

**Yarmouth Water District  
Board of Trustees Meeting Minutes  
April 19th, 2023 Tuesday @ 6:00 p.m.  
Yarmouth Water District Office  
181 Sligo Rd, Yarmouth, ME**

**Roll Call:**

*Present:* Irving Felker, Jr, Chairman, Stephen Gorden, Andrew Walsh (via Zoom), Gib Parrish

*Absent:* Thomas Brennan

*Quorum present?* Yes

*Others Present:* Eric Gagnon, Superintendent, Tim Herrick, Assistant Superintendent, Emily Thomas, Recording Secretary, and Chris Byers

**Proceedings:**

- *Meeting called to order at 6:04 pm by Irving Felker.*
- *On a motion by Andrew Walsh and seconded by Gib Parrish, it was VOTED: To approve the March 9th, 2023, meeting minutes as amended. (4-0)*

**Treasurer's Report**

March Financials

<u>Institution</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
Cumberland County Federal Credit Union	Submarine Main Depreciation Fund	\$22,818.15	Savings Acct
M&T Bank	Standpipe Maintenance	\$36,803.96	Savings Acct
Key Bank	Standpipe Maintenance, Treasury Note	\$917,587.92	10/31/23
Bath Savings	Contingency Fund	\$262,177.23	Savings Acct
Key Bank	Submarine Main Depreciation, Treasury Note	\$1,011,199.44	10/31/23
M&T Bank	Water Resource Protection Fund	\$68,020.62	Savings Acct
Kennebec Savings Bank	2021 Bond Anticipation note for 2021 CIP	\$892,653.04	Savings Acct
Key Bank	Working Checking Account	\$1,245,791.05	
	Advance for Construction	\$126,710.11	Checking Acct
	Available Balance	\$1,119,080.94	
	<b>Total Special Funds</b>	<b>\$4,330,341.30</b>	

Supt Gagnon reported changes by the monthly contributions to savings accounts and interest on all accounts. Two deposits were made to the Submarine savings because the one for February was made in March. On a motion by Stephen

Gorden, seconded by Gib Parrish it was VOTED: *To approve March Treasurer's Report as written and file for audit. (4-0)*

The March disbursements were discussed. On a motion by Stephen Gorden and seconded by Andrew Walsh it was VOTED: *To approve the March 2023 disbursements as written to file for audit. (4-0)*

### Old Business

- Solar Projects Update:
  - At 6:28 pm on a motion by Stephen Gorden and seconded by Andrew Walsh it was VOTED: *to enter in an executive session under 1 M.R.S.A. SS 405(6)(C) to discuss use of real estate property or economic development (4-0).*
  - At 7:27 pm on a motion by Stephen Gorden and seconded by Gib Parrish it was VOTED: *to come out of executive session (4-0).*

### Communications

- North Yarmouth Public Works Pit: There was a petroleum spill, on call operators and the fire department went to the scene. They put spill pads down to contain, not a lot dumped out, but it was an active leak. The leak was fixed the next morning and everything was quickly contained and contaminated things were removed from the scene. Supt Gagnon applauded the response by everyone involved and sent a message to the NY Town Manager.
- Yarmouth Comprehensive Plan: Supt Gagnon spent time with the Yarmouth town planner where PFAS and other potential aquifer contaminants were discussed. The Water District's capacity was discussed and as it was discussed that the District averages 60-70% of the well capacity safe yield over the years but we are safe if below 80%. Waiting for more data to come back and share with the Town.

### Old Business

- North Yarmouth Select Board and Planning Board Conversations: Supt Gagnon got in touch with the hydrogeologist and legal team and got a draft of the presentation from NY Planning Board a couple months ago. He reviewed it, and stated it looks good but has a couple questions. Hope to get to the Planning Board member next week to put on the docket and ask questions.
  - Stephen Gorden questioned whether the board ever wrote a communication to North Yarmouth for resident responsibility for septic systems and maintenance. Supt Gagnon confirmed a concern was written. Legal said the board can't retroactively force testing and agreements. The current ordinance states testing can be done at district cost and if they can prove that the systems fail, can request reimbursement from the owner.
- 2023 Capital Projects Update: The board discussed the Yarmouth Planning Board meeting about the Sunset Point project and Supt Gagnon reported it went well. The bids for each project were discussed. Stephen Gorden passed along information from the Maine Statute regarding public utilities within the public right-of-way and that may help if we have issues with projects needing approval by the Town in reference to Sunset Point needing Planning Board approval. Supt Gagnon advised that he would bring it up to the Planning Board for the future so as not to go through this process again.

On a motion by Gib Parrish and seconded by Stephen Gorden it was VOTED: *to award Sunset Point, Pleasant Street, and Smith Street projects as recommended by Superintendent Gagnon. (4-0)*

### New Business

- None to report

### Operations

- March 2023 Production Reports, Supt Gagnon reported a very steady line a little under 2022's production. There hasn't been a big uptick in production yet as there has been a lot of rain.
- Current Work
  - Monthly Hydrant Checks: Hydrants are no longer being checked as the threat of them freezing doesn't exist. Hydrant flags are being removed. Flushing started last week.
  - Meter Replacements: March had 104 meters replaced. 230 have been done, YTD. This will start to slow down as outside work is going to be focused on. Next year, Supt Gagnon hopes to start earlier in the fall to complete this within 6 years at the rate it is going.
  - Miscellaneous: Supt Gagnon discussed maintenance samples that were performed at Cumberland Wells for PFAS. The Mill Road well site has been cleared of trees to make it accessible for sampling. Quotes for water tank inspection and cleaning have been received and will be done this year. It's been about 8 years since this was last done so it is due. A tank maintenance contractor will be installing a new antenna for our radio system and minor repairs.

## Other

At 9:00 p.m., on a motion by Gib Parrish, seconded by Andrew Walsh, 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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