

**Yarmouth Water District
Board of Trustees Meeting Minutes
February 8, 2022 Tuesday @ 7:00 p.m.
Yarmouth Water District Office
181 Sligo Rd, Yarmouth, ME**

Roll Call:

Present: Irving Felker, Jr, Chairman, William Taylor via Zoom, Thomas Brennan, Stephen Gorden via Zoom, Andrew Walsh

Absent:

Quorum present? Yes

Others Present: Eric Gagnon, Superintendent, Emily Thomas, Recording Secretary

Proceedings:

- *Meeting called to order at 7:04 pm by Irving Felker*
- *On a motion by Stephen Gorden and seconded by Andy Walsh, it was VOTED: To approve the January 4, 2022 meeting minutes as written. (5-0)*

Treasurer's Report

January Financials

<u>Institution</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
Cumberland County Federal Credit Union	Submarine Main Depreciation Fund	\$9,623.66	Savings Acct
People's United Bank	Standpipe Maintenance	\$28,540.97	Savings Acct
Cumberland County Federal Credit Union	Standpipe Maintenance, CD	\$809,104.32	CD 10/25/22
Bath Savings	Contingency Fund	\$110,984.79	Savings Acct
Cumberland County Federal Credit Union	Submarine Main Depreciation, CD	\$954,664.56	CD 10/25/22
People's United Bank	Water Resource Protection Fund	\$33,011.49	Savings Acct
Kennebec Savings Bank	2021 Bond Anticipation Note for 2021 CIP	\$1,261,417.94	Savings Acct
Key Bank	Working Checking Account	\$1,107,016.10	Checking Acct
	Advance for Construction	\$143,826.03	

Available Balance \$963,190.07

Total Special Funds \$4,170,537.80

Supt Gagnon reported changes in the monthly contributions and interest on all accounts. There was no deposit to the submarine savings because the payment from Florida Power and Light came late but has since been received. Two deposits will be made this month on the account. The advance for construction was lowered because some payments were made on accounts.

On a motion by Thomas Brennan, seconded by Andy Walsh it was VOTED: *To approve January Treasurer's Report as written. (5-0)*

The January disbursements were discussed. On a motion by Thomas Brennan and seconded by Andy Walsh it was VOTED: *To approve the January 2022 disbursements as written. (5-0)*

Communications

- Meeting with Gray Water, talked with Steve and Mike about higher levels topics with Gray Water and YWD and if there's a way to combine efforts and do things together. There's some potential to help with office work, and billing help. Steve suggested making a tie-in with North Yarmouth for a tank. There's a site on mill road that was in discussion to allow Gray to have dual use of the source. The board discussed ways they could improve relations with not only Gray but North Yarmouth and Freeport districts as well. Supt Gagnon suggested having a workshop for a 50-year plan for the district.

Old Business

- North Yarmouth Capital Improvements Project: The pumps and VFD's have been started. All the equipment was working great. However, in part of the testing, they had to do a pressure and leakage test, with this they discovered a leak but cannot locate where it is. The valve has been shut off so the station is isolated. It's losing about 70 pounds of pressure an hour currently and takes less than a quart of water to pressurize. It doesn't appear to be anything internal so it seems that there is an issue underground. It doesn't make sense to dig up the ground now to try to find the issue so it will wait until the spring to be done.
- Solar Project: Supt Gagnon reported meeting with Matt Reynolds, Susan Breau (MeDWP), and Chris Beyers to talk about solar power guidance for water utilities. YWD is one of the few places proposing solar near it's source.

New Business

- Monthly Meeting date and time change, Supt Gagnon suggested moving the meetings to the second Wednesday of every month.

On a motion by Steve Gorden and seconded by Andy Walsh, it was VOTED: *to move the monthly meetings to the second Wednesday of the month. (5-0)*

On a motion by Andy Walsh and seconded by Thomas Brennan, it was VOTED: *to move the monthly meetings to 6:00 pm on the second Wednesday of the month. (5-0)*

- Workshop Scheduling Supt Gagnon reported that suggestions have come up to hold these in the afternoons. The board decided that they would like to hold workshops before the regularly scheduled monthly meetings and hold two workshops in a day to complete them promptly.

- Annual Meeting schedule, this meeting has been held during the regular meeting in April. Supt Gagnon suggested holding the annual meeting at 5:30 pm and the regular meeting at 6:00 pm on April 13th. On a motion by Steve Gorden and seconded by Andy Walsh it was VOTED: *to hold the annual meeting on April 13th at 5:30 pm. (5-0)*

Operations

- January 2022 Production Reports, Supt Gagnon reported some leaks have been popping up recently. However, production is very similar to how it was last year. All of the leaks were found and fixed within 12hours.
- Current Work:
 - Water Main Repairs
 - Harborview Hydrant lateral repair, the hydrant lateral fractured.
 - Yankee Drive main repair, there was a circular crack on the water main. There was a significant leak that flooded the area but didn't reach any homes.
 - Lafayette main repair, this was the 4th repair in 2 years. Tentatively, this should be replaced in 2024.
 - Office painting, the guys from the office have been working through the entire building repainting the inside.

Other

- MWUA trade show, Supt Gagnon reported the trade show was last Wednesday and Thursday. Some of the staff attended the classes and thought it was great. There wasn't as big of attendance as years prior which could be due to COVID.

At 9:00 p.m., on a motion by Thomas Brennan, seconded by Andy 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

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