



VEAZIE SEWER DISTRICT

34 Hobson Ave, Veazie, ME 04401

Phone 207-942-1536 Fax 207- 942-0011

MINUTES

April 15, 2025 @ 5:30 PM

1. Call to Order

Rob called the meeting to order at 5:30 p.m. Those present were Chairman Rob Tomilson, Clerk Matthew Miller, Treasurer Anthony Michaud, Superintendent Chuck Applebee, Office Manager, Barbara Kershner, and members of the public.

2. Consideration of Agenda – *Accepted as is vote 3-0*

Rob announced 1) executive discussion added for legal matter at end of meeting, 2) Rate increase discussion at 5:45 with Craig to join via Zoom

3. Approval of *March 18, 2025* Meeting Minutes

Matt motioned to approve meeting minutes as presented, Tony seconded, all those in favor – approved 3-0.

4. Comments from the Public

Comments from the public were voiced and discussed

5. AP Warrant - *Review and sign the AP Warrant for April 15, 2025.*

- *Clarification on Payroll check resolved*
- *Versant bill, Chuck managing – see Operations report*
- *Check 22398 adjust for prompt payment – done*
- *Lawn repair discussed and agreed as noted*

Matt motioned to accept bill with payment to Karen Walker, to cover Casey's Lawn Care invoice not to exceed \$85.00; Tony seconded, all those in favor – approved 3-0.

6. Office Manager's Report – *See report*

- *Overall summary – See report*
- *Delinquent Accounts – See report*

7. Treasurer's Report *Correct to Bank Account titles – 5 only*

- *Profit and Loss Statement – Noted some lines and total past 100%*
- *First draft budget review – Discussed are there any connection fees – initial review looks lean - benefit review part-time hours – computer upgrade, etc*

8. Operations Report – *See report*

9. New Business

- *Annual Report – Due Town of Veazie 4-18-25- All in agreement to deliver signed report to town by due date*



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10. Old Business

- Rate Sewer Rates Discussion – Craig Costello, CPA, CGMA - Brantner, Thibodeau & Associates
Review of Proposed budget. Revenue figures will be re-reviewed. Relook at the budget, including potential scenarios to close the gap in revenue and expenses. Resume discussions at next meeting.
- Sewer Rules and Regulation Document *Attorneys have reviewed updates, including in Section 403, changes tracked in document in packet – Board will continue to review and review at next meeting*
- HMV Year end 2023/2024 Audit Agreement letter and Risk Questionnaire – *Awaiting countersigned Agreement*
- Assessment Letter – updated for review and signature- *to be dropped at Town Office*
- Mutton Lane update was provided by Chuck
- PO Process - updated for review and signature – *approved and ready for Board signature*
Matt motioned to approve PO Policy as submitted with PO number on any pre-printed PO forms, Tony seconded, all those in favor – approved 3-0.

11. Informational

- Vortex Products Specs

Matt motioned to go into an executive session pursuant to legal Counsel, pursuant to PL 2009 c.240, 2(AMD) All those in favor. Approved 3-0. Now in executive session at 6:49pm.

12. Adjourn

Matt motioned to adjourn, Rob seconded– approved 3-0. Motion passes, meeting adjourned at 7:05 pm

Next Meeting June 17, 2025 at 5:30pm