

Trustees

Richard E. Boston, President
Russell A. Peterson, Treasurer
Karen Arsenaault, Clerk
Stephen C. Rendall Jr, Trustee
Richard Leigh, Trustee



Administration

Donald D. Neumann Jr., Superintendent
Noah Emery, Assistant Superintendent
Patrick M. Desrosiers, Financial Manager
Zachariah Mein, Resource Protection Mgr.

86 Woodbridge Road
York, Maine 03909
Telephone: (207) 363-2265
Fax: (207) 363-7338
www.yorkwaterdistrict.org

Posted June 11, 2025

LEGAL NOTICE -- The Annual meeting of the York Water District Board of Trustees will be a “hybrid meeting” remotely and in-person at 2:00 pm on **Wednesday, June 18, 2025**, as per the district’s meeting policy. For members of the public that wish to participate remotely, please send a request to customerservice@yorkwaterdistrict.org by 1:00 pm on the day of the meeting. Staff will provide an invite by email ten minutes prior to the meeting.

AGENDA

1. The President will call the meeting to order.
2. See what action the Board will take regarding the election of Officer’s for the term of June 2025 through June 2026. The positions are President, Treasurer and Clerk.
3. See what action the Board will take after a review of the minutes of the Board Meeting held on May 21, 2025.
4. Invitation for Public Comment.
Comments by everyone will be limited to 3 minutes. All comments will be directed to the Board President and are required to be civil, respectful, and relevant to the York Water District. For those who were not provided an adequate opportunity to provide oral comments, they are free to submit written comments. Those comments should be sent to customerservice@yorkwaterdistrict.org
5. The Financial Manager will present the Board of Trustees with monthly budgetary reports and income statements for review and discussion.
6. Staff will provide an update on District operations.
7. General Discussion
8. Adjourn.

Respectfully Submitted,

Donald D. Neumann, Jr.
Superintendent



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May Meeting Minutes

The York Water District Board of Trustees monthly meeting held on Wednesday, May 21, 2025, was in-person and through remote conferencing as allowed by the District's remote meeting policy.

Acting President, Richard Leigh called the meeting to order at 1:59 pm. Present were Treasurer – Russell Peterson, Clerk – Karen Arsenault, and Trustee – Steven Rendall. Staff present Superintendent – Donald Neumann, Assistant Superintendent – Noah Emery, Financial Manager- Patrick Desrosiers, Resource Protection Manager - Zachariah Mein, General Foreman – Larry Graham, and Financial Assistant – Shelley Kimball and Residents – Ed & Ellen Gaudiano. President – Richard Boston was not in attendance.

See what action the Board will take after a review of the minutes of the Board Meeting held on April 16, 2025.

On a motion made by Trustee Rendall and duly seconded by Trustee Peterson, it was voted unanimously to accept the Minutes of the April 16, 2025, Board Meeting. **4-0 vote: Motion Passes.**

Public Comment

The Financial Manager will present the Board of Trustees with monthly budgetary reports and income statements for review and discussion.

The Financial Manager presented the Board with the Income and Budget reports for April. The revenue for April 2025 is \$46,912 less than projected. The O&M budget for April 2025 is \$20,090 higher than projected. The YTD revenue for 2025 is \$31,120 less than projected. The YTD O&M Budget for 2025 is \$58,311 higher than projected. Accepted as presented.

See what action the Board will take regarding a request from the residents of 20 Sunset for special consideration of their seasonal water bill.

Mr. & Mrs. Gaudiano presented their case to the Board asking for special consideration to waive the overage of water usage due to someone deliberately turning on their summer meter resulting in 68,000 gallons of water going through the meter. Don explained the abatement process per our Terms & Conditions. Due to the severity of the water usage Don agreed to split the overage that resulted between 4/22/2025-4/28/2025 with the homeowners.

On a motion made by Trustee Rendall and duly seconded by Trustee Peterson, it was voted unanimously to forgive fifty percent (50%) of the overage that incurred between 4/22/2025-4/28/2025 as a recommendation of the Superintendent. **4-0 vote: Motion Passes**

See what action the Board will take on the revised personal vehicle usage agreement.

On a motion made by Trustee Peterson duly seconded by Trustee Arsenault it was voted unanimously to accept the revised personal vehicle usage agreement as presented. **4-0 vote: Motion Passes**

Staff will provide an update on District Operations:

Zack:

- Our local trapper, Alex Gray, has removed the beavers from Welches Pond. He was issued a permit from Inland Fisheries and Wildlife to trap in the off season.
- Day without water hosted with York Sewer District was a success. The kids had a great time.
- Tree planting went well with CRES third grade classes. A total of 112 students helped plant the white pine seedlings. There is already interest for next year's third grade students.
- Our intern Josh will do his presentation of the time he spent with York Sewer and York Water District's at the high school on May 22, 2025.
- A Source water Protection Grant from the Maine Drinking Water Program for the new County Road Access Trail Gate was approved.
- Matthew Charpentier, our 2024 Josiah Chase Clean Water Scholarship recipient came and did a tour of the watershed and treatment plant. Matthew is currently attending Bates College for a bachelor's degree in environmental studies.

Larry:

- The main replacements of the Nubble Road and Norwood Avenue main replacements are complete.
- Customer paid construction is slower than normal for this time of year.
- On April 20th there was a small brush fire caused by downed electrical wires falling on a dry hemlock on Mount A summit Road. There was great support from our neighboring towns ready if the brush fire escalated.

- The Distribution crew has been flushing dead ends: 150 of the 215 have been completed.
- Crews have helped the York High School athletic complex contractor. During the demolition they found the irrigation building also fed the baseball field. The District sold the contractor materials to install the irrigation system to be fed by the main building. The District's crew helped weld the pipe so they could move forward with the project.

Noah:

- There was 4.53 inches of precipitation putting the pond in the normal range for the month of April.
- Frederick Brothers completed the propane line for the generator at the screen house.
- Treatment Plant staff completed Spring cleanup at all remote sites.
- Lost a Treatment Plant Operator on May 20, 2025. A team of supervisors have been conducting interviews to fill the position.

Patrick:

- Fidelity has supplied our auditors with the balances required for the 2024 audit.

Don:

- Kittery Water District Trustees would like a joint meeting. Robert Gray, KWD President reached out. An agenda needs to be established to move forward with the joint meeting.
- Handbooks are complete and reviewed by the employees. Trustees elected to receive an electronic version for their records.
- Don & Patrick will be working with Steve Rendall to discuss components of an Asset Management Program.
- Two years ago, 28 Prospect Street paid for a main extension. Residents continue to complain about the drainage issue in the area. Don and Larry have been collaborating with residents to rectify the issues.

On a motion made by Trustee Peterson and duly seconded by Trustee Rendall to enter Executive Session at 3:12 pm to discuss Real Estate related matters – (Pursuant to MRSA Title 1, Section 405.6 C). Re: Potential purchase of a parcel of land.

On a motion made by Trustee Rendall and duly seconded by Trustee Arsenault to exit Executive Session at 3:44 pm.

On a motion made by Trustee Rendall and duly seconded by Trustee Peterson, it was voted unanimously to authorize the Superintendent to pursue a parcel of land. **4-0 vote: Motion Passes**

General Discussion:

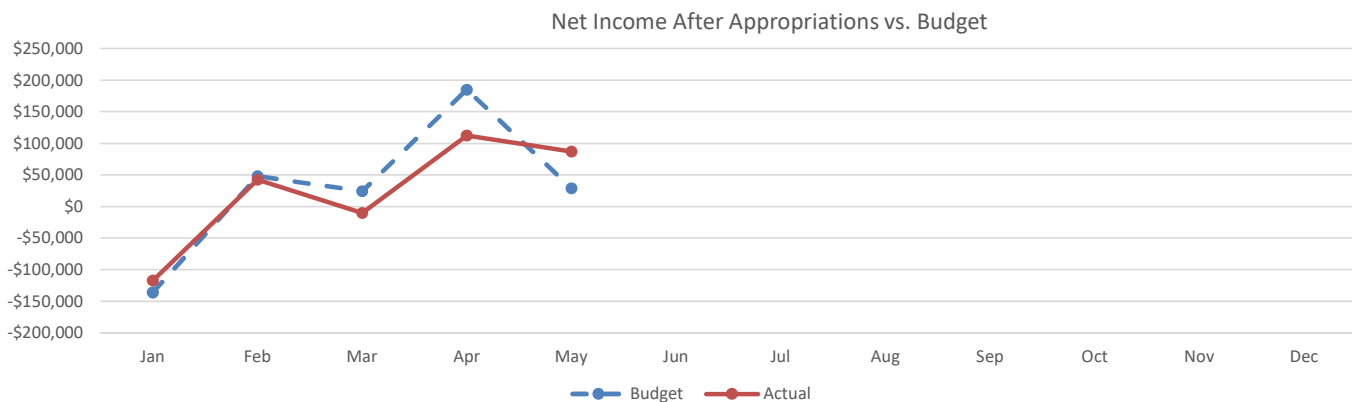
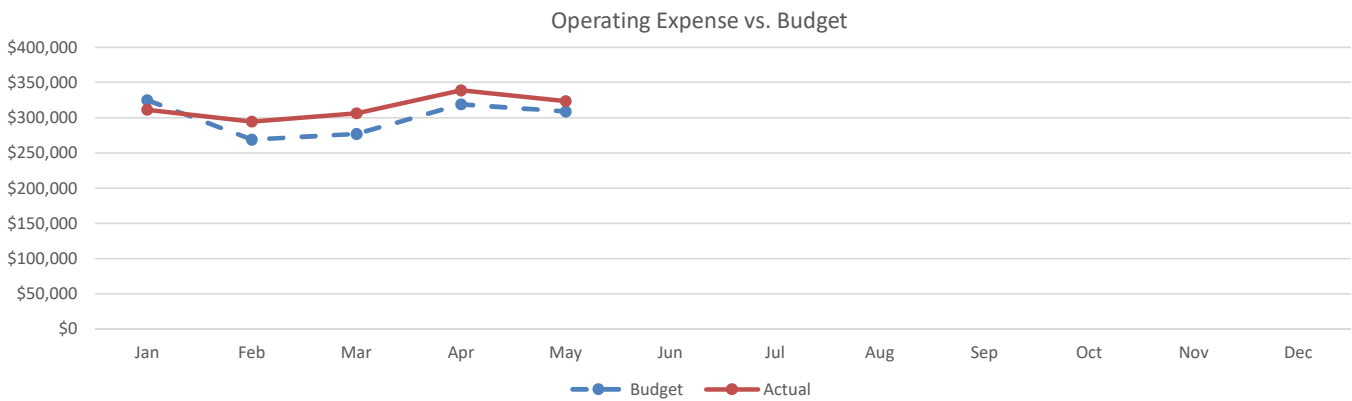
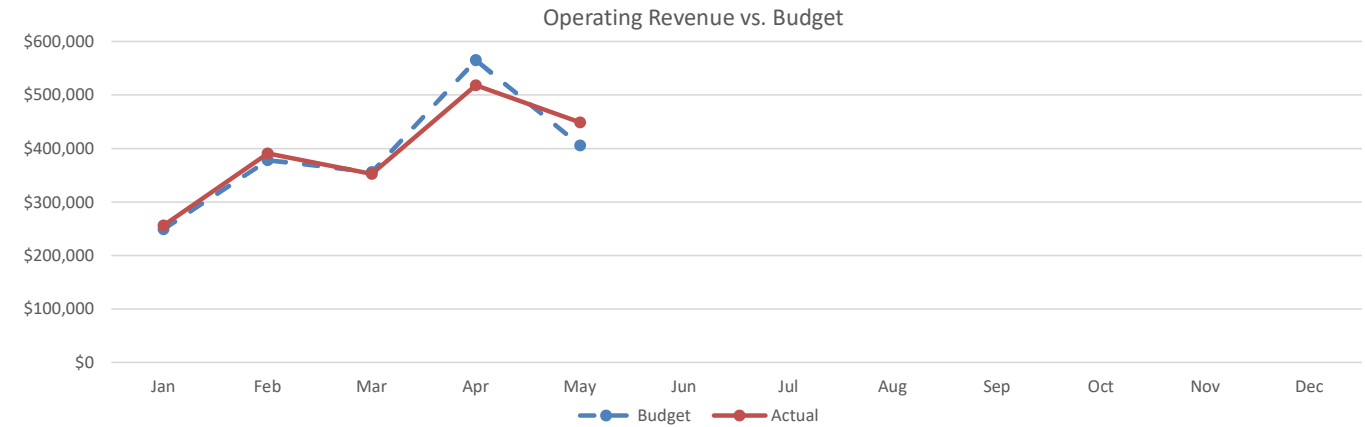
Trustee Peterson asked if the District found scheduling construction in the spring beneficial to the District. Larry explained that spring construction worked well for the District as well as local Businesses. Businesses were either closed or had limited hours due to the time of year.

The meeting adjourned at 3:48 PM.

Respectfully Submitted,

Karen Arsenault
Clerk
York Water District

York Water District
Monthly Operating Revenue, Expense & Net Income



Bank Statement Balances

As of June 8, 2025

<u>Account</u>	<u>Balance</u>	<u>Monthly Change</u>	<u>Account</u>	<u>Balance</u>	<u>Monthly Change</u>
Operating	\$1,176,993	\$208,182	Watershed	\$460,667	\$1,367
System Development	\$442,048	\$16,087	Customer Advance	\$180,095	\$16,879
Investment Account	\$1,411,047	\$0			
Land Sale Funds	(\$188,000)	\$0			
Reserved for Tank Painting	(\$1,275,219)	(\$11,583)			
Operating Reserve	\$1,566,869		% of Recommended Reserve	121%	

**York Water District
Income Statement
For the Month Ending May 31, 2025**

Operating Revenue

▲ **\$42,511**

Operating Expense

▲ **\$14,559**

Net Income/(Loss)

▲ **\$58,100**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Total Budget</u>	<u>Variance vs. Tot. Budget</u>
Residential Metered Sales	\$ 232,943	\$ 198,000	\$ 34,943	\$ 2,732,000	1%
Commercial Metered Sales	56,766	55,000	1,766	538,000	0%
Governmental Metered Sales	18,262	17,000	1,262	99,000	1%
Public & Private Fire Protection	139,041	134,000	5,041	1,460,000	0%
Other Operating Revenue	1,499	2,000	(501)	16,000	-3%
Total Operating Revenue	448,511	406,000	42,511	4,845,000	1%
Salaries & Wages	150,362	130,000	20,362	1,916,000	1%
Employee Benefits	76,734	70,000	6,734	824,000	1%
Purchased Power & Water	7,695	7,000	695	97,000	1%
Chemicals	3,032	10,000	(6,968)	122,000	-6%
Materials & Supplies	20,476	19,000	1,476	231,000	1%
Contracted Services	34,746	36,000	(1,254)	408,000	0%
Transportation Expense	1,681	4,000	(2,319)	47,000	-5%
Insurance	5,204	4,000	1,204	62,000	2%
Other Miscellaneous Expenses	23,629	29,000	(5,371)	84,000	-6%
Total Operating Expense	323,559	309,000	14,559	3,791,000	0%
Depreciation & Amortization Expense	73,615	74,000	(385)	883,000	0%
Net Non-Operating Income	55,512	26,000	29,512	534,000	6%
Debt Service	8,166	8,000	166	327,000	0%
Tank Painting Contribution	11,583	12,000	(417)	139,000	0%
Net Income After Appropriations	\$ 87,100	\$ 29,000	\$ 58,100	\$ 239,000	

Increased revenue attributed to timing of

Pay spread of partial year employee, higher than expected wages for new staff, additional headcount.

AT&T payment (\$12,000). Timing of Mt. Agamenticus Conservation Program donation (\$8,000).

**York Water District
Income Statement
For the Five Months Ending May 31, 2025**

Operating Revenue

▲ **\$11,391**

Operating Expense

▲ **\$72,870**

Net Income/(Loss)

▼ **(\$35,402)**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Total Budget</u>	<u>Variance vs. Tot. Budget</u>
Residential Metered Sales	\$ 1,103,592	\$ 1,098,000	\$ 5,592	\$ 2,732,000	0%
Commercial Metered Sales	190,081	190,000	81	538,000	0%
Governmental Metered Sales	42,592	48,000	(5,408)	99,000	-5%
Public & Private Fire Protection	624,042	611,000	13,042	1,460,000	1%
Other Operating Revenue	5,084	7,000	(1,916)	16,000	-12%
Total Operating Revenue	1,965,391	1,954,000	11,391	4,845,000	0%
Salaries & Wages	752,217	707,000	45,217	1,916,000	2%
Employee Benefits	389,546	368,000	21,546	824,000	3%
Purchased Power & Water	42,165	36,000	6,165	97,000	6%
Chemicals	37,624	51,000	(13,376)	122,000	-11%
Materials & Supplies	109,352	99,000	10,352	231,000	4%
Contracted Services	132,394	139,000	(6,606)	408,000	-2%
Transportation Expense	25,372	19,000	6,372	47,000	14%
Insurance	41,800	34,000	7,800	62,000	13%
Other Miscellaneous Expenses	44,400	49,000	(4,600)	84,000	-5%
Total Operating Expense	1,574,870	1,502,000	72,870	3,791,000	2%
Depreciation & Amortization Expense	368,075	368,000	75	883,000	0%
Net Non-Operating Income	192,827	167,000	25,827	534,000	5%
Debt Service	42,760	43,000	(240)	327,000	0%
Tank Painting Contribution	57,915	58,000	(85)	139,000	0%
Net Income After Appropriations	\$ 114,598	\$ 150,000	\$ (35,402)	\$ 239,000	

Pay spread of partial year employee, higher than expected wages for new staff, additional headcount.

Valve control switches (\$12,000).

Repairs to plant and distribution vehicles.

Workers comp insurance adjustment was about \$4,000 due to higher payroll than MEMIC had estimated.

AT&T payment (\$12,000). Timing of Mt. Agamenticus Conservation Program donation (\$8,000).

York Water District
Balance Sheet
As of May 31, 2025

	05/31/2025	05/31/2024	Difference
Capital Assets	50,215,008	48,134,354	2,080,654 (1)
Less: Accumulated Depreciation	24,086,457	23,116,543	969,914
Total Net Capital Assets	26,128,551	25,017,811	1,110,740
Cash	2,212,611	2,130,925	81,686 (2)
Investments	1,411,047	1,334,441	76,606 (2)
Accounts Receivable	702,420	647,161	55,259
Inventory	430,169	439,274	-9,105
Prepayments	42,333	34,393	7,940
Total Current and Accrued Assets	4,798,580	4,586,194	212,386
Deferred Debits	1,023,699	1,002,545	21,154
TOTAL ASSETS AND OTHER DEBITS	31,950,830	30,606,550	1,344,280
Long-Term Debt	2,814,922	3,063,693	-248,771
Accounts Payable	104,446	107,650	-3,204
Accrued Taxes	11,489	2,870	8,619
Accrued Interest	8,156	8,649	-493
Miscellaneous Current and Accrued Liabilities	1,757,206	1,587,296	169,910
Total Current and Accrued Liabilities	1,881,297	1,706,465	174,832
Advances for Construction	125,080	195,111	-70,031 (2)
Other Deferred Credits	20,425	20,425	0
Total Deferred Credits	145,505	215,536	-70,031
Contributed Funds	1,587,674	1,454,397	133,277
Contributions In Aid Of Construction (C.I.A.C.)	11,637,877	10,910,647	727,230 (1)
Less: Accumulated Depreciation of C.I.A.C	3,736,212	3,531,544	204,668
Total Net C.I.A.C	7,901,665	7,379,103	522,562
Appropriated Retained Earnings	15,233,273	14,984,520	248,753
Unappropriated Retained Earnings	2,386,494	1,802,836	583,658
Total Equity Capital	17,619,767	16,787,356	832,411
TOTAL LIABILITIES AND EQUITY	31,950,830	30,606,550	1,344,280

(1) Capital Assets
\$2.1 million in capital additions in past twelve months. \$730,000 of that amount came in the form of C.I.A.C from customer paid projects.

(2) Cash & Investments
Overall cash and investments are up about \$160,000 from last May. This is in spite of less advances for construction being held for outstanding customer projects.

DATE: 6/10/2025
TIME: 8:20:36AM

York Water District
INVOICE LIST
FOR CHECKS FROM 5/13/2025 TO 6/8/2025

PAGE: 2

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Check Date</u>	<u>CHK #</u>	<u>Description</u>
1,848	CHRIS BRILEY	115	480.00	06/02/2025	20612	LANDSCAPING - OFFICE
			480.00			

CONSOLIDATED COMMUNICAT

75	CONSOLIDATED COMMUNIC	117944052542 (	194.65	06/02/2025	20613	BROADBAND - TOWER SITE
			194.65			

DLJ Corporation

407	DLJ Corporation	4402	331.95	05/19/2025	1404	DEP REF SVC - 2 JACK RABBIT RIDGE
			331.95			

ELAN FINANCIAL SERVICES

1,264	ELAN FINANCIAL SERVICES	1618817 05/202	2,699.96	05/19/2025	20580	MAY CREDIT CARD CHARGES
			2,699.96			

Eldredge Lumber

38	Eldredge Lumber	751224	89.45	05/19/2025	20581	SHOP SUPPLIES
38	Eldredge Lumber	751396	2.30	05/19/2025	20581	SHOP SUPPLIES
38	Eldredge Lumber	751763	79.42	05/27/2025	20596	MATERIALS - AUTO LIFT
38	Eldredge Lumber	751963	104.39	05/27/2025	20596	MATERIALS - AUTO LIFT
38	Eldredge Lumber	752075	31.52	05/27/2025	20596	PLANT SUPPLIES
38	Eldredge Lumber	752077	31.52	05/27/2025	20596	PLANT SUPPLIES
38	Eldredge Lumber	753380	90.10	05/27/2025	20596	SHOP SUPPLIES
38	Eldredge Lumber	753454	332.19	06/04/2025	20631	PLANT MAINT MATERIALS
38	Eldredge Lumber	753461	-60.40	06/04/2025	20631	RETURN ITEMS
38	Eldredge Lumber	753700	22.61	06/02/2025	20614	NUBBLE ROAD MATERIALS
38	Eldredge Lumber	753900	10.92	06/02/2025	20614	NUBBLE ROAD MATERIALS
38	Eldredge Lumber	754028	44.61	06/02/2025	20614	NUBBLE ROAD MATERIALS
38	Eldredge Lumber	754782	28.99	06/02/2025	20614	SHOP SUPPLIES
38	Eldredge Lumber	754842	64.78	06/04/2025	20631	SHOP SUPPLIES
38	Eldredge Lumber	755316	39.56	06/04/2025	20631	SHOP SUPPLIES
38	Eldredge Lumber	755360	16.18	06/04/2025	20631	SHOP SUPPLIES
38	Eldredge Lumber	755578	23.39	06/04/2025	20631	RPO SUPPLIES
38	Eldredge Lumber	755672	308.08	06/04/2025	20631	PLANT MAINT MATERIALS
38	Eldredge Lumber	K52686	53.94	05/27/2025	20596	RPO SUPPLIES
			1,313.55			

Everett J. Prescott, Inc

113	Everett J. Prescott, Inc	6475428	870.63	05/19/2025	20582	WATERSHED MAINT MATERIALS
113	Everett J. Prescott, Inc	6479323	2,284.19	06/04/2025	20632	STOCK ITEMS
113	Everett J. Prescott, Inc	6481541	1,220.76	06/02/2025	20615	STOCK ITEMS
113	Everett J. Prescott, Inc	6484025	23,318.47	06/04/2025	20632	STOCK ITEMS
			27,694.05			

FIELDING'S OIL & PROPANE CC

988	FIELDING'S OIL & PROPANE	42225	711.18	05/27/2025	20597	246.8 GAL HEATING OIL - OFFICE
988	FIELDING'S OIL & PROPANE	5176539	615.30	05/19/2025	20583	196.5 GAL DIESEL
988	FIELDING'S OIL & PROPANE	5190738	394.22	06/02/2025	20616	125.9 GAL DIESEL

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INVOICE LIST
FOR CHECKS FROM 5/13/2025 TO 6/8/2025

PAGE: 3

Vendor #	Vendor Name	Invoice #	Amount	Check Date	CHK #	Description
			1,720.70			
FISHER-JAMES						
1,188	FISHER-JAMES	05/13/25	528.00	06/02/2025	20617	OFFICE FIXTURES
			528.00			
GROUP DYNAMIC INC						
1,086	GROUP DYNAMIC INC	720228	218.10	05/19/2025	20584	MONTHLY FSA & HRA ADMIN FEE
			218.10			
Hach Chemical						
66	Hach Chemical	14507074	1,876.76	05/27/2025	20598	LAB CONSUMABLES
66	Hach Chemical	14508610	111.04	05/27/2025	20598	LAB CONSUMABLES
			1,987.80			
HARCROS CHEMICALS,INC						
579	HARCROS CHEMICALS,INC	301016401	3,032.17	05/19/2025	20585	1705 GAL SODIUM HYPOCHLORITE
			3,032.17			
IOTB, LLC						
1,763	IOTB, LLC	05072025	2,402.24	05/19/2025	1405	DEP REF SVC - 229 NUBBLE ROAD (CANCE
			2,402.24			
KYOCERA						
1,202	KYOCERA	55L2619407	830.54	05/27/2025	20603	ANNUAL PLANT COPIER MAINT CONTRACT
1,202	KYOCERA	55L2620858	122.82	06/02/2025	20619	MONTHLY OFFICE/SHOP PRINTER CHARGE
			953.36			
LEE TREE COMPANY						
887	LEE TREE COMPANY	15653	480.00	05/27/2025	20599	TREE REMOVAL
			480.00			
LORETTA DRUMMEY IRRV TRU						
1,866	LORETTA DRUMMEY IRRV TRU	4322	176.34	06/04/2025	1407	DEP REF SVC - 33A & B SPRING ST
1,866	LORETTA DRUMMEY IRRV TRU	4323	9.51	06/04/2025	1407	DEP REF MTR - 33A & B SPRING ST
			185.85			
Maine Employers Mutual						
33	Maine Employers Mutual	1810083766 06/	5,203.50	05/27/2025	20600	QUARTERLY WORKERS COMP INSURNANCE
			5,203.50			
MAINE MUNICIPAL BOND BANK						
752	MAINE MUNICIPAL BOND BANK	06/01/2025	50.00	06/04/2025	20633	MPO PROGRAM FEE
			50.00			
Maine Municipal Emp Health Trust						
85	Maine Municipal Emp Health Trust	37496 06/25	42,333.02	05/27/2025	20601	JUNE HEALTH INSURANCE
			42,333.02			
NELSON ANALYTICAL LLC						
587	NELSON ANALYTICAL LLC	225050368	140.00	06/02/2025	20618	ROUTINE BACTERIA SAMPLES

Vendor #	Vendor Name	Invoice #	Amount	Check Date	CHK #	Description
1,216	TIDEWATER ENGINEERING & CONSTRUCTION, INC.	2892	450.00	06/02/2025	20623	PROPERTY CONSULTING
			450.00			
Treasurer State of Maine						
91	Treasurer State of Maine	05/01/2025	17,188.00	05/27/2025	20602	PUC ANNUAL ASSESSMENT
			17,188.00			
TYLER TECHNOLOGIES, INC.						
330	TYLER TECHNOLOGIES, INC.	045-522260	13,490.90	06/04/2025	20637	QUARTERLY CHARGE - MUNIS APPLICATION
			13,490.90			
US BANK EQUIPMENT FINANCE						
1,797	US BANK EQUIPMENT FINANCE	556053437	443.10	06/02/2025	20624	QUARTERLY OFFICE COPIER LEASE
			443.10			
VERIZON WIRELESS						
836	VERIZON WIRELESS	6113980839	683.60	06/02/2025	20625	MONTHLY CELL & TABLET CHARGES
836	VERIZON WIRELESS	6113980840	614.58	06/02/2025	20625	MONTHLY ONE-TALK CHARGES
			1,298.18			
VERRILL						
128	VERRILL	668087	47.00	05/27/2025	20605	MISC LEGAL COUNSEL
			47.00			
W.B.MASON, INC.						
532	W.B.MASON, INC.	253971110	21.09	05/19/2025	20590	OFFICE SUPPLIES
532	W.B.MASON, INC.	254306506	40.66	06/02/2025	20626	OFFICE SUPPLIES
			61.75			
W.W. Grainger CO. Inc.						
65	W.W. Grainger CO. Inc.	9483837796	77.25	05/19/2025	20591	SHOP SUPPLIES
65	W.W. Grainger CO. Inc.	9499201151	118.36	06/02/2025	20627	SHOP SAFETY SUPPLIES
65	W.W. Grainger CO. Inc.	9501409677	129.10	06/02/2025	20627	PLANT MAINT MATERIALS
65	W.W. Grainger CO. Inc.	9508241826	294.99	06/02/2025	20627	METERING SUPPLIES
65	W.W. Grainger CO. Inc.	9512807778	121.86	05/27/2025	20606	PLANT SUPPLIES
65	W.W. Grainger CO. Inc.	9513117912	180.77	06/04/2025	20638	SAFETY SUPPLIES
			922.33			
WEX BANK						
1,415	WEX BANK	105096157	845.84	06/04/2025	20639	MONTHLY FLEET GAS CHARGES
			845.84			
WIN WASTE INNOVATIONS OF MAINE						
1,666	WIN WASTE INNOVATIONS OF MAINE	23-0000317374	518.96	05/19/2025	20592	MONTHLY DUMPSTER SERVICE
			518.96			
WOODARD & CURRAN, INC						
552	WOODARD & CURRAN, INC	248863	6,242.48	05/27/2025	20607	SPACE NEEDED UPDATE
			6,242.48			
York Police Department						

DATE: 6/10/2025
TIME: 8:20:36AM

York Water District
INVOICE LIST
FOR CHECKS FROM 5/13/2025 TO 6/8/2025

PAGE: 6

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Check Date</u>	<u>CHK #</u>	<u>Description</u>
114	York Police Department	4099	1,666.66	05/27/2025	20608	MONTHLY PATROLLING
114	York Police Department	YWD-51625	1,504.90	05/27/2025	20608	DISTRICT POTION OF ATV PURCHASE
			3,171.56			

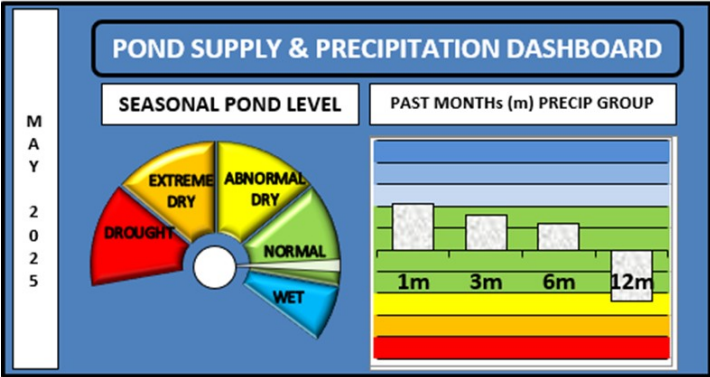
WARRANT TOTAL:

174,546

YEAR	System Total^(MG)	Water Transfers*	Pond Level Assessment (ft)	Precipitation (Assessment)
2025	33.8	0	+0.18 (High Normal)	7.65" (Very Wet)
2024	34.1	0.1 KKW	+0.06 (Normal)	1.84" (Abnormally Dry)
2023	39.6	-0.2 KKW, -0.7 KWD	+0.05 (Normal)	5.21" (Moderately Wet)
2022	36.0	-1.4 KKW	-0.04 (Low Normal)	2.00" (Abnormally Dry)
* Water Transfers= District & amount (in MG) transferred at interconnection. ^ Total system Demand excluding transfer.				

TREATMENT REPORT

By: Brian McBride



The plant's average precipitation for the month of May is 4.37 inches. This past May, we received 7.65 inches, which is very wet over the past 30 years. The pond level at the end of May was 0.18 feet, which is at the high end of normal and has been in the wet range several times during the month.

May's average daily water pumped since 2004 is 763,922 gallons per day (gpd). Last year, we pumped 1,100,513 gpd of water in May. This year we pumped 1,089,720 gpd.

A Power Solutions Service Technician met with plant personnel to perform the generator startup and provide a service overview. This Kohler generator will provide back-up electricity for chemical systems at the screenhouse.

Spencer, from Aquilla Neptun, and Tom Therrien, from Electrical Installations, Inc., were both at the plant May 15th to troubleshoot some erratic operation of the actuator controlling one of the clarifier influent valves. The actuator has been

Inside this issue:	
Treatment	1-2
Distribution	2-3
Resource Protection	3-4
GIS	4-5
Wellness	5
Billing	5

searching and moving a lot more than it should which causes more flow changes than it should, thereby causing poorer water quality. This erratic operation could not be pinpointed to a specific day as the trends have shown a very gradual buildup over the past several months. Unfortunately, both contractors said their respective portions are working properly and don't know where the problem is coming from. However, Spencer did reach out last week with a similar problem they encountered in a Massachusetts utility. After years of fighting the problem there, it was found that one of the PLC cards was bad and sending erroneous signals. The next time Tom returns we will have him look into this.

A week after Spencer and Tom were on-site we had another actuator fail on a filter effluent valve. It failed in a complete open mode to the filter effluent, in so doing draining the filter and rendering it in operable. We had a new spare actuator

on hand, but upon installation the technician found he could not set the limits because of a problem with the actuator. We isolated the filter and they took the actuator back to their shop for warranty repair. This valve has since been put back together and is running well.

Bert Parrot from New England Instrument Service was at the plant to perform the annual calibration of the flow meters for the finish pump and both clarifiers. Bert performs “true” calibrations which require a known quantity of water. This is why we can only calibrate these three flow meters of the nine in the plant. These three can utilize the clearwells known volume for a test, while the others cannot. His calibrations will give us a more precise accounting of water production. All plant personnel were in attendance as a training exercise.

Steven and Michael performed a thorough cleaning and reorganization of the plant garage this month. In doing so, they found evidence of mice throughout and found the possible entrance as the garage door weather stripping, which had been worn over time. What began as a small repair to the trim around the garage door, quickly escalated into the discovery of a combination of ant and mouse damage to the framing that supports the garage door. The remaining trim and some framings have been removed as well as some of the exterior sheathing. Full repair is underway and will be as good as new soon.



Ant and mouse damage to the framing that supports the garage door.

May also saw the departure of Michael Beaumier as an Assistant Plant Operator. Michael moved out of range for him to continue the commute. His unique personality will be missed by all of us at the treatment plant and we wish him well. Zach Ruger, previously with the distribution department, has joined us to fill the position and we look forward to Zach bringing his skills to the plant.

DISTRIBUTION REPORT

By: Larry Graham

The Distribution crew's main focus for May has been flushing dead end water mains. We have approximately 215 dead end water mains in the system that are flushed annually. The list of dead ends is divided into two locations, north and south of Long Sands Road (LSR). The goal is to complete everything north of LSR prior to the busy season in the beach area. To date, we are nearly complete with all dead ends, aside from the schools, which are being scheduled as soon as school is out for the year. Each year, we find dead end “blow offs” that are in need of repair for various reasons. We have seven blow offs marked out to dig, and each will be flushed as soon as they are repaired.

The crew also completed the installation of a new one-inch summer line service, a new one-inch annual water service, as well as the relocation of the Folly Pond siphon line “dry hydrant”. This dry hydrant is available for the fire departments to draft water from in the event of a woods fire in the area on either York or Kittery's watersheds. It was originally installed about 50 feet off of the blue management road at an elevation that would allow water to freely flow no matter the depth of water in Folly Pond. Because each fire truck only carries 20 feet of suction hose, it has been mentioned few different times that it would be nice to move it closer to the management road so extra hose would not be needed. The crew extended the hydrant branch using HDPE pipe and fittings, putting it at the edge of

the truck ramp that was originally built. Though the hydrant may not free flow when the water level in Folly is way down, the fire department can still prime and draft water just as they do with other dry hydrants. Once the crew returns to the watershed for some other projects, the dry hydrant will be painted to match the District's green and yellow hydrant scheme.



Folly Pond siphon culvert relocation and extension.

RESOURCE PROTECTION REPORT

By: Zachariah Mein

In May, Digger and Scott Apgar started the trail maintenance for the season. Starting from the Scituate Road gate on Blue Management Road they have graveled and stone dust various sections that I had marked out on the south side of the pond. This road needed the bulk of the work this year with multiple spots needing a new coat after years of being driven on and creating indentations in the trail. Recoating and recrowning the roads will keep the rain shedding off the road to the sides to reduce wash outs. We have used roughly half of the maintenance budget for the year so far and are in good shape.

The tree planting was a success this year with the help of the 3rd grade class from Coastal Ridge Elementary School (CRES). District staff and Brian Reader, our forester, planted 800 white pines in Compartment 12 and 13 where we had the timber harvest last year and dug 200 holes for the 3rd grade class at the landing site in

Compartment 13. The roughly 150 students, teachers and chaperons came out by bus to the landing area where I gave the kids a quick lesson on why we timber harvest and manage the woods. The students were very attentive and surprisingly knowledgeable about some of the natural processes that we deal with in the watershed. The kids then finished off the trip with a stop at the Mount Agamenticus Learning Lodge and a picnic. The event was well received and there has already been interest in doing the same thing next year from the teacher.

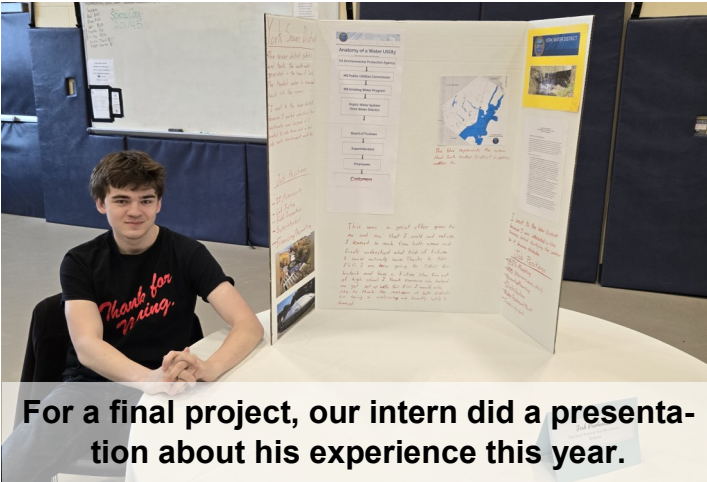


The tree planting was a success with the help of the 3rd grade class from CRES.

Continuing with watershed news, we were able to get special permitting from Maine Department of Inland Fisheries and Wildlife (IFW) for beaver trapping out of Welches Pond. I reached out to Alex Gray who we had trap for us this winter to trap out of season for us to protect the water quality. Alex was able to catch three more in short order to make a total of five this year out of Welches Pond. After Alex had confirmed that it was all from Welches and pulled his traps, signs of beaver showed up on Chases Pond on the far end from Welches Pond. I was able to get another permit through IFW for Alex to trap at the new location as well.

In other outreach news, the high school senior intern that the District has had since January finished up this month. For the end of the internship the school had him and the other students do a presentation at the high school about their experiences and invited the Water and Sewer District

to attend. We have also received notice that there is a student that will be a senior next year who has signed up for the program.



Lastly, using the Law Enforcement Grant, the York Police Department has partnered with the District, Kittery Water District and the Town to purchase a new ATV for patrolling. The 2015 Honda Rincon was traded in with over 14,000 miles to go towards the cost of the new ATV. The remainder of the cost will be equally split between the three partners.

GIS REPORT

By: Todd Hill

During a routine Dig Safe request, an undocumented plastic meter pit was uncovered in the driveway at 25 Nicole Road. Upon being asked about the location, I reviewed the current meter pit layer in ArcGIS but found no data for the area. With assistance from the Distribution and the Meter Departments, we were able to locate and uncover the buried pit. Once exposed, I collected its location data, added it to the existing meter pit layer, and updated it on ArcGIS Online.

Ryan McCarthy reached out to Don and I regarding GIS utility information for 9 Barrell Lane Extension. He needed confirmation of existing water utilities for an upcoming conditions survey. This location corresponds to the site of the first river crossing completed in 2009. A map generated in ArcGIS Pro was provided to Ryan.

This month, I created paving project maps for the Norwood Avenue Spring Main Replacement Project, Reserve Street Fall Main Replacement Project, Greenacre Drive and Harris Island Drive.

I also, updated all Survey123 mobile forms to ensure accurate field data collection and updated the Water Quality Map using ArcGIS Pro to reflect any new water quality complaints.

The Consumer Confidence Report (CCR) was finalized and posted to the District's website. The legal notices were sent to media outlets, including *The Weekly Sentinel* and *Seacoast Online*, and the Town cable channel. We also printed approximately 500 CCR copies in-house for mailing and customer inquiries at the office.

A few other noteworthy items includes:

- I reformatted and configured a laptop for Robbie as a mobile work device.
- Set up Zach Ruger on the tower and laptop previously used by Michael at the treatment plant.
- Created Microsoft 365, ArcGIS Online and email account for Nicholas Field, and added him to the office alarm system.

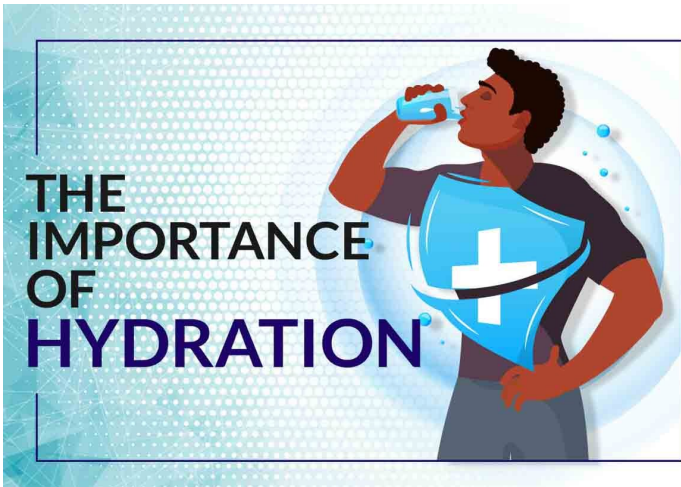


There has been an increase in the installation of smart automatic shutoff valves.

An increase in the installation of smart automatic shutoff valves has been observed. These valves automatically shut off water if they detect abnormal flow and notify the homeowner when this occurs via text message. This year we had some standby calls that were due to these devices. When responding, standby personnel informed residents or renters that these valves caused the house to have no water. In response to this trend, I have begun mapping these smart valve locations in ArcGIS for better awareness and operational efficiency.

WELLNESS REPORT

By: Karen Hale



Water makes up about 60% of our body weight and is essential for maintaining good health. Staying hydrated is crucial for:

1. Regulating body temperature. Proper hydration allows the body to adapt to temperature changes by releasing heat through sweat to prevent overheating or excessive heat retention.
2. Supports Digestion. Water makes it easier for your body to dissolve and absorb nutrients. It also helps with the passage of food through the digestive system.
3. Promotes Detoxification. The kidneys rely on water to remove waste and maintain a balance of salt and minerals.

4. Boosts energy and cognitive function. Staying hydrated helps you to stay focused, alert and energized throughout the day.
5. Aids in joint and muscle function. Water acts as a lubricant for your joints and helps prevent muscle stiffness and cramping.

MAY BILLING

York Village Route

2025	Usage(cf)	Revenue	Customers
Residential	1,547,700	\$232,943	1,672
Commercial	1,133,800	\$56,766	178
Governmental	365,400	\$18,262	35

2024	Usage(cf)	Revenue	Customers
Residential	1,531,000	\$201,819	1,592
Commercial	1,240,700	\$52,736	181
Governmental	393,400	\$17,124	35

WATER QUALITY REPORT

REPORT DATE: 6/3/2025

AVERAGE PLANT FINISH WATER QUALITY RESULTS (Last 30 Days Before Report Date- Above)

Avg Daily Gals Pumped	Avg TEMP	Avg Turb	Avg pH	AvgFreeCl2	Avg TtCl2	Avg Ortho		Avg Pond Lvl	Min Pond Lvl	Max Pond Lvl
1,113,321	57	0.09	9.13	0.07	2.23	1.44		0.18	0.12	0.37

PLANT FINISH WATER QUALITY RESULTS

TEST DATE	Temp F	Turbidity	pH	Free Cl2	Total Cl2	Ortho	Alkalinity	Color	Manganese	Iron	Aluminum
5/27/2025	58	0.07	9.03	0.06	2.30	1.43	14	1	0.072	0.02	0.036
5/19/2025	60	0.08	9.21	0.14	2.40	1.47	17	1	0.039	0.03	0.038
5/12/2025	56	0.07	9.19	0.07	2.20	1.44	19	1	0.037	0.00	0.022
5/6/2025	54	0.08	8.97	0.02	2.00	1.46	14	1	0.054	0.02	0.034
AVERAGE RESULTS:	57	0.08	9.10	0.07	2.23	1.45	16	1	0.051	0.02	0.033
TREATMENT TARGET PARAMETERS:		<0.3	9.0	<0.10	2.0-2.5	>=1.5	>10	<5	<0.05	<0.05	<0.05

ROUTINE DISTRIBUTION WATER QUALITY RESULTS

Sample Site	Date	Turbidity	pH	Free Cl2	Total Cl2	Ortho	Alkalinity		Manganese	Iron	Aluminum
Route 1 at Pine Ledge Motel S	5/27/2025	0.14	9.55	0.05	1.60	1.55	21		0.016	0.060	0.056
Route 1 at Pine Ledge Motel S	5/19/2025	0.14	9.53	0.03	1.50	1.39	21		0.006	0.060	0.065
Route 1 at Pine Ledge Motel S	5/12/2025	0.15	9.80	0.03	1.60	1.57	22		0.005	0.050	0.043
Route 1 at Pine Ledge Motel S	5/6/2025	0.14	9.57	0.03	1.60	1.57	21		0.016	0.060	0.057
Route 1 North Pump Station	5/27/2025	0.15	8.97	0.05	2.20	1.56	18		0.022	0.020	0.030
Route 1 North Pump Station	5/19/2025	0.13	8.86	0.02	1.70	1.56	15		0.012	0.050	0.061
Route 1 North Pump Station	5/12/2025	0.10	9.04	0.04	1.70	1.58	17		0.008	0.030	0.043
Route 1 North Pump Station	5/6/2025	0.16	9.07	0.02	1.70	1.56	17		0.024	0.080	0.049
Route 1 South Pump Station	5/27/2025	0.09	8.90	0.03	2.20	1.55	15		0.015	0.020	0.053
Route 1 South Pump Station	5/19/2025	0.09	8.97	0.04	2.00	1.49	14		0.014	0.020	0.041
Route 1 South Pump Station	5/12/2025	0.10	9.00	0.04	2.00	1.48	17		0.009	0.020	0.040
Route 1 South Pump Station	5/6/2025	0.10	9.03	0.04	1.90	1.53	14		0.019	0.040	0.057
Simpson Hill Tank (SHT)	5/27/2025	0.08	8.48	0.01	2.10	1.50	17		0.020	0.020	0.046

Simpson Hill Tank (SHT)	5/19/2025	0.09	8.36	0.03	2.00	1.49	13		0.012	0.030	0.053
Simpson Hill Tank (SHT)	5/12/2025	0.08	9.13	0.04	2.00	1.52	18		0.003	0.020	0.022
Simpson Hill Tank (SHT)	5/6/2025	0.08	8.30	0.05	1.80	1.54	14		0.026	0.030	0.046
York Heights Tank (YHT)	5/27/2025	0.08	8.56	0.03	2.00	1.40	16		0.029	0.000	0.054
York Heights Tank (YHT)	5/19/2025	0.09	8.21	0.02	2.00	1.43	14		0.020	0.020	0.049
York Heights Tank (YHT)	5/12/2025	0.09	8.99	0.04	2.10	1.49	21		0.007	0.000	0.033
York Heights Tank (YHT)	5/6/2025	0.07	8.37	0.03	1.90	1.50	14		0.033	0.010	0.042
York Water District Office	5/27/2025	0.10	8.63	0.01	2.10	1.43	15		0.013	0.020	0.025
York Water District Office	5/19/2025	0.09	8.78	0.03	1.80	1.52	14		0.015	0.010	0.026
York Water District Office	5/12/2025	0.08	8.86	0.04	1.80	1.49	15		0.010	0.010	0.038
York Water District Office	5/6/2025	0.07	8.71	0.02	1.90	1.47	13		0.014	0.030	0.043
AVERAGE RESULTS:		0.10	8.90	0.03	1.88	1.51	17		0.015	0.030	0.045
TARGET MIN/MAX PARAMETERS:		<0.3	8.0-9.2	<0.10	>>1.0	>=1.0	>10		<0.10	<0.10	<0.10
ROUTINE BACTERIA MONITORING PERFORMED (None if Empty)											
Sample Site	Date	Turbidity	pH	Free Cl2	Total Cl2	Ortho	Alkalinity	Temp	Total Coliform		
Organug Road @ Indian Trail	5/14/2025	0.07	9.20	0.03	2.10	1.55	17	11.6	ABSENT		
173 Nubble Rd	5/14/2025	0.12	9.05	0.03	2.00	1.54	15	11.6	ABSENT		
Stageneck Road @ Harbor Beach Road	5/14/2025	0.08	9.20	0.02	2.00	1.51	15	11.5	ABSENT		
Yorkshire Commons @ York Street	5/14/2025	0.09	9.06	0.05	1.90	1.59	16	11.5	ABSENT		
Route 1A @ York Senior Center formerly YPD	5/14/2025	0.07	8.99	0.04	1.90	1.55	15	11.4	ABSENT		
Clark Road Cape Neddick	5/14/2025	0.09	8.82	0.02	1.80	1.54	17	10.5	ABSENT		
Route 1 @ Old Post Road (Tranmission Line)	5/14/2025	0.39	9.10	0.02	2.10	1.46	17	12.8	ABSENT		
South Side Road Near Blaisdell Farm	5/13/2025	0.09	9.32	0.02	1.90	1.52	13	11.0	ABSENT		
Route 1 @ River Bend Road	5/13/2025	0.11	9.28	0.03	2.10	1.56	16	11.4	ABSENT		
Route 1 @ Mr. Mikes Convenience Store	5/13/2025	0.14	9.11	0.03	2.20	1.38	16	12.7	ABSENT		
Webber Road Near Ridge Road (73 Webber)	5/13/2025	0.10	9.07	0.03	2.20	1.46	14	12.8	ABSENT		
Ridge Road Across from Coastal Ridge Elemen	5/13/2025	0.09	9.08	0.04	2.30	1.59	16	11.8	ABSENT		
Route 1A @ Roaring Rock Road	5/13/2025	0.10	9.05	0.02	1.80	1.56	14	10.7	ABSENT		

White Pine Pump Station Near Route 1	5/13/2025	0.11	9.12	0.04	2.10	1.43	16	11.7	ABSENT
Long Beach Ave Across From Long Beach Bath	5/14/2025	0.08	9.23	0.04	2.10	1.49	17	11.4	ABSENT
	Average:	0.12	9.11	0.03	2.03	1.52	16	11.6	
	Minimum:	0.07	8.82	0.02	1.80	1.38	13	10.5	
	Maximum:	0.39	9.32	0.05	2.30	1.59	17	12.8	

				Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Task		Interval													
BI	Eyewash Station checks		Weekly	√	√	√	√	√							
	Vehicle Checks		Weekly	√	√	√	√	√							
	Fire extinguisher inspections (internal)		Monthly	√	√	√	√	√							
	First Aid Kit Inspections		Monthly	√	√	√	√	√							
	AED inspections		Monthly	√	√	√	√	√							
	GFCI checks		Quarterly	√			√								
	Air Compressor relief valve check		Quarterly	√			√								
	Portable Ladder inspections		Quarterly	√			√								
	Sling/ lifting strap/ lifting chain inspections		Quarterly	√			√								
	PPE inspections		Quarterly	√			√								
	Jack inspections		Quarterly	√			√								
	Jack stand inspections		Quarterly	√			√								
	Welding equipment inspections		Quarterly	√			√								
	Grinding wheel/ guard inspection		Quarterly	√			√								
	Garage Door sensor checks		Quarterly	√			√								
	Emergency Exit Lighting checks		Quarterly	√			√								
	Confined Space Rescue Trailer inspections		Quarterly	√			√								
	Air Quality Monitor Calibrations	Every 6 months			√										
	Fixed Ladder Inspections	Annually													
	Lifts/Hoists (internal)	Annually - opposite the contracted insp.													
	Lifts/Hoists (Contracted)	Annually													
	Testing Panic buttons/security pads	Annually													
	Fire extinguisher inspections (contracted)	Annually													
BLS REQUIRED TRAINING	MMA - Fire Extinguisher Training	Annual					√								
	Confined Space Rescue Training*	Initial													
	Simulated Confined Space Rescue Training*	Annual													
	Basic First Aid Training*	Every 2 years - last 6/12/2024													
	CPR certification*	Every 2 years - last 6/12/2024													
	Hearing Tests/Training Video*	Annual													
	Respirator Medical Evaluations*	Annual													
	Respirator Fit Tests*	Annual													
	Workzone/Flagger Training	Initial													
	Trenching & Excavation Training	Initial													
	Global Harmonization Video	Initial													
BLS REQUIRED PROGRAMS	Hazard Assessment of PPE	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Bloodborne Pathogen Policy	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Confined Space Program	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Emergency Action Plan	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Electrical Policy (Arc Flash)	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Fire Extinguisher Policy	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Global Harmonization Policy (HazCom)	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Hearing Protection Program	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Ladder Policy	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Lock Out / Tag Out Program	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Respiratory Protection Program	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Silica Exposure Prevention Program	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
	Video Display Terminal Policy	Program Review	Annual	-	√										
		Employee Review	Annual		-		√								
MISC	Safety Meetings	Quarterly													
	Update Bureau of Labor posters	Every 6 months		√											
	Post OSHA 300 logs	Annual		√											
	Prepare Safety budget	Annual													
	SDS inventory	Annual		-	-	-	√								
	NWZAW & Safe Digging Banners	Annual				√	√								
	SHAPE inspection	Every 3 years													

* Applicable employees only