

**Yarmouth Water District
Board of Trustees Meeting Minutes
March 3, 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: Robert MacKinnon, Superintendent, Eric Gagnon, Asst. Superintendent, Linda Earley, Recording Secretary

Proceedings:

- *Meeting called to order at 7:03 p.m. by Irving Felker*
- *On a motion by Thomas Brennan, seconded by William Taylor, it was VOTED: To approve February 2020 meeting minutes as amended. (5-0)*

Treasurer's Report

February 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	\$ 15,030.20	Savings Acct
Peoples United Bank	100209564	Standpipe Maintenance, Savings	\$30,561.48	Savings Acct
Norway Savings	1019557436	Standpipe Maintenance, CD	\$635,261.83	CD 10/22/20
Bath Savings	185902	Contingency Fund	\$1,408.20	Savings Acct
Norway Savings	1019557428	Submarine Main Dep., CD	\$863,305.61	CD 10/22/20
Peoples United Bank	101020495	Water Resource Protection Fund	\$121,464.90	Savings Acct
		Total Special Funds	\$1,667,032.22	

Supt MacKinnon reported the following activity in February; monthly contribution to Submarine Main Depreciation Savings, the first of 6 payments to the Standpipe Maintenance Savings, and accrued interest in all other accounts. This month, there will be 3 debt service payments; the 2005 bond (interest only), the 2009 bond (principal only), and the 2016 bond (principal and interest). On a motion by Susan Krauss, seconded by William Taylor, it was VOTED: *To file the Treasurer's report for audit. (5-0)*

Communications

- Town of Cumberland
Supt. MacKinnon reported that he had reached out to the Town of Cumberland regarding the purchase of the sandpit off Sweetser Road.
- PWD, proposed rates
Supt MacKinnon received notification from the Portland Water District regarding an upcoming rate increase. Historically, PWD implemented a 1.7-2.25% rate increase annually on May 1st. This year the proposed rate increase is 3.8%. The increased portion for YWD will be paid directly by the electric company per the contract.
- MMA Safety Incentive Program
The Maine Municipal Association sent correspondence about a voluntary worker compensation safety program. The program offers a three-stepped incentive program with discounts for each completed program. A ten percent discount on the workers compensation premium is available if the District completes all three steps. Supt MacKinnon will look further into the details of the program and will confer with the labor attorney to review for any potential problems.
- Test Wells and Sodium Levels at the Hayes Well
Supt MacKinnon communicated with the MDOT contact provided by Trustee Brennan regarding adding a culvert at Sweetser and Route 9 to reduce the standing water. An appointment will be scheduled this week to review the area for options.

Old Business

- MPUC Petition Amendment Status Report
Supt MacKinnon regretted that there is no new information to report on the petition amendment. There is a possibility the petition will be on the March 10th consent agenda. Asst Supt Gagnon advised the customer that they may contact the PUC directly for the status to perhaps move the issue more quickly.

New Business

- Central Maine Power Meeting

Supt MacKinnon reported that he had felt for some time that there was a problem in a few residential developments with underground power currents causing copper water service line leaks. A recent leak on Holbrook Drive in Yarmouth is an example. The District was provided contact information for the CMP engineers in this area responsible for those underground cables and a meeting has been set up to review the problems in those areas.

- NY Meeting 2/26/20 regarding system capabilities
North Yarmouth officials requested to meet quickly on the issue of the capacity of the existing water system, especially considering the unprecedented growth and the potential school project. Trustee Walsh, Supt MacKinnon, and Asst Supt Gagnon met with representatives of the Town to discuss these issues. The Master Plan timeline does include projections for growth in the North Yarmouth village area but did not anticipate the rapid growth that has occurred. Supt MacKinnon contacted Wright-Pierce to look at plans for the expansion. Supt MacKinnon would like to have plans available to have the option of applying for SRF funding in the fall. The project has a potential cost in the range of 2 to 3 million dollars, which would require a rate increase. The Superintendent did take the opportunity to communicate his concerns regarding the site of the new school, given its close proximity to the Hayes Well.
- YWD Vehicle Replacement
Supt MacKinnon received 3 bids from the 6 dealers that were sent requests for pricing. Charlie's Toyota's final price after the rebate and trade is \$11,500 for the Toyota Hybrid Prius. This price is under the \$15,000 budget amount.

Operations

- February 2020 Production Reports
Supt MacKinnon distributed the February production report. The usage trend is the same, lower than last year and did not exceed the average. There were two service leaks in North Yarmouth and Maine Rural Water was utilized to locate a leak. Trustees inquired if the expansion project in North Yarmouth would impact the scheduled work in Yarmouth. Supt MacKinnon advised they would be independent.
- J. Hartill, Water Operator License Upgrade
Supt MacKinnon recognized J Hartill, a newer operator with the District, for achieving a license upgrade. He commended him for his efforts in utilizing training modules and for the example he set for peers. Operator Hartill will receive a \$1000 bonus for this accomplishment. Supt MacKinnon advised all employees are eligible to receive a licensing upgrade bonus once a year.

Other

- Supt MacKinnon is going to bid on the pipe for the Church Street project. The response will provide a good estimate of the cost.

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

At 8:12 p.m., on a motion by William Taylor, 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