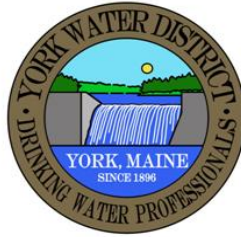


Trustees

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



Administration

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

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The monthly York Water District Board of Trustees meeting was held at 2:00 PM on Wednesday, May 19, 2021 through remote conferencing as approved by the Maine Public Utilities Commission.

President, Richard Boston called the Meeting to order at 2:01 PM. Others present were Treasurer – Russell Peterson, Clerk – Stephen Rendall, Trustee – Richard Leigh and Trustee – Karen Arsenault. Staff present was Superintendent – Donald Neumann, Asst. Superintendent – Gary Stevens, Financial Manager – Patrick Desrosiers, Treatment Plant Manager – Ryan Lynch, Utility Service Coordinator – Todd Hill and Financial Asst. – Shelley Kimball.

On a motion made by Trustee Arsenault and duly seconded by Trustee Peterson, it was voted unanimously to accept the Minutes of the April 21, 2021, Board Meeting.

Treasurer Peterson updated the Board on his monthly meeting with Patrick and Don. A draft RFP to solicit proposals for audit services will be ready to review in draft form next month. Trustee Peterson discussed having a sub-committee to review the RFP's from solicited firms and make a recommendation to the Board. Trustee Rendall volunteered to participate in the sub-committee. Sub-committee members are Don Neumann, Patrick Desrosiers, Russell Peterson, and Stephen Rendall. The deadline to return the RFP's is scheduled for August 31, 2020 with a recommendation made to the Board at the September meeting.

Public Comment:
Laurie McDonald

- Supt. Neumann provided a brief response regarding RFP that was issued, the proposal that was received in response, and the award for the modified proposal scope.

Janet Drew

- Trustee Rendall reminded Janet Drew that some questions expressed during her public comment are addressed in his email response to her on May 5th, 2021.

The Financial Manager presented the Board with the Income and Budget reports for April. April's Revenue was slightly under budget and April Expenses were under budget. Year-to-Date Revenue is \$30,000 over budget and expenses are \$83,000 under budget. No major changes to the Income Statement to mention.

YWD's Utility Service Coordinator – Todd Hill presented the Board with a power point presentation showing how the District uses the GIS (geographic information system) system mapping out mains, services, meter pits, hydrants and dig safes. He did a live demo on how the Distribution Crew uses the mobile app for flushing and winter hydrant checks. Trustee Boston expressed the depth of the use of the GIS program is just one of the reasons YWD runs so smoothly. Trustee Rendall applauded Todd and team on the excellent work that goes into all the detailed data.

Don gave an update on the status of the 3 DHHS grant applications:

- **Water systems asset security grant:** funds will be used to replace the Simpson Hill Tank gate and Whippoorwill transmission main access road gate. Grant awarded for \$10,000.

- **Capacity development grant:** funds will be used to help our engineer update the Utility Chapter in the Town's Comp Plan. Grant awarded for \$10,000.
- **Source Water Protection Grant:** funds are used in the watershed to maintain management roads, new gates and building trails to management roads. Grant awarded for \$10,000.

Gary gave an update on E-bikes in the watershed. When the watershed rules were written in 2000 it was written not to allow dirt bikes in the watershed. Between 2010 – 2015 Gary started seeing what is known as the E-bike and the watershed rules were changed to read no motorized driven cycles. Gary explained there are 3 types of E-bikes:

#1 Electric pedal assist – considered non-motorized.

#2 Same as #1 but has a throttle.

#3 Can reach 28 miles an hour and are made for roads and bike lanes.

In 2020 Matt McAllister from Specialized Bike Components gave a presentation to the Mt "A" Steering Committee in hope of getting support to be able ride the E-bikes on the Mt "A" trails and in the YWD watershed. This was well received by the Mt "A" steering committee, but the bikes are only allowed to ride on the multi trails not single tracks. In October of 2020, the Dept. of Interior Bureau Land Management for National Parks & US Fish and Wildlife the #1 E-bike is considered a non-motorized cycle and allowed on any road, paths, or trails of traditional bikes are allowed. Gary will monitor to see what happens with the State of Maine re-writing the language to change the classifications of the E-bikes.

Gary gave an update on changes in the patrolling of the watershed. Joe Dignam is now working out of the Resource Protection Office to learn Gary's Job so that Gary can take a step back and let other employees learn to patrol the watershed and deal with the public. Joe Dignam will eventually attend the police academy to become a police officer to have a bigger role in the watershed. 2 other employees showed interest in patrolling the watershed and so the plan is to do a shift every week on a rotating schedule through the year. Trustee Boston said this is good management to let other do the patrols. Trustee Rendall thanked Gary for all the hard work and dedication he has done in the watershed.

Ryan gave an overview on the plant. It has been normal demand up to last week the demand jumped 30%. This is contributed to seasonal residents arriving. Currently our water supply is full and in good shape.

Don gave an update on District operations:

- We are short staffed right now with the current work load and felt outsourcing the mowing would be a direct benefit to our operations. Treatment Plant Operators spend 30-40 hours a week mowing. An RFP for mowing was sent out to all local landscapers. Bid opening is scheduled next week.
- One Middle Pond Road is a 10 to 15 acre parcel in the watershed that the Town took for taxes years ago. Our attorney has done the title work and now working on an agreement to acquire the parcel from the Town.
- Don is working to schedule our first in person Trustees Meeting since the start of covid.
- June is the annual meeting.
 - We will hold an election of Officers
 - Our auditor will present their annual report.
 - Dr. Chamberlin of UNH will do a presentation for the Trustees regarding what he has learned regarding cellular installations. It was agreed 3:00 would be the scheduled time for the presentation.
- All main line flushing is completed, crews are still working on the dead-end flushing.
- Axholme main replacement is complete.
- 1000 US Route One main extension is complete, Lobster in the Rough will now be on town water.
- Small main extension of 400' of 8" pipe and a new hydrant was installed on Ferry Lane North.
- Beach Side Cove is a 12-unit sub-division, this can later tie into Rogers Road if homeowners want to go year-round.
- Moorehouse Place – 296 US Route 1 – York Housing's new sub-division is delayed due to a sewer easement issue. The District could see 50 new customers in 2022 from phase I of this project.
- New vehicles that were budgeted are being equipped and decalated.

General Discussion:

Trustee Boston received a vacation request from Don to work ½ a day every Thursday thru September 30th. Trustee Boston has approved and signed request.

President Boston adjourned the meeting at 3:11 PM.

Respectfully Submitted,

Stephen Rendall
Clerk
York Water District