

SOUTHWEST HARBOR WATER & SEWER DISTRICT

January 21 & 28, 2021

Meeting Minutes

Town Hall

4:00 PM

Trustees; Lee Worcester, Ralph Dunbar, Justin VanDongen, William Tillman,
Manager; Steven Kenney.

Meeting called to Order: 4:00 PM

Minutes Approved; Motion to approve December minutes Dunbar, 2nd Tillman. Unanimous

Election of Officers; the following officers were duly elected by the Board.

Chairman; Lee Worcester

Vice Chair; Ralph Dunbar

Treasurer; Dan Farley

Clerk; William Tillman

Financials;

Due to the inability of Manager to have time to properly prepare documents for the meeting, motion made by Worcester to reconvene the meeting next Thursday, January 28th.

Meeting Reconvened 4:03 PM, January 28th at the Town Hall

Same 4 Trustees present Financials;

Financials;

Manager discussed problems that occurred with the billing, (CUSI), program and bookkeeping, (Quickbooks), program during the 4th quarter billing. Board urged the Manager to take whatever steps needed to update, reprogram or correct the issues.

Reports reviewed. Manager acknowledged that the financial reports were estimates due to the billing problems and inaccurate final figures.

Dunbar requested Manager prepare an accurate budget for the next meeting using the revenue figures from the past year, including short term Capital purchases such as vehicles.

Commitments; Motion by Dunbar, 2nd by Tillman, to accept the estimated commitments for the 4th quarter 2020 billing until more accurate figures were available. 3 in favor, VanDongen abstained.

Update on SCADA / Chloramine SRF monies and project to address Water Plant issues and Disinfection by Products levels. District has not received the formal letter of acceptance from the SRF program. The DWP has our request to change to Chloramines and we await their approval. The Manager also reported that we have had 2 consecutive quarters of sampling that were below the required parameters for Disinfection by Products.

Warrant 57 and December payroll; Motions by Dunbar to approve, 2nd by Tillman. Unanimous. 3 in favor, VanDongen abstains.

Sewer I&I; Manager reported that Bar Harbor Wastewater was kind enough to spend some time in town video tapping a few areas of sewer mains where there are chronic 1&1 issues.

First area was by Ocean House Way and Seawall where no obvious leaks were seen, but it was suspected that one of the end service lines running up Trap Mill Rd. could flood during rain events when Ice Pond overflows.

Second area was Norwood Cove where the line originating from Smugglers Den was seen to have an unusual amount of water flowing from it. The owner was contacted and looking into the matter.

Managers carry forward for Vacation time; After some discussion, motion by Dunbar, 2nd by Tillman, to allow the Manager to carry forward his remaining hours of vacation time with the understanding he uses it up before Summer. 3 in favor, VanDongen abstain.

Meeting Adjourned 4:50 PM, motion by Dunbar, 2nd by Worcester, unanimous.

Next meeting; February 18, 2021