

**BOARD OF TRUSTEE MEETING
SATURDAY JANUARY 16, 2021 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 Mark Berry, Trustee Megan Exley and Scott Davis, Public Works Manager, Amy Harris, Director of Finance and Administration

NEW BUSINESS

1 – Production Well 3

CALL TO ORDER: The meeting was called to order at 8:32 am.

APPROVAL OF MINUTES

MOTION: Trustee Fitzpatrick moved to accept the December 19, 2020 Board of Trustee Meeting Minutes as presented. Seconded by Trustee Berry. **The motion passed unanimously.**

TREASURER'S REPORT

Trustee Fowler reported that as of the end of December, the Overall Budget was 65.44% spent, the Operating was 64.95% spent and we are 66.67% through the Fiscal Year. The Operating Account showed a balance of \$58,318 the CD Money Market Account had a balance of \$1,069,986 and Petty Cash showed a balance of \$300 for a total of \$1,128,603.

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

DIRECTOR OF FINANCE AND ADMINISTRATION

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 64 notices for December and attempted to shut off one. We were unable to locate the service, so they are still on. In January we sent out 49 notices.
- **Bank Collections:** We collected \$6,550 on a property that was a foreclosed property.

MOTION: Trustee Fitzpatrick moved to write of \$4,836.11 on Lot A391. Seconded by Trustee Singelais.

The motion passed unanimously.

- **Limerick Post Office:** They are requiring we provide the cluster boxes as well as key them. We have reached out to discuss this further with them.
- **RSU 57:** They contacted us regarding a grant they received to put out kiosks for a library share program. They would like to put one up at Clubhouse 2.

PUBLIC WORKS MANAGER REPORT

Scott Davis reported:

- **Another Climate Change Winter:** Due to the rain on Christmas Day we have had to sand the roads frequently as they ice up easily.
- **Water Main Breaks:** We have had a couple bad water main breaks that were tough on the crew to repair.
- **Equipment Repair Update:** Our equipment continues to need service; recently we have focused on plows and sanders.
- **Brush Cutting:** Between storms and water main breaks the crew is still trimming trees back.
- **Water Production:** Production for December was 14.9 million gallons.

COMMITTEE REPORT

Real Estate Committee (Moved)

Trustee Exley reported:

- We have a deposit on one lot and the abutters are not interested on the remaining lots so they will go out to bid.
- Proposal to change the due date for funds to May 1, 2021.

MOTION: Trustee Exley moved put \$45,000 in FY22 Budget. Seconded by Trustee Fowler. **The motion passed (6 to 3 with Trustees Fitzpatrick, Oreto and Berry opposed).**

MOTION: Trustee Oreto moved to fund approximately \$600 for postcard mailing from emergency contingency. Seconded by Trustee Fowler. **The motion passed unanimously.**

OLD BUSINESS

FY2022 Budget Review

Amy Harris presented the draft Budget in its entirety prior to approval deadline next month.

NEW BUSINESS

Production Well 3

Trustee Sanfason presented the details on the new production well. The loan from the SRF has too many strings attached, raising the cost \$200,000. We are going to look to do most of the work in house and obtain financing incrementally as the project proceeds.

COMMITTEE REPORTS

Recreation Committee

Trustee Singelais reported that she had a conversation with the owners of Merrill's to collaborate on recreation activities going forward.

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

Meeting adjourned at 9:41 a.m.

Nanette Walton, Recording Secretary