

**Yarmouth Water District
Board of Trustees Regular Meeting Minutes
Wednesday, July 10th, 2024
Yarmouth Water District Office
181 Sligo Rd, Yarmouth, ME**

Roll Call:

Present: Andrew Walsh, Chairman, Thomas Brennan, Gib Parrish, Stephen Gorden, Bill Taylor

Absent:

Quorum present? Yes

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

Proceedings:

- *Meeting called to order at 6:08pm by Andrew Walsh.*
- *On a motion by Bill Taylor and seconded by Thomas Brennan, it was VOTED: To approve the June 2024 meeting minutes as amended. (5-0)*

Treasurer's Report

June Financials

<u>Institution</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
Cumberland County Federal Credit Union	Submarine Main Depreciation Fund	\$3,023.38	Savings Acct
M&T Bank	Submarine Main Depreciation Fund	\$72,856.41	Savings Acct
M&T Bank	Standpipe Maintenance	\$103,965.13	Savings Acct
M&T Bank	Water Resource Protection Fund	\$84,163.70	Savings Acct
Kennebec Savings Bank	Contingency Fund, Savings	\$330,393.28	Savings Acct
Kennebec Savings Bank	2021 Bond Anticipation Note	\$970,908.29	Savings Acct
Kennebec Savings Bank	Excess Checking, Savings	\$230,200.70	Savings Acct
Kennebec Savings Bank	Standpipe Maintenance, CD	\$0.00	
Kennebec Savings Bank	Submarine Main Depreciation Fund, CD	\$1,068,574.52	7/25/2024
Kennebec Savings Bank	Working Checking Account	\$586,060.40	
	Advance for Construction	\$131,694.49	
	Available Balance	\$454,365.91	

Gen. Manager Gagnon reported monthly interest on all accounts and one deposit to the Submarine Savings Account. There was a transfer from the Standpipe CD funds of \$969,651.53 to 2021 BAN Account to be used for 2024 Project Invoices.

On a motion by Stephen Gorden, seconded by Thomas Brennan it was VOTED: *To approve the June Treasurer's Report and file for audit. (5-0)*

The June disbursements were discussed, and the Board asked if subtotals could be added to the section that is ordered by account. On a motion by Stephen Gorden and seconded by Bill Taylor it was VOTED: *To approve the June 2024 disbursements as written to file for audit. (5-0)*

Communications

- None to report.

Old Business

- Solar Projects Update: Gen. Manager Gagnon reported some site work including tree and stump work at both sites for Waterline and Boundary Line Solar. Nothing has been put in the ground yet. There was a public hearing at the North Yarmouth Planning Board for YWD Solar and after a couple of easy questions the town approved the project and it should be signed off on at next month's meeting.
- Billing and Financial Evaluation Project: Rayburn has been met with a few times to go over front office and billing operations. Some presentations from companies to see what they offer for billing solutions have occurred and they need to go over the interviews to review and select the best option for the district.
- Charter Discussion: Gen. Manager Gagnon scheduled a workshop at 5pm on August 14th with the charter team.
- 2024 Bond and Rate Case: A decision will be made quickly on whether to go with the Maine Bond Bank versus publicly sold issue. Both options need to be reviewed before making the best decision for the district. The tentative schedule for the rate case will start with data collection in August and September. The public hearing is currently aimed for November 20th.

New Business

- West Elm Tank Upgrades: Estimates to inspect, clean and paint the tanks were gathered a couple years ago. With this, to meet OSHA standards, the ladder needs to be upgraded. The ladder upgrade would happen this month or next month where the painting would happen this fall.
On a motion by Stephen Gorden and seconded by Bill Taylor it was VOTED: *To approve tank maintenance at the West Elm and East Main Water Tanks per quotes from Marcel Payeur, Inc. with the total price not to exceed \$500,000. (5-0)*

Operations

- June 2024 Production Reports, Gen. Manager Gagnon reported last month's production was slightly higher compared to last year with no real identifier for the bump.
- Current Work
 - Rte 88 Water Main Replacement: 3000 of about 4000 ft has been completed. Some directional HDPE needed to be completed, causing the project to go slightly over budget to accommodate and complete the project.
 - Flushing: There was a slight pause on this due to vacations, but it has continued back up and is about 65% complete.
 - Other: The temps have been on board for about 3 weeks, and they have been working really well.

Other

- None to report.

At 7:54p.m., on a motion by Stephen Gorden, seconded by Bill Taylor, it was VOTED: *To adjourn the regular monthly meeting. (5-0)*

Minutes submitted by:
Emily Thomas, Recording Secretary

Minutes filed by:

Thomas Brennan, clerk

This page is left intentionally blank.