

**Yarmouth Water District
Board of Trustees Meeting Minutes
May 7, 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

Proceedings:

- *Meeting called to order at 7:02 p.m. by Irving Felker*
- *On a motion by Stephen Gorden, seconded by Thomas Brennan, it was VOTED: To approve Annual Meeting minutes as written. (5-0)*
- *On a motion by Thomas Brennan, seconded by Susan Krauss, it was VOTED: To approve April 2019 meeting minutes as written. (5-0)*

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		Closed
Peoples United Bank	100209564	Standpipe Maintenance, Savings	\$16,048.82	Savings Acct
Bath Savings	1019557436	Standpipe Maintenance, CD	\$ 553,945.65	CD 10/19/19
Bath Savings	185902	Contingency Fund	\$264,392.61	Savings Acct
Bath Savings	1019557428	Submarine Main Dep., CD	\$833,928.17	CD 10/19/19
Peoples United Bank	101020495	Water Resource Protection Fund	\$68,929.83	Savings Acct
		Total Special Funds	\$1,737,245.08	

Supt MacKinnon reported the following activity in April; the 1989 Debt Service bond is retired after 30 years with the last transaction completed on April 24, 2019, a new account was set up per the Wyman Station contract to fund the Submarine Main replacement shortfall, and accrued interest in all accounts.

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

Communications

- YWD White Paper, MSAD 51 Proposal, update MSAD 51
Supt MacKinnon circulated a document in response to the MSAD 51 and Public Works proposal. The document includes a description of the sand aquifer and the reasons why the District opposes the proposal. Trustees added that the document should highlight the Hayes Well is the sole water source for the North Yarmouth village and the time frame and expense to replace would be extensive if the site is contaminated.

The District was invited to attend a workshop regarding the proposal. Supt MacKinnon has not been advised if there will be an opportunity to comment at the workshop. The prepared document will be sent to key players including School Board Members, Select Persons, and involved citizens prior to the workshop and posted on the District website. With the focus on climate change, this is the time to educate the public of the importance of protecting water sources.

Old Business

- Legislative Update
Supt MacKinnon stated on March 29, 2019 there was a workshop in Augusta called "Water Day". There were hearings on 4 water related bills. The outcome for the hearings matched the District's positions.

New Business

- Power Contract Renewal, to hear a report
Supt MacKinnon advised the contract with Maine Power Options, the supplier for the power to the wells, was due in November 2019. The district has been a member of Maine Power Options for 12-15 years and have realized significant savings from the standard offer. Supt MacKinnon and Asst Supt Gagnon reviewed the various contract renewal terms and opted for the 4 year contract terms. The rates have decreased from 6.55/kwh to 5.73/kwh and includes capacity. This contract will result in significant savings for the District.
- 2019 Year-to Date Financials
Supt MacKinnon distributed the 2019 Year-to date financials. On the income side, there is a challenge to do projections with rate change partial year. Income is a little lower than projected but will average out and the rate increase continues to roll out. Expense variances can be attributed to the cost of meters and parts with the meter replacement project, the distribution repairs with the winter paving and repaving, and the employee welfare due to benefit cost increases and the percentage change for the retirement. Asst Supt Gagnon will be working with Supt MacKinnon to take on some of the financing budgeting this year.
- Hillside Street Project
The Hillside Street Project is 60-70% complete and will be starting on Cumberland Street this coming week. Supt MacKinnon stated they are working through an issue with a pipe that had a small leak. Through testing, the leak was found and the pipe was replaced. The first requisition will be coming

this week for 60-70% of the cost. This project is positive for the District since it is positioned for future needed upgrades and repairs.

Operations

- May 2019 Production Report
Supt MacKinnon distributed production reports. The usage continues to decrease. There were some leaks in 2018 resulting in higher usage in 2018.

Other

- Industry Retirements
Supt MacKinnon mentioned upcoming retirements of Norm Labbe from Kennebunk Water and Jeff Musich from Wright -Pierce.
- Test wells
Supt MacKinnon will be meeting with Matt Reynolds to stake out sites for the test wells. The test wells will be going in next week at various locations. The data will be useful for the Groundwater Model. Trustee Taylor inquired about the PFAS. Supt MacKinnon advised a test to sample a well costs about \$250- \$300. There are no standards issued for the PFAS but expects there will be some in the near future.
- To consider going into executive session
At 8:05 p.m., on a motion by Susan Krauss, seconded by William Taylor, it was VOTED: *To enter into an executive session under MRSA Section 405-6(A), for discussion of personnel matters. (5-0)*

At 8:17 p.m., on a motion by William Taylor, seconded by Thomas Brennan, it was VOTED: *To adjourn the executive session and return to the regular monthly meeting. (5-0)*

At 8:18 p.m., on a motion by Stephen Gorden, seconded by Susan Krauss, 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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