

SOUTHWEST HARBOR WATER & SEWER DISTRICT

April, 2025

Meeting Minutes

Town Hall

4:00 PM.

Ralph Dunbar, Ken Minier, Karen Reddersen, Allan Willey
Interim Manager Aaron Zurek

Meeting called to Order: 4:00 PM by Ralph Dunbar Co-chair

Reaffirm Votes;

Motion to reaffirm votes from last months meeting as Lee Worcester had not been sworn into his seat. Ken made the motion and Allan 2nd, unanimous.

Meeting minutes;

Motion to approve March 2025 minutes by Allan, 2nd by Ken, Unanimous

Financials;

Reports;

Board read over and acknowledged the monthly financial statements. Motion made Ken and 2nd by Allan, unanimous. Discussion on 732.3 and 632.3 being high for yearly Audit prep. 631 being high for scada services because of a yearly software support bill. 635.2 over because of CUSI annual payment and Wilson controls for a Microsoft windows update.

Board read over sewer commitments and a motion by Ken to approve, 2nd by Allan, unanimous.

Board read over water commitments and a motion by Karen to approve, 2nd by Allan, unanimous. Discussion if the 12% annum interest charge is acceptable to PUC standards.

Warrants 109 & 109A, December Payroll;

Motion by Ken to approve the Warrant 106 & 106A, 2nd by Allan. unanimous.

Motion to approve November Water & Sewer payroll by Ken, 2nd by Allan, unanimous

Updates;

WWTP project;

The project is going along well, and overall, on its timeline. There was discussion on amendment one for a Sewer System Evaluation Survey. Ralph is concerned about the monies being spent and the overall burden for the district and the town. Discussion on amendment

number 3 for scope of work on all 3-pump station. The board discussed its concerns with the monies and financial burden. District manager asked the board if it would be helpful to have an Olver representative come to the next meeting for further discussion. The board agreed.

Water Rate;

District Manager shared with the board some correspondence from Nick Henry on scenarios the board could use forward to increase water revenue. Nick had shared that he would be happy to come to a board meeting for a further discussion. The board agreed.

Electricity Contract;

The current contract the district has is set to expire later this year. They reached out the district manager indicating they would have a new contract to share with the board this meeting. The district manger has yet to receive the correspondence.

Personnel;

Ralph, Allan and Karen have all expressed concern for the Office Manager's continued employment. In hopes of her not wanting to stop employment Ralph asked if this year's budget could support and 2nd person in the office.

Next Meeting, Thursday, May 15th , 2025

Meeting Adjourned 5:05 PM, motion by Ken, 2nd by Allan, unanimous.