

**BOARD OF TRUSTEE MEETING  
SATURDAY JANUARY 15, 2021, AT  
8:30 A.M. CLUBHOUSE 2**

**PRESENT:** President Dave Sanfason, Vice-President Michael Fitzpatrick, Trustee George Fowler, Trustee Phil Oreto, Trustee Alan Martel, Trustee Mary Singelais, Trustee Mark Berry, Trustee Scott Davis, Public Works Supervisor Dale McMillan, Security Officer Carol Carey, and Amy Harris, Director of Finance and Administration

**ABSENT:** Trustee Megann Exley

**CALL TO ORDER:** The meeting was called to order at 8:31 am.

**APPROVAL OF MINUTES**

**MOTION:** Trustee Sanfason moved to accept the December 18, 2021; Board of Trustee Meeting Minutes as presented. Seconded by Trustee Davis. **The motion passed unanimously.**

**TREASURER'S REPORT**

Trustee Fowler reported that as of the end of December, the Overall Budget was 66.17% spent, the Operating was 65.24% spent and we are 66.67% through the Fiscal Year. The Operating Account showed a balance of \$29,680 the CD Money Market Account had a balance of \$1,255,385 and Petty Cash showed a balance of \$300 for a total of \$1,285,365.

**MOTION:** Trustee Fitzpatrick moved to accept the Treasurer's report as presented. Seconded by Trustee Singelais. **The motion passed with Trustee Fowler abstaining.**

**DIRECTOR OF FINANCE AND ADMINISTRATION**

Amy Harris reported:

- **Water Shut Off Notices:** We sent out 73 notices in December and did not turn off any. In January, we sent out 55 notices.
- **Town of Waterboro:** Waterboro is planning an auction of tax acquired properties. We will need to write off any balances owed as we cannot collect funds on tax acquired properties.

**MOTION:** Trustee Fitzpatrick moved to write off \$22,021.08 for lot 2097 and \$17,583.48 for lot 2276. Seconded by Trustee Sanfason. **The motion passed unanimously.**

- **North Waterboro Post Office:** The post office has had staffing issues and mail was not delivered for 4 days.
- **COVID:** With a second round of COVID does the Board want to allow a second round of paid time off?

**MOTION:** Trustee Martel moved to extend 80 hours of COVID pay per fiscal year. Seconded by Trustee Fitzpatrick. **The motion passed unanimously.**

**SECURITY OFFICERS REPORT**

Carol Carey reported:

- Talked to deputy Faye about the hydrants but there he has no additional information.
- There have been a few break ins; mostly alcohol is found missing.
- She had a call about snowmobiles racing around.
- Someone is tampering with the signs at Bay Cove.

**PUBLIC WORKS SUPERVISORS REPORT**

Dale McMillan reported:

- **Site Wells:** They are in, and we are now on hold, waiting on the engineer and well guys.

- **Trees:** We had two breaks this month, both on Sequoia.
- **Roads:** We have been busy plowing and sanding with the recent weather.
- **Fire hydrants:** On December 20<sup>th</sup>, the SCADA system indicated we were losing water rapidly; discovered the hydrant on Briar had been tampered with. A week later we noticed the hydrant on Garage Road was leaking as well.

**MOTION:** Trustee Martel moved to offer a reward of \$250 from the Board Account for information that leads to the arrest & conviction of whomever is vandalizing the hydrants. Seconded by Trustee Davis. **The motion passed unanimously.**

- **Equipment Repairs:** The Ford L8000 lost the rear differential and rear axle. Tyler found a replacement and is putting it back together. The guys are also doing lots of regular routine maintenance.

## **COMMITTEE REPORTS**

### **Water Committee**

President Sanfason reported Well 3 is on hold until spring.

### **Lake Improvement Committee**

Vice President Fitzpatrick reported the application for funding from DEP has been completed. Now it is a two-year application which saves time for going forward.

**MOTION:** Trustee Berry moved to adjourn. Seconded by Trustee Fitzpatrick. **The motion passed unanimously.**

Meeting adjourned at 9:10 a.m.

Nanette Walton, Recording Secretary