

**Yarmouth Water District**  
**Board of Trustees Meeting Minutes**  
**February 2, 2021 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, and Chris Byers from Boyle Associates all via ZOOM

**Proceedings:**

- *Meeting called to order @ 7:10 pm by Irving Felker*
- *On a motion by Tom and seconded by Andy, it was VOTED: To approve January 5, 2021 meeting minutes as written. (4-0)*

**Treasurer's Report**

January 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	\$8,932.82	Savings Acct
People's United Bank	100209564	Standpipe Maintenance	\$992.21	Savings Acct
People's United Bank	6491514417	Standpipe Maintenance, CD	\$744,111.39	CD 10/22/21
Bath Savings	185902	Contingency Fund	\$121,447.27	Savings Acct
People's United Bank	5667983945	Submarine Main Depreciation, CD	\$913,047.53	CD 10/22/21
People's United Bank	101020495	Water Resource Protection Fund	\$121,503.87	Savings Acct
		Total Special Funds	\$1,910,035.09	

Supt Gagnon reported only interest was added to the accounts in January.

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

On a motion by Andrew Walsh, seconded by William Taylor, it was VOTED: *To approve disbursements of November 2020 (4-0)*

On a motion by William Taylor, seconded by Andrew Walsh, it was VOTED: *To approve disbursements of December 2020 (4-0)*

On a motion by Andrew Walsh, seconded by Thomas Brennan, it was VOTED: *To approve disbursements of January 2021 (4-0)*

### **Communications**

- Chris Byers from Boyle Association gave a presentation regarding options for a solar farm at Yarmouth Water District.

### **Old Business**

- Cumberland Pit on Sweetser Road: Supt Gagnon reported the revised lease agreement has gone forward to MPUC. Any public comments on the agreements are to be completed by Friday, then it will be put on the docket. Within the next month, the lease agreement should have been reviewed by MPUC which will determine the purchase price of the land.
- North Yarmouth Capital Improvement Projects, to hear a status report of the projects: Supt Gagnon reported a material bid was put out last week and is due back this Thursday. He is expecting something around \$400k for piping materials. The installation bid went out last Monday, and those are due back on the 25th of February. The plan for the booster pump is still moving forward and the final review of the planning board will be held on February 9th via Zoom.

*On a motion by Andrew Walsh and seconded by Thomas Brennan it was VOTED: to authorize, "Authorize a borrowing in an amount not to exceed \$3,585,500." as presented, see attached document. (5-0)*

- Audit: Supt Gagnon reported a possible rate increase in early 2022 to cover the new debt service for the NY CIP. He also described the option to fund a capital reserve account that would offset some of the need of taking out more bonds for projects such as main replacements as funds would be set aside for capital improvements through the rates. This option would require a higher rate increase. He also reported that everything went well for the 2020 audit. The audit will be available in March so any questions can be ready for the annual meeting in April.

### **New Business**

- America's Water Infrastructure Act: Supt Gagnon reported that all water utilities need to have a portion completed by June of this year, and a final deadline completed by December. The plans must include an Emergency response plan, and risk resilience plan or a fine of \$25k a day will occur. Earlier versions of these documents are complete but need to be updated in further depth to meet the new guidelines. After completion, it is to be submitted to the EPA and Drinking Water Program.

### **Operations**

- January 2021 Production Reports, Supt Gagnon reported January had slightly less flow than last January. A couple of leaks occurred but were caught quickly. Usually, this time of year brings the lowest usage of the year until about March. It is tracking similarly to last year.
- Current Work:
  - Lafayette breaks near Royal River Grill House entrance and 2200 South: Circumferential break that a repair sleeve was able to fix near the Grill House. The Grill House had to shut down but was able to open up at 4:00. This only took 4 hours to complete. The second leak required the replacement of a section of the water main which took longer to repair.
  - Reinsborough Well Pump: There was an issue last Tuesday with the well pump. It was called to run, the motor was working but it was not pumping water. The well maintenance contractor should be on-site soon to remove the pump and diagnose the issues.
  - Stevens Well Control Upgrade: The controls contractor completed upgrades to the well pump and back-up motor controls and is working great. After being presented with a couple of different scenarios for the upgrade, it was decided to go with the control package upgrade.

#### Other

- Operator License Upgrade: Supt Gagnon reported that Jon Hartill, one of the operators, recently passed his class one treatment exam; he currently had a class two distribution license.
- New Copper Rule: Changes are happening in the next 3 years that will be enforced. A summary of the update has been tabled to an upcoming meeting.
- Update on changing the street name: Supt Gagnon reported a cost of around \$500 for a sign to be made and installed covering the address on the existing granite sign. Others in the office suggested naming the building rather than changing the street name.

At 9:22 p.m., on a motion by Susan Krauss, seconded by William Taylor, it was VOTED: *To adjourn the regular monthly meeting. (5-0)*

Minutes submitted by:  
Emily Thomas, Recording Secretary

Minutes filed by:

Thomas Brennan, clerk

**YARMOUTH WATER DISTRICT  
NINETY-EIGHTH ANNUAL MEETING**

To the lawful voters of Yarmouth Water District, who are such as are qualified to vote at any regular meeting of the towns of Yarmouth and North Yarmouth, County of Cumberland, State of Maine.

By the authority vested in the Trustees, the Ninety-Eighth Annual Meeting of the Yarmouth Water District will be via ZOOM conference on the evening of Tuesday, the sixth day of April 2021, at 7:00 p.m. for the following purposes, to wit:

1. To hear the reports of the Trustees.
2. To transact any other business that may legally come before said meeting.

TRUSTEES:

Irving C. Felker Jr.  
Andrew Walsh  
Susan B. Krauss  
Thomas Brennan  
William Taylor

I, Thomas Brennan, Clerk of Yarmouth Water District, certify that the following is a true and exact copy of the call for the Annual Meeting of Yarmouth Water District, scheduled for the evening of Tuesday, April 6, 2021, and held on that date.

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Signature

Clerk

Certified at the March 2<sup>nd</sup>, 2021 meeting