

**Yarmouth Water District
Board of Trustees Regular Meeting Minutes**

Wednesday, December 10th, 2025, at the Yarmouth Water District Office, 181 Sligo Rd, Yarmouth, ME

Roll Call:

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

Absent:

Quorum present? Yes

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

Proceedings:

- *Meeting called to order* at 6:07 pm by Andrew Walsh.
- On a motion by Bill Taylor and seconded by Gib Parrish, it was VOTED: *To approve the November 2025 meeting minutes. (4-0)*

Treasurer's Report

November Financials

Institution	Description	Amount	Maturity Date
M&T Bank	Submarine Main Depreciation Fund	\$33,985.07	Savings Acct
M&T Bank	Standpipe Maintenance	\$6,640.85	Savings Acct
M&T Bank	Water Resource Protection Fund	\$88,030.88	Savings Acct
Kennebec Savings Bank	Contingency Fund, Savings	\$345,734.01	Savings Acct
Kennebec Savings Bank	BAN Project Account	\$1,110,917.89	Savings Acct
Kennebec Savings Bank	Standpipe Maintenance, CD 26 WK	\$308,810.28	12/18/25
Kennebec Savings Bank	Standpipe Maintenance, CD 52 WK	\$595,818.09	3/19/26
Kennebec Savings Bank	Submarine, 26 WK CD	\$514,683.84	12/18/25
Kennebec Savings Bank	Submarine, 52 WK CD	\$716,233.03	3/19/26
Kennebec Savings Bank	Working Checking Account	\$1,058,351.44	
	Advance for Construction	\$131,751.10	
	Available Balance	\$926,600.34	
	Total Funds	\$4,647,453.68	

Gen. Manager Gagnon reported monthly interest on all accounts and a deposit to submarine savings. There was a large influx of income, however, it was offset by the first PFAS settlement check which will soon be deposited into a CD. On a motion by Bill Taylor, and seconded by Gib Parrish, it was VOTED: *To approve the November Treasurer's Report and file for audit. (5-0)*

The November disbursements were discussed. On a motion by Gib Parrish seconded by Bill Taylor it was VOTED: *To approve the November 2025 disbursements as written to file for audit. (5-0)*

Communications

- Auditor: A response was received from Royer in Falmouth with a price slightly higher than services used in previous years. With the new service provider, they stated the audit would be done and ready for a yearly meeting in May. Gen. Manager Gagnon feels the communication and timeliness of Royer is worth the slight increase in cost for switching.

Old Business

- Solar Projects Update: Radio interference from the solar is still being monitored. The electrical surges at the wells are also being monitored to see if the Solar Project is what is impacting the equipment at the Reinsborough and Stevens wells. The total cost of the project was provided to the Auditors for the paperwork to receive the Solar Credits, which should come back at the beginning of next year. It is expected to come around 30%.
- Billing and Financial Evaluation Project: Gen. Manager Gagnon reported the Go Live date is set for January 12th, with the final bill from NDS being sent on January 1st.

- Pineland Discussion: A new MOU was sent out. This addresses some of Pinelands' concerns about paying for required updates and fixes. The update states that any required updates will be a separate discussion and agreement.
- 2026 Budget: The draft budget was briefly discussed, and no changes were made from the last draft.
 - On a motion by Bill Taylor and seconded by Stephen Gorden, it was VOTED: *To approve the 2026 budget as written. (5-0)*
- A Capital Improvement Workshop was discussed, and Gen. Manager Gagnon advised he would email out a date and time for this meeting to occur.

New Business

- None to report.
- The board briefly discussed the long term planning list to see if there were any items that could be removed before the next meeting and which items need to be addressed within the next couple of meetings or workshops.

Operations

- November 2025 Production Reports, Gen. Manager Gagnon reported production was very similar, only slightly higher, to last year and was as expected.
- Current Work
 - Estabrook Well: CMP installed the new service and new transformer. There is now power in the building, and this project is going well.
 - Other: There was an issue on High St that was quickly repaired. The winterizing projects are continuing as planned.

Other

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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