

**Yarmouth Water District
Board of Trustees Meeting Minutes
May 4, 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 (absent), 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 @ 7:11 pm by Irving Felker.*
- *On a motion by Andrew Walsh and seconded by Thomas Brennan, it was VOTED: To approve April 6, 2021 meeting minutes as written. (3-0)*
- *On a motion by Thomas Brennan and seconded by Andrew Walsh it was VOTED: To approved annual meeting minutes as written (3-0)*

Treasurer's Report

April 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	\$21,783.35	Savings Acct
People's United Bank	100209564	Standpipe Maintenance	\$27,160.30	Savings Acct
People's United Bank	6491514417	Standpipe Maintenance, CD	\$744,760.99	CD 10/22/21
Bath Savings	185902	Contingency Fund	\$34,457.64	Savings Acct
People's United Bank	5667983945	Submarine Main Depreciation, CD	\$913,844.60	CD 10/22/21
People's United Bank	101020495	Water Resource Protection Fund	\$10,509.88	Savings Acct
Kennebec Savings Bank	9070	2021 Bond Anticipation note for 2021 CIP	\$2,347,769.72	Savings Acct
		Total Special Funds \$4,100,286.48		

Supt Gagnon reported a deposit into the Submarine Main savings, interest in all accounts, and that he caught up on all regular deposits to the standpipe, contingency, and water resource savings accounts. A larger deposit was made this month to those accounts because Supt Gagnon was waiting on the Bond Anticipation note to go through in case money needed to be pulled from the checking account.

On a motion by Thomas Brennan, seconded by Andrew Walsh it was VOTED: *To approve Treasurer's Report as written.* (3-0)

The April disbursements were discussed. On a motion by Andrew Walsh, seconded by Thomas Brennan it was VOTED: *To approve the April 2021 disbursements as written.* (3-0)

Communications

- Supt Gagnon reported the Maine Custom Woodlands cleared the Hayes lot and will get a proposal to the District for harvesting some of the trees on District land.
- Credit card payments are live as of yesterday, but it hasn't been advertised yet. Before this happens, the office staff needs to get the accounting and tracking process ironed out.

Old Business

- Cumberland Pit on Sweetser Road: Supt Gagnon reported it closed on 4/9. The pit has been used a little bit for dumping sand and pavement as a temporary placeholder. Looking to fix the slopes around it, but otherwise ready to fully close this project.
- North Yarmouth Capital Improvement Projects, to hear a status report of the projects: Supt Gagnon reported 75% of the installation has been completed. 5400 of 8200ft has been installed. Toddy Brook crossing has been put off until late 2021 or 2022, potentially. A pre-bid meeting for the Booster Pump Station was held today and 4 contractors showed up. Hoping to keep the November 15th, 2021 deadline of having it in service.
- Solar Array Discussion: Supt Gagnon reported talking with a management company and they were comfortable with the direction it's going. Anywhere from \$1,000 - \$2,000 an acre is the going lease rate. He touched base with Chris Byers of Branch Renewable Energy and has an agreement draft that changes have been made to and has been forwarded to legal. He would like to move forward with this soon to get the ball rolling on the project.
- Future meetings: Supt Gagnon suggested moving forward for meetings starting in June to be in person. But keep the option of people being able to zoom in if needed/wanted.

New Business

- 2021 Financial Budget Update: Supt Gagnon reported that as of March 2021 (3 months' worth of numbers), it is still projected to have a good debt service coverage ratio. It might be a little lower than last year, as it was a high consumption year for residential. Supt Gagnon discussed some ongoing projects that impact budget numbers.

Operations

- April 2021 Production Reports, Supt Gagnon reported this month is a little lower than last April, but could be because at this time last year there were a couple of leaks that hadn't been found yet. Next month, the spring flushing program should start and this will use a little bit of water.
- Current Work:
 - Main St services: Working with Storey Brothers on this project, it's going well.
 - Reinsborough Well Pump: Parts are on order to get well back into service. Still no answer from the manufacturer as to why the coupling failed.

- Broad Cove Farms Subdivision: Chase Excavation is installed a new water main on two roads. The project is going well, one road water main is installed and going through testing.
- Seasonal meters need to be done by the beginning of May. Waiting for the seasonal home folks to call, but everything else has been installed.

Other

- To consider going into executive session if necessary

At 8:45 p.m., on a motion by Andrew Walsh, seconded by Thomas Brennan, it was VOTED: *To adjourn the regular monthly meeting. (3-0)*

Minutes submitted by:
Emily Thomas, Recording Secretary

Minutes filed by:

Thomas Brennan, clerk

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