volume 12 Issue 5

## Manager's Moment

It's hard to believe that another year is coming to a close. In the years past we had always scheduled a year end companywide inventory, during the last quarter of the year, as a way to make sure our numbers were in check. This year we decided to postpone this inventory until early summer of next year.

We are continuing to tweak and improve our inventory process, and the items we stock at our Warehouse. Please feel free to call or stop in if you have any questions or need assistance. It was another busy year, and we want to thank all of our customers for their business.  
Happy Holidays!

- Jesse Palmer- Inventory Manager



**Question of the Month:**  
What could happen if a generator is plugged into an electrical socket in your home?  
November Winner- Bill & Marie Brodrecht  
Winning names will be entered into a drawing in April for either a Fire Pit or BBQ... So remember to answer this month's question to be eligible!

<i>Dates to Remember in the Month of December</i>	
December 1	WCE/KTC OPEN HOUSE Kennebec Telephone Company Conf. Room 9:30am - 10:30am
December 2	Presho Holiday Open House Visit us at the Fire Hall! 5:30 pm- 7:30 pm
December 7	Pearl Harbor Remembrance Day
December 12	Tour of Homes & Soup Supper-Presho
December 16	Tour of Lights, Supper & Santa-Kennebec
December 24	Christmas Eve- Telephone Office Closed
December 31	New Year's Eve- Telephone Office Closed

Directory Additions	
Lance Christensen	869-2528
Dana Dozark	869-2460
Diane Kastner	869-0123
Shelly Stanley	895-2151

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## I'm Dreaming of a Safe Christmas



Some things to remember to have a safe holiday season:

• **Maintain Your Holiday Lights**

Inspect holiday lights each year for frayed wires, bare spots, gaps in the insulation, broken or cracked sockets, and excessive kinking or wear before putting them up. Use only lighting listed by an approved testing laboratory.

• **Do Not Overload Electrical Outlets**

Do not link more than three light strands, unless the directions indicate it is safe. Connect strings of lights to an extension cord before plugging the cord into the outlet. Make sure to periodically check the wires - they should not be warm to the touch.

• **Do Not Leave Holiday Lights on Unattended.**

## Generate some Power this Winter!

It's the time of year once again when there is a chance of getting prolonged power outages due to the ice and wind. Thanks to West Central, we've been pretty lucky and our outages have been minimal compared to other parts of the state and country in the last few years. None the less, we hear what other places go through so we want to be prepared. A common step a lot of us are taking is purchasing a generator. There are several types and sizes to choose from depending on needs and price range. We can help you pick one out if needed.

One thing we forget to do though is deciding how we want to hook up our generators if the power does go out. There are a couple of different options. The

two most common are to run an extension cord from the generator to the appliances or have a transfer switch installed. A transfer switch is a neater, easier, and safer way to run your temporary power. It isolates the power grid from your generator preventing damage to your generator when the power comes back on and more importantly won't send power down the lines while electrical workers are working on the power lines. For this reason, you should never plug your generator into a wall outlet.

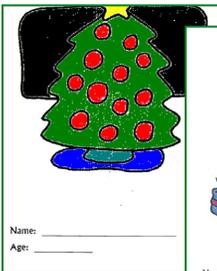
Give PowerCom a call if you need help or advice on buying or installing a generator at your home or business.



## Christmas Coloring Contest

It's time to deck the Walls(and the Local Channel!) with the colors of the season. This ontest is open to 2-4 year olds and 5 to 6 year olds. Coloring sheets will be taken to schools at Kennebec and Presho.

Daycare providers, sitters, and families are welcome to download the sheets from our website or facebook page. Or give us a call, and we'll get one out to you either via e-mail or snail mail. Entries must be recieved by December 17th to be eligible for prizes. Happy Coloring!



## Christmas Card Labels

Are you having a hard time organizing your Christmas list? Is your hand getting tired just thinking of addressing all those envelopes? Is this the year that list is going on your computer to make the job easier? Well, how about that, me too!

Let's get started together. First, open up your Excel program. What, you can't find it? Click on the "Start" button in the lower left hand corner. Bring up all programs, then find Microsoft Office, and you should find Microsoft Office Excel. Ok, now with the very first box on the top left hand side, type in **NAME**, tab over to the next box and type **ADDRESS**, then tab again for **CITY**, maybe one more time for **STATE**, and finally **ZIP CODE**. After you have your headings, then just fill in the information below, either off of an old Christmas list, or if you're like me, the envelopes from last year's cards! Ok, we have completed the "database"; please save it; name it maybe "Christmas Labels", something you'll remember next year... or at least for the next step.

Ok, now your list is complete, and you've double checked the spelling, and the addresses. Let's make some labels. You did buy labels didn't you? There are some choices you'll need to make for this such as do you want white labels or clear labels? Clear might be a good choice if the envelopes you

are using are colored. Generally the standard mailing labels come 30 to a page.

All righty, now open a new document in Word. Go to Tools, Letter & Mailings, then Mail Merge. A dialog box will pop up; this will allow you to choose Labels and what size you are using. Click OK then Next. Click on Browse and select your "Christmas Labels" document.

You may want to check the list over as it comes up, to make sure you want to make labels for everyone. By default each name will be listed, but you have the option here to un-check a name if you prefer not to make that label.

Click on "more Items" and select the fields you want to use for example: NAME, ADDRESS, CITY, STATE, ZIP. Then click on insert... don't forget to close the dialogue box for each field, or the names and addresses may run together. After all the fields are entered, select Update all Labels, and click on Next. Again, click on Next to complete the merge. Then after you have loaded your labels, print away! If you should ever need to edit your list, you can make those changes on the Excel "Christmas Label" document.

Give us a call if you have any questions on this or other programs. Merry Christmas to all!

## FAQ'S

**Q: I heard that internet speeds will be raised soon, how can I upgrade to the higher speed?**

A: Currently we have 3 speeds available, these include download rates of 1.5 Mbps, 3 Mbps, and 6 Mbps. The only way to upgrade to the 6 meg is to subscribe to a bundle. Call the office for more information.

**Q: How do I get a hold of someone at Charley's Welding and Auto?**

A: On weekdays from 8-5 simply call our regular office number: 869-2220. On Saturdays from 8 to 1 call the same number and follow the prompts or simply dial 116 to go directly there. If nobody answers, please leave a message, the mechanics may be outside or running loud equipment.



Kennebec Telephone Co., Inc.  
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Kennebec Telephone Construction  
Kennebec Telephone Internet  
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Technology & Communications Specialists  
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Website: [www.kennebectelephone.com](http://www.kennebectelephone.com)

*Our mission is to provide the highest quality telecommunications and information service to our customers at an affordable price. We will strive to offer prompt, friendly, and dependable service along with the latest technology to attain the highest possible customer satisfaction.*

If you would like more information or have questions about anything in this newsletter, feel free to contact us at 605-869-2220.



## Security Systems

Security systems are becoming more popular around the country and in our area. Around here, we generally laugh and make jokes about people who have them since a lot of us do not even lock our doors. We are lucky enough to have neighbors who notice a strange vehicle or suspicious activity.

Home Security systems, however, can still serve a purpose in our area. Forget about the motion sensors, video cameras, and window breaking sensors. Think about the sensor that monitors the freezer full of meat, the temperature sensor that notifies you if your home temperature gets below a point, heat sensors that can detect fires, or the water heater sensor that tells you if you have a leak. We hear stories about these things happening every year.

There are ways of preventing it, and the price is probably a lot lower than you would expect. In some cases, the sensors are wireless, making them easy to install. A controller/dialer attached to a battery backup is programmable so it can call into a monitoring service, cell phone number, or a couple of friends' houses.

We know the amount of damage that can be caused, so why not look into preventing it. Give us a call and let us help you design and install a system in your price range.