

**Yarmouth Water District
Board of Trustees Meeting Minutes
December 1, 2020 Tuesday @ 7:00 p.m.
Yarmouth Water District Office
181 Sligo Rd, Yarmouth, ME
via ZOOM format**

Roll Call:

Present: Irving Felker, Jr, Chairman, William Taylor, Susan Krauss, Thomas Brennan, Andrew Walsh all via ZOOM

Absent: none

Quorum present? Yes

Others Present: Eric Gagnon, Superintendent, Emily Thomas, Recording Secretary all via ZOOM

Proceedings:

- *Meeting called to order @ 7:02 pm by Irving Felker*
- *On a motion by William Taylor, and seconded by Andrew Walsh, it was VOTED: To approve November 3, 2020 meeting minutes as written. (5-0)*
- *On a motion by Susan Krauss, and seconded by Thomas Brennan, it was VOTED: To approve November 19, 2020 meeting minutes as written. (5-0)*
- *On a motion by William Taylor, and seconded by Susan Krauss, it was VOTED: To approve November 23, 2020 meeting minutes as written. (5-0)*

Treasurer's Report

November 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 | \$5,767.07 | Savings Acct |
| People's United Bank | 100209564 | Standpipe Maintenance | \$992.16 | Savings Acct |
| People's United Bank | 6491514417 | Standpipe Maintenance, CD | \$743,683.40 | CD 10/22/21 |
| Bath Savings | 185902 | Contingency Fund | \$121,437.29 | Savings Acct |
| People's United Bank | 5667983945 | Submarine Main Depreciation, CD | \$912,522.37 | CD 10/22/21 |
| People's United Bank | 101020495 | Water Resource Protection Fund | \$121,497.89 | Savings Acct |
| Total Special Funds | | | \$1,905,900.18 | |

Supt Gagnon reported the following activity in November; no major changes to any of the accounts since October. Interest was made on all accounts and a deposit to the Submarine Savings was made.

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

Communications

- Maine Water Company Freeport, Supt Gagnon reviewed the proposed 500 home development in Freeport and the conversation with Maine Water regarding potential water sale from Yarmouth Water to Maine Water to supplement Maine Water supply. The project was voted down by Freeport, but the idea and research should continue to be discussed.

Old Business

- 2021 Draft Budget and Projections: attachment sent out mid-November with final budget numbers for the new year. No changes between 11/12 copy and 11/25 copy. On a motion by William Taylor and seconded by Andrew Walsh it was VOTED: *to approve the 2021 Draft Budget and Projections* (5-0)
- Cumberland Pit on Sweetser Road, Supt Gagnon reported a few updates since last month; letters of support for the project from the Towns of Yarmouth and North Yarmouth and the Royal River Conservation Trust. The offer has been finalized and Eric hand delivered it Monday afternoon. The board discussed the anticipation of the town's potential counteroffer to the proposal.
- North Yarmouth Capital Improvement Projects, to hear a status report of the projects Supt Gagnon reported a planning board meeting early in November. This meeting discussed the option of centering the building in the lot, moving it farther back from the road, and turning the driveway at a 45 degree angle to keep everything from being seen from the road and by the neighbors. A site meeting was held yesterday where it was discussed that keeping the building a little closer to the road would save money and a lot of disruptions. The project plan is set to go to the planning board in February for approval.
- COVID 19 precautions and protocols, Supt Gagnon discussed keeping tasks set for individuals to minimize the contact tracing between everyone. As of now, everyone is keeping to the Monday to Friday schedule, however, as tasks are starting to decrease the possibility of moving to split shifts was discussed.

New Business

- None to report.

Operations

- November 2020 Production Reports, Supt Gagnon reported November was almost a mirror image to last year. Average gallons pumped and gallons per minute were right on par with 2019. Production has come down from past months, and rain is going to help recharge wells.
- Current Work:
 - New service was installed Granite St where one big lot has been split into 3 smaller lots, and a new service installed on Lafayette St. Hydrants have been pumped out and winterized so as not to freeze, and hydrant flags have started to be installed.

Other

- None to report.

At 8:04p.m., on a motion by Susan Krauss, seconded by Andrew Walsh, it was VOTED: *To adjourn the regular monthly meeting.* (5-0)

Minutes submitted by:
Emily Thomas, Recording Secretary

Minutes filed by:

Thomas Brennan, clerk