

MINUTES

1. Chairman D'Amour called the meeting to order at 3:00 PM
2. All five Directors were present: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson, and Jim Paone. General Manager Ed Holt and Office Manager Marvel MacDonald were also present.
3. **Opportunity for public to comment on non-agenda items**
No public comment on non-agenda items.
4. **Approval of Minutes from July 18, 2024 Regular Meeting**
Director AhMu made a motion to approve the minutes from the July 18, 2024 Regular Meeting. The motion was seconded by Director Barbier and approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson
And Jim Paone
Noes:
Absent:
Abstained:
5. **Communications**
The July/August issue of PCWA UPDATE was reviewed by the Board.
6. **Review of February Financial Statements from 7/24**
The Board reviewed the pre-audit financial statements for the month of July.
7. **Approval of Warrant No. 07/24 for \$171,598.67**
Director Barbier made a motion to approve Warrant No. 07/24 for the amount of \$171,598.67. The motion was seconded by Director Paone and approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson
and Jim Paone
Noes:
Absent:
Abstained:
8. **Approval of Employee Handbook revision**
Director Jefferson made a motion to approve the revision to the District's Employee Handbook limiting the accrual of vacation and sick leave hours to 350. The previous accrual allowance was 600 hours. Director AhMu seconded the motion, and it was approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson
and Jim Paone
Noes:
Absent:
Abstained:
9. **Acceptance of Huber Cole Attorneys, LLC as the District's legal counsel**
Director Paone made a motion to accept Huber Cole Attorneys, LLC as the District's new legal counsel. The motion was seconded by Director Jefferson and approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson
and Jim Paone
Noes:
Absent:
Abstained:

10. **Managers' Report**

- The District's water tanker will be put up for sale
- Customer water usage was high during the month of July
- Bids for the removal of the trees on the Winchester water tank property will be obtained.

11. **Closed Session**

Closed session was not necessary at this meeting.

12. **Board's general discussion**

A brief discussion or report of general items, not specifically noted on the agenda, was not necessary at this meeting.

13. **Adjournment**

Director Barbier made a motion to adjourn the meeting at 3:28. The motion was seconded by Director Jefferson and approved 5-0.

Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson
and Jim Paone

Noes:

Absent:

Abstained:

Approved September 19, 2024