

### Trustees

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

### Administration

Donald D. Neumann Jr., Superintendent  
Gary E. Stevens, Asst. Superintendent  
Patrick M. Desrosiers, Financial Manager  
Ryan Lynch, Treatment Plant Manager

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

**Posted June 14, 2023**

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 21, 2023, as per the district’s meeting policy. Members of the public that wish to participate remotely, please send a request to [customerservice@yorkwaterdistrict.org](mailto: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.

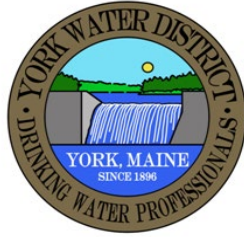
### AGENDA

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 2023 through June 2024. 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 17, 2023.
4. Invitation for Public Comment.  
*Because of time constraints, comments by everyone will be limited to 3 minutes. All comments shall 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](mailto:customerservice@yorkwaterdistrict.org)*
5. The Financial Manager will present the Board of Trustees with monthly budgetary reports for review and discussion.
6. The Financial manager will provide a presentation regarding a proposed rate increase.
7. Staff will provide an update on District operations.
8. Executive Session to discuss Real Estate related matters - (Pursuant to MRSA Title 1, Section 405.6 C).
9. See what action the Board may take as a result of the executive session.
10. General Discussion
11. Adjourn.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Donald D. Neumann, Jr." The signature is written in black ink and is positioned above the printed name.

Donald D. Neumann, Jr.  
Superintendent



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### May Minutes

The York Water District Board of Trustees monthly meeting was held on Wednesday, May 17, 2023, as a “hybrid meeting” in person and through remote conferencing as allowed by the district’s remote meeting policy.

President, Richard Leigh called the public meeting to order at 2:00 pm. Present were Treasurer – Russell Peterson, Clerk – Karen Arsenault, Trustee – Richard Boston, and Trustee – Stephen Rendall via zoom. Staff present Superintendent – Donald Neumann, Assistant Superintendent – Gary Stevens, Financial Manager – Patrick Desrosiers, Treatment Plant Manager – Ryan Lynch, Resource Protection Manager – Zachariah Mein, and Financial Assistant – Shelley Kimball.

### **See what action the Board will take after a review of the minutes of the Board Meeting held on April 19, 2023.**

On a motion made by Trustee Boston and duly seconded by Trustee Peterson, it was voted unanimously to accept the Minutes of the April 19, 2023, Board Meeting. **4-0 vote: Motion Passes.**

Public Comment:

n/a

### **The Financial Manager presented the Board with the Monthly and Year-to-date Budget Reports and Income Statement for April 2023 for review and discussion.**

The Financial Manager presented the Board with the Income and Budget reports for April. The revenue for April 2023 is \$5,213 over projected. The O&M Budget for April 2023 is \$34,518 less than projected. The YTD revenue for 2023 is \$513 over projected. YTD O&M Budget for 2023 is \$93,036 under projected.

Patrick received the final numbers from the auditor and the April Balance Sheet reflects these numbers. He also explained the GASBY 87 rule and how these entries are reflected in the balance sheet.

Patrick updated the Board on two capital improvement projects removed from the 2023 approved budget. Hydrant Painting for \$15,000 and Rate Structure Study for \$25,000. This will help with the projected shortage in the Nubble Road main replacement project.

Trustee Peterson asked for an update on the AT&T contract. Don updated that the site plan was received and approved by us. They still need to go before the Planning Board. We received a retainer of \$25,000 for a 2-year option with an extended 12-month option for an additional \$12,500. Don will review the contract and send an update to the Board with the specifics.

### **Staff will provide an update of District operations:**

Don:

- The District is transferring water to Kittery to help with the large fire and main break that took place around noon.
- Talking with Police Chief Owen Davis about the future of the Watershed Patrolling Program - which organizations will benefit and potentially participate funding the program.
- Received the \$16,800 grant from the Nathaniel Wheeler Trust to help landscape the tower site at Mount Agamenticus.
- Working with Todd Hill and DeCarlo Brown – Land Use Planner for the Town to develop standard plan notes to include conservation for all new projects.  
As a plan note Don is considering requiring all new projects to comply with EPA’s Water Sense Program. The program recommends plumbing fixtures that reduce water use. Portsmouth Water Department has developed a rebate program. They offer a rebate for residents that replace existing toilets and washing machines with a water sense product. (*note: Portsmouth handles water and sewer*)  
Don will forward the water sense link to the Board to review.
- Lead Treatment Plant Manager, Noah Emery has managed the annual fuel bid for the past several years. This year the District had an opportunity to use Maine Power Options. Their bid results had decent pricing, so we accepted contracts through MPO.
- Don received a report from a concerned resident that they saw a landscaper hook up to one of our hydrants and take water. With some employees investigating, we found Lucky Lawn of York had illegally hooked up to our hydrant and had stolen water. Our Attorney is writing him a letter to address the issue and consequences.

- The annual Southern Maine Regional Council Meeting is scheduled for June 7<sup>th</sup>. Don will send out email reminders.

Ryan:

- Chases Pond is in good condition for the start of the high demand season.
- Working on getting data uploaded for the Treatability Study.

Patrick:

- Received notice that the District should receive the funds from the bond application on May 18, 2023.
- PUC report has been filed for 2022. Board members will receive a copy in the mail next week.
- Working on the Fidelity application process.
- Next month the proposed Rate Increase will be discussed as an agenda item.

General Discussion:

Received a call from a resident on Moulton Lane saying what a professional great job the District and Contractor did.

Steve Dunn called and wanted to express what a great job the crew did cutting in the valve for the Viewpoint Hotel fire service.

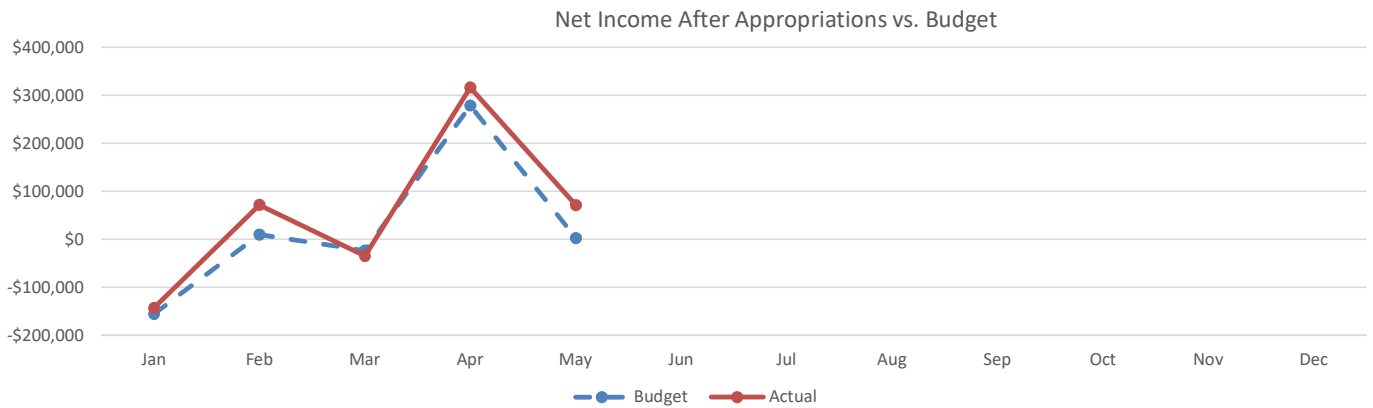
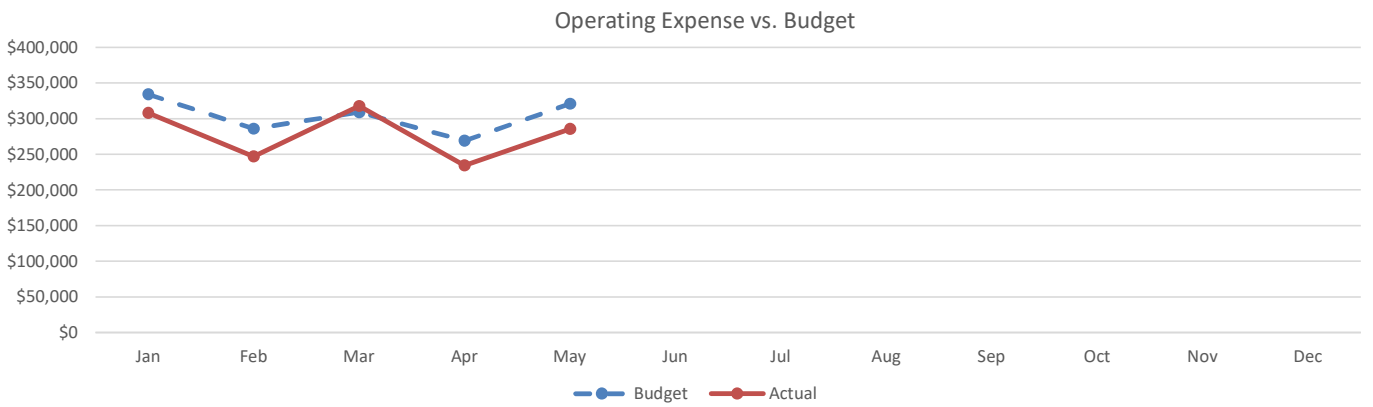
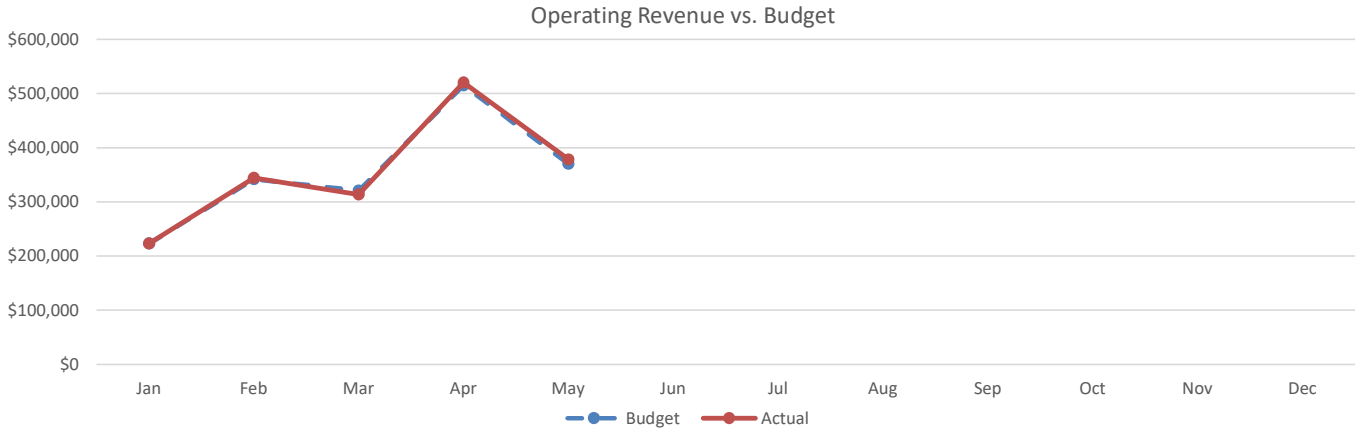
Trustee Boston asked if the proposed patrolling program could be an agenda item in the joint meeting with Kittery Water District in July or August. Don said that he will be planning a meeting to include potential partners to gauge interest in funding a regional patrol program. If he receives positive results, he will be planning a joint meeting with KWD and YWD Trustees soon after.

President Leigh adjourned the meeting at 2:47 PM

Respectfully Submitted,

Karen Arsenault  
Clerk  
York Water District

**York Water District  
Monthly Operating Revenue, Expense & Net Income**



**Bank Statement Balances**

As of May 12, 2023

<u>Account</u>	<u>Balance</u>	<u>Account</u>	<u>Balance</u>
Operating	\$2,636,371.95	Watershed	\$342,689.56
System Development	\$135,973.33	Customer Advance	\$193,692.64
Reserved for Tank Painting	\$ 1,032,335.00	Remaining Bond Proceeds	\$234,693.14
Operating Reserve	\$1,740,010.28	% of Recommended Reserve	134%

**York Water District  
Income Statement  
For the Month Ending May 31, 2023**

**Operating Revenue**

▲ **\$8,556**

**Operating Expense**

▼ **(\$35,567)**

**Net Income/(Loss)**

▲ **\$68,524**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Total Budget</u>	<u>Variance vs. Tot. Budget</u>
Residential Metered Sales	\$ 193,402	\$ 184,000	\$ 9,402	\$ 2,537,000	0%
Commercial Metered Sales	50,316	52,000	(1,684)	506,000	0%
Governmental Metered Sales	14,671	15,000	(329)	89,000	0%
Public & Private Fire Protection	118,680	115,000	3,680	1,249,000	0%
Other Operating Revenue	1,487	4,000	(2,513)	18,000	-14%
<b>Total Operating Revenue</b>	<b>378,556</b>	<b>370,000</b>	<b>8,556</b>	<b>4,399,000</b>	<b>0%</b>
Salaries & Wages	149,432	147,000	2,432	1,751,000	0%
Employee Benefits	57,636	72,000	(14,364)	771,000	-2%
Purchased Power & Water	4,824	6,000	(1,176)	82,000	-1%
Chemicals	7,241	9,000	(1,759)	108,000	-2%
Materials & Supplies	5,773	15,000	(9,227)	309,000	-3%
Contracted Services	24,930	30,000	(5,070)	472,000	-1%
Transportation Expense	(230)	4,000	(4,230)	52,000	-8%
Insurance	4,054	5,000	(946)	50,000	-2%
Other Miscellaneous Expenses	31,773	33,000	(1,227)	98,000	-1%
<b>Total Operating Expense</b>	<b>285,433</b>	<b>321,000</b>	<b>(35,567)</b>	<b>3,693,000</b>	<b>-1%</b>
Depreciation & Amortization Expense	70,615	71,000	(385)	804,000	0%
Net Non-Operating Income	46,353	23,000	23,353	487,000	5%
Debt Service	7,671	8,000	(329)	495,000	0%
Tank Painting Contribution	9,666	10,000	(334)	116,000	0%
Depreciation Funds Allocated to O&M	(19,500)	(19,500)	-	(234,000)	0%
<b>Net Income After Appropriations</b>	<b>\$ 71,024</b>	<b>\$ 2,500</b>	<b>\$ 68,524</b>	<b>\$ 12,000</b>	

Less employees on the District health insurance plan than anticipated.

Grant money recieved from Wheeler Trust.

**York Water District  
Income Statement  
For the Five Months Ending May 31, 2023**

**Operating Revenue**

**Operating Expense**

**Net Income/(Loss)**

▲ **\$9,069**

▼ **(\$129,603)**

▲ **\$169,490**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Total Budget</u>	<u>Variance vs. Tot. Budget</u>
Residential Metered Sales	\$ 1,024,279	\$ 1,019,000	\$ 5,279	\$ 2,537,000	0%
Commercial Metered Sales	178,802	179,000	(198)	506,000	0%
Governmental Metered Sales	42,563	43,000	(437)	89,000	0%
Public & Private Fire Protection	528,243	522,000	6,243	1,249,000	0%
Other Operating Revenue	6,182	8,000	(1,818)	18,000	-10%
<b>Total Operating Revenue</b>	<b>1,780,069</b>	<b>1,771,000</b>	<b>9,069</b>	<b>4,399,000</b>	<b>0%</b>
Salaries & Wages	659,274	680,000	(20,726)	1,751,000	-1%
Employee Benefits	313,431	341,000	(27,569)	771,000	-4%
Purchased Power & Water	25,546	30,000	(4,454)	82,000	-5%
Chemicals	19,016	45,000	(25,984)	108,000	-24%
Materials & Supplies	126,668	130,000	(3,332)	309,000	-1%
Contracted Services	145,794	189,000	(43,206)	472,000	-9%
Transportation Expense	19,254	22,000	(2,746)	52,000	-5%
Insurance	30,001	31,000	(999)	50,000	-2%
Other Miscellaneous Expenses	53,413	54,000	(587)	98,000	-1%
<b>Total Operating Expense</b>	<b>1,392,397</b>	<b>1,522,000</b>	<b>(129,603)</b>	<b>3,693,000</b>	<b>-4%</b>
Depreciation & Amortization Expense	353,075	353,000	75	804,000	0%
Net Non-Operating Income	237,682	206,000	31,682	487,000	7%
Debt Service	40,459	40,000	459	495,000	0%
Tank Painting Contribution	48,330	48,000	330	116,000	0%
Depreciation Funds Allocated to O&M	(97,500)	(97,500)	-	(234,000)	0%
<b>Net Income After Appropriations</b>	<b>\$ 280,990</b>	<b>\$ 111,500</b>	<b>\$ 169,490</b>	<b>\$ 12,000</b>	

Two full time positions currently open. One position is posted, while the other is being deferred until June.

Timing of chemical purchases.

A few planned projects in 2023 will not be completed to help offset higher than expected costs for Nubble Road main replacement.

Grant money recieved from Wheeler Trust. higher than expected jobbing revenue.

**York Water District**  
**Balance Sheet**  
As of May 31, 2023

	05/31/2023	12/31/2022	05/31/2022	vs SOY	vs 12mo
Capital Assets	46,708,460	46,100,311	45,393,341	608,149	1,315,119
Less: Accumulated Depreciation	22,138,091	21,728,291	21,346,170	409,800	791,921
<b>Total Net Capital Assets</b>	<b>24,570,369</b>	<b>24,372,020</b>	<b>24,047,171</b>	<b>198,349</b>	<b>523,198</b>
Cash	3,474,825	2,998,265	3,017,866	476,560	456,959
Accounts Receivable	597,922	612,378	634,352	-14,456	-36,430
Inventory	453,123	537,441	308,868	-84,318	144,255
Prepayments	34,500	45,105	48,689	-10,605	-14,189
<b>Total Current and Accrued Assets</b>	<b>4,560,370</b>	<b>4,193,189</b>	<b>4,009,775</b>	<b>367,181</b>	<b>550,595</b>
Deferred Debits	4,285,424	4,303,502	1,353,016	-18,078	2,932,408
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>33,416,163</b>	<b>32,868,711</b>	<b>29,409,962</b>	<b>547,452</b>	<b>4,006,201</b>
Long-Term Debt	3,433,231	2,909,231	3,284,202	524,000	149,029
Accounts Payable	70,199	232,466	89,840	-162,267	-19,641
Accrued Taxes	2,740	1,821	4,574	919	-1,834
Accrued Interest	7,671	16,393	8,719	-8,722	-1,048
Miscellaneous Current and Accrued Liabilities	1,765,242	1,805,844	928,650	-40,602	836,592
<b>Total Current and Accrued Liabilities</b>	<b>1,845,852</b>	<b>2,056,524</b>	<b>1,031,783</b>	<b>-210,672</b>	<b>814,069</b>
Advances for Construction	175,387	276,855	190,037	-101,468	-14,650
Other Deferred Credits	3,073,009	3,073,009	994,021	0	2,078,988
<b>Total Deferred Credits</b>	<b>3,248,396</b>	<b>3,349,864</b>	<b>1,184,058</b>	<b>-101,468</b>	<b>2,064,338</b>
Contributed Funds	1,287,568	1,254,687	1,229,324	32,881	58,244
Contributions In Aid Of Construction (C.I.A.C.)	10,466,921	10,284,914	9,982,556	182,007	484,365
Less: Accumulated Depreciation of C.I.A.C	3,348,944	3,274,144	3,168,013	74,800	180,931
<b>Total Net C.I.A.C</b>	<b>7,117,977</b>	<b>7,010,770</b>	<b>6,814,543</b>	<b>107,207</b>	<b>303,434</b>
Appropriated Retained Earnings	14,596,894	14,596,894	14,211,423	0	385,471
Unappropriated Retained Earnings	1,886,245	1,690,741	1,654,629	195,504	231,616
<b>Total Equity Capital</b>	<b>16,483,139</b>	<b>16,287,635</b>	<b>15,866,052</b>	<b>195,504</b>	<b>617,087</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>33,416,163</b>	<b>32,868,711</b>	<b>29,409,962</b>	<b>547,452</b>	<b>4,006,201</b>



**York Water District**  
**INVOICE LIST**  
 FOR CHECKS FROM 5/5/2023 TO 6/9/2023

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Check Date</u>	<u>CHK #</u>	<u>Description</u>
<b>ABBOTT BROTHERS</b>						
1	ABBOTT BROTHERS	31067	486.00	05/30/2023	18508	FILL MATERIALS
			<b>486.00</b>			
<b>AD-CETERA GRAPHICS</b>						
1,550	AD-CETERA GRAPHICS	23331	439.00	05/30/2023	18509	CCR POSTCARDS
			<b>439.00</b>			
<b>Advanced Communications Ser</b>						
348	Advanced Communications Ser	6010777	470.00	05/30/2023	18510	MONTHLY CYBER REPORTING
348	Advanced Communications Ser	6010778	285.00	05/30/2023	18510	SERVICE CALL - OFFICE
348	Advanced Communications Ser	6010779	190.00	05/30/2023	18510	SERVICE CALL - PLANT
			<b>945.00</b>			
<b>AHM - NORTHERN LIGHT DRUG</b>						
210	AHM - NORTHERN LIGHT DR	68826-00	64.00	06/06/2023	18533	RANDOM DRUG TESTING
			<b>64.00</b>			
<b>AMERICAN SECURITY ALARM</b>						
598	AMERICAN SECURITY ALARM	154107	1,185.00	05/17/2023	18490	SECURITY SYST - GULF HILL PS
598	AMERICAN SECURITY ALARM	154352	419.00	06/06/2023	18534	SERVICE CALL - PLANT ALARM SYSTEM
			<b>1,604.00</b>			
<b>AT&amp;T</b>						
168	AT&T	0207374976 05/	37.29	05/11/2023	18471	LONG DISTANCE - PLANT FAX
			<b>37.29</b>			
<b>BRICKS &amp; BOARDS</b>						
1,083	BRICKS & BOARDS	3926	130.62	06/05/2023	1293	DEP REF MTR - 5 NUBBLE POINT
			<b>130.62</b>			
<b>CARUS CORPORATION</b>						
1,385	CARUS CORPORATION	SLS 10107689	7,240.65	06/06/2023	18535	6380 LBS BLENDED PHOSPHATE
			<b>7,240.65</b>			
<b>Central Maine Power</b>						
24	Central Maine Power	35010715726 05	20.70	05/30/2023	18512	POWER - LIGHT AT POND
24	Central Maine Power	35011336332 05	335.56	05/30/2023	18512	POWER - RTE 1 NORTH PS
24	Central Maine Power	35012087900 05	68.39	05/30/2023	18512	POWER - SIMPSON HILL TANK
24	Central Maine Power	35012909699 05	21.27	05/30/2023	18512	POWER - RPO GARAGE
24	Central Maine Power	35012922080 05	130.01	05/30/2023	18512	POWER - WHITE PINES PS
24	Central Maine Power	35012966749 05	632.94	05/30/2023	18512	POWER - SCREENHOUSE
24	Central Maine Power	35012969180 05	2,523.64	05/30/2023	18512	POWER - TREATMENT PLANT
24	Central Maine Power	35013404708 05	150.80	05/30/2023	18512	POWER - RTE 1 SOUTH PS
24	Central Maine Power	35015157361 05	334.59	05/30/2023	18512	POWER - WHIPPOORWILL PS
24	Central Maine Power	35015205897 05	97.19	05/30/2023	18512	POWER - RPO
24	Central Maine Power	35015396233 05	22.20	05/30/2023	18512	POWER - LIGHT BEHIND SHOP
24	Central Maine Power	35016940278 05	39.59	05/30/2023	18512	POWER - HEIGHTS TANK
24	Central Maine Power	35016960912 05	22.06	05/30/2023	18512	POWER - HEAT TAPE
24	Central Maine Power	35017139011 05	425.00	05/30/2023	18512	POWER - OFFICE/SHOP

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			<b>4,823.94</b>			
<b>CHAMPAGNE'S ENERGY</b>						
647	CHAMPAGNE'S ENERGY	320741	163.68	05/11/2023	18472	91.8 GAL PROPANE - SCREENHOUSE
647	CHAMPAGNE'S ENERGY	323817	198.45	05/11/2023	18472	111.3 GAL PROPANE - RPO
			<b>362.13</b>			
<b>CHARTER COMMUNICATIONS</b>						
344	CHARTER COMMUNICATIONS	1406178010521	159.98	06/06/2023	18536	BROADBAND - TANK SITE
344	CHARTER COMMUNICATIONS	1422436010507	129.99	05/17/2023	18492	BROADBAND - TANK SITE
344	CHARTER COMMUNICATIONS	1425335010507	725.35	05/17/2023	18492	BROADBAND - MAIN SITES
			<b>1,015.32</b>			
<b>COMMUNICATIONS FACILITIES</b>						
338	COMMUNICATIONS FACILITIES	1972	250.00	06/06/2023	18537	MONTHLY TOWER SITE INSPECTION
			<b>250.00</b>			
<b>CONSOLIDATED COMMUNICATIONS</b>						
75	CONSOLIDATED COMMUNICATIONS	117944052542 (	194.65	05/30/2023	18513	BROADBAND - TOWER SITE
75	CONSOLIDATED COMMUNICATIONS	2073636101536	156.06	05/11/2023	18473	LAND LINES - PLANT
			<b>350.71</b>			
<b>DANIEL HINER</b>						
1,720	DANIEL HINER	05/21/2023	225.00	05/30/2023	18514	2023 BOOT ALLOWANCE - D. HINER
			<b>225.00</b>			
<b>ELAN FINANCIAL SERVICES</b>						
1,264	ELAN FINANCIAL SERVICES	001618817 05/2	378.38	05/17/2023	18491	MAY CREDIT CARD ACTIVITY
			<b>378.38</b>			
<b>Eldredge Lumber</b>						
38	Eldredge Lumber	594778	8.99	05/11/2023	18474	MATERIALS - TOWER FENCE
38	Eldredge Lumber	595035	115.92	05/30/2023	18515	SHOP SUPPLIES
38	Eldredge Lumber	597860	58.98	06/06/2023	18538	TURBIDIMETER MATERIALS
38	Eldredge Lumber	599234	140.96	05/30/2023	18515	SHOP SUPPLIES
38	Eldredge Lumber	599636	35.83	06/06/2023	18538	PUMP STATION MAINT MATERIALS
38	Eldredge Lumber	599807	78.41	06/06/2023	18538	PUMP STATION MAINT MATERIALS
38	Eldredge Lumber	600671	-52.75	06/06/2023	18538	RETURN ITEM
38	Eldredge Lumber	601287	39.40	06/06/2023	18538	HYDRANT PAINTING MATERIALS
38	Eldredge Lumber	601366	78.08	06/06/2023	18538	TOWER SITE MAINT MATERIALS
38	Eldredge Lumber	602429	16.19	06/06/2023	18538	SHOP SUPPLIES
			<b>520.01</b>			
<b>Electrical Installations, Inc.</b>						
334	Electrical Installations, Inc.	S2313501	950.00	05/17/2023	18493	SCADA MAINT AGREEMENT
			<b>950.00</b>			
<b>ESCREEN INC.</b>						
1,183	ESCREEN INC.	12565441	36.20	05/30/2023	18511	DRUG & ALCOHOL TESTING
			<b>36.20</b>			

**York Water District**  
**INVOICE LIST**  
 FOR CHECKS FROM 5/5/2023 TO 6/9/2023

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Check Date</u>	<u>CHK #</u>	<u>Description</u>
<b>Everett J. Prescott, Inc</b>						
113	Everett J. Prescott, Inc	6151774	2,822.00	05/17/2023	18494	STOCK
113	Everett J. Prescott, Inc	6155703	83.98	05/30/2023	18516	STOCK
113	Everett J. Prescott, Inc	6156045	604.72	05/11/2023	18475	STOCK
113	Everett J. Prescott, Inc	6159863	1,071.62	05/11/2023	18475	STOCK - FITTINGS
			<b>4,582.32</b>			
<b>FIELDING'S OIL &amp; PROPANE CC</b>						
988	FIELDING'S OIL & PROPANE	4433824	378.47	05/11/2023	18476	85.8 GAL DIESEL
988	FIELDING'S OIL & PROPANE	4438335	355.95	05/17/2023	18495	84.8 GAL HEATING OIL - OFFICE
988	FIELDING'S OIL & PROPANE	4441171	243.04	05/30/2023	18517	55.1 GAL DIESEL
988	FIELDING'S OIL & PROPANE	4444736	96.61	05/30/2023	18517	21.9 GAL DIESEL
			<b>1,074.07</b>			
<b>FW WEBB COMPANY</b>						
1,686	FW WEBB COMPANY	80513976	10,726.40	06/06/2023	18539	METER INVENTORY
1,686	FW WEBB COMPANY	80774496	172.75	06/06/2023	18539	GASKET INVENTORY
			<b>10,899.15</b>			
<b>Goodwill Industries of Maine</b>						
47	Goodwill Industries of Maine	42730	90.00	05/11/2023	18477	RAGS
			<b>90.00</b>			
<b>GROUP DYNAMIC INC</b>						
1,086	GROUP DYNAMIC INC	L2306-0160008	193.45	05/30/2023	18518	MONTHLY FSA & HRA ADMIN FEE
			<b>193.45</b>			
<b>HD SUPPLY, INC</b>						
155	HD SUPPLY, INC	INV00013315	268.00	06/06/2023	18545	CHEMICAL SYSTEM MAINT MATERIALS
			<b>268.00</b>			
<b>HEALTH AND ENVIRONMENTAL</b>						
69	HEALTH AND ENVIRONMENT	10147274	295.00	06/06/2023	18540	REGULATORY MONITORING
69	HEALTH AND ENVIRONMENT	10151457	300.00	06/06/2023	18540	DBP SAMPLES
69	HEALTH AND ENVIRONMENT	10151458	300.00	06/06/2023	18540	DBP SAMPLES
69	HEALTH AND ENVIRONMENT	10151459	300.00	06/06/2023	18540	DBP SAMPLES
69	HEALTH AND ENVIRONMENT	10151460	300.00	06/06/2023	18540	DBP SAMPLES
			<b>1,495.00</b>			
<b>JAMES WAKEFIELD ARCHITECT</b>						
1,667	JAMES WAKEFIELD ARCHITE	3913	6.59	06/05/2023	1292	DEP REF MTR - 22 WOODSTONE DRIVE
1,667	JAMES WAKEFIELD ARCHITE	3914	108.93	06/05/2023	1292	DEP REF SRVC - 142 YORK ST IRRIGATION
1,667	JAMES WAKEFIELD ARCHITE	3915	8.83	06/05/2023	1292	DEP REF MTR - 142 YORK ST IRRIGATION
			<b>124.35</b>			
<b>JOSEPH DIGNAM</b>						
1,169	JOSEPH DIGNAM	05/11/2023	120.28	05/11/2023	18478	CCR ASSISTANCE
			<b>120.28</b>			
<b>KONECRANES INC.</b>						

**York Water District  
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740	KONECRANES INC.	154839269	628.42	05/11/2023	18479	SLING REPLACEMENT
			<b>628.42</b>			
<b>KYOCERA</b>						
1,202	KYOCERA	55L2345642	89.51	05/30/2023	18521	MONTHLY CHARGES - OFFICE/SHOP PRINT
1,202	KYOCERA	55L2346045	906.22	05/30/2023	18521	ANNUAL CHARGES - PLANT COPIER
			<b>995.73</b>			
<b>L &amp; M HEATING</b>						
1,727	L & M HEATING	0458	290.00	05/11/2023	18480	BOILER CLEANING
1,727	L & M HEATING	0459	580.00	05/11/2023	18480	BOILER CLEANING
			<b>870.00</b>			
<b>MAINE DEPARTMENT OF LABO</b>						
1,002	MAINE DEPARTMENT OF LAE	00-68695-007 0	113.83	05/30/2023	18519	UNEMPLOYMENT ASSESSMENT - J. HENSO
			<b>113.83</b>			
<b>Maine Employers Mutual</b>						
33	Maine Employers Mutual	1810083766 05/	4,054.00	05/17/2023	18496	QUARTERLY WORKERS COMP INSURANCE
			<b>4,054.00</b>			
<b>Maine Municipal Association</b>						
67	Maine Municipal Association	1000442923	124.58	05/11/2023	18481	EMPLOYEE BACKGROUND CHECKS
			<b>124.58</b>			
<b>Maine Municipal Emp Health Tr</b>						
85	Maine Municipal Emp Health	37496 JUNE 20	34,500.46	05/17/2023	18497	JUNE HEALTH INSURANCE
			<b>34,500.46</b>			
<b>Maine Water Utilities</b>						
148	Maine Water Utilities	2004963	60.00	05/11/2023	18483	MWUA CLASS - 1 STAFF
			<b>60.00</b>			
<b>MASTERS TELECOM, LLC</b>						
1,729	MASTERS TELECOM, LLC	17762	34.85	05/11/2023	18484	MONTHLY VOICEMAIL CHARGES
			<b>34.85</b>			
<b>Michael Cuomo, Soil Scientist</b>						
450	Michael Cuomo, Soil Scientist	05/15/2023	375.00	06/06/2023	18541	WETLAND INVESTIGATION
			<b>375.00</b>			
<b>MS PROPERTY WATCH</b>						
1,749	MS PROPERTY WATCH	3911	47.66	06/05/2023	1294	DEP REF SRVC - 231 NUBBLE RD
1,749	MS PROPERTY WATCH	3916	41.21	06/05/2023	1294	DEP REF MTR - 231 NUBBLE ROAD
			<b>88.87</b>			
<b>NELSON ANALYTICAL LLC</b>						
587	NELSON ANALYTICAL LLC	223050064	120.00	05/11/2023	18485	ROUTINE BACTERIA SAMPLES
587	NELSON ANALYTICAL LLC	223050262	105.00	05/17/2023	18498	ROUTINE BACTERIA SAMPLES
587	NELSON ANALYTICAL LLC	223050281	15.00	05/30/2023	18520	SAMPLE - GULF HILL
587	NELSON ANALYTICAL LLC	223050282	30.00	05/30/2023	18520	SAMPLES - HANNAFORD

**York Water District  
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587	NELSON ANALYTICAL LLC	223050313	30.00	05/30/2023	18520	SAMPLES - HANNAFORD
587	NELSON ANALYTICAL LLC	223050640	570.00	06/06/2023	18542	RAW WATER MONITORING
587	NELSON ANALYTICAL LLC	223050666	15.00	06/06/2023	18542	SAMPLE - VIEW POINT MAIN
			<b>885.00</b>			
<b>NM Curtis Earth Works, Inc.</b>						
1,594	NM Curtis Earth Works, Inc.	9972	186,859.77	05/17/2023	18499	MAIN INSTALLATION - MOULTON LANE
			<b>186,859.77</b>			
<b>O'REILLY AUTOMOTIVE, INC</b>						
1,734	O'REILLY AUTOMOTIVE, INC	6214-113718	25.46	05/17/2023	18500	MATERIALS - TOWER SITE
			<b>25.46</b>			
<b>PACE ANALYTICAL SERVICES, I</b>						
1,648	PACE ANALYTICAL SERVICES	23E3127-57	292.90	06/06/2023	18543	PFAS SAMPLES
			<b>292.90</b>			
<b>PERIOD DESIGN RESTORATION</b>						
1,694	PERIOD DESIGN RESTORATI	3925	34.26	06/05/2023	1295	DEP REF MTR - 11 KENDALL RD
			<b>34.26</b>			
<b>PRO-AM SAFETY INC.</b>						
1,094	PRO-AM SAFETY INC.	109295	832.43	05/30/2023	18522	WINCH INSPECTION & REPAIR
			<b>832.43</b>			
<b>QUALITY SUPPLY CORPORATIC</b>						
1,014	QUALITY SUPPLY CORPORAT	23890	120.00	06/06/2023	18544	BFP TEST GAGE CALIBRATION
			<b>120.00</b>			
<b>READER FOREST MANAGEMEN</b>						
1,271	READER FOREST MANAGEME	05/16/2023	747.50	05/30/2023	18523	WHITE PINE SEEDLINGS
			<b>747.50</b>			
<b>Roche Locksmith Services</b>						
231	Roche Locksmith Services	46592	13.75	05/11/2023	18486	REPLACEMENT KEYS
			<b>13.75</b>			
<b>Roger Pratt Excavating &amp; Pavin</b>						
99	Roger Pratt Excavating & Pav	2278-RETAINAC	2,092.25	05/17/2023	18501	RETAINAGE - LOBSTER COVE RD
			<b>2,092.25</b>			
<b>STILES COMPANY, INC</b>						
1,390	STILES COMPANY, INC	304503	8,001.95	05/17/2023	18502	STOCK
1,390	STILES COMPANY, INC	305150	717.78	05/30/2023	18524	STOCK
1,390	STILES COMPANY, INC	305195	927.03	05/30/2023	18524	STOCK
1,390	STILES COMPANY, INC	305196	692.63	05/30/2023	18524	STOCK
			<b>10,339.39</b>			
<b>SWOAM</b>						
609	SWOAM	05/09/2023	150.00	05/30/2023	18525	MAINE WOODLAND OWNERS MEMBERSHIP

**York Water District**  
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			<b>150.00</b>			
<b>THE UPS STORE #1088</b>						
193	THE UPS STORE #1088	04/30/2023	255.03	05/30/2023	18526	SHIPPING CHARGES
			<b>255.03</b>			
<b>Ti Sales</b>						
115	Ti Sales	INV0157805	1,495.66	05/30/2023	18527	STOCK ITEMS
			<b>1,495.66</b>			
<b>Treasurer State of Maine</b>						
91	Treasurer State of Maine	05/11/2023	21,271.00	05/11/2023	18482	2023 PUC ASSESSMENT
			<b>21,271.00</b>			
<b>USPS</b>						
1,401	USPS	05182023	2,199.43	05/18/2023	18507	POSTAGE FOR CCR
			<b>2,199.43</b>			
<b>VERIZON WIRELESS</b>						
836	VERIZON WIRELESS	9935345206	867.35	06/06/2023	18546	MONTHLY CELL PHONE & TABLET CHARGE
836	VERIZON WIRELESS	9935345207	603.17	06/06/2023	18546	MONTHLY ONE-TALK CHARGES
			<b>1,470.52</b>			
<b>VERRILL</b>						
128	VERRILL	621210	1,872.00	05/30/2023	18528	MISC LEGAL COUNCIL
			<b>1,872.00</b>			
<b>W.B.MASON, INC.</b>						
532	W.B.MASON, INC.	238075503	100.78	05/11/2023	18487	OFFICE SUPPLIES
			<b>100.78</b>			
<b>W.W. Grainger CO. Inc.</b>						
65	W.W. Grainger CO. Inc.	595813	37.74	05/17/2023	18503	HYDRANT MAINT MATERIALS
65	W.W. Grainger CO. Inc.	597043	18.61	05/17/2023	18503	HYDRANT MAINT MATERIALS
65	W.W. Grainger CO. Inc.	9684807309	489.43	05/11/2023	18488	SHOP MATERIALS
65	W.W. Grainger CO. Inc.	9684807317	109.40	05/30/2023	18529	PLANT MATERIALS
65	W.W. Grainger CO. Inc.	9684924799	85.12	05/17/2023	18503	PLANT MAINT MATERIALS
65	W.W. Grainger CO. Inc.	9689412832	165.28	05/11/2023	18488	SHOP SUPPLIES
65	W.W. Grainger CO. Inc.	9694672727	167.65	05/17/2023	18503	SHOP SUPPLIES
65	W.W. Grainger CO. Inc.	9699108180	14.00	05/17/2023	18503	SAFETY SUPPLIES
65	W.W. Grainger CO. Inc.	9699108198	63.15	05/17/2023	18503	SAFETY SUPPLIES
65	W.W. Grainger CO. Inc.	9702315350	146.90	05/30/2023	18529	KITCHEN SUPPLIES
			<b>1,297.28</b>			
<b>Webster Ropke</b>						
106	Webster Ropke	05/17/2023	500.00	05/17/2023	18504	30 YEAR ANNIVERSARY AWARD - W. ROPK
			<b>500.00</b>			
<b>WEX BANK</b>						
1,415	WEX BANK	89700504	1,074.64	06/06/2023	18547	MONTHLY FLEET GAS CHARGES

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			<b>1,074.64</b>			
<b>WIN WASTE INNOVATIONS OF</b>						
1,666	WIN WASTE INNOVATIONS (	23-0000229694	320.70	05/11/2023	18489	DUMPSTER SERVICE
			<b>320.70</b>			
<b>WOODARD &amp; CURRAN, INC</b>						
552	WOODARD & CURRAN, INC	218666	5,446.06	05/17/2023	18505	TREATABILITY ASSESSMENT
			<b>5,446.06</b>			
<b>Wright-Pierce</b>						
137	Wright-Pierce	227990	690.94	05/17/2023	18506	ENGINEERING - WOODSTONE
137	Wright-Pierce	228621	349.83	06/06/2023	18548	ENGINEERING - GULF HILL
			<b>1,040.77</b>			
<b>York Parks &amp; Recreation</b>						
255	York Parks & Recreation	05/29/2023	11,000.00	05/30/2023	18530	MT A. INTERPRETIVE PANELS
255	York Parks & Recreation	05/30/2023	8,000.00	05/30/2023	18530	MT A. CONSERVATION PROGRAM
			<b>19,000.00</b>			
<b>YORK SEWER DISTRICT</b>						
798	YORK SEWER DISTRICT	123	488.88	06/06/2023	18549	DAY WITHOUT WATER MATERIALS
			<b>488.88</b>			
<b>York Water District Petty Cash</b>						
189	York Water District Petty Cash	05/11/2023	30.90	05/30/2023	18531	WELLNESS REIMBURSEMENT
			<b>30.90</b>			
<b>ZOLL MEDICAL CORPORATION</b>						
1,545	ZOLL MEDICAL CORPORATIC	3733405	116.05	05/30/2023	18532	SAFETY SUPPLIES
			<b>116.05</b>			

WARRANT TOTAL: **340,923**

**2024 Rate Case Projected Costs**

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Adjustment</u>	<u>2024 Projection</u>
Salaries & Wages	1,531,041	1,483,838	1,593,979	268,567	1,862,546
Employee Benefits	684,885	670,630	738,445	71,130	809,575
Purchased Power & Water	69,924	72,749	79,826	33,008	112,834
Chemicals	62,394	66,815	102,338	8,387	110,725
Materials & Supplies	172,963	233,773	250,715	54,198	304,913
Contracted Services	268,351	345,292	436,097	31,990	468,087
Transportation Expenses	24,187	39,382	47,989	5,227	53,216
Insurance	43,374	47,029	49,109	2,435	51,544
Other Miscellaneous Expenses	72,462	82,668	75,896	20,199	96,095
Depreciation	924,082	788,626	810,743	(1,388)	809,355
Debt Service	421,622	491,573	491,228	(19)	491,209
Net Non-Operating Income/(Expense)	375,018	298,297	404,211	(87,935)	316,276
Required Revenue	3,900,267	4,024,078	4,272,154	581,669	4,853,823
2022 Revenue					4,452,111
Additional Revenue Required					401,712
Percent Increase					9.0%

2024 Projection is based on 2023 Budget estimates with the following adjustments:

- Replace 2023 capital items with depreciation expense per PUC guidelines (\$810,000).
- Replace 2023 non-routine O&M costs with a desired discretionary O&M spending level (\$150,000).
- Removed grant money received in 2023 as these grants are not guaranteed.
- Added wages and benefit expenses for two full time and one part-time new hire not included in 2023 budget (\$165,000).
- Increased overall salaries and wages to reflect 2024 pay increases (8%).
- Increased employee benefit costs to reflect 2024 increases (5%).
- Adjust power costs to reflect expiring contracts, including a 10% increase for delivery charges and a 75% increase to supply charges.
- Increased most other operating expenses to reflect general cost inflation (3%).



**Proposed Rate Increase**  
**Effective Date: 01/01/2024**

**ANNUAL METER RATES**

<b>Consumption Charges</b>				<u>Current Rate</u>		<u>Proposed Rate</u>		<u>% Difference</u>
First	1,000	cubic feet	per quarter	\$ 77.45	per quarter	\$ 80.55	per quarter	4.0%
Next	2,000	cubic feet	per quarter	7.15	per 100 cubic feet	7.70	per 100 cubic feet	7.7%
Next	6,000	cubic feet	per quarter	4.53	per 100 cubic feet	4.88	per 100 cubic feet	7.7%
Next	18,000	cubic feet	per quarter	2.49	per 100 cubic feet	2.68	per 100 cubic feet	7.7%
Excess	27,000	cubic feet	per quarter	1.59	per 100 cubic feet	1.71	per 100 cubic feet	7.7%

**Minimum Charges and Allowances**

<u>Meter Size</u>	<u>Allowance</u>			<u>Current Rate</u>		<u>Proposed Rate</u>		<u>% Difference</u>
5/8"	1,000	cubic feet		\$ 77.45	per quarter	80.55	per quarter	4.0%
3/4"	2,000	cubic feet		148.93	per quarter	157.55	per quarter	5.8%
1"	3,000	cubic feet		220.38	per quarter	234.56	per quarter	6.4%
1 1/2"	6,000	cubic feet		356.16	per quarter	380.92	per quarter	7.0%
2"	12,000	cubic feet		566.57	per quarter	607.74	per quarter	7.3%
3"	24,000	cubic feet		865.12	per quarter	929.55	per quarter	7.4%
4"	48,000	cubic feet		1,273.25	per quarter	1,340.53	per quarter	5.3%

**SEASONAL METER RATES**

<b>Consumption Charges</b>				<u>Current Rate</u>		<u>Proposed Rate</u>		<u>% Difference</u>
First	2,000	cubic feet	per season	\$ 368.99	per season	387.53	per season	5.0%
Next	4,000	cubic feet	per season	10.15	per 100 cubic feet	11.13	per 100 cubic feet	9.7%
Next	12,000	cubic feet	per season	6.19	per 100 cubic feet	6.79	per 100 cubic feet	9.7%
Next	36,000	cubic feet	per season	3.42	per 100 cubic feet	3.75	per 100 cubic feet	9.7%
Excess	54,000	cubic feet	per season	2.21	per 100 cubic feet	2.42	per 100 cubic feet	9.7%

**Minimum Charges and Allowances**

<u>Meter Size</u>	<u>Allowance</u>			<u>Current Rate</u>		<u>Proposed Rate</u>		<u>% Difference</u>
5/8"	2,000	cubic feet		\$ 369.08	per season	387.53	per season	5.0%
3/4"	3,000	cubic feet		470.49	per season	498.88	per season	6.0%
1"	6,000	cubic feet		775.00	per season	832.92	per season	7.5%
1 1/2"	12,000	cubic feet		1,145.21	per season	1,240.34	per season	8.3%
2"	36,000	cubic feet		2,131.18	per season	2,323.08	per season	9.0%
3"	48,000	cubic feet		2,540.91	per season	2,773.29	per season	9.1%
4"	96,000	cubic feet		3,673.97	per season	4,016.63	per season	9.3%

**PUBLIC FIRE PROTECTION SERVICE RATES**

<u>Current Rate</u>	<u>Proposed Rate</u>	<u>% Difference</u>
\$ 1,001,448.00 per year	\$ 1,198,733.26 per year	19.7%

**PRIVATE FIRE PROTECTION RATE  
FOR ANNUAL OR SEASONAL SERVICE**

<u>Service Size</u>	<u>Current Rate</u>		<u>Proposed Rate</u>		<u>% Difference</u>
1"	\$ 34.37	per quarter	36.43	per quarter	6.0%
2"	147.75	per quarter	156.62	per quarter	6.0%
4"	295.51	per quarter	313.24	per quarter	6.0%
6"	443.40	per quarter	470.00	per quarter	6.0%
8"	886.83	per quarter	940.04	per quarter	6.0%
10"	1,330.31	per quarter	1,410.13	per quarter	6.0%
12"	1,773.75	per quarter	1,880.18	per quarter	6.0%

For each private fire hydrant owned and maintained by the customer there shall be paid to the District:

<u>Current Rate</u>	<u>Proposed Rate</u>	<u>% Difference</u>
\$ 750.28 per year	\$ 795.30 per year	6.0%

## Projected Revenue by Customer Class

	2020	2021	2022	Adjustment	2024 Proposed	% Increase
Residential	2,675,708	2,556,885	2,585,271	146,998	2,732,269	5.7%
Commercial	469,791	483,315	502,492	35,998	538,490	7.2%
Governmental	91,399	85,280	92,708	6,787	99,495	7.3%
<b>Total Metered Revenue</b>	<b>3,236,898</b>	<b>3,125,480</b>	<b>3,180,471</b>	<b>189,783</b>	<b>3,370,254</b>	<b>6.0%</b>
Public Fire Protection	1,001,448	1,001,448	1,001,448	197,285	1,198,733	19.7%
Private Fire Protection	234,892	235,712	245,165	15,134	260,299	6.2%
<b>Total Water Sales</b>	<b>4,473,238</b>	<b>4,362,640</b>	<b>4,427,084</b>	<b>402,203</b>	<b>4,829,287</b>	<b>9.1%</b>
Other Water Revenue	13,154	17,377	25,027	-	25,027	0.0%
<b>Total Operating Revenue</b>	<b>4,486,392</b>	<b>4,380,017</b>	<b>4,452,111</b>	<b>402,203</b>	<b>4,854,314</b>	<b>9.0%</b>

## Customer Impact

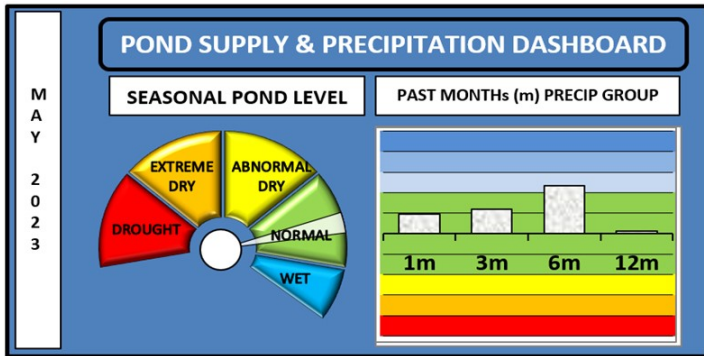
Residential Customer	5.7%
Commercial	7.2%
Governmental	7.3%
Annual Customers	5.7%
Seasonal Customers	6.8%
Customer with 5/8-Inch Meter and No Incremental Charges	4.0%
10 Largest Customers	7.7%
Public Fire Protection (24.7% Allocation)	19.7%

YEAR	System Total^(MG)	Water Transfers*	Pond Level Assessment (ft)	Precipitation (Assessment)
2023	39.6	0.2KKW & -0.6KWD	+0.05 (Normal)	5.2" (Moderately Wet)
2022	36.0	-1.4 KKW	-0.04 (Low Normal)	2.0" (Dry)
2021	38.5	-0.8 KKW	-0.04 (Low Normal)	4.1" (Normal)
2020	34.0	-1.2 KKW	0.00 (Low Normal)	2.4" (Dry)

\* Water Transfers= District & amount (in MG) transferred at interconnection. ^ Total system Demand excluding transfer.

## TREATMENT REPORT

By: Ryan Lynch



Inside this issue:	
Treatment	1-3
Metering	3
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In May, we received 5.2 inches of precipitation which is above the average of 4.2. These numbers are very similar to last month. This continues a streak of mostly above average precipitation for the past six months. For the past several months, precipitation has been in the normal range, but now has finally reached slightly above average for the past 12 months. We are in very good shape for the summer season's demands. The seasonal pond level assessment is considered normal as the pond is just over full. Last month, operators opened the dam release gate to bypass more water into the stream and bring the pond level down from a significant high. The NOAA outlook for the next several months is a high likelihood of normal precipitation, with southern parts of New England having the likelihood of above normal precipitation.

This month, we supplied water to our neighboring Districts, even sending water in both directions on one of the days. Kennebunk, Kennebunkport, Wells Water District (KKW) was performing a dam inspection so took a high flow from us for one day in mid-May and then at the

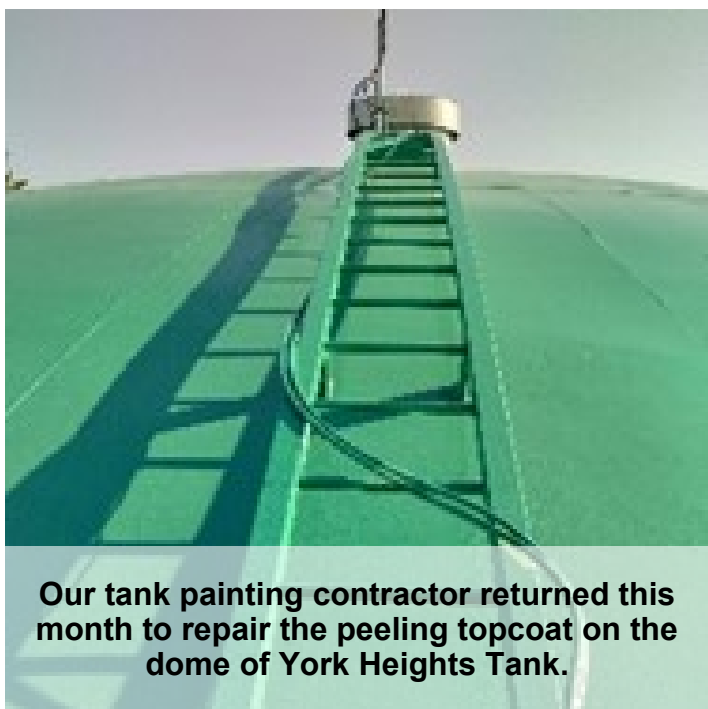


**Last month, operators opened the dam release gate to bypass more water into the stream .**

very end of this month we started the normal water quality transfer low flow (50 gallons per minute) to KKW which will be continued until October. We typically start this normal low flow to KKW on May 1<sup>st</sup>. We also supplied Kittery Water

District (KWD) with over 600 gallons per minute for 17 hours as Kittery Fire Department fought the Days Inn fire and then the day after, to allow good recovery of KWD system storage tanks. KWD says over two million gallons of water was used on the fire. Treatment and Distribution Operators worked in unison to make these transfers happen smoothly for both Districts.

With the help of Zach from the Resource Protection Office, operators climbed the plant Backwash Tank to replace the fiberglass radio telemetry mast system at the top of the tank that holds up the antenna for radio communications. The old system was replaced in its entirety and the wires were reset. Upon doing this, the antenna at the top was found to be in poor shape, so a new antenna was ordered which is a new lighter style. This should allow the antenna to reach higher and get better signal above the tree line.



**Our tank painting contractor returned this month to repair the peeling topcoat on the dome of York Heights Tank.**

Our tank painting contractor returned this month to repair the peeling topcoat on the dome of York Heights Tank. The first day they power washed the top and the next day they painted a new coat on the entire dome. Our tank climber Zach, climbed to take pictures of the repair. The new topcoat looks nice and should extend the need for repainting. The rest of the tank was painted in 2015 and is still in good shape with two years

warranty left. In the next few years, we will likely power wash the entire tank.

We had American Security at the plant to replace a system expansion board in the SCADA alarm panel. It is hoped that this will fix intermittent false alarms that we have been receiving over the past month since all false alarms originated from this board.

We discussed our needs and have scheduled Hayes Pump to come to inspect and provide an updated quote to refurbish the finish pump that was removed/replaced with a new one earlier this year. Since a large portion of the removed pump was found to be in excellent shape, the motor, bottom pump assembly, and moving parts might be replaced instead of purchasing an entirely new pump to save some significant cost. This is a 2023 capital project to finish replacement of the remaining original finish pump. Operators have also been discussing the operational programming of our newest designed interconnection pump stations with two contractors to see if we might upgrade pump station programming and improve overall pump station operation. Budget quotes will come in for discussion next month.

This month, management and treatment operators finalized the approval of an alternate work schedule/shift for treatment plant staff that will be trialed during the month of June. A five-day, forty-hour work schedule is now also available along with the four-day work schedule that currently exists. This flexibility in scheduling will benefit both personnel and the District by allowing employees to improve management of work-life balance, while providing more coverage hours at the plant, potentially reducing some Friday overtime and standby pay. It is hoped that this might also make treatment positions more sought after in this tough labor market.

Operators also received various treatment chemicals getting ready for summer, ordered a replacement air release for a finish pump, completed installation of a new weather station, and had our SCADA vendor in to address some programming requests and initial setup of our two new process turbidimeters. Operators also worked with Todd and Zach to produce a draft map that

will be used to better identify past and current pond and watershed sampling sites and discussed leveraging the Survey123 program in future sampling and other data collection possibilities.

Operators collected, scanned, and uploaded an extensive number of files to Woodard and Curran Engineers for review in our Treatability Review and also a large number of files were collected and uploaded to the EPA for our inspection in early June.

## METERING REPORT

By: Tom Chase

In May, David and I read the Village Routes and the Commercial Books. This was another busy month for seasonal meter installations.

This month, I also helped to run one of the stations at the Imagine a Day Without Water event hosted at the Village Elementary School. Larry and I were teaching the students about the underground infrastructure system that delivers drinking water from the Treatment Plant to the houses, schools, and other businesses. As part of maintaining that system, we explained that we often need to locate shutoff valves to perform periodic maintenance work and sometimes for emergencies. We showed them one of our primary tools for that task, our magnetic locators, which, with some skill, can pinpoint shutoff valve covers that are buried beneath the surface. We gave each of the students some instructions on how to use them and allowed each the chance to scan within a designated area with the goal of uncovering one or more of the shutoff valve covers that we strategically buried prior to the event. As with last year, we seemed to get good feedback and plenty of questions from the students at this station.

We found two service leaks this month which were both on cheap plastic service lines. Both were for seasonal water customers and the leaks were located on private property in areas that are influenced by vehicular traffic.

We had five new meter installations this month and changed out an additional thirteen.

## GIS REPORT

By: Todd Hill

A program called Power Automate has the ability to work with Survey123. This workflow will allow data to be automatically uploaded to a Share-Point site as it's collected in the field using a Survey123 mobile form. These two programs, once connected, make it easier to share collected information with plant staff after we check the pump stations and tank sites. Thankfully the programs we use are included with not only our ESRI license, but our Microsoft 365 license as well. At this time, the forms are in testing mode but I'm hopeful to get everything completed and tested within the next few months.

May also brought two more main extension projects scheduled for the fall of 2023. Maple Street, which is a short extension for one participant, and Rogers Road, which is a little longer will serve three. To ensure there is no delay in receiving materials both of these groups have given the District money to order materials. In doing so, this will ensure the materials will be delivered for a fall installation. Roger Pratt is the selected installation contractor for both of these projects.

The View Point at 229 Nubble Road installed a six-inch three-way tee, a new six-inch fire service, two-inch domestic service and a concrete meter pit. This installation was installed to serve a new seven unit project on the property. These new water features have been logged in our GIS system and added to our base map and our ArcGIS online mobile maps.

On May 11th, I participated in the Imagine A Day Without Water event at the York Village Elementary School. I was asked to help with the watershed model station. This model help kids visually understand what a watershed is. The groups of kids consisted of kindergarten and first grade students. I had a great time and it was even more special because two of the students were my nephews so they got to see Uncle Todd at work for the first time.

Other projects performed in May include:

- Continued to worked on LSLI updates.

- Created new fire hydrant painting maps.
- Worked on new Survey123 mobile forms.
- Hyperlinked service and hydrant pictures in ArcGIS.
- Attended monthly cybersecurity meeting and training.
- Located District assets for Dig Safes.
- Installed updates to a few of our mobile maps.
- Setup new computer stations for Larry and Robbie.
- Setup cybersecurity training for the staff.
- Logged a new summer line at 487 Shore Rd in our GIS system.
- Worked on Nubble Road Phase 3 maps and customers list.
- Worked with Zach on ArcGIS Pro and Survey123 workflows.



**New summer line at 487 Shore Road.**

## RESOURCE PROTECTION REPORT

By: Zachariah Mein

This month was kicked off with Imagine A Day Without Water that was hosted by York Village Elementary School. Along with the many other activity stations there, the RPO brought our side by side that we use to patrol the watershed with. With each class from the Kindergarten and First Grade, Gary and I would briefly discuss what the watershed is and why we patrol and protect it. After our overview we let the kids take turns using the bull horn and the loudspeakers on the side by side, which they all thoroughly enjoyed.

At the end of April, we captured images on Kittery Water Districts trail cameras of three individuals at one of the ponds doing donuts and tearing up the ground on ATVs late in the evening. After looking at the photos and asking around, Gary was able to find out that all three ATVs were all owned and permitted by one person. It turned out the owner's grandson and two of his friends took the ATV's out for a ride while the owner was away on vacation to Florida. Gary was able to reach out to the owner and arrange a meeting with the three kids and the grandmother. Gary, Carl, who is the assistant Superintendent of Kittery, and myself, discussed with the kids the damage that they had done and why it matters to this area in specific. We explained the difference between riding in the watershed and riding on other trails and how it is a privilege that ATV use is allowed. Normally this type of behavior would result in taking the ATV permits and placing a one year ban on the riders, but we decided to educate them and give them another chance because everyone makes dumb mistakes when they are young. All three kids were very understanding and apologetic, even offering to fix the area and do trail work to make up for it which was declined.

Gary and I met with Robin, Naomi, and Ben from Mt. Agamenticus to discuss the connection from the new parking lot to the existing ring trail as the parking project gets closer to completion. York Water District is putting funds towards a new trail from the parking lot as well as improvements to the trail within our property.

This year, for the first time the RPO sent out email reminders for our new watershed ATV permits which was a huge success. With a mixture of online entries as well as hard copy permits, we were able to process over 60 permit applications within two weeks.

We were also able to plant 1,000 white pine seedlings this month with the help of Brian Reader, our forester, and a group of our distribution crew. The white pine seedlings were planted throughout the area of our last timber harvest around Welches Pond. These seedlings will help the area get re-established with new growth after the logging operations.



**White pine seedlings were planted throughout the area of our last timber harvest around Welches Pond.**

## DISTRIBUTION REPORT

By: Webster Ropke

This past winter was very mild. This made the times that we had to plow very difficult due to little or no frost in the ground. Even though York Water District (YWD) crews were very careful plowing some damage was unavoidable. In May, YWD crews did lawn repairs to any damage done to lawns where we plowed hydrants. YWD crews weed wacked hydrants twice in May and we have painted approximately a dozen hydrants.

Spring is the time for construction and YWD has been receiving an average of ten Dig Safe locates a day. YWD is a member of Dig Safe. Any time a Dig Safe locate is generated through the Dig Safe call center, YWD receives the locate request. All utilities are required by law to mark their underground infrastructure within 72 hours. This time of year, through November we are very busy with locating Dig Safe requests.

YWD crews did several taps for new services this month. We did two seasonal one-inch taps and services off our summer line on Shore Road. There were three separate one-inch taps and services on Fernald Avenue. All excavation was done by private contractors and YWD crews did the taps and ran the services. Our crews have been locating our infrastructure for the towns paving list. We make a list of needed repair work for each road. We will be making the repairs in the weeks to come.



**Improvements to our tower site on Mt. Agamenticus.**

The Town of York's contractor is close to completing the parking and restroom project at the base and summit at Mount Agamenticus. York Water District felt this was the right time to make some much-needed improvements to our tower site. Don developed a plan and was able to secure grant funding from the Nathaniel Wheeler Trust Fund. The grant will cover most of the materials needed to complete our plan.

Our crews have been building a block wall using vertiblocks. These are a 4'x 2' x 3'deep interlocking block with a textured face. The wall extends

across the front of the tower site with a return wall along the side driveway entrance. Our crews also installed a drainage ditch in front of the wall. The wall and ditch add stability to the front lawn area of the site. The wall will also allow easier access to the two gates on either side of the wall and overall maintenance of the site. This project include plantings to help disguise our 120 foot tall communication tower. With the help of the conservation crew the project is nearing completion.

Most of our work is underground and can't be seen. This project is the opposite, this will be seen by 40,000 people annually as they trek up the mountain. Our crew did an amazing job on this project and we're really proud of the outcome. A future budget item will include paving of the two tower site driveways and some additional drainage work.

## WELLNESS REPORT

By: Karen Hale

### Summer Wellness Tips

**Avoid Intense Heat.** If possible, stay hydrated and in the shade when spending time outdoors. Heat-related illnesses can cause muscle cramps, nausea, confusion, slurred speech, rashes, dizziness, or worse. Illnesses can range from mild to deadly from the heat.

**Workout Inside.** When the weather gets above 90 degrees, switch your workout to inside to reduce the risk of heat illness.

**Wear sunglasses.** Wear UV sunglasses to protect your eyes from excessive UV radiation, which can cause issues like cataracts and macular degeneration.

**Keep Sunscreen and Bug Spray on Hand.** Sunscreen will keep your skin from getting burned and help reduce wrinkle risk. Bug spray keeps away insects that can carry dangerous diseases, like ticks, fleas and mosquitoes. When using both, apply repellent after sunscreen is applied.

**Spend Time Relaxing.** Research shows that those who relax have lower heart rates, less

stress, and reduced symptoms of issues like anxiety and depression.

## MAY BILLING

### York Village Route

2023	Usage(cf)	Revenue	Customers
Residential	1,557,200	\$193,402	1,491
Commercial	1,068,400	\$50,316	183
Governmental	332,200	\$14,671	35

2022	Usage(cf)	Revenue	Customers
Residential	1,560,300	\$184,195	1,426
Commercial	1,327,900	\$53,514	176
Governmental	347,300	\$15,003	35



		<u>Task</u>	<u>Interval</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	
<b>BLS REQUIRED INSPECTIONS</b>		Eyewash Station checks	Weekly	√	√	√	√	√								
		Vehicle Checks	Weekly	√	√	√	√	√								
		Portable Ladder inspections	Monthly	√	√	√	√	√								
		Sling/ lifting strap/ lifting chain inspections	Monthly	√	√	√	√	√								
		PPE inspections	Monthly	√	√	√	√	√								
		Fire extinguisher inspections (internal)	Monthly	√	√	√	√	√								
		First Aid Kit Inspections	Monthly	√	√	√	√	√								
		Jack inspections	Monthly	√	√	√	√	√								
		Jack stand inspections	Monthly	√	√	√	√	√								
		Welding equipment inspections	Monthly	√	√	√	√	√								
		Air Compressor relief valve check	Monthly	√	√	√	√	√								
		Water heater relief valve check	Monthly	√	√	√	√	√								
		Grinding wheel/ guard inspection	Monthly	√	√	√	√	√								
		Garage Door sensor checks	Monthly	√	√	√	√	√								
		Emergency Exit Lighting checks	Monthly	√	√	√	√	√								
		AED inspections	Monthly	√	√	√	√	√								
		Fixed Ladder Inspections	Every 6 months - or when accessible												-	
		Air Quality Monitor Calibrations	Every 6 months													
		Lifts/Hoists (internal)	6 months from KoneCrane inspection													
		Lifts/Hoists (Contracted)	Annually	√												
	Testing Panic buttons/security pads	Annually	√													
	Fire extinguisher inspections (contracted)	Annually														
<b>BLS REQUIRED TRAINING</b>		MMA - Fire Extinguisher Training	Annual		-	√	-	-								
		Confined Space Rescue Training*	Initial													
		Simulated Confined Space Rescue Training*	Annual											-		
		Basic First Aid Training*	Every 2 years - last 9/22/20													
		CPR certification*	Every 2 years - last 9/22/20													
		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														
<b>BLS REQUIRED PROGRAMS</b>		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 Prevetion Program	Program Review	Annual	√												
		Employee Review	Annual		-	√										
	Video Display Terminal Policy	Program Review	Annual	√												
		Employee Review	Annual		-	√										
<b>MISC</b>		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

# WATER QUALITY REPORT

REPORT DATE: 6/1/2023

## 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	Current Lvl	Avg Pond Lvl	Min Pond Lvl	Max Pond Lvl
1,306,424	58	0.09	9.03	0.05	2.11	1.56	0.00	0.13	0.00	0.45

## PLANT FINISH WATER QUALITY RESULTS

TEST DATE	Temp F	Turbidity	pH	Free Cl2	Total Cl2	Ortho	Alkalinity	Color	Manganese	Iron	Aluminum
5/31/2023	63	0.07	9.18	0.05	2.30	1.55	13	0	0.057	0.00	0.028
5/23/2023	60	0.09	8.76	0.04	2.10	1.55	12	2	0.053	0.03	0.041
5/16/2023	60	0.08	9.12	0.06	2.20	1.55	14	2	0.025	0.03	0.047
5/8/2023	52	0.09	9.03	0.05	2.00	1.54	14	1	0.040	0.05	0.046
5/3/2023	50	0.11	9.03	0.04	2.20	1.51	14	2	0.031	0.02	0.024
<b>AVERAGE RESULTS:</b>	<b>57</b>	<b>0.09</b>	<b>9.02</b>	<b>0.05</b>	<b>2.16</b>	<b>1.54</b>	<b>13</b>	<b>1</b>	<b>0.041</b>	<b>0.03</b>	<b>0.037</b>
<b>TREATMENT TARGET PARAMETERS:</b>		<b>&lt;0.3</b>	<b>9.0</b>	<b>&lt;0.10</b>	<b>2.0-2.5</b>	<b>&gt;=1.5</b>	<b>&gt;10</b>	<b>&lt;5</b>	<b>&lt;0.05</b>	<b>&lt;0.05</b>	<b>&lt;0.05</b>

## 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	5/30/2023	0.13	9.52	0.02	1.40	1.75	18	0.000	0.050	0.021
Route 1 at Pine Ledge Motel S	5/23/2023	0.14	9.44	0.08	1.50	1.69	17	0.006	0.060	0.053
Route 1 at Pine Ledge Motel S	5/16/2023	0.20	9.72	0.06	1.40	1.72	20	0.010	0.070	0.064
Route 1 at Pine Ledge Motel S	5/8/2023	0.14	9.57	0.03	1.40	1.79	20	0.008	0.060	0.041
Route 1 at Pine Ledge Motel S	5/2/2023	0.39	9.46	0.18	1.80	1.58	20	0.010	0.100	0.037
Route 1 North Pump Station	5/30/2023	0.10	9.06	0.04	2.00	1.68	15	0.000	0.070	0.071
Route 1 North Pump Station	5/23/2023	0.11	9.11	0.08	1.60	1.61	14	0.005	0.040	0.056
Route 1 North Pump Station	5/15/2023	0.12	9.22	0.04	1.70	1.62	15	0.007	0.050	0.053
Route 1 North Pump Station	5/8/2023	0.13	9.18	0.08	1.70	1.93	15	0.009	0.080	0.033
Route 1 North Pump Station	5/2/2023	0.14	9.14	0.11	1.60	1.60	15	0.010	0.070	0.062
Route 1 South Pump Station	5/30/2023	0.08	8.93	0.12	2.20	1.63	12	0.002	0.030	0.056
Route 1 South Pump Station	5/23/2023	0.12	9.04	0.06	1.90	1.61	13	0.004	0.030	0.040
Route 1 South Pump Station	5/15/2023	0.10	9.18	0.08	2.00	1.55	14	0.008	0.020	0.057

Route 1 South Pump Station	5/8/2023	0.07	9.07	0.18	2.20	1.57	14		0.011	0.020	0.020
Route 1 South Pump Station	5/2/2023	0.13	8.88	0.08	2.00	1.58	14		0.010	0.030	0.061
York Water District Office	5/30/2023	0.08	8.40	0.01	1.90	1.67	14		0.000	0.020	0.042
York Water District Office	5/23/2023	0.12	8.65	0.05	1.90	1.60	13		0.005	0.020	0.047
York Water District Office	5/16/2023	0.09	9.02	0.09	1.90	1.61	13		0.007	0.020	0.046
York Water District Office	5/8/2023	0.07	8.70	0.05	2.00	1.47	14		0.040	0.020	0.000
York Water District Office	5/2/2023	0.09	8.66	0.14	2.00	1.60	13		0.011	0.020	0.040
<b>AVERAGE RESULTS:</b>		<b>0.13</b>	<b>9.10</b>	<b>0.08</b>	<b>1.81</b>	<b>1.64</b>	<b>15</b>		<b>0.008</b>	<b>0.044</b>	<b>0.045</b>
<b>TARGET MIN/MAX PARAMETERS:</b>		<b>&lt;0.3</b>	<b>8.0-9.2</b>	<b>&lt;0.10</b>	<b>&gt;&gt;1.0</b>	<b>&gt;=1.0</b>	<b>&gt;10</b>		<b>&lt;0.10</b>	<b>&lt;0.10</b>	<b>&lt;0.10</b>

### ROUTINE BACTERIA MONITORING PERFORMED (None if Empty)

Sample Site	Date	Turbidity	pH	Free Cl2	Total Cl2	Ortho	Alkalinity	Temp	Total Coliform
South Side Road Near Blaisdell Farm	5/1/2023	0.13	9.14	0.06	1.90	1.64	14	10.0	ABSENT
Route 1 @ River Bend Road	5/1/2023	0.13	9.03	0.09	2.00	1.62	15	10.2	ABSENT
Route 1 @ Mr. Mikes Convenience Store	5/1/2023	0.09	9.06	0.08	2.20	1.61	14	10.0	ABSENT
White Pine Pump Station Near Route 1	5/1/2023	0.09	9.10	0.07	2.20	1.62	14	10.0	ABSENT
Organug Road @ Indian Trail	5/1/2023	0.08	8.90	0.13	2.00	1.68	13	10.0	ABSENT
Seabury Road Near Route 103	5/1/2023	0.11	9.08	0.06	1.90	1.64	15	9.3	ABSENT
Stageneck Road @ Harbor Beach Road	5/1/2023	0.10	9.18	0.06	1.90	1.65	14	10.7	ABSENT
Yorkshire Commons @ York Street	5/1/2023	0.12	8.99	0.09	2.00	1.62	14	9.8	ABSENT
Route 1A @ York Senior Center formerly YPD	5/8/2023	0.10	8.81	0.06	1.80	1.62	14	10.0	ABSENT
Nubble Road at Sewer Pump Station	5/8/2023	0.10	9.08	0.09	2.10	1.59	15	11.1	ABSENT
Route 1A @ Roaring Rock Road	5/8/2023	0.13	9.15	0.06	2.00	1.61	14	10.6	ABSENT
Webber Road Near Ridge Road (73 Webber)	5/8/2023	0.12	9.07	0.09	2.10	1.63	13	11.2	ABSENT
Long Beach Ave Across From Long Beach Bath	5/8/2023	0.17	9.10	0.08	2.20	1.59	15	10.5	ABSENT
Ridge Road Across from Coastal Ridge Elemen	5/8/2023	0.11	9.02	0.08	2.20	1.63	14	10.5	ABSENT
Route 1 @ Old Post Road (Tranmission Line)	5/8/2023	0.12	8.99	0.08	2.00	1.55	13	13.2	ABSENT

<b>Average:</b>	<b>0.11</b>	<b>9.05</b>	<b>0.08</b>	<b>2.03</b>	<b>1.62</b>	<b>14</b>	<b>10.5</b>
Minimum:	0.08	8.81	0.06	1.80	1.55	13	9.3
Maximum:	0.17	9.18	0.13	2.20	1.68	15	13.2