

**BOARD OF TRUSTEE MEETING  
SATURDAY DECEMBER 19, 2020 AT  
8:30 A.M. CLUBHOUSE 2**

**PRESENT:** President Dave Sanfason, Vice-President Mike Fitzpatrick, Trustee George Fowler, Trustee Alan Martel, Trustee Phil Oreto, Trustee Mary Singelais, Trustee Beverly Hudson, Trustee Megan Exley and Scott Davis, Public Works Manager, Amy Harris, Director of Finance and Administration

**ABSENT:** Trustee Mark Berry

**CALL TO ORDER:** The meeting was called to order at 8:35 am.

**APPROVAL OF MINUTES**

**MOTION:** Trustee Fowler moved to accept the November 21, 2020 Board of Trustee Meeting Minutes as presented. Seconded by Trustee Fitzpatrick. **The motion passed unanimously.**

**APPROVAL OF E-MAIL VOTES**

**MOTION:** Trustee Fitzpatrick moved to accept the email votes for the tree fine appeal. Seconded by Trustee Fowler. **The motion passed unanimously.**

**TREASURER'S REPORT**

Trustee Fowler reported that as of the end of November, the Overall Budget was 58.26% spent, the Operating was 57.51% spent and we are 58.33% through the Fiscal Year. The Operating Account showed a balance of \$53,598 the CD Money Market Account had a balance of \$1,134,654 and Petty Cash showed a balance of \$300 for a total of \$1,188,553.

**MOTION:** Trustee Oreto moved to accept the Treasurer's Report for November 2020. Seconded by Trustee Martel. **The motion passed unanimously with Trustee Fowler abstaining.**

**DIRECTOR OF FINANCE AND ADMINISTRATION**

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 40 notices for November but did not have to shut any off. In December we sent out 64 notices. We did shut off one property on Sunny Brook Circle at the request of the Town of Waterboro.
- **Collection Agency:** We collected \$10,000 on a property we had placed with the collection agency.

**MOTION:** Trustee Oreto moved to write of \$8,319.01 on Lot #A347. Seconded by Trustee Martel. **The motion passed unanimously.**

**PUBLIC WORKS MANAGER REPORT**

Scott Davis reported:

- **First Big Storm Winter Storm 2020:** The crew had the roads opened within a few hours of the snow ending.
- **Well 3 Update:** Dirigo Engineering's report indicates the test site will produce at 688 gpm. The next step is to get State of Maine approval and construction bids.
- **Mayfair Booster Station Repairs:** After pressure complaints all summer and some investigating it was discovered the check valves were the cause of pressure complaints at Mayfair Station.
- **Brush Cutting:** Between storms and water main breaks the crew trimmed trees back.
- **Water Main Leaks:** Over the past month we had a couple leaks on the old 2" main on Mayfair Way.
- **Water Production:** Production for November was 14 million gallons.

## **OLD BUSINESS**

### **FY2022 Budget Expenses and Revenue**

Last month we reviewed the expenses and we adjusted electricity expenses based on that discussion. This month we are reviewing projected revenue. On the revenue side we reduced late fees and interest as we are removing our old accounts that are uncollectable. As it stands, we are looking at a 3.4% increase in dues to cover the budget.

## **COMMITTEE REPORTS**

### **Road Committee**

Trustee Martel reported:

- Scott got two quotes for getting the mailboxes paved on New Dam Road.

### **Lake Improvement Committee**

Trustee Fitzpatrick reported:

- A diver has filed for unemployment.

### **Recreation Committee**

Trustee Singelais reported:

- There were 17 entries for our first Christmas Light Contest. Winners were: 74 Mayfair Way, 81 Mayfair Way, 78 Silver Lane, 168 Beaver Dam Road, 44 Old Portland Road and Honorable Mention went to 123 Old Portland Road.

### **Real Estate Committee**

Trustee Martel reported:

- Bob has assessed the lots and letters are going to be drafted and sent out.

**MOTION:** Trustee Martel moved to adjourn. Seconded by Trustee Oreto. **The motion passed unanimously.**

Meeting adjourned at 9:21 a.m.

Nanette Walton, Recording Secretary