

Orono Veazie Water District Board of Trustees
Trustees' Meeting: Tuesday Sept. 13, 2016 @ 7 PM
Orono Council Chambers
Revision to Minutes for Review at October meeting

*Send
Michelle*

-
1. Consideration of the Agenda (Opened at 6:59pm)
 2. Approval of meeting minutes
 - July 2016 – Trustee Perkins added a few comments
 - Trustee Bolton motioned and all trustees approved
 3. Public Comments and Questions
 4. Presentation by Auditor – Keith Burgoin – Haverlock, Estey and Curran
 - Review of Financial Report for Jan 1 – Dec 31, 2015
 - Report will be available by request
 - For details, refer to audio recording
 - Notes:
 - Just a reminder that this is not forensic audit
 - Page 13 - FDIC coverage of money in checking/money market. Not secured/insured if bank goes out of business. This is in the amount of \$323,074. This number represents anything above \$250,000 that is not insured.
 - Discussion of exploring fully insured financial instruments
 - Page 15 – Debt payoff.
 - Separate form labeled Analysis of Revenue Requirements.
 - Note that if variance is negative for three years, then district should look for a rate increase.

*Approved
as
Revised*

For questions: kbourgoin@heccpa.com

- Need letter of agreement signed by Chair – Chair will share with board for questions, comments prior to signature

5. Infrastructure and Water Quality:

a. Superintendent's Report

Water quality – continuing with permanganate treatments and flushing plan

State Street

THHM – 52.5ppm, last year same time 81.4ppm

HA5 – 2.8ppm, last year same time 7.3

UMaine

HA5 – 6.0 and last year same time 38ppm

THHM - 31.1ppm and year ago were 44ppm

Planning a core sampling of Filter #3

Wells; Well Redevelopment final report – Finished

New well development company – waiting for reports from Maher – Sullivan to see if wells have bounced back

Aquafreed – did not improve well three as much as expected

Well Two – was pulled out and seal was missing and gravel pack was not in good shape, rehabbed

Well one – Redeveloped

Distribution System

Current and Proposed Projects – Pine Street? No update. Is functional, should be fine through winter.

Penobscot Street finished – new mains (10in to 12in) and new loop from Crosby Street and Penobscot

- New loop has improved water quality and fire flows

Plant security – cameras, motion detectors, fire alarms – Working up a price for these items. (electrician)

Avenue project finished

GIS – Sewall Co. contract renewal date & training for employees; Corson proposal – will save money by moving to Corson and very intuitive programs

D. Davis will be working on the GIS systems for district

Kelly Road break – rotted wood cracked the main - repaired

Leaks on University Place (2" line) , repaired

New meters – previous purchase

5. Financial and Budget:

a. Monthly reports

- Vendor balance detail
- Balance sheet
- Transactions List
- Profit & Loss comparison

6. Personnel Policy

Unfinished Discussion:

- Sick Time accrual, rollover, payout at termination – **Page 7**
- Current liability noted in financial report by HEC, \$62,353 in 2015
- See recording for details – discussion of capping wages at wage in year 25, cap at percent of salary at retirement, increasing contrib. to retirement plan, adding Long Term disability
- No action taken, will discuss in future with info about disability benefits.

7. Technology

- ◆ Weebly Transition
 - E-mail addresses, archiving
 - Transfer of URL to complete transition
 - Michelle is moving forward with this transition, as a priority
 - Possibly Nov.
- ◆ Role of Trustees and staff

8. Executive Session not required

9. Public Comments and Questions - none

10. Trustee Comments / Requests for information

12. Schedule future meetings –

Oct 18 – W/P meeting with councils

Nov 1st

Dec 13th

11. Adjourn

Trustee Borneman motioned

Trustee Dastoor seconded

All in favor

October, 2nd Tuesday = 11th (Day after Columbus Day)

November, 2nd Tuesday = 8th (election day - Veazie Council Chambers not available)

December, 2nd Tuesday = 13th