

**Yarmouth Water District  
Board of Trustees Meeting Minutes  
June 2, 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 7:00 p.m. by Irving Felker*
- *On a motion by Susan Krauss, seconded by Thomas Brennan, it was VOTED: To approve May 2020 meeting minutes as written. (Roll call vote: 4-0)*

**Treasurer's Report**

May 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	\$ 24,543.10	Savings Acct
Peoples United Bank	100209564	Standpipe Maintenance, Savings	\$58,733.13	Savings Acct
Norway Savings	1019557436	Standpipe Maintenance, CD	\$638,437.49	CD 10/22/20
Bath Savings	185902	Contingency Fund	\$ 31,409.50	Savings Acct
Norway Savings	1019557428	Submarine Main Deprec, CD	\$ 867,621.26	CD 10/22/20
Peoples United Bank	101020495	Water Resource Protection Fund	\$ 121,479.47	Savings Acct
		Total Special Funds	\$1,742,223.95	

Supt MacKinnon reported the following activity in May; monthly contribution to Submarine Main Depreciation Savings, the 3rd of 6 contributions to the Standpipe Maintenance Savings, a \$30,000 deposit in the Contingency Fund, and accrued interest in all other accounts.

On a motion by Susan Krauss, seconded by Andrew Walsh, it was VOTED: *To file the Treasurer's report for audit. (Roll call vote: 4-0)*

### **Communications**

- No communications to report.

### **Old Business**

- North Yarmouth Capital Project update

Supt MacKinnon reported the plans for the North Yarmouth Capital Project are at the 30 % completion level and there is a meeting scheduled to review the plan with Wright-Pierce. The project is expected to be a transmission main connecting all the wells, a new booster station at the Hayes Well to meet the needs of the North Yarmouth pressure zone, and additional storage. Wright-Pierce is including capacity review for the school and proposed projects in the plan. The capacity for that system is 100-120 gallons per minute and the recent levels were approaching 88 gal/minute. With the current dry spell, the capacity requirements of the proposed school cannot be met. Supt MacKinnon expects to be in a position to present the proposed capital project plan to the board at the next meeting.

On May 15, in conjunction with the MDOT paving project on Route 9 in North Yarmouth, a pipe was installed across Route 9 from the North Yarmouth pressure zone to the Sweetser Road. The connection will be needed in the future for the Capital Project.

### **New Business**

- MSAD 51 School Project, to hear a report from Drumlin Environmental

Matt Reynolds with Drumlin Environmental joined the meeting to discuss the MSAD 51 School Project. A map was distributed of the new school layout by Oak Point Associates at the site of the old Memorial School. The site is located over the aquifer and upgradient of the Hayes well. The new school is significantly larger than the footprint of the old school and anything at this site has the potential to impact the water quality of the well. Mr. Reynolds reviewed the plan for the wastewater site for the school and has the understanding the project will have to go through the town review and wastewater analysis. The nitrates level in the analysis can be met on paper but does not consider other contributors. These contributors include pharmaceuticals, increased traffic, and ice control runoff. The Hayes test well already has elevated sodium levels. There was discussion with diverting the runoff and using non salt products but no commitment was made. The plans call for the capacity of the wastewater system to be increased from the current two thousand gallons to ten thousand gallons of wastewater disposal. Trustees had the opportunity to inquire/comment on the impact of the project on water quality. Points raised by the Trustees included the impact of cleaning products being used, the possibility of busses being parked on the site, the monitoring protocol when operational. The new development sites in the Town can be viewed as a test to see how the wastewater standards and monitoring that were implemented are working. There will need to be a plan submitted and reviewed by the DEP since the size of the system exceeds the 2000 gal/day threshold. Probably would not be required to report to the

DEP once operational. The focus of the systems is to make the water clear to infiltrate into the soil. The District would want to add a new test well. Supt MacKinnon provided additional information on water supply to the site. Wright-Pierce is working on the projections for this location and other areas in North Yarmouth. Currently, the service needs at this site cannot be met.

Supt MacKinnon suggested the District should go on record to oppose the project at this location. To do this, a formal letter with the reasoning of opposition should be submitted. In addition to the concerns outlined by Mr. Reynolds, the proposed building is about 1000 feet to the Hayes well and the wastewater is about 2000 feet to the well. The bus loop is at the high point on the property and the runoff will go to one of 2 ditches on Route 9. The test well at the location already has been flagged for high levels of sodium even though the Town has been managing to reduce the winter salt on Route 9. In fairness, the letter statement should be sent soon before additional resources are expended on this site by the MSAD. The District not only needs to consider the short-term impact but needs to be concerned about the system 40 years from now. Trustees stated the importance of the District staying active in the process.

On a motion by Thomas Brennan, seconded by William Taylor, it was VOTED: *To authorize Supt MacKinnon to write a letter on behalf of the Board of Trustees to oppose the site for the threat to the well as referenced. (Roll call vote: 4 yay - 0 nay - 1 abstain)*

- Office Re-opening

Asst Supt Gagnon spoke with staff about potentially opening to the public on June 15th with masks. Do not expect to see much traffic since many are dropping off payments and people are weary. The Districts wants to be sure the staff feels comfortable. The office has been available by appointment. The meter replacement project is suspended until the pandemic threat subsides.

The Board of Trustees meeting will consider moving to a Zoom format for the July Trustee meeting.

## Operations

- May 2020 Production Reports

Supt MacKinnon distributed the May production report. The May 2020 production is quite a bit higher than May 2019. The rainfall in May was 2 ¼” with no rain since May 15. It is not a record, but it is early in the year to see this production level. The watering of lawns at the new developments may have contributed to the increase in production.

- Cumberland Wells Update

Supt MacKinnon has been working for some time to get Hagerty Pumps to pull the old pumps at both Cumberland Wells, inspect the well screens and then test pump each well, and test the quality. Hagerty has started work; both pumps have been removed and the screens have been cleaned and inspected. They are scheduled to return and complete the testing soon. It is extremely important to know if these supplies have the original quantity and quality. There is a reclaimed sandpit in the area that could impact quality.

- Operations during COVID-19, update  
The State Drinking Water Program did get a shipment of masks that were delivered yesterday.

## Other

- Irving Felker solicited inquiries from the trustees on the March and April monthly disbursements.
- Supt MacKinnon is working with the Town to loop Tanglewood and Tannery Lane, a small 250 extension and loop 2 dead-end mains. The District does have an existing easement now and the town wants to connect stormwater drainage within the easement and would need the District's consent to do so. The neighbors are in support of this project.
- A District employee's personal information got compromised in a data breach and a fraudulent unemployment claim was filed in his name. The District received a notice from the State that a claim was filed. Maine Municipal was consulted and advised this is a widespread problem, they had dealt with over 100 incidents last week. Supt MacKinnon treated it as a cyberattack and implemented the plan and was pleased with how the plan worked. The District has a cybersecurity exercise on June 18th.
- Trustee Walsh concerns with Wyman station going obsolete. Supt MacKinnon advised the District of built-in protections in the latest contracts with the power plant and Portland Water District.
- To consider going into executive session. An executive session was not requested.

At 8:37 p.m., on a motion by Andrew Walsh, seconded by Susan Krauss, it was VOTED: *To adjourn the regular monthly meeting. (Roll Call vote: 5-0)*

Minutes submitted by:  
Linda Earley, Recording Secretary

Minutes filed by:

Eric Gagnon, clerk