

## MINUTES

1. Chairman D'Amour called the meeting to order at 3:00 PM
2. Four Directors were present: Mark Barbier, Derek D'Amour, Shawna Jefferson and Jim Paone. General Managers Ed Holt and Cassandra Barnhill, and Office Manager Marvel MacDonald were also present.  
  
Board member candidate, Richard M. Tuft was in attendance.
3. Introduction of Board Member Candidate Richard M. Tuft
4. **Opportunity for public to comment on non-agenda items**  
No public comment on non-agenda items.
5. **Approval of Minutes from April 15, 2026, Regular Meeting**  
Director Jefferson made a motion to approve the minutes of the April 15, 2026, Regular Meeting as written. The motion was seconded by Director Paone and approved 3-0.  
Director Barbier abstained as he was absent from the May meeting.  
**Ayes:** Derek D'Amour, Shawna Jefferson, and Jim Paone  
**Noes:**  
**Absent:**  
**Abstained:** Mark Barbier
6. **Communications**  
The May/June issue of PCWA UPDATE was reviewed by the Board.
7. **Review of April 2026 Financial Statements**  
The April 2026 Financial Statements were reviewed by the Board.
8. **Approval of Warrant No. 04/26 for \$163,577.89**  
Director Paone made a motion to approve Warrant No. 04/26 for the amount of \$163,577.89. The motion was seconded by Director Barbier and approved 4-0.  
**Ayes:** Mark Barbier, Derek D'Amour, Shawna Jefferson and Jim Paone  
**Noes:**  
**Absent:**  
**Abstained:**
9. **Approval of Resolution No. 422-26 Commending Retiring Director AhMu**  
Director Jefferson made a motion to approve Resolution No. 422-26 commending Director Anthony AhMu for 38 years of service to the District. The motion was seconded by Director Paone and approved 4-0.  
**Ayes:** Mark Barbier, Derek D'Amour, Shawna Jefferson and Jim Paone  
**Noes:**  
**Absent:**  
**Abstained:**
10. **Approval of Resolution No. 423-26 Appointing Director to Fill Vacancy**  
Director Barbier made a motion to approve the appointment of Richard M. Tuft to fill the vacancy on the Board created by the retirement of Director AhMu. The motion was seconded by Director Paone and approved 4-0.  
**Ayes:** Mark Barbier, Derek D'Amour, Shawna Jefferson and Jim Paone  
**Noes:**  
**Absent:**  
**Abstained:**

11. **Board notification of the establishment of a 44/36 hour semi-monthly work schedule for field employees**

General Manager Barnhill notified the Board that the field would be initializing a 44/36 hour semi-monthly work schedule. This will allow them to have every other Friday off on a rotating schedule.

12. **Board notification of new District logo**

A new District logo has been created and will be displayed on all vehicles, employee hats, shirts, business cards and letterhead.

13. **Managers' Report**

- It has come to the District's attention that the main line on Five Oaks Drive was not properly installed within the designated utility easement preventing a property owner on the road from installing a rock wall. The line will be moved.
- A portion of the newly constructed waterline in Winchester Phase 6A has been installed incorrectly. A meeting with the contractor has been scheduled to discuss correcting the line.
- A replacement cover for the Sugar Pine Reservoir is being researched. The estimated cost would be approximately \$500,860. The cover has a 30-50 year warranty.

14. **Closed Session**

Closed session was not needed.

15. **Board's general discussion**

There was no general discussion.

16. **Adjournment**

Director Barbier made a motion to adjourn the meeting at 3:41. The motion was seconded by Director Jefferson and approved 4-0.

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

**Noes:**

**Absent:**

**Abstained:**

**Approved June 18, 2026**