

**Yarmouth Water District
Board of Trustees Meeting Minutes
Sept 21st, 2023, Thursday
Yarmouth Water District Office
181 Sligo Rd, Yarmouth, ME**

Roll Call:

Present: Andrew Walsh, Chairman, Thomas Brennan, Gib Parrish, Stephen Gorden, Bill Taylor, Chris Byers with Branch Renewables

Absent:

Quorum present? Yes

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

Proceedings:

- *Meeting called to order at 6:09 pm by Andrew Walsh.*
- *On a motion by Stephen Gorden and seconded by Gib Parrish, it was VOTED: To approve the August 2023 meeting minutes as written. (3-0)*

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	\$2,983.45	Savings Acct
M&T Bank	Submarine Main Depreciation Fund	\$36,677.50	Savings Acct
M&T Bank	Standpipe Maintenance	\$72,678.56	Savings Acct
M&T Bank	Water Resource Protection Fund	\$81,406.12	Savings Acct
Kennebec Savings Bank	Contingency Fund, Savings	\$320,234.46	Savings Acct
Kennebec Savings Bank	2021 Bond Anticipation note for 2021 CIP	\$525,880.64	Savings Acct
Kennebec Savings Bank	Excess Checking, Savings	\$242,644.42	Savings Acct
Key Bank	Standpipe Maintenance, Treasury Note	\$934,935.32	10/31/2023
Key Bank	Submarine Main Depreciation Fund, Treasury Note	\$1,030,316.60	10/31/2023
Key Bank	Working Checking Account - To Be Closed	\$306,994.97	Checking Acct
Kennebec Savings Bank	Working Checking Account Advance for Construction	\$501,512.54 \$149,195.59	Checking Acct

Available Balance	\$659,311.92
Total Special Funds	\$3,907,068.99

Supt Gagnon reported monthly deposits to savings accounts, including the old checking account of Key Bank being transferred to the new checking account with Kennebec Savings. A small amount was left in Key Bank as a reserve as needed for the time being. It was also reported that the normal monthly interest accruing to the account, otherwise no other changes were made to any accounts. Supt Gagnon suggested holding off on some of the monthly deposits to the savings accounts so that money could be available for all expenses. Interest rates in the checking account are comparable to the savings accounts and a deposit can be made for a larger amount at the end of the year. After discussion of the current funding mechanism, it was suggested to have a funding and rates workshop to maximize money and assets for the district. It was decided to hold this workshop on October 13th at 9am.

On a motion by Stephen Gorden, seconded Andrew Walsh by it was VOTED: *To approve August Treasurer's Report as written and file for audit. (5-0)*

The August disbursements were discussed. On a motion by Gib Parrish and seconded by Thomas Brennan it was VOTED: *To approve the August 2023 disbursements as written to file for audit. (5-0)*

Communications

- Gray Water District Update: There is a FEMA grant that was brought to Supt Gagnon, after explaining and discussion of the grant with the board, it was decided to start planning with an engineer to move forward with applying for this grant.
- Maine Water Utilities PUC Class: Supt Gagnon discussed with the board this class he recently attended and how useful it was and how the board can implement the things he learned about rate cases and other policies. More discussions on the topic will occur during the upcoming workshop.
- Parsonage Road Developments Concern: A 4 building complex going through a bunch of appeals is having concerns from nearby residents concerning potential impact to the aquifer. Supt Gagnon has been responding to the valid concerns to the best of his ability and will have an Operator check on the site regularly.

Old Business

- Solar Projects Update:
 - At 6:41 pm on a motion by Stephen Gorden and seconded by Gib Parrish 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 (5-0).*
 - At 7:44 pm on a motion by Stephen Gorden and seconded by Thomas Brennan it was VOTED *to come out of executive session (5-0).*
 - On a motion by Bill Taylor and seconded by Stephen Gorden it was VOTED: *To accept the solar consultant contract from Branch Renewables as written, effective immediately. (5-0)*
- 2023 Capital Projects Update:
 - Pleasant and Smith Street projects have started, 200-300 ft of pipe have been put in and temporary services have been set up.
 - York Street, Portland at Main, and Bridge at Main projects have gotten bids back, and it was decided to go with a company in Lewiston for the project. Materials for this have already been purchased.
 - On a motion by Gib Parrish and seconded by Andrew Walsh it was VOTED: *To award the York, Bridge, and Portland Street projects as recommended by Supt Gagnon. (5-0)*

- Cousins River: This project will start the second week of October. Wright-Pierce will be inspecting the project. More information on the project and the schedule is to come.
- Short Term Funding Update: Supt Gagnon reported that some of the projects for the year have come in under budget. After updating the funding calculations, it is determined that short term funding is not needed for new 2023 projects.

New Business

- Hayes Aquifer PFAS: The results of the testing came back, and Supt Gagnon reported that there is PFAS in the Aquifer. The detected levels are below the current guidelines, so treatment is not required. More samples are being sent out and from there more directions will be taken to find the source.
- Dexter Lane Land: This land was up for sale about 5 years ago. However, it was not sold so the district still owns land in that area. The land was appraised a few years ago, and now there are a couple neighbors interested in the land to conserve their backyards. After speaking with a lawyer, they suggested getting the land appraised again. Supt Gagnon asked for the board's approval to get this appraisal done and the expected fees that come with that. On a motion by Stephen Gorden and seconded by Thomas Brennan it was VOTED: *To approve expenses for the appraisal and preparation of the Dexter Lane Land sale. (5-0)*

Operations

- August 2023 Production Reports, Supt Gagnon reported the production has been the lowest seen in quite some time. Due to the high amounts of rain, production has been at an all-time low.
- Current Work
 - Distribution Installation and Repairs: Some paving has been done and the district is taking advantage of the time to complete other small projects and repairs that need to get done.
 - Chase Bank: The water main extension has been completed. The last couple final steps of this project are on their way to being finished.

Other

- None to report

At 9:00 p.m., on a motion by Stephen Gorden, seconded by Gib Parrish, 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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