

**Yarmouth Water District
Board of Trustees Meeting Minutes
September 14, 2022, Tuesday @ 6:00 p.m.
Yarmouth Water District Office, 181 Sligo Rd, Yarmouth, ME**

Roll Call:

Present: Irving Felker, Jr, Chairman, Thomas Brennan, Stephen Gorden arriving late, Andrew Walsh via zoom, Gib Parrish

Absent:

Quorum present? Yes

Others Present: Eric Gagnon, Superintendent, Tim Herrick, Assistant Superintendent, Emily Thomas, Recording Secretary

Proceedings:

- *Meeting called to order* at 6:02 pm by Irving Felker.
- On a motion by Thomas Brennan and seconded by Gib Parrish, it was VOTED: *To approve the August 10th, 2022 meeting minutes as written. (4-0)*

Treasurer's Report

August Financials

<u>Institution</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
Cumberland County Federal Credit Union	Submarine Main Depreciation Fund	\$35,923.54	Savings Acct
People's United Bank	Standpipe Maintenance	\$77,838.00	Savings Acct
Cumberland County Federal Credit Union	Standpipe Maintenance, CD	\$811,456.84	CD 10/25/22
Bath Savings	Contingency Fund	\$170,525.53	Savings Acct
Cumberland County Federal Credit Union	Submarine Main Depreciation, CD	\$957,440.33	CD 10/25/22
People's United Bank	Water Resource Protection Fund	\$50,513.90	Savings Acct
Kennebec Savings Bank	2021 Bond Anticipation note for 2021 CIP	\$936,555.81	Savings Acct
Key Bank	Working Checking Account	\$1,277,916.67	Checking Acct
	Advance for Construction	\$199,612.96	
	Available Balance	\$1,078,303.71	
	Total Special Funds	\$4,118,557.66	

Supt Gagnon reported changes by the monthly contributions to savings accounts and interest on all accounts. RFP's for the CD's will be sent out shortly to combine the savings account to the CD and to start another CD. On a motion by Gib Parrish, seconded by Thomas Brennan it was VOTED: *To approve August Treasurer's Report as written to file for audit.* (4-0)

The August disbursements were discussed. On a motion by Thomas Brennan and seconded by Andrew Walsh it was VOTED: *To approve the August 2022 disbursements as written to file for audit.* (4-0)

Communications

- Nothing to report.

Old Business

- Workshops: The August workshop needed to be canceled. There is already one scheduled for this month, so instead of trying to reschedule it the plan was to just use that one.
- York Street: The district has met with the town and they have no issues with the project happening this fall. The Town is ok with holding off any paving until Spring if the project cannot be completed in the Fall.

New Business

- Preliminary 2023 Budget Discussion Supt Gagnon is going to have the budget next month to look over in hopes to have it approved by December, if not earlier. Some items that will be on there; a vehicle replacement, getting a price to get engineering for a garage expansion as the district is running out of room, possibly a small excavator, and tank maintenance as inspections are due.

Operations

- August 2022 Production Reports, Supt Gagnon reported a decrease in production as what usually happens in late summer / early fall. A little more water was pumped compared to last year. Last month there was a significant rainfall difference which made a huge impact on the report. This year, there was more rainfall compared to last year, but also more production.
- Current Work:
 - Repairs with the vacuum and dump trailer that was purchased. Over 35 service boxes and gate valve boxes have been repaired in the last month and a half.
 - Well Equipment Tim worked with Dennis who takes care of the well pump stations in purchasing crank pumps to fill the day tanks from the chlorine carboys. It is a much more efficient and safer process now. The district got a bigger chlorine day tank for the Reinsborough well. The old day tank needed to be filled every other day with high usage and the new one will supply 4-7 days of use.

Other

At 7:10 p.m., on a motion by Gib Parrish, 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