

**Yarmouth Water District
Board of Trustees Regular Meeting Minutes
Wednesday, June 11th, 2025, Yarmouth Water District Office, 181 Sligo Rd, Yarmouth, ME**

Roll Call:

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

Absent:

Quorum present? Yes

Others Present: Eric Gagnon, General Manager; Emily Thomas; Tim Herrick, Assistant Superintendent; and June Schnitzel from Yarmouth Water District Finance; and Chris Beyers.

Proceedings:

- *Meeting called to order at 6:00 pm by Andrew Walsh.*
- *On a motion by Gib Parrish and seconded by Stephen Gorden, it was VOTED: To approve the May 2025 meeting minutes as amended. (5-0)*

Treasurer's Report

April Financials

<u>Institution</u>	<u>Description</u>	<u>Amount</u>	<u>Maturity Date</u>
M&T Bank	Submarine Main Depreciation Fund	\$12,698.72	Savings Acct
M&T Bank	Standpipe Maintenance	\$6,547.13	Savings Acct
M&T Bank	Water Resource Protection Fund	\$86,787.95	Savings Acct
Kennebec Savings Bank	Contingency Fund, Savings	\$340,573.17	Savings Acct
Kennebec Savings Bank	BAN Project Account	\$1,614,150.97	Savings Acct
Kennebec Savings Bank	Standpipe Maintenance, CD 26 WK	\$302,536.74	9/18/25
Kennebec Savings Bank	Standpipe Maintenance, CD 52 WK	\$584,216.27	3/19/26
Kennebec Savings Bank	Submarine, 26 WK CD	\$504,227.92	9/18/25
Kennebec Savings Bank	Submarine, 52 WK CD	\$702,286.49	3/19/26
Kennebec Savings Bank	Working Checking Account	\$784,354.46	
	Advance for Construction	\$155,247.29	
	Available Balance	\$629,107.17	
	Total Special Funds	\$4,783,132.53	

Gen. Manager Gagnon reported monthly interest in all accounts and a deposit in submarine savings. There was discussion to change the "BAN Project Account" to Bond Fund Account. On a motion by Gib Parish, and seconded by Thomas Brennan, it was VOTED: *To approve the May Treasurer's Report and file for audit. (5-0)*

The May disbursements were discussed. On a motion by Andrew Walsh, seconded by Thomas Brennan, it was VOTED: *To approve the May 2025 disbursements as written to file for audit. (5-0)*

Communications

- Gen. Manager Gagnon discussed that MDOT has it on their short-term radar to replace the bridge to Cousins Island, which may impact one of our water mains. The Board suggested looking into whether we are in their right-of-way and making sure we understand all the options. Their tentative construction is proposed to be in 2028.

Old Business

- Solar Projects Update:
 - At 6:26 p.m., on a motion by Andrew Walsh, and seconded by Stephen Gorden, it was VOTED: *To go into executive session regarding property acquisition and contracts. 1 M.R.S.A. §405(6)(C). 5-0.*
 - At 7:15 p.m., on a motion by Stephen Gorden, and seconded by Thomas Brennan, it was VOTED: *To come out of executive session. 5-0.*
- Billing and Financial Evaluation Project: Gen. Manager Gagnon reported that on-going weekly calls are happening, and they are working together to troubleshoot all the issues. Things are going well and it's just a process. September is the tentative go-live date.
- Charter Discussion: The charter is going through the legal process and has passed by the House and the Senate and is waiting for the Governor's signature and will be effective 90 days after it is signed. Still working with legal to get in on both towns' ballots in November for the public to approve.
- PFAS Remediation Planning: Gen Manager Gagnon has more information regarding how the PFAS samples are tested including the assumed values. He will forward this information to the group.

New Business

- Policies and Procedures Review: Board held a workshop and will continue to clean up the policies and make them complete documents.

Operations

- May 2025 Production Reports, Gen. Manager Gagnon reported nothing significant happening within the month. The historical monthly MGD average was added to the production chart so comparisons can be made to the historical data.
- Current Work
 - Valve Box Adjustments: Continue working with paving companies to make sure valves are adjusted properly through the final paving process. Also replacing service boxes in the areas that the Town is doing significant work to the roads.
 - Main Extensions: Gen Manager Gagon stated that water main extensions on Bucknam Point and Groves Road are starting up.

Other

- Gen. Manager Gagnon reported that he has not made any progress with the meeting with Pineland. It was suggested to set an agenda for the Pineland meeting at our July Board meeting and have a separate workshop to meet with Pineland before the end of July.
- Gib Parish has been reelected to the Board for a three-year term.

At 7:48 p.m., on a motion by Gib Parish, 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