

**Yarmouth Water District
Board of Trustees Meeting Minutes
June 8, 2022 Tuesday @ 6:00 p.m.
Yarmouth Water District Office
181 Sligo Rd, Yarmouth, ME**

Roll Call:

Present: Irving Felker, Jr, Chairman, Thomas Brennan via zoom, Stephen Gorden, Andrew Walsh, William Taylor (left early) via zoom

Absent:

Quorum present? Yes

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

Proceedings:

- *Meeting called to order at 6:00 pm by Irving Felker*
- *On a motion by Stephen Gorden and seconded by Andrew Walsh, it was VOTED: To approve the 2022 annual meeting minutes as written. (5-0)*
- *On a motion by Andrew Walsh and seconded by Stephen Gorden, it was VOTED: To approve the May 13, 2022 meeting minutes as written. (5-0)*

Treasurer's Report

May Financials

| <u>Institution</u> | <u>Description</u> | <u>Amount</u> | <u>Maturity Date</u> |
|---|---|---------------|----------------------|
| Cumberland County Federal Credit Union | Submarine Main Depreciation Fund | \$26,026.62 | Savings Acct |
| People's United Bank | Standpipe Maintenance | \$56,710.35 | Savings Acct |
| Cumberland County Federal Credit Union | Standpipe Maintenance, CD | \$810,435.09 | CD 10/25/22 |
| Bath Savings | Contingency Fund | \$145,005.88 | Savings Acct |
| Cumberland County Federal Credit Union | Submarine Main Depreciation, CD | \$956,234.77 | CD 10/25/22 |
| People's United Bank | Water Resource Protection Fund | \$43,012.74 | Savings Acct |
| Kennebec Savings Bank | 2021 Bond Anticipation note for 2021 CIP | \$940,916.84 | Savings Acct |

| | | | |
|---------------------|--------------------------|----------------|---------------|
| Key Bank | Working Checking Account | \$1,258,638.81 | Checking Acct |
| | Advance for Construction | \$231,080.09 | |
| | Available Balance | \$1,027,558.72 | |
| Total Special Funds | | \$4,005,901.01 | |

Supt Gagnon reported changes by the monthly contributions to savings accounts and interest on all accounts. On a motion by Stephen Gorden, seconded by Thomas Brennan it was VOTED: *To approve May Treasurer's Report as written to file for audit. (5-0)*

The May disbursements were discussed. On a motion by Andrew Walsh and seconded by Stephen Gorden it was VOTED: *To approve the May 2022 disbursements as written to file for audit. (5-0)*

Communications

- The district made it on the backup list for SRF funding, with a 6% funding, of total project cost, can be used for project designs as principal forgiveness.

Old Business

- Solar Project:
 - At 6:23 p.m. on a motion by Stephen Gorden and seconded by Thomas Brennan it was VOTED: *To go into executive session under 1 M.R.S.A. SS 405(6)(C) to discuss use of real estate property. (5-0)*
 - At 6:58 p.m. on a motion by Stephen Gorden and seconded by Andrew Walsh it was VOTED: *To go adjourn the executive session and return to the regular meeting. (5-0)*
- Workshops: One more workshop on Wednesday 22nd at 9am.
- North Yarmouth Capital Improvement Projects: The fence was installed and added a large gate out back to plow through it the parking area. Still waiting on an ETA update for the generator, still hoping for around August / early September.
- District Operation and Office Hours: On a motion by Stephen Gorden and seconded by Andrew Walsh, it was VOTED: *To approve the new office hours as Monday through Thursday 7am to 5pm effective 7/1/22 for a six month trial period and evaluate if necessary. (4-0)*

New Business

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Operations

- May 2022 Production Reports, Supt Gagnon reported the weather has been dry, so production has been picking up. Still in the middle of flushing, but about 2 million gallons less than last year. Productions expected to keep at this rate up until mid-September or October.
- Current Work:
 - Water Main Repairs
 - Route 88, there was a significant main break about 700 gallons a minute was leaking. The District was notified in late evening and it was taken care of right away. The repair went well.
 - Goodings End, there was a minor leak here. A connection to the main has a crack in it, and it was a quick fix.
 - Distribution Flushing, close to 60% complete.

- Sweetser Village Main Extension, this is the new 2 building 12-unit apartments, and it has been completed and is currently active.
- Tanglewood and Tannery Main Extension, the District worked with the Town as they updated the drainage here. Two dead end mains were connected and completed an important loop. It is now active and running.
- Supt Gagnon reported that the District received the vacuum unit and the operators have already put it to good use. It will be a valuable tool.

Other

At 7:51 p.m., on a motion by Stephen Gorden and seconded by Andrew Walsh it was VOTED: *To go into executive session under 1 M.R.S.A. SS 405(6)(A) to discuss personnel matters. (4-0)*

At 8:41 p.m. on a motion by Andrew Walsh and seconded by Stephen Gorden it was VOTED: *To go adjourn the executive session and return to the regular meeting. (4-0)*

At 8:44 p.m., on a motion by Andrew Walsh, seconded by Stephen Gorden, it was VOTED: *To adjourn the regular monthly meeting. (4-0)*

Minutes submitted by:
Emily Thomas, Recording Secretary

Minutes filed by:

Thomas Brennan, clerk

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