

# SOUTHWEST HARBOR WATER & SEWER DISTRICT

**March 12, 2020**

Meeting Minutes

Open Meeting 4:00 PM. Town Hall

Trustees; Lee Worcester, Ralph Dunbar, Dan Farley, Justin VanDongen present.  
Director Steven Kenney present.

**Guests;** Rebecca Reynolds from RCAP spoke to the Trustees about the end product of their multi year asset management project that was completed this year.

**Minutes Approved;**

February 20, 2020 minutes. Motion by Ralph Dunbar, 2<sup>nd</sup> Dan Farley, abstention from Lee and Justin as they were not present at the meeting. Motion does not carry for lack of majority. Tabled till next meeting.

**Financial Reports:**

Reports reviewed and acknowledged by the Trustees

**Warrant 47 & 47A** and **February payroll** approved; Motions by Ralph Dunbar, 2<sup>nd</sup> by Dan Farley. All in favor.

**New Business;**

Town Reserve Fund, The Board reviewed a proposed letter to the Town to use their Water & Sewer Reserve Fund.

After some discussion the Board voted to concentrate any remaining funds on bringing a water main down Lawler Ln. as that would allow an entire section of old 6" main to be abandoned and inactivated from Wesley to Lawler rather than rerouting more services on Seawall.

Motion to request \$25,000.00 to complete this task by Justin VanDongen, 2<sup>nd</sup> by Dan Farley, All in favor

**Manager's Report,**

Coronavirus Protocol; Office will be closed to foot traffic starting Monday. All business will be done via mail, email or phone. Operational protocol for Plants and outside services will be done on a case by case basis by the Manager as the situation evolves.

Tentative next meeting; April 23, 2020

**Meeting Adjourned;** Motion by Justin VanDongen, 2<sup>nd</sup> by Dan Farley to adjourn the meeting 5:35 PM. All in favor

