

SOUTHWEST HARBOR WATER & SEWER DISTRICT

July 16, 2026

Meeting Minutes

Town Hall

4:00 PM.

Ralph Dunbar, Allan Willey, Ken Minnier, Lee Worcester, Karen Reddersen
District Manager Bennett Liscomb, Assistant District Manager Aaron Zurek

Convene Meeting;

Meeting called to Order: 4:00 PM by Lee Worcester

Guests to be Heard;

Meeting minutes Approval;

June 18, 2026 Minutes. Ralph made a motion to accept the minutes as presented, Allan 2nd.
Unanimous.

Financials;

- A) Ralph made a motion to accept the financials as presented, Allan 2nd. Unanimous.
- B) Quarterly Commitments; Ralph motioned to accept Water quarterly commitments as presented, Allan 2nd, Unanimous. Karen motioned for Sewer quarterly commitments to be accepted as presented, Ralph 2nd, Unanimous.

Warrants 125 & 125A

Motion to approve warrant 125 as presented by Ralph, Allan 2nd. Unanimous. Some discussion on 125A, Bennett explained the amount was for WWTP retention paydown. Karen motioned to approve warrant 125A, Ken 2nd, Unanimous.

Payroll

Ken motioned to approve the water payroll, Ralph 2nd, Unanimous. Ralph motioned to approve the Sewer payroll, Allan 2nd, Unanimous.

Updates;

Trundy Farm Subdivision

At this point, Chair Lee Worcester recused himself from the discussion and asked Vice Chair Ralph Dunbar to assume control of the meeting.

District Manager Bennett Liscomb briefly reviewed the guidance received from the Maine Drinking Water Program. He explained that both ductile iron pipe and HDPE may comply with applicable AWWA standards, but that the Drinking Water Program had deferred the selection of pipe material to engineering judgment and manufacturer recommendations.

Liscomb then read his written recommendation to the Trustees. Based on the information currently available, he could not recommend accepting conventional HDPE as District-owned potable-water infrastructure at this location. He recommended requiring ductile iron pipe unless the developer could demonstrate, through competent engineering analysis and manufacturer documentation, that an alternative material would provide equivalent long-term protection under the site-specific conditions. He further recommended that the District obtain an independent third-party engineering review of the proposed utility infrastructure before acting on the developer's proposal.

Worcester asked for permission to respond, which Dunbar granted. Worcester stated that the developer wished to comply with the District's interests while also moving the project forward in a timely manner.

Dunbar asked how long the independent review would take. Liscomb stated that he hoped to provide an update at the next regular meeting but could not guarantee that a final determination would be available by that time.

Karen moved that the Board of Trustees authorize District Manager Bennett Liscomb to obtain an independent third-party engineering review and recommendation regarding the proposed utility infrastructure within the Trundy Farm Subdivision before the District takes action on the developer's proposal. Ken seconded the motion. The motion passed 4-0, with Worcester recused.

WWTP Upgrade Project Update

District Manager Bennett Liscomb reported on a meeting he and Assistant District Manager Aaron Zurek had attended with Ed Dysart regarding odors emanating from the wastewater treatment plant. Mr. Dysart explained that the odors were adversely affecting the use and enjoyment of their properties and expressed their hope that the District could take steps to mitigate the problem.

Liscomb also reported that an influent pump had become clogged with rags and could not readily be removed for maintenance because the existing installation did not provide a suitable means of hoisting the pump. Olver Associates was working to develop a solution, and a structural engineer was scheduled to visit the treatment plant on July 30.

Liscomb further reported that the District was eligible to receive approximately \$15,000 in reimbursement for sludge-hauling expenses incurred during the wastewater treatment plant upgrade project.

WWTP Change Order CP25

The Trustees discussed Change Proposal 25, including concerns about its cost and uncertainty regarding whether the proposed work would effectively resolve the odor problem. Karen commented that, if the work needed to be completed, it would be preferable to address it while project funding remained available.

Motion to not approve CP25 by Lee, Ken 2nd, Unanimous.

WWTP Change Order CP26

Aaron explained the function of the treatment plant blowers and the purpose of the proposed blower intake extensions. The Trustees then discussed the blowers' design, operation, and contribution to noise at the plant.

Lee observed that the perception of noise could be subjective and affected by the time of day; a noise that might not appear particularly loud during daytime hours could be considerably more noticeable during the night. Ralph asked whether the proposed work would resolve the problem, and Karen stated that she believed it was worth pursuing.

Lee recommended moving forward with the work. The Trustees also discussed whether temporary improvements could become unnecessary or wasteful once a permanent solution was implemented. Ralph asked whether the work could be completed sooner rather than later.

Bennett stated that he would contact the engineer immediately following the meeting.

Lee moved to approve Change Proposal 26 as presented. Ken 2nd the motion. Unanimous.

Executive Session

Lee moved to enter executive session pursuant to 1 M.R.S. §405(6)(A) to discuss the employment agreement of Assistant District Manager Aaron Zurek. Ken 2nd the motion. The motion passed unanimously.

Following approximately ten minutes of discussion, Lee moved to conclude the executive session and reconvene the regular meeting. Allan 2nd the motion. Unanimous.

Action Following Executive Session

Ralph moved to approve the new employment agreement for Assistant District Manager Aaron Zurek, effective August 1, 2026, with the additional vacation benefit taking effect January 1, 2027. Lee 2nd the motion. Passed 5-0.

Date of Next Meeting

The next regular meeting was scheduled for August 20, 2026.

Adjournment

Lee moved to adjourn the meeting at 5:09 p.m. Karen 2nd the motion. Unanimous.