

**Yarmouth Water District
Board of Trustees Meeting Minutes
April 2, 2019, Tuesday @ 7:00 p.m.
Yarmouth Water District Office
181 Sligo Rd, Yarmouth, ME**

Roll Call:

Present: Irving Felker, Jr, Chairman, William Taylor, Susan Krauss, Stephen Gorden, Thomas Brennan

Absent: *Quorum present?* Yes

Others Present: Robert MacKinnon, Jr., Superintendent, Eric Gagnon, Asst. Superintendent, Linda Earley, Recording Secretary, Nick Henry, Auditor

Proceedings:

- *Meeting called to order at 7:48 pm. by Irving Felker*
- *On a motion by Steven Gorden, seconded by Susan Krauss, it was VOTED: To approve March 2019 meeting minutes as written. (4-0-1)*

Treasurer's Report

<u>Institution</u>	<u>Acct Number</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
Peoples United Bank	100209807	1989 Debt Service Reserve	\$5,192.42	Savings Acct
Peoples United Bank	100209564	Standpipe Maintenance, Savings	\$16,048.12	Savings Acct
Bath Savings	1019557436	Standpipe Maintenance, CD	\$ 552,778.00	CD 10/19/19
Bath Savings	185902	Contingency Fund	\$264,369.43	Savings Acct
Bath Savings	1019557428	Submarine Main Dep., CD	\$832,170.35	CD 10/19/19
Peoples United Bank	101020495	Water Resource Protection Fund	\$68,926.81	Savings Acct
Total Special Funds			\$1,739,485.13	

Supt MacKinnon reported the following activity in March; monthly contributions and interest to the 1989 Debt Service Reserve, a deposit for \$14,000 to the Standpipe Maintenance Fund, and accrued interest in all accounts. Supt MacKinnon noted the 1989 Debt Service contributions will conclude this coming month. The District will

establish a new fund for the Submarine Main Fund per the Wyman Station contract. The funds will be deposited to savings account and then roll into CD.

On a motion by Stephen Gorden, seconded by Thomas Brennan, it was VOTED: *To file the Treasurer's report for audit. (5-0)*

Communications

- MSAD 51
Supt MacKinnon sent a letter to the School Board Chair and a copy to the Superintendent of Schools requesting time to do a presentation of the opposition to the proposed move of the bus fleet at the upcoming meeting. The Chair's response was that the presentation was premature since the proposal is in the preliminary planning stages but is welcome to attend the meeting and provide public comment. Supt MacKinnon will continue to monitor and encourage residents to contact selectman to discuss concerns.
- Falmouth Forecaster
Supt MacKinnon contacted Alex Lear, staff reporter for The Forecaster, to advise the District's position regarding the Public Works/MSAD 51 proposal was misquoted in the article printed in the February 27th edition. This was corrected in the next issue.
- Town of Yarmouth
Supt MacKinnon met with Nat Tupper, Yarmouth Town Manager, to discuss the District's concerns of the MSAD 51 proposal and the potential impact to the Yarmouth residents.

Old Business

- Legislative Update
Supt MacKinnon is working on the legislative committee of the Maine Water Utilities Association Commission. The committee is watching and working on 22 bills with 7 being groundwater related. Supt MacKinnon reported the verbiage on LD 281 regarding fuel storage facility sites was changed. The draft legislation is in progress to present.
- Rate Increase; *To hear a report regarding the implementation of the March 1st rate increase.*
Asst Supt Gagnon stated the bills reflecting the new rates went out as planned. There were back-end NDS billing changes necessary for the rate implementation. Asst Supt Gagnon stated NDS was great to work with and together are working on some small corrections. Work was needed to the rate table for the billing units which will be in place for future rate cases. The bills were prorated and there are no expected issues with bills as the rate increase billing rolls out. There have been no inquiries made to the water bill but have been fielding more calls regarding sewer bills and those calculations. Supt MacKinnon highlighted the effort and detail Asst Supt Gagnon gave to the billing to ensure the bills are accurate.

New Business

- 2018 Financials

Supt MacKinnon reviewed the adjusted figures to the audit. There are some preliminary figures for 2019 which will be included next month. The meter replacement is higher than the budgeted amount. Supt MacKinnon reported there is work being completed and clearing brush at the Cumberland Mills. There is a contractor lined up to pull up the pump and the technicians will begin to work on the motors.

- Water Quality Parameters and Testing

Supt MacKinnon compiled and distributed packets on testing and parameters for water quality. The information included the EPA primary standards and the acceptable levels by law and recommended levels and the secondary standards such as color and taste. Supt MacKinnon provided the schedule of testing completed by the District. He advised some tests are completed in house and others are sent to labs. Trustees were very interested and requested to have a more extensive workshop on testing to include emerging contaminants, the potential PFAS testing, and information on answering the frequent question on hardness.

Operations

- Hillside Street Project

Supt MacKinnon mentioned the Hillside Street project is moving fast. There has been no ledge work yet on the project. The District is installing 8 inch pipe from West Main to McKearney and will then change to 12 inch pipe on Cumberland Street.

- March 2019 Production Report

Supt MacKinnon distributed production reports. Usage is less than the same period last year but there were fewer service leaks from last year. For March 2019, there have been a fair amount of leaks and breaks but have been successful in finding them quickly.

Other

- Executive Session was not requested.

At 8:50 pm, on a motion by Stephen Gorden, seconded by William Taylor, it was VOTED: *To adjourn the regular monthly meeting. (5-0)*

Minutes submitted by:
Linda Earley, Recording Secretary

Minutes filed by:

Eric Gagnon, clerk

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