

### **Trustees**

Richard E. Boston, President  
Richard Leigh, Treasurer  
Karen Arsenault, Clerk  
Stephen C. Rendall Jr., Trustee  
Russ Peterson, Trustee



### **Administration**

Donald D. Neumann Jr., Superintendent  
Gary E. Stevens, Asst. Superintendent  
Ryan Lynch, Treatment Plant Manager  
Patrick M. Desrosiers, Financial Manager

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Meeting held at 86 Woodbridge Road, York ME 03909  
The District's Main Office  
November 20, 2019

President, Richard Boston called the meeting to order at 1:58PM. Others present were Treasurer – Richard Leigh, Clerk – Karen Arsenault and Trustee – Russ Peterson. Staff present was Superintendent - Donald Neumann, Assistant Superintendent – Gary Stevens, Financial Manager – Patrick Desrosiers, Treatment Plant Manager – Ryan Lynch, Thomas Chase – Lead Service Person, Service Person - David Deperrio and Customer Service Person – Karen Hale. Trustee - Stephen Rendall was not in attendance.

On a motion made by Trustee Peterson and duly seconded by Trustee Arsenault, it was voted unanimously to accept the Minutes of the October 22, 2019 Board Meeting.

The Board was then presented with the monthly check register for October 2019. On a motion made by Trustee Arsenault and duly seconded by Trustee Leigh, it was voted unanimously to authorize the Financial Manager to pay the expenditures as presented.

The Financial Manager presented the Board with the Income Statement for October 2019 for review and discussion. The monthly revenue for October 2019 was under budget. The operating expenses were higher than projected. The net income for October 2019 was less than projected.

The Financial Manager presented the Board with the proposed 2020 O&M & Capital Improvement Budgets. Trustee Peterson requested from Patrick that he come up with a plan to show how we are going to cover the cost of the next tank painting. Patrick said he would have one for the next meeting. On a motion made by Trustee Peterson and duly seconded by Trustee Arsenault, it was voted unanimously to accept the 2020 O&M & Capital Improvement Budgets as presented.

Treasurer Report: Trustee Leigh said Patrick did a great job and he didn't have anything to add.

Public Comment: N/A

Don introduced Tom Chase, Lead Service Person, who has been with the District for 19 years and David Deperrio, Service Person, who has been with the District for 8 years. Tom discussed today's meter technology regarding the accuracy of the iPerl meters. For example; the 5/8" Sensus SR meters that we used to use, the accuracy ranged from 1gpm – 20gpm. The 5/8" iPerl meter accuracy ranges from .11gpm – 25gpm. The larger 1 1/2" Turbo SR meters are 4gpm – 120gpm compared to the Turbo Omni meters that we now use are .75gpm – 160gpm.

Don gave the Board an update on Smart Link's request to install AT&T communication equipment on top of the District's York Heights Water Tank. Smart Link is still working out the details for a final plan and may be ready in December to present to the Board. Currently they owe YWD, photo simulations of what the equipment will look like, a health effect study and a drive test to state what cell coverage will see for

improvements in the area. The Board can then decide if they want to take the next steps which would include a public meeting to solicit input from residents.

The Superintendent gave an overview of current projects. Todd Hill and Shelley Kimball are attending Management Candidate School through Maine JETCC. They are the 7<sup>th</sup> and 8<sup>th</sup> District employees to attend. Don and Todd attended Drone School at the Wells Reserve to learn the basic legal operations. The District purchased a used 200kw generator along with Kittery Water District and the Kennebunk, Kennebunkport, & Wells Water District. Each utility budgeted \$20,000 in 2019. Upon review we found that a new generator would exceed \$60K. The Superintendent of KKW found a “like new” used unit with 316 hours. When all set up each utility will have \$10k each into the unit. This generator will be used in the event of a large power failure in the area. Currently KKW already owns a unit of the same size that would be available as well. December 4<sup>th</sup> the York Sewer District is having an end of season lunch from 12:00 – 2:00PM. All trustees and employees are invited. Don mentioned that the York Housing Authority is going to be building work force housing on RT. 1. They are planning to ask the York Sewer District for a reduction in fees. Don wanted the Board to be aware they may ask the District for a reduction in fees as well. Each unit will require separate meters. The District received a dividend check for \$2600 from MEMIC for 2016’s worker’s comp. York Sewer District and York Water District have offered to produce 20 “Veteran Parking only” signs for York’s Committee for Veterans’ Affairs. The committee recently started a campaign for business owners to reserve a parking spot for Vets. Chair of the Committee Barry Waddell is delighted to accept the offer. Trustee Boston asked Ryan about the underwater drone that was used in Chase’s Pond. Ryan was pleased with the results and mentioned it would eventually be beneficial to the District to purchase one where it is so expensive to hire a diver. Recently the Town Manager recommended to the Selectmen that the Town donated to the YWD 101 Middle Pond Rd. This parcel is approximately 15 acres (12 acres in our watershed and 3 acres in Kittery’s watershed). Between Chase’s Pond and Folly Pond. Gary showed the Board a slide show and explained the value to YWD.

Don asked the Board if they would consider the District be closed on December 26<sup>th</sup> where it falls on a Thursday this year. Trustee Boston made a motion for the District to close at noon on December 24<sup>th</sup> and stay closed through December 26<sup>th</sup>. Trustee Peterson duly seconded the motion and it was voted unanimously.

On a motion made by Trustee Arsenault and duly seconded by Trustee Leigh to go into Executive Session to discuss Real Estate matters – (Pursuant to MRSA Title 1, Section 405.6 C) starting at 3:25PM.

On a motion made by Trustee Leigh and seconded by Trustee Peterson to come out of Executive Session at 4:05PM – (Pursuant to MRSA Title 1, Section 405.6 C).

On a motion made by Trustee Peterson and duly seconded by Trustee Leigh it was voted unanimously to accept the Purchase & Sale agreement as presented and allow the Superintendent to take the next steps to purchase the Dickens property providing he can get approval on the land acquisition application he submitted to the Maine Drinking Water Program. The Board agreed to close on the loan using funds from our operating account by the deadline. Pending final approval by the Maine Drinking Water Program and the Maine Municipal Bond Bank, once the bond is released, YWD would then reimburse itself for the amount borrowed for land in the watershed.

Trustee Peterson suggested Don approve the bill paying instead of having it as an action item during the meeting. Don explained he does approve all bills on a weekly basis. Trustee Boston suggested having the subject as an agenda item for the next meeting.

Trustee Boston adjourned the meeting at 4:18PM.

Respectfully Submitted,

Karen Arsenault  
Clerk  
York Water District