

## MINUTES OF THE BOARD OF TRUSTEES October 26, 2016

The regular meeting of the Board of Trustees, which was held in the Conference Room at the Water District Office Building, 92 Main Street, Kennebunk, was called to order by President Richard Littlefield at 2:00 pm (new time for all future meetings). Trustees Bob Emmons, Tom Oliver and Jim Burrows attended along with Superintendent Norm Labbe, Assistant Superintendent Scott Minor, Treasurer Wayne Brockway, Distribution Manager Keith Archibald, Accountant Cathy McLeod, Facilities Manager Rob Weymouth, Technical Services Manager Don Gobeil and Administrative Assistant Cindy Rounds.

### Minutes – September 28, 2016 Meeting

On a motion by Mr. Burrows, seconded by Mr. Oliver, it was unanimously voted to approve the Minutes of the September 28, 2016 meeting as written.

### Public Comment

There was no public comment.

### Treasurer's Report

The Treasurer presented the September financial reports along with the actual versus budget comparisons.

Year-to-date annual metered account revenues through September were \$2,877,479, indicating a 6.2% favorable budget variance of \$167,504. Seasonal metered account revenues totaled \$949,662, indicating a 6.5% favorable budget variance of \$57,713. Total metered revenues were \$3,827,141, indicating a 6.3% favorable budget variance of \$225,217. Total operating revenues for year-to-date September were \$4,774,595, indicating a 5.2% favorable budget variance of \$235,108 and a 4.3% increase in the year-to-date billed usage from 2015. A total of \$16,322.27 was collected for 14 system development charges (SDC) in September bringing the gross 2016 total (136 collections) to \$291,409.45 (net total is \$245,553.23).

The Treasurer noted that the \$1.1 million bond for the 2016 SRF projects has been approved by the Maine Municipal Bond Bank.

On a motion by Mr. Oliver, seconded by Mr. Burrows, it was unanimously voted to accept the September financial report as presented.

### Monthly Water Production Report

The Assistant Superintendent reported that there was only 2.98" of precipitation in September, tracking 12.23" (31%) below the year-to-date group average of 39.71" and 5.6" (17%) below 2015. He anticipates that the drought condition indicated in the weekly U.S. Drought Monitor report issued on Thursdays will improve with the 4.79" of rain recorded the past few days.

Although three vendors were invited to submit aggregate bids, only Labbe Excavating, Inc. submitted a bid (\$32,000), which was awarded to them.

#### Main Extension – EBS Cove Lane, Kennebunkport

The Assistant Superintendent reported that not too much progress has been made on this project saying that a large amount of ledge was encountered during the off site work which has slowed the project considerably. The contractor (Foglio) is planning to commence the installation of 1,080 feet of 8-inch water main tomorrow.

#### Main Replacement – Ocean Avenue, Biddeford Pool

The Technical Services Manager reported that this project, comprised of approximately 300 feet of 8-inch pipe, was installed following the Beach Avenue, Kennebunk project and prior to the start of the Shore Road, Ogunquit main replacement. The project is complete except for the paving.

#### Main Extension – Colby Lane, Wells

The Technical Services Manager reported that this project, comprised of approximately 225 feet of 8 inch main has been successfully installed by Stuart, Torno and Stuart Contracting of Lebanon, Maine.

#### Fall Hydrant Flushing

The Assistant Superintendent reported that the fall hydrant flushing program is progressing well. All hydrants in Kennebunk, Kennebunkport, Arundel and Biddeford (Pool) have been flushed with only those south of the Filtration Plant left to flush.

#### Water Container Fill-up Opportunity

The Assistant Superintendent reported that he spoke with a Wells resident who was filling water containers at the Office spigot. He expressed his appreciation to the District for the opportunity to get water during the drought while his well is dry.

#### Water Sales to York Water District

The Superintendent reported that since September 22<sup>nd</sup>, approximately 12 MG (300,000 GPD) has been fed into the York Water District system. Prior to the recent rain, they had planned on continuing through December 1<sup>st</sup>. The Facilities Manager reported that the flow was reduced to 150,000 GPD yesterday.

#### Update on the Water Fluoridation Referendum

The Superintendent reported on the activity surrounding fluoride. A second forum, hosted by fluoridation supporters, was held at the Town Hall on October 3<sup>rd</sup>. The Superintendent was one of two speakers on the panel that opposed drinking water fluoridation. Signs (opposing drinking water