

**Yarmouth Water District
Board of Trustees Meeting Minutes
January 7, 2020 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, Thomas Brennan, Andrew Walsh

Absent:

Quorum present? Yes

Others Present: Eric Gagnon, Asst. Superintendent, Linda Earley, Recording Secretary, Matt Reynolds, Drumlin Environmental

Proceedings:

- *Meeting called to order at 7:02 p.m. by Irving Felker*
- *On a motion by Thomas Brennan, seconded by William Taylor, it was VOTED: To approve December 2019 meeting minutes as amended (5-0)*

Treasurer's Report

December Financials

<u>Institution</u>	<u>Acct Number</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
Cumberland County Federal Credit Union	51700-020	Submarine Main Depreciation Fund, Savings	\$ 8,748.97	Savings Acct
Peoples United Bank	100209564	Standpipe Maintenance, Savings	\$16,476.44	Savings Acct
Norway Savings	1019557436	Standpipe Maintenance, CD	\$633,199.22	CD 10/22/20
Bath Savings	185902	Contingency Fund	\$ 1,407.97	Savings Acct
Norway Savings	1019557428	Submarine Main Dep., CD	\$860,502.57	CD 10/22/20
Peoples United Bank	101020495	Water Resource Protection Fund	\$91,456.19	Savings Acct
		Total Special Funds	\$1,611,791.36	

Asst Supt Gagnon reported the following activity in December; monthly contribution to Submarine Main Depreciation Savings, the last payment on the 2010 Bond and accrued interest in all other accounts.

On a motion by William Taylor, seconded by Thomas Brennan, it was VOTED: *To file the Treasurer's report as presented by Assistant Supt Gagnon for audit. (5-0)*

Communications

No communications to report.

Old Business

- MDEP Meeting Chapter 692 Legislative Changes Update
Asst Supt Gagnon stated no information to report. Supt MacKinnon is monitoring but it is slow-moving process.
- MPUC Petition Amendment Status Report
Asst Supt Gagnon reported the petition to service the location on Middle Road is in progress. Supt MacKinnon wanted to electronically amend the original petition for the service on Middle Road. However, the amendment cannot be completed electronically as the case was closed in 2010 so a call was made to MPUC to request the revision. Supt MacKinnon will continue to work through the process. Ideally, any future conforming lot sites that have water main frontage on the road will be allowed to obtain water service, and will be included in this amendment.

New Business

- YWD Vehicle, new sustainability, and efficiency incentives
Supt MacKinnon received information for rebates for electric vehicles from a sustainability committee he serves on. A \$7500 rebate is being offered for full battery operating vehicle and a \$2,000 rebate for plug-in hybrid electric vehicles. Asst Supt Gagnon reported the possibility of trading in a vehicle that is due for replacement to utilize the new technology and the rebate through Efficiency Maine is being researched.
- Groundwater Modeling and Testing, to hear an update from Matt Reynolds of Drumlin Environmental
Asst Supt Gagnon introduced Matt Reynolds, a Hydrogeologist from Drumlin Environmental. Mr. Reynolds is attending to provide an update of the work completed in 2019. Mr. Reynolds has been working with the District since 1994 and completed a revised Groundwater Model for the recent Master Plan. Test wells have been monitored for many years by the District. The comparison of test well water elevations allows Drumlin to determine the direction of the flow of groundwater in the aquifer. These wells also provide a location to sample for basic water quality parameters and track changes in water quality. The additional data is utilized to determine where the contribution zone is for the wells. The Board of Trustees approved the installation of additional test wells last year to improve and expand data collection. Mr. Reynolds utilized a visual to show the locations of the test wells throughout the area served by the District and highlighted the areas that feed the wells.

Mr. Reynolds distributed a data table of water quality test results to the Trustees for their review. The goal has been to track nitrates from septic, sodium chloride from road salt, calcium and magnesium from the new salt mixture and other measurements. Mr. Reynolds reviewed areas that had significant changes and warranted additional observation. He used Test well MW-10 as an example where the sodium readings increased 10x.

Trustees inquired about the frequency of completing testing the wells. Mr. Reynolds mentioned that some tests could be completed in 2021, especially the sites with higher results.

Operations

- December 2019 and 2019 Year End Production Reports

Three production reports were distributed, the daily usage for the month of December, the 2019 weekly usage compared to the 30-year average, and year to date compared to the previous year. There were no abnormalities identified. One leak was quickly fixed in early December.

- Metering Change

Asst Supt Gagnon reported that the District is changing the meters they will be using in the system. In May the District had a batch of meters that were not meeting accuracy testing standards and the report analyzing the issue was not received until November. Afterward, there was an unacceptable lead time delay for order fulfillment. The District will be using Sensus electromagnetic residential meters that are plastic and do not have any moving parts. These meters have a 20-year full replacement warranty for accuracy and a 15+5 full/prorated warranty for the batteries. These meters will accommodate any reading technology from all manufacturers. Pricing is slightly cheaper than the previous meter at about \$145.00/meter.

- Comp Time Policy

With the District fully staffed, Supt MacKinnon and Asst Supt Gagnon are no longer included on the on-call rotation. For full transparency, Asst Supt Gagnon distributed the Comp Time Policy to the Trustees. Trustees will review the policy to see if any changes are necessary.

Other

- To consider going into executive session.
Executive session was not requested.

At 8:48 p.m., on a motion by Irving Felker, 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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