

Monday, January 24, 2021

Greater Augusta Utility District Board Minutes

Location: Augusta City Center

Trustees present: Ken Knight, Pat Paradis, Bob Corey, Cecil Munson, , Bradley Sawyer, Charlotte Warren, and Trustees

Absent: Cary Colwell

Attendees: Brian Tarbuck, Andy Begin, Mike Payne

Guests: Meredith Strang-Burgess

At 18:00 Chairman Knight called the meeting to order.

At 18:02 Corey moved to approve the minutes from December 20. The motion was seconded by Paradis . The motion was approved unanimously.

At 18:03 Corey moved to approve the 2022 Board goals. The motion was seconded by Warren. The motion was approved unanimously.

At 18:03 Begin provided an update of the ongoing projects. The Kennebec River Utility Crossing will cost about \$5.5M based on current estimates.

At 18:10 Sawyer moved to reconsider the vote to approve the December 20 minutes. The motion was seconded by Corey and unanimously approved. Sawyer moved to correct the minutes from December 20 to accurately reflect that Sawyer voted against going into recess and with that correction moved to approve the corrected minutes. Paradis seconded the motion. The motion to amend the minutes was approved unanimously.

At 18:11 Tarbuck updated the Board relating to the organizational risk plan.

At 18:15 the Board discussed PFAS legislation and testing in drinking water.

At 18:26 the Board discussed proposed changes to drinking water and sewer rates. Corey presented the work that the rate committee has done to date and proposed rates to fund the District's anticipated expenses. The committee recommends a 10% drinking water increase in 2022 with a need for a subsequent increase in 2023. The committee recommends a 30% sewer rate increase in 2022 with a substantial increase needed in 2023. Both rates will go into effect on or about July 1, 2022. The cost to the average water ratepayer is about \$24 per year. The cost to the average sewer ratepayer will be about \$48 per year.

Corey noted that the recommendation for 10% for drinking water wasn't a unanimous decision of the committee as some urged a larger increase in 2022 to forgo subsequent increases in outer years.

Corey noted that the decision by the Board today would only set a rate goal that will then go to the public for review at a public hearing.

There was some discussion about how the rates and annual budget aren't done on the same timeline. Knight noted that the anticipated rate date of July 1, 2022 is done largely to benefit local municipalities that operate on a July to June fiscal year, not a calendar fiscal year like GAUD.

Munson noted that the committee is recommending an annual review to help minimize the rollercoaster rates and provide a more stable and more frequent adjustment of rates. The short term efforts now are painful but in the long run this will provide rate stability.

At 18:51 Corey moved to increase the sewer rates in an amount not to exceed 30% with a desired effective date of July 1, 2022 to move this on to public hearing. The motion was seconded by Hebert. The vote to approve the motion was unanimous.

At 18:51 Hebert moved to increase fire protection and drinking water rates in an amount not to exceed 10% with a desired effective date of July 1, 2022. The motion was seconded by Sawyer. Corey noted that the Board needs to

consider future financial demands. Munson asked for clarification regarding whether or not this motion was for one year or two years. It was noted that the motion is for only one year. Warren noted that if the Board needed future funds then a subsequent increase would be requested when the funding is needed. Knight reiterated his support for stabilization of rates and noted that there is a lot of funding available from the federal government and therefore supported a 20% increase to water. Voting to approve the motion were Hebert, Warren, Paradis, Sawyer and Munson. Voting to oppose the motion were Corey and Knight. The motion was approved.

At 18:56 Payne noted that there were no liens or financial statements to review.

At 18:56 Strang-Burgess provided an update on communications efforts.

At 19:06 Corey moved that the General Manager be directed to secure \$1M in new borrowing from TD Bank to support capital expenses needed to support the sewer division as read by Andy. The motion was seconded by Paradis. As Andy read the "Proposed Vote" document, Paradis moved to suspend the rules and dispense with further reading of the proposed vote. The motion was seconded by Corey. The motion to dispense with further reading was unanimously approved. The motion to approve the \$1M in new borrowing from TD Bank for sewer division expenses was unanimously approved.

At 19:07 Knight asked for public comment. There was none.

At 19:07 Sawyer moved that this body stand adjourned. It was seconded by Paradis. The motion to adjourn was unanimously approved.

Monday, February 28, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center

Trustees present: Bob Corey, Bradley Sawyer, Cary Colwell, Cecil Munson, Keith Luke, Ken Knight, Pat Paradis

Absent: Charlotte Warren, Kirsten Hebert

Attendees: Brian Tarbuck, Andy Begin, Mike Payne

Guests: Meredith Strang-Burgess (remote)

At 18:00 Chairman Knight called the meeting to order.

At 18:02 Corey moved to approve the minutes from January 24. The motion was seconded by Sawyer. The motion was approved unanimously.

Corey provided an update from the rate committee which last met on February 17. The process for setting rates is under way now with public hearings scheduled at the regular GAUD board meeting on May 16.

Knight asked Meredith Strang-Burgess if we are on track for the information that needs to be sent to the public and Maine PUC for the rate adjustments. She confirmed that we are on track.

At 18:03 Begin provided an update of the ongoing projects. Begin reported that the Kennebec river siphon project is nearing the end of the permitting process. Each environmental agency uses a different process which needs to be checked off before the permits in their totality may be approved. Corey asked when the loans would be secured and rates would be locked in. Begin noted that it would be after July, 2022 before loans would be secured. Work in the river can't start until August so costs would likely be incurred in the third quarter of 2022.

The upgrade to the computer system that controls the District's water and sewer operations is going smoothly.

Third and Fourth Avenue projects will improve stormwater in this area. Cushnoc and Glenwood are other stormwater projects that will be completed in 2022. A generator at pump station 6 failed and requires \$25k in repairs.

At 18:08 Tarbuck provided an update to the Board relating to hiring six people in 2022. Tarbuck noted that wastewater testing for the virus that causes COVID-19 disease shows a decrease in the number of viral 'copies' in the wastewater which supports other data that show the virus is less prevalent in the community. There is no additional news from the county ARPA fund.

At 18:13 the Board discussed requests for proposals for appraisals of the value of the land around Carleton Pond. Tarbuck said a new RFP is out now and that the prior two RFPs had no responses due in part to high demand for appraisals given the busy real estate market.

At 18:15 the Board discussed ongoing PFAS legislation and testing in drinking water.

At 18:17 Mike Payne reviewed two sets of financial statements with the Board.

The December, 2021 water revenue was \$4.2M, expenses of \$3.6M. The water division budget for 2021 forecasted a shortfall of \$270k but resulted with a surplus of \$641k. Water cash at the end of December was \$1.7M.

The December, 2021 sewer revenue was \$3.9M, expenses of \$4.2M. The sewer division budget for 2021 forecasted a shortfall of \$823k but resulted with a shortfall of \$323k. Sewer cash at the end of December was \$0.8M.

The December, 2021 stormwater revenue was \$4.1M, expenses of \$2.8M. The stormwater division budget for 2021 forecasted a surplus of \$723k and resulted in a surplus of \$1.3M. Stormwater cash at the end of December was \$1.4M.

The January, 2022 water revenue was \$0.3M, expenses of \$0.3M. Water cash at the end of January was \$2.0M.

The January, 2022 water revenue was \$0.3M, expenses of \$0.3M. Water cash at the end of January was \$2.0M.

Payne noted that the proposed rate increases for 2022 are not included in the 2022 revenue budgets.

The January, 2022 sewer revenue was \$0.3M, expenses of \$0.3M. Sewer cash at the end of January was \$0.9M.

The January, 2022 stormwater revenue was \$0.3M, expenses of \$0.2M. Stormwater cash at the end of January was \$1.8M.

Payne noted that the cash flow forecasts are very early and trustees should expect changes as the year progresses.

At 18:26 the board reviewed six outstanding liens in Augusta at the following locations: 36 Bridge Street; 12 Northern Avenue; 34 Fairview Avenue; 8 Weston Street; 4 Meadowrue Drive and 95 Eastern Avenue. The total lien amount was \$1,076.38. Corey noted that the City of Augusta holds liens at both 36 Bridge Street and 12 Northern Avenue. Corey moved to waive automatic foreclosure at each of the locations noted above. The motion was seconded by Sawyer. The vote to approve the motion was unanimous.

At 18:29 Meredith Strang Burgess (remotely) provided an update on communications efforts. MSB noted that there would be communications to the public regarding the upcoming public hearings related to sewer and drinking water rates on May 16.

At 18:30 the board reviewed a request to execute a quit claim deed on a small parcel of land located in Mill Park near Canal Street. The parcel was given to the City from the Augusta Water District in 1993 but the transaction was never recorded at the Registry of Deeds.

Sawyer moved to allow the General Manager to sign a quit claim deed for property described on Book 710 Page 119 on City of Augusta Tax Map 35, Lot 54, transferred to the City of Augusta by the Augusta Water District on April 1, 1993 but not properly recorded at the Kennebec County Registry of Deeds. The motion was seconded by Paradis. The vote to approve the motion was unanimous.

At 18:34 Corey moved to enter executive session pursuant to Title 1, Chapter 13, Section 405 6 D to discuss a labor contract. The motion was seconded by Sawyer. The vote to approve the motion was unanimous.

At 19:01 the board returned to the regular business meeting.

At 19:01 Sawyer moved that this body stand adjourned. It was seconded by Munson. The motion to adjourn was unanimously approved.

Monday, March 21, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center - Lecture Hall

Trustees present: Bob Corey, Bradley Sawyer, Cary Colwell, Cecil Munson, Keith Luke, Ken Knight, Pat Paradis, Kirsten Hebert

Absent: Charlotte Warren,

Attendees: Brian Tarbuck, Andy Begin, Mike Payne

Guests: Meredith Strang-Burgess (remote)

At 18:00 Chairman Knight called the meeting to order.

At 18:01 Corey moved to approve the minutes from February 28. The motion was seconded by Sawyer. The motion was approved unanimously.

At 18:02 Corey provided an update relating to the rate making process and noted that the communications documents required for the process were being developed in a timely manner in anticipation of a May 16 hearing.

At 18:03 Begin provided an update relating to GAUD projects. Some pipe and other materials are experiencing very long lead times. For example, some pipes are 20 to 30 weeks out. The permitting and funding is in place for the river utility crossing. Corey asked if the fiber optic portion of this under river project was still going to happen. Begin noted that this was still part of the project and would help state, local and county partners with their fiber optic communication needs. Third and Fourth Avenue stormwater separation project is out to bid now. It will remove 6 catch basins from the sewer making more room available for sewer development. Glenwood Street will receive a new offroad stormwater pipe to drain a chronically wet area by replacing an old pipe in that area that didn't have an easement. Two new easements have been secured for the Glenwood project so this will go out to bid soon. Begin noted that the recent acquisition of the SL-RAT (sewer line rapid assessment tool) has proven its worth by quickly evaluating the condition of gravity pipes by establishing a priority ranking to identify pipes that need cleaning / CCTV inspection. The police station location on Willow Street will require moving an existing 42" interceptor. Two miles of sewer relining will be put out to bid soon at an estimated cost of \$567,000. This work should be completed by the end of this year. Some work in high traffic areas will need to be completed at night.

At 18:10 Tarbuck provided an update. Three people have anniversaries this year: Isreal Colpitt (3 years), Randi Taylor (24 years); and Pete Kwiatkowski (32 years). No changes to the organizational risk plan. It's hard to find people to fill openings. There will be a Central Maine Water Council meeting on May 11. And the solar project in Brooks may not happen at all. There was no news relating to ARPA funds. The COVID data from wastewater analysis isn't showing a dramatic reduction in "copies" of the virus.

At 18:18 Annually required PFAS drinking water sampling was conducted on March 15th. There are no results available yet. Sawyer provided an update relating to current legislative measures related to PFAS.

At 18:22 Mike Payne reviewed financial statements with the Board. Knight noted that he had spoken to the District's auditors. The auditors didn't have any red flags. There were a couple of journal entries but nothing unexpected.

YTD February, 2022 water revenue was \$0.7M, expenses of \$0.6M. Water cash at the end of the month was \$2.0M.

YTD February, 2022 sewer revenue was \$0.5M, expenses of \$0.7M. Sewer cash at the end of the month was \$2.4M (\$1M was from a loan from TD Bank).

YTD February, 2022 stormwater revenue was \$0.6M, expenses of \$0.4M. Stormwater cash at the end of the month was \$1.4M.

At 18:26 Meredith Strang Burgess provided a communications update. Work is ongoing to create a spring newsletter and rate adjustment information (bill stuffer and postcard) to be sent to customers. Burgess Advertising and Marketing has gone through the website to correct ghost links.

At 18:28 Knight asked for public comment. There were no members of the public in attendance.

At 18:29 Sawyer moved to enter executive session pursuant to Title 1, Chapter 13, Section 405 6 D to discuss a labor contract. The motion was seconded by Munson. The motion passed unanimously.

At 19:01 the board returned to the regular business meeting.

At 19:01 Colwell moved that this body be adjourned. It was seconded by Sawyer. The motion to adjourn was unanimously approved.

Monday, April 11, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center - Lecture Hall

Trustees present: Bob Corey, Cary Colwell, Cecil Munson, Keith Luke, Pat Paradis, Kirsten Hebert, Charlotte Warren

Remote: Ken Knight for executive session only

Absent: Bradley Sawyer

Attendees: Brian Tarbuck - remotely

Guests: n/a

At 18:00 Corey called the meeting to order.

At 18:00 Corey moved to enter executive session pursuant to Title 1, Chapter 13, Section 405 6 D to discuss a labor contract. The motion was seconded by Hebert and approved unanimously.

At 18:10 Corey moved to adjourn the meeting. The motion was seconded by Munson and approved unanimously.

Monday, April 25, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center, Council Chambers

Trustees present: Kirsten Hebert, Pat Paradis, Bradley Sawyer, Ken Knight, Cecil Munson, Bob Corey, Cary Colwell, Keith Luke

Absent: Charlotte Warren

Attendees: Brian Tarbuck, Andy Begin, Mike Payne

Guests: none

At 18:00 Chairman Knight called the meeting to order and introduced attendees.

At 18:01 Corey moved to approve the minutes from March 21. The motion was seconded by Sawyer. The motion was approved unanimously. Corey moved to approve the minutes from April 11 with an amendment to show that Sawyer was absent. The motion was seconded by Sawyer. The motion was approved unanimously.

At 18:02 Corey provided an update relating to the rate making process. Corey noted that the May 16th drinking water and sewer rate hearing is coming and has been promoted through different inserts and mailings to customers. Corey wanted to be sure that the Board members had sufficient information available to them to be able to answer questions they might get from customers. Tarbuck noted that there was a complaint from one customer that he had received relating to water quality. An investigation of potentially closed valves or other issues in the area revealed nothing untoward. A neighboring customer was consulted about water quality and they didn't have any concerns that mirrored the complainant. There hasn't been much concern relating to the rates so far. Knight noted that he had discussed the rates with some people and reinforced the need for proactive information. Sawyer had a similar experience on Facebook where a customer was not happy about the need for rate increases.

At 18:08 Begin provided an update relating to GAUD projects. Materials shortages are still a problem. Prices are up about 20% for contracted services. The siphon project is out to bid now. Bids are due on May 24th. Maine DOT deferred their Hospital Street project to provide time for us to order pipes. The SCADA system work continues and has potential to receive Homeland Security grants to help pay for it.

The Third and Fourth Avenue stormwater separation project has been awarded to St. Laurent and Son for \$344,960. The estimate was \$258,700. This installs 700' of stormwater pipe and removes several combined sewer basins from the system.

Green Mountain will be relining about 6,500' of sewer pipe on Lower Western Avenue for \$243k. There is one additional bid to put out for relining this year.

At 18:16 Begin reviewed a slide that showed the status of the grants we have applied for and their status.

At 18:21 Tarbuck provided an update. Tarbuck noted that MEMA has been responsive to requests for cybersecurity assistance.

The consumer confidence report is done and posted online. Tarbuck noted the PFAS levels tested in accordance with new rules showed that Triangle station was non-detect and Riverside station was 10.5 parts per trillion. These values are below the current guidance level of 20 parts per trillion. The source of PFAS at Riverside is likely the river itself as there are no other obvious sources of contamination near the wells. One part per trillion is about 30 seconds in a million years.

Sawyer noted that LD 1911 passed. This means that sludge disposal costs will increase. LD 1569 also passed. This created a statewide study of Maine's water. No one knows what the outcome of this study will be at this point.

At 18:31 Mike Payne reviewed financial statements with the Board.



YTD water revenue was \$1.1M, expenses of \$0.84M (3% under budget). Water cash at the end of the month was \$2.2M. YTD sewer revenue was \$0.9M, expenses of \$1.1M (3% under budget). Sewer cash at the end of the month was \$2.1M. YTD stormwater revenue was \$1.06M, expenses of \$0.6M (4% under budget). Stormwater cash at the end of the month was \$1.7M.

At 18:34 Keith Luke explained that there is a property at 36 Bridge Street that was acquired by the City for non-payment of taxes in 2020. The City is planning to sell the property to South Parish Congregational Church for \$10k. There is a \$357 lien on the property for unpaid stormwater fees owed to the District. Luke asked if the Trustees could release the lien to make the transfer of the property clear via a quit-claim deed. Corey noted that the District's lien remains viable. Corey noted that if the City was selling the property for less money than it was owed for back taxes then the District would likely write off its lien. However, if the City was owed only \$5k in back taxes and collected \$10k in the sale then the additional sale proceeds should be used to pay off the District's liens. Luke will determine whether or not the City is collecting more from the sale than it is owed and bring that information to the next meeting.

At 18:39 Knight asked for public comment. There were no members of the public in attendance.

At 18:39 Sawyer moved to enter executive session pursuant to Title 1, Chapter 13, Section 405 6 D to discuss a labor contract. The motion was seconded by Munson. The motion passed unanimously.

At 18:46 the board returned to the regular business meeting.

At 18:46 Sawyer moved that this body stand adjourned. It was seconded by Corey. The motion to adjourn was unanimously approved.

Monday, May 16, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center, Council Chambers

Trustees present: Kirsten Hebert, Charlotte Warren, Pat Paradis, Bradley Sawyer, Ken Knight, Cecil Munson, Bob Corey, Cary Colwell, Keith Luke

Absent:

Attendees: Brian Tarbuck, Andy Begin, Mike Payne, Randi Taylor, Meredith Strang-Burgess, Alan Burton

Guests: none

At 18:00 Chairman Knight called the meeting to order and introduced attendees. Hebert and Sawyer were attending remotely.

Knight explained the rulemaking process which mirrors the requirements of the PUC for drinking water rates as explained by MRS 35-A §6104. Knight explained that people who wanted to address the board would have 3 minutes additional time allotted if there were only a few speakers. Knight reviewed the rate process timeline along milestones met by the District. The earliest effective date of the rates would be June 17th. The Board intends the rates to go into effect on July 1, 2022.

At 18:08 Knight asked if anyone wanted to address the Board.

At 18:09 Tarbuck explained that information had been provided in direct mail to customers and also posted online. Tarbuck explained that sewer rates dropped 29% in 2019. The primary reason for the rate reduction was to provide rate relief to customers as stormwater fees shifted from catch basins to equivalent residential units. The wastewater division had cash and the decision was made to reduce cash by reducing the wastewater rates. The decision in 2022 to increase rates by 30% was made to recognize significant inflationary pressures and address capital expenses.

Tarbuck explained that the rate review process doesn't end. A subcommittee of the Board reviews expenses and revenue management on an ongoing basis. This information is used to forecast future needs based on best professional judgment of future costs for projects. This is compared to the minimum cash needed for each division and rates are set based in consideration of these factors. The goal is to have smaller, more frequent rate adjustments.

Corey noted that the District has been working to apply for grant money. At the time of the hearing, there were about 15 grant applications submitted. To date, over \$3M in grants or "principal forgiveness" have been approved.

Corey noted that the projects that management wants to do can sometimes be accelerated or changed based on the receipt of grants. Corey also noted that the District works hard to be transparent. Meetings are all televised and recorded. Annual planning sessions are held each fall with community partners.

At 18:22 Margaret Terrell (sp?) from Augusta addressed the Board. Terrell asked if the utility district shared the same utility corridors. Tarbuck explained that having multiple utilities in the same corridor can cause installation and maintenance issues. Tarbuck explained that the work utilities do is highly coordinated and cited the example of the failed sewer siphon pipe.

At 18:35 Terrell began talking about possible links between fluoridation and PFAS. Tarbuck explained that in 1997 the public voted to add fluoride to drinking water. The need for community votes on fluoridation in Maine is why some communities fluoridate and some don't. Tarbuck explained how the District adds fluoride to the water and how the carbon / fluorine bond in PFAS is not related.

At 18:40 the Board closed the rate hearing.

At 18:41 Corey moved to certify and approve the revised schedule of rates for drinking water service, fire protection service, sewer service and stormwater service, which has been presented to this meeting and recorded the minutes, to go into effect on or about July 1, 2022, and continuing until such time as the schedule of rates is modified by vote of the Trustees. I further move that the Assistant Treasurer, in addition to the Treasurer, be authorized and directed to apply the schedule of rates, along all fees and charges otherwise authorized by the District or by State statute, to all persons, entities and property receiving services from the District, and to thereafter collect the sums due from said persons and

entities and to take all appropriate action related to the collection of said sums, including the preparation and filing of notices and liens and allowed by the District's Charter and State law.

The motion was seconded by Warren. The vote to approve the motion was unanimous Hebert and Sawyer voting by roll remotely on video.

At 18:42 Knight called the regular board meeting to order.

At 18:42, Paradis moved to approve the minutes from April 27, 2022. The motion was seconded by Corey. The vote to approve the motion was unanimous Hebert and Sawyer voting by roll remotely on video.

At 18:42 the Board discussed its remote meeting participation policy. Warren asked if it would be possible to have the option for people to join meetings remotely. Warren noted that this is a practice that other boards she participates in use frequently. Sawyer noted that the initial 2021 law had a provision to recognize exceptional travel as a reasonable reason for remote participation. Sawyer noted that management should look at the recent legislation to ensure the existing remote meeting participation policy still meets the intent of the law. Corey noted that remote meetings would be open to the public if they were open to board members participating remotely. Corey noted that he generally opposes remote meeting participation.

At 18:52 Warren moved to direct management to ensure that there is a remote meeting option for each monthly meeting for a Board member and members of the public. The motion was not seconded.

Knight noted that a remote meeting option can be considered at its next monthly meeting by reviewing the existing policy and consider other changes made subsequent to the initial legislation.

At 18:53 Tarbuck said he would review the existing policy and how the modifications to the law will impact that existing policy.

At 18:54 Knight noted that there was a meeting of the Central Maine Water Council. Knight appointed a subcommittee of Warren and Sawyer to review any mutual assistance to Winthrop Utilities District.

At 18:55 Corey asked to review the existing board approved policies at an upcoming meeting.

At 18:57 Begin provided an update relating to GAUD projects. The siphon project beneath the Kennebec River is out to bid. Begin noted that the Drinking Water Program awarded GAUD a grant for two new 'virtual machines' to host the District's SCADA software. Work on the \$345k Third and Fourth Avenue project by St Laurent and Son to separate 6 combined sewer basins is nearly complete.

At 19:02 Meredith Strang-Burgess provided an update. Recent communications have focused on adjustments to rates. The next focus will be on videos to highlight the different elements of the utility. Consumer confidence report notices have been sent to all customers.

At 19:08 Tarbuck provided an update. 8 people have hiring anniversaries in May Mike Morey leading the pack 33 years of service to the utility. Interns start work in May. GAUD is going to participate with UMA to help provide a mockup of our digital network that can be used to train people to react to a cyber attack.

At 19:18 Mike Payne reviewed year to date (April 30) financial statements with the Board.

Month	Division	Revenue	% over / under	Expenses	% over / under	Ending cash
April	Sewer	1.2	-3%	1.5	-2%	2.0
April	Stormwater	1.3	-1%	0.9	-4%	1.8
April	Water	1.4	0%	1.2	-4%	2.3

At 19:20 the Board discussed a Clean Water SRF (sewer) loan for \$2.0M for the siphon project beneath the river. Once loan forgiveness has been factored in, the actual loan repayment amount will be about \$850k.

Corey moved that the General Manager be directed to secure debt not to exceed \$2M in new borrowing from the Maine Municipal Bond Bank to support capital expenses needed to support the sewer division. The motion was seconded by

Munson. The motion was approved unanimously with Sawyer voting on the roll remotely. Hebert was absent for the vote.

At 19:23 Alan Burton noted that he is back in Maine but has never been more than a phone call away to support the utility's human resources needs.

At 19:24 Knight asked for public comment. There were no members of the public in attendance.

At 19:24 Tarbuck provided an update on the status of the collective bargaining agreement negotiations with the union. The union and GAUD have reached tentative agreements and will have the final agreement completed soon for signature. Tarbuck asked for a motion from the Board to allow him to execute the agreement on behalf of the Board once it has been completed.

Munson moved to allow the General Manager to execute the collective bargaining agreement with Teamsters Local 340. The motion was seconded by Warren. The motion was approved unanimously with Sawyer voting on the roll remotely. Hebert was absent for the vote.

At 19:26 Corey moved to do away with the reading of the proposed vote relating to the \$2M in borrowing from the MMBB on page 15 of the board handout. The motion was seconded by Munson. The motion was approved unanimously with Sawyer voting on the roll remotely. Hebert was absent for the vote.

At 19:27 Sawyer moved that this body stand adjourned. It was seconded by Warren. The motion was approved unanimously with Sawyer voting on the roll remotely. Hebert was absent for the vote.

Monday, June 27, 2022

Greater Augusta Utility District Board Minutes, video located [here](#).

Location: Augusta City Center, Council Chambers

Trustees present: Charlotte Warren, Pat Paradis, Bradley Sawyer, Ken Knight, Cecil Munson, Bob Corey, Cary Colwell

Absent: Keith Luke, Kirsten Hebert

Attendees: Brian Tarbuck, Mike Payne, Meredith Strang-Burgess (remotely), Alan Burton

Guests: none

At 18:00 Chairman Knight called the regular board meeting to order.

At 18:02, Corey moved to approve the minutes from May 16, 2022. The motion was seconded by Sawyer. The vote to approve the motion was unanimous.

At 18:03 Corey updated the board regarding the status of upcoming July 1, 2022 rate increases to water (10% and wastewater (30%). The next rate committee meeting will be in August. The committee will consider current financial status, planned projects and reserves and suggest potential rate adjustments to the board accordingly later in the year.

At 18:05 Tarbuck provided project updates in Begin's absence. Tarbuck noted that the siphon aka Kennebec River Utility Crossing is going to be constructed in three phases. The first phase is the "in river" work which will install about 900 feet of pipe (parallel water and wastewater pipes) beneath the bottom of the riverbed. This work has been bid out and will begin in August. The second phase involves hammering a pipe (pipe jacking) beneath the railroad bed to allow the new pipes to connect to State Street. The third phase connects State Street to the pipe jacking project and connects Hospital Street to the east side terminus of the in-river work. The bidding environment is very dynamic now and we expect to see higher costs than we used to.

At 18:11 Tarbuck provided the general manager's update. Tarbuck noted that Mike Payne has completed 1 year with the District. Jane Carroll has completed 41 years, Dave Williams has 12, Mike Charest has 12, Dana Demos has 10. Tarbuck noted that Tim Wade, Operations Manager, is leaving GAUD for the private sector mid July. Tarbuck provided an update regarding the organizational risk plan noting that Maia Ferris will join GAUD in the engineering section on July 11. Tarbuck provided an update relating to the grants received so far in the amount of \$9.6M. Munson asked about the \$2M grant for the Front Street sewer pump station. Tarbuck explained that the station is a buried 1963 wet pit/dry pit sewer pump station subject to flooding. The new pump station will be designed to survive flooding events and move the electrical control systems well above the floodplain.

At 18:21 Tarbuck noted that the solar project is still not moving forward in part because of the research needed by CMP to see if the proposed project can function as designed on the grid.

At 18:26 the Board reviewed recent communications from EPA regarding PFAS in drinking water and how this may impact GAUD. EPA recently announced that its current advisory level of 70 parts per trillion may be too high. Their new health advisory suggests the levels should be measured in parts per quadrillion instead; levels too low to reliably measure with existing technologies. The concern is that the State of Maine may create a lower level for PFAS than 20 parts per trillion which could require treatment for some of the drinking water wells. No one knows what level of treatment would be required or how to manage wastewater from filters etc. Tarbuck asked the board for a cost not to exceed \$25,000 to pilot treatment techniques to remove PFAS contaminants from water.

At 18:38 Corey moved to authorize the expense of up to \$25,000 to allow the water division to update the water system master plan. The motion was seconded by Munson. The motion passed unanimously.

At 18:42 Warren addressed the board regarding a coalition called the Maine Affordable Energy Coalition. She was curious if the District would be interested in becoming a part of the coalition. The coalition rejects the notion that the state of Maine should replace the existing privately owned CMP with a publicly owned entity.

At 18:47 Payne provided an update regarding the District's financial position as of the end of May:

Month	Division	Revenue	% over / under	Expenses	% over / under	Ending cash
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May	Sewer	1.5	-2%	1.8	-4%	1.9
May	Stormwater	1.7	on target	1.1	-7%	2.1
May	Water	1.8	on target	1.4	-6%	2.5

At 18:56 No liens to review

At 18:57 Meredith with a communications update. Meredith pointed the public to our website for PFAS testing and updates. July billing insert for rate increase. Working on a fall newsletter for infrastructure updates. Working on highlighting the grants that the district has received to offset infrastructure costs. Summer filming, 8-10 short videos, highlighting customer service, green efforts, how we do our jobs to serve the rate payers, stormwater efforts, infrastructure, safe work environments, etc.

At 19:00 HR Update by Alan Burton, Action items to support Board Goals. Finalizing Collective Bargaining Agreement. Developing strategies to attract new hires. Performing 360 reviews on key management team members in addition to Brian's annual review. Monitor inflation and wage ranges in the job market to maintain competitiveness. Review and update job descriptions, personal policy manual, GM performance review and GM contract renewal. Ken Knight reminded the board that they need to review the GM and let Brian know of their intentions before the contract expiration this fall.

At 19:04 Remote meeting policy discussion. Brian kicked off discussions of MRS 403B amended this year. The new rules abolished the need for board members to be physically present to conduct business of the board. Charlotte advocated to allow remote participation of the board as an option to its members and asked for the board to support the remote participation request. Brad advocated to seek a more liberal approach to the interpretation of remote participation. He agreed to the spirit of the LD language changes to allow more flexibility utilizing remote participation. Bob advocated for physical presence to attend board meetings and if an individual had a conflict not allowing physical presence, that it was ok to miss some meetings. Brad followed by commenting that it was more personal choice if a board member felt they could be present and attentive remotely then why not. Pat mentioned concern with changing the remote participation policy and how it affects Hallowell's non-voting/voting member, currently the alternate is allowed to vote if the Hallowell voting member is not present in the meeting. If the remote participation language is changing, why not eliminate the need to allow the Hallowell alternate to vote. Pat felt that important items should not rely on remote participation because of what can be achieved physically in a room. Pat was not interested in changing the remote policy. Charlotte followed by advocating for all board members, not just one person's individual needs. Times have changed and remote participation policies are more common now. Cecil mentioned that he was not interested in any participation of the board during a vacation. Ken echoed Charlotte's trust comment, Charlotte had indicated that she trusts all the board members and was flexible to consider their needs for remote participation. Ken indicated that there is a difference to conducting business in person versus remotely, but each has a place. Ken was happy to change the policy and vote on it if the board members saw it necessary. No change has been made to GAUD's remote policy language, nor did the general consensus of the board think it was necessary in order to allow the use of remote participation as deemed necessary. Cecil questioned if it were necessary to expand a list of items that could implement remote participation. Bob and Brad commented to keep it as general as possible.

At 19:19 Knight asked for public comment. There were no members of the public in attendance.

At 19:20 Sawyer moved that this body stand adjourned. It was seconded by Munson. The motion was approved unanimously.

Monday, July 18, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center, Council Chambers

Trustees present: Kirsten Hebert, Charlotte Warren, Pat Paradis, Bradley Sawyer, Ken Knight, Bob Corey, Cary Colwell

Absent: Keith Luke, Cecil Munson

Attendees: Brian Tarbuck, Mike Payne, Meredith Strang-Burgess (remotely), Alan Burton

Guests: none

At 18:00 Chairman Knight called the regular board meeting to order.

At 18:02, Corey moved to approve the minutes from June 27, 2022 with the correction of the time of his motion to approve the minutes changed from 18:42 to 18:02. The motion was seconded by Sawyer. The vote to approve the motion was unanimous.

At 18:02 Corey noted that the rate committee will meet in August before the next scheduled Board meeting. The committee will use updated data to consider rate adjustments on or about July 1, 2023.

At 18:03 Begin provided a project update. The Ironman competition is on July 31 and the contractor will start their work on the siphon project on August 1. The SCADA upgrade is nearly complete. Two new SCADA servers are on the way and funded by grants. Bids for Cushnoc Drive were higher than anticipated but still within reason. If the City proceeds with Cushnoc, so will the District. A 36" corrugated metal stormwater pipe that drains water behind 268 State Street will be relined in the third quarter. Western Avenue sewer lining work will continue this fall. The lining work will be completed at night due to traffic constraints on Western Avenue. 300' of water main will be replaced on Glenwood Street between Purinton and Ridgewood Drive. This completes a project done about 5 years ago on Ridgewood Drive that had to be deferred due to a paving moratorium.

At 18:09 Tarbuck provided the general manager's update to include photos from his trip to the Allagash Wilderness Waterway. Tarbuck noted that he forgot to note that both Rick Anair and Andy Begin had June hiring dates serving 17 years and 12 years respectfully. July employee anniversaries included Kolby Peckham, Dave Robinson and Steve Tirrell, each of which celebrate 3 years with the District. Tarbuck noted that he was also hired for the second time at the District 20 years ago, noting that 15 of those years have been as General Manager.

At 18:12 Payne provided an update regarding the District's financial position as of the end of June:

	Revenue			Expenses			
Division	Budget	Actual	Act / budg	Budget	Actual	Act / budg	Ending cash
Sewer	3.9	1.9	49%	4.7	2.2	47%	1.0
Stormwater	4.1	2.0	49%	3.0	1.4	45%	3.0
Water	4.2	2.1	50%	3.9	1.7	44%	2.4

At 18:15, Meredith Strang-Burgess provided a communications update. MSB noted that they were planning to record video later in the week for up to 8 short promotional videos to describe elements of work GAUD does including customer service, drinking water, environmental protection and safety.

At 18:18 Alan Burton provided a human resources update. 5 of the 6 open positions have been filled. Jason Souzer was promoted to the operations manager position. Jason's previous position will not be filled right away. Job descriptions are being updated.

At 18:21 Sawyer moved that this body stand adjourned. It was seconded by Paradis. The motion was approved unanimously.

Monday, August 15, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center, Council Chambers

Trustees present: Kirsten Hebert, Pat Paradis, Bradley Sawyer, Ken Knight, Cecil Munson, Bob Corey, Keith Luke

Absent: Charlotte Warren, Cary Colwell

Attendees: Brian Tarbuck, Mike Payne, Meredith Strang-Burgess (remotely), Tim Gill (Runyon, Kersteen & Ouellette)

Guests: none

At 18:00 Chairman Knight called the regular board meeting to order.

At 18:01, Corey moved to approve the minutes from July 18, 2022. The motion was seconded by Munson. The vote to approve the motion was unanimous.

At 18:02 Meredith Strang-Burgess provided an update relating to communications efforts. MSB worked on production of videos for GAUD over two days. The material will be edited into future content. There is enough content for seven or eight videos in total. MSB is working on the fall newsletter and inserts. The planning meeting will be on Wednesday, October 26th. Corey noted that it will be important to continue to keep ratepayers aware of PFAS issues.

At 18:08, Tim Gill from RKO presented the findings from his firm's annual audit of 2021 financial statements. Gill noted that their review of the financial statements resulted in an unmodified or clean opinion. Financial statements were materially accurate and fairly represented. The firm uses a risk based approach to identify areas that are high risk and then tests those areas for weaknesses. There were no material weaknesses or significant deficiencies. Gill recommended a review of inventory management procedures to reduce the observed variances between actual versus expected inventory. Gill recommended a more routine review of inventory which should help narrow this gap. Gill's second recommendation was to provide additional checks and balances to ensure that the person entering the data into the accounting system is different from the person preparing or reviewing that data.

At 18:24 Corey updated the Board with a table that shows a preview of data that the rate committee is considering for rate adjustments in July, 2023. The table showed drinking water increasing by 10%. Sewer rates are also projected at 30%. Stormwater is losing cash so the committee is looking at a small annual increase to ensure rates balance expenses. Despite the inflow of grants, inflation is at historically high levels. This has resulted in pipe costs of about \$500 per foot for drinking water. The committee recognizes how dynamic this is and will continue to review data to make recommendations for consideration by the full board at a later date.

At 18:30 Begin provided project updates. The Kennebec River Utility Crossing project is underway. A road has been built between the river landing and the rail trail to allow equipment access to the landing. The second contract will be bid soon. The second contract will install a steel 'sleeve' beneath the railroad tracks which, though they have not been used in decades, are considered 'active' and require a no-dig solution to install pipes beneath the tracks. The SCADA upgrade is nearly complete. The stormwater pipe upgrade at Cushnoc will be done this fall by Sargent Corporation. The lower portion of a stormwater system at Glenwood will be rehabilitated for about \$60k. That work will be done in late August. Sewer relining work continues apace. About 2 miles of pipe will be relined this year alone. About 40% of the sewer collection system is made of clay so that's the focus of the relining effort now. 300 feet of new water main will be installed on Evergreen.

At 18:36 Tarbuck provided an update. The pipe tapping team finished second of two competitors at the recent Maine Water Utilities Association's summer outing. There's always next year. Progress continues on hiring and filling vacant positions.

At 18:40 the Board discussed Carleton Pond. Efforts to get an appraisal of the properties around the pond have not been successful. The Board expressed caution that if the pond was needed for water supply due to recent changes in PFAS regulations that selling parcels off now could be ill advised.



At 18:44 Corey moved to accept the audited financial statements for 2021. The motion was seconded by Munson. The vote to approve the motion was unanimous.

At 18:45 Sawyer moved to elect Ken Knight as Chair, Bob Corey as Treasurer, Pat Paradis as clerk and Brian Tarbuck as assistant treasurer. The motion was seconded by Corey. The vote to approve the motion was unanimous.

At 18:47 Payne provided an update regarding the District’s financial position as of the end of July:

Division	Revenue			Expenses			Ending cash
	Budget	Actual	Act / budg	Budget	Actual	Act / budg	
Sewer	3.9	2.4	62%	4.7	2.6	55%	0.9
Stormwater	4.1	2.4	59%	3.0	1.6	53%	3.2
Water	4.2	2.6	62%	3.9	2.1	54%	2.3

Payne noted that budgets will tighten now that budgeted positions have been filled. Knight thanked Payne for his work in support of the auditors.

At 18:49 the Board reviewed two liens to consider them for a waiver of automatic foreclosure. Corey acknowledged the hard work by Randi Taylor in the office to address unpaid bills before they became liens. Corey moved to waive automatic foreclosure at the following Augusta properties: 95 Eastern Avenue and 64 Bangor Street. The motion was seconded by Paradis. The Board discussed the motion. Munson asked if the District had received money from the properties in question yet. The lien remains on the property and generally the District is made whole when the property sells. Hebert asked if there was a reason why we defaulted to the position of waiving automatic foreclosure. Tarbuck said the Board didn’t need to waive automatic foreclosure but generally did to avoid owning properties that could be liabilities. The vote to approve the motion was 4 in favor and two (Hebert, Munson) opposed.

18:56 Tarbuck provided a human resources update on behalf of Alan Burton. Two individuals were getting 360 reviews. Tarbuck noted that his annual review was ongoing.

At 18:58 Knight discussed the District’s main extension policies. There will be main extensions soon so the Board is reviewing its policies in case there are questions about extensions as projects progress. The District doesn’t invest money in drinking water main extensions. There is no prohibition on the sewer and stormwater divisions for investing in main extensions. Corey noted that the proposed development of housing on property formerly owned by the Calumet Club is an important development for the City as there is a lack of housing now and developing more is a city priority. Calling attention to the utility’s involvement in that priority is important.

At 19:03 Sawyer moved to stand adjourned. The motion was seconded by Corey. The vote to approve the motion was unanimous.

Monday, September 19, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center, Council Chambers

Trustees present: Charlotte Warren, Pat Paradis, Bradley Sawyer, Ken Knight, Cecil Munson, Bob Corey, Cary Colwell, Keith Luke

Absent: Kirsten Hebert

Attendees: Brian Tarbuck, Mike Payne, Alan Burton, Meredith Strang-Burgess (remotely), Jim Cohen

Guests: none

At 1800 Chairman Knight called the regular board meeting to order.

At 1802, Corey moved to approve the minutes from August 19, 2022. The motion was seconded by Warren. The vote to approve the motion was unanimous.

At 1802 the Board discussed joining Maine Affordable Energy, a coalition that opposes converting Central Maine Power Company and Versant Power into publicly owned utilities. Jim Cohen from Verrill-Dana made a presentation to the Board on behalf of Maine Affordable Energy. In 2021 the Legislature enacted a bill that would have sent this question to voters, but that bill was vetoed by Governor Mills. A citizens group has since formed to put this issue on the November 2023 ballot. If passed, there would be election of trustees to a new electricity board in 2024. Then the board would have 18 months to decide whether or not to exercise the right to take over CMP and Versant. After that, the value of the utilities would be determined in a process that could take a few years. Cohen estimated that the value of CMP and Versant might be determined by 2030 to 2032. A private company would operate the electric utilities and the money to acquire the assets would be financed by taxable revenue bonds which would be paid by electricity customers.

The Board asked Cohen a series of questions to get a better understanding about the issues surrounding the issue. No action was taken by the Board.

At 1841 Corey provided an update from the rate committee. The rate committee is meeting with Mike Payne to look at the budget and updated financial projections to determine what the rates will need to be to support operations and capital needs.

At 1843 Begin provided project information to the Board. The Kennebec River Utility Corridor is progressing. The pipe jacking contract was awarded to St Laurent and Son for \$1.4M. This will connect the west side of the under-river siphon to the WWTP. The Cushnoc Drive project is proceeding. The stormwater pipe off road by Glenwood Street (State Street End) was rusted out and corroded. It was relined successfully with a UV light cured pipe liner. Sewer pipe will be relined in the Mayfair area and Western Avenue this year. The Evergreen Drive water main replacement project will be completed soon.

At 1848 Tarbuck provided an update. The solar project is not going to happen. We will engage counsel to terminate the solar agreement. Warren, Colwell and Tarbuck met with the City of Hallowell at a council meeting which was well received. Tarbuck has reached out to Raybern solutions to document our internal work processes before key individuals retire. Tarbuck also mentioned that it is time to consider the advantages of an AMI meter reading system to help find leaks and provide better data to customers. Tarbuck reviewed PFAS at the District and the steps taken so far in anticipation of stricter regulatory requirements.

At 1847 Payne provided an update regarding the District's financial position as of the end of August:

Division	Revenue			Expenses			Ending cash
	Budget	Actual	Act / budg	Budget	Actual	Act / budg	
Sewer	3.9	2.8	72%	4.7	3.0	64%	1.1
Stormwater	4.1	2.7	66%	3.0	1.9	63%	3.3
Water	4.2	3.0	71%	3.9	2.4	62%	2.4

At 1909 Corey provided an update regarding liens at Bangor Street and Eastern Avenue. 95 Eastern Avenue has tax liens in addition to six liens from GAUD. The Bangor Street property will pay about \$1,300 to GAUD when it sells. Only \$2,900 remains in liens which is two to three times less than it was a few years ago. Corey thanked Randi Taylor for her hard work to keep lien totals low.

At 1911 Meredith Strang-Burgess provided a communications update. Filming and editing has been completed.

At 1916 Alan Burton provided a human resources update. The positions that needed to be filled in the organizational risk plan have been posted apart from an engineering technician position and a GIS related position. The GM review is nearly done. 19 of 36 job descriptions have been reviewed and edited. Personnel policy manual edits will be done in October. Knight endorsed the quality of the review process used for GM review.

At 1919 the Board reviewed proposed changes to the sewer and stormwater main extension policy. The revised policy ensures that each main extension will be approved by the Board. This provides good oversight by the Board and preserves flexibility for each proposed main extension. Corey noted that this policy is very transparent. Colwell asked if the developers proposing a main extension would have to pay for the extension. Knight noted that they would have to pay by default, but if, for some reason, the Board wanted to help with funding that would be possible. Tarbuck noted that the Fieldstone extension was essentially a four year, zero percent loan. Tarbuck suggested that the individual main extension agreements were better instruments to guide extensions than a policy that tried to achieve nuanced goals.

At 1926 Corey moved to approve the modifications to the main extension policy number 6, for sewer and stormwater main extensions. The motion was seconded by Sawyer. The vote to approve the motion was unanimous. Note that Warren had left the meeting so Colwell voted on this and subsequent motions.

At 1927 Tarbuck confirmed the remaining meeting dates for 2022.

At 1930 Sawyer moved to stand adjourned. The motion was seconded by Munson. The vote to approve the motion was unanimous.

Monday, October 17, 2022

Greater Augusta Utility District Board Minutes

Location: Augusta City Center, Council Chambers

Trustees present: Kirsten Hebert, Charlotte Warren, Pat Paradis, Bradley Sawyer, Ken Knight, Bob Corey, Cary Colwell, Keith Luke, Cecil Munson (remote)

Absent: none

Attendees: Brian Tarbuck, Mike Payne, Alan Burton, Meredith Strang-Burgess (remote)

Guests: none

At 1800 Chairman Knight called the regular board meeting to order. Knight noted that Mayor O'Brien reappointed him to the utility district board making him the fifth mayor to do so. Knight noted that the majority of the Council said to him that the employees are very polite and courteous, particularly the road crew.

At 1803, Corey moved to approve the minutes from September 19, 2022. The motion was seconded by Warren. The vote to approve the motion was unanimous.

At 1803 Corey provided an update from the rate committee. The Committee (Corey, Hebert and Munson) met with Tarbuck and Payne on October 7th to review financial conditions to help forecast rates needed to meet operational goals. The Committee provided the full board with proposed rate increases for July, 2023 of 10% for the water division. Options for both a 30% and a 50% increase were provided for the sewer division. The purpose of the two options for the sewer division was to show how the increases impacted future end of year predicted cash positions. A 30% sewer increase would result in a cash position of less than \$60k at the end of the year. The Board can look at other ways to increase revenues including charging property owners that don't use water or sewer an availability fee.

At 1812 Begin provided project updates for the Board. The siphon project is underway. The trench is being excavated by an excavator on a barge. The second part of the project is installing a pipe beneath the railroad tracks that will carry the water and sewer pipes. The Cushnoc Drive stormwater project is done. Two different sewer relining contracts are underway. Green Mountain is doing work on Western Avenue. The other contract is in the Mayfair neighborhoods. The Evergreen drinking water project is done. We are opening bids for Highland Avenue in early November.

At 1815 Tarbuck provided updates for the Board. Tarbuck noted that the Highland Avenue bid pricing will impact the amount of other projects that can be done in 2023. The solar project is still in limbo. The District is still testing for the virus that causes COVID-19 disease under a federal grant.

At 1817 Tarbuck provided a PFAS update. The new rules should be out by the end of December. Corey asked if the \$25k allocated by the Board to consider PFAS has been spent. Tarbuck explained that the money is being used to update the drinking water division's 5 year plan which includes PFAS considerations.

At 1822 Payne provided an update regarding the District's financial position as of the end of September:

Division	Revenue			Expenses			Ending cash
	Budget	Actual	Act / budg	Budget	Actual	Act / budg	
Sewer	3.9	3.3	85%	4.7	3.4	72%	-0.3
Stormwater	4.1	3.0	74%	3.0	2.2	73%	2.8
Water	4.2	3.5	83%	3.9	2.8	72%	2.2

Revenues are higher as anticipated as revenues from the rate increases were not included in the 2022 budget.

At 1825 Payne provided a lien update.

At 1827 Meredith Strang-Burgess provided a communications update. Work has been done to edit the video work. The videos will be posted online to help educate ratepayers about what GAUD does. The October billing insert will be about transparency in operations to make sure that everything the utility does is available online.

At 1832 Alan Burton provided a human resources update. The positions that needed to be filled in the organizational risk plan have been posted apart from an engineering technician position and a GIS related position. Two 360 reviews were completed in 2022. 26 of the 39 job descriptions have been reviewed and updated. Personnel policy has been reviewed and changes have been included. Sawyer asked whether or not the pay rate was considered as part of the employee sick bank.

At 18:41 Corey moved to approve changes to the Personnel Policy Manual under section 7 pages 23 to 25 and section 9 page 38 as presented at this meeting. The motion was seconded by Paradis. The vote to approve the motion was unanimous with Munson affirming remotely.

At 18:42 Corey moved to enter Executive Session to review the General Manager's performance pursuant to MRS Title 1 Chapter 13 §405 6 A. The motion was seconded by Paradis. The vote to approve the motion was unanimous with Munson affirming remotely.

At 19:12 the Board returned to regular session. The Board

There was no public comment.

At 19:30 Sawyer moved to stand adjourned. The motion was seconded by Paradis. The vote to approve the motion was unanimous with Munson affirming remotely.