

SOUTHWEST HARBOR WATER & SEWER DISTRICT

January 20, 2022

Meeting Minutes

Town Hall

4:00 PM.

Trustees; Lee Worcester, Ralph Dunbar, Dan Farley, William Tillman, Marilyn Lowell
Manager; Steven Kenney.

Meeting called to Order: 4:02 PM

Introduction of new Town Manager and new Board member Marilyn Lowell.

Minutes Approved; Motion to approve December minutes made by Dunbar, 2nd by Tillman, 4 in favor, 1 abstention, (Lowell was not a Board member in December).

Financials;

Reports; Board read over and acknowledged the monthly financial statements.

Board discussed the extended “summer water” season. Manager relayed that we shut water down the first week of November, rather than October 15 as previously discussed, but thought it would be best for renters and plumbers to have a date when water would be terminated on summer lines. The Board thought that the first week of November would be adequate, pending weather.

Commitment; Motion by Dunbar to approve the Sewer commitment of \$148,184.81, and Water commitment of \$178,645.64, as written, 2nd Tillman, Unanimous.

Warrant 69, 69A & 70; Motions by Dunbar to approve Warrant 69, 69A & 70 and December Payroll, (with corrections), 2nd by Farley. Unanimous.

New Business;

Discussion over the creation of an Assistant Director, in the place of the current open position left by Josh Conary. Said position would start off working at both Plants and eventually under the Director. Board was in favor of this approach as a good succession plan, but wanted more specific info on job description and hours. Manager will provide info by next meeting.

Old Business;

New Trucks: Board asked Manager to obtain various options in obtaining 2 new vehicles, out right purchase, lease to own, buying 2 in one year, 1 each year, etc...

SCADA project, Manager updated Board on the SCADA project, basic programming is done and reviewed, working on specific functions, working with State to eliminate the use of the

Aeration System, etc... Program should be ready by spring and functional by summer... as long as materials are available in a timely manner.

Next meeting; March 17, 2022

Meeting Adjourned 5:05 PM, motion by Dunbar, 2nd Worcester, Unanimous.