

VEAZIE SEWER DISTRICT



34 Hobson Ave, Veazie, ME 04401

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

MINUTES - December 16, 2025 Board Meeting

1. Call to Order

Tony called the meeting to order at 5:27 p.m. Those present were Anthony Michaud-Chairman, Christopher Lynch-Treasurer, Robert Tomlison- Clerk, Barbara Kershner-District Administrator, Jonah Nadeau-Chief Operator/Interim Superintendent, Rachel Conlin-Lab / Regulatory Manager, guest Jack Berry from Dirigo Engineering, and members of the public.

2. Consideration of Agenda - *The agenda was taken up as presented.*

3. Approval of **November 12, 2025, Emergency** Meeting Minutes

Chris moved to approve the November 12, 2025, emergency meeting minutes as presented, Rob seconded, all those in favor – motion passes approved 3-0

Approval of **November 18, 2025**, Meeting Minutes

Chris moved to approve the November 18, 2025, meeting minutes as presented, Rob seconded, all those in favor – motion passes approved 3-0

4. Comments from the Public -*Public comments were received expressing appreciation for the District's operations and transparency, including the absence of executive sessions for administrative matters. Questions were also raised regarding desludging funding and the use of prior desludging-related revenues.*

5. AP Warrant

- *The Board reviewed and signed the AP Warrant for December 16, 2025.*

*Tony moved to authorize the transfer of \$42,500 from the **Capital Reserve** account at Katahdin Trust Company to the **Operating** account to cover this month's warrant expenses - Rob seconded, all those in favor – motion passes approved 3-0.*

6. Administration Report- *Administrative reports were reviewed as presented.*

- Overall summary / update
- Delinquent Accounts
- Lien Process – 2 discharges

7. Treasurer Report - *Treasurer report was reviewed as presented.*

- Profit and Loss Statement

8. Operations Report - *Operations report was reviewed as presented.*

9. Laboratory Report – *Laboratory report was reviewed as presented.*

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10. New Business

- **Newly added Agenda Item – Dirigo Engineering Contract Agreement**

Dirigo Engineering to provide contracted operational support over the next three months.

Tony moved to sign the Dirigo Engineering Contract Agreement – Rob seconded, all those in favor – motion passes approved 3-0.

- BAN – Katahdin Bank Closing Paperwork signing

Tony moved to authorize the Veazie Sewer District Board to execute all closing documents required for the Bond Anticipation Note (BAN) with Katahdin Trust Company, and to direct that all three trustees sign the necessary paperwork to finalize the loan- Rob seconded, all those in favor – motion passes approved 3-0.

- Review and adoption of Post-Issuance Compliance Policy

Tony moved to adopt the Post-Issuance Compliance Policy, which outlines the District's responsibilities for maintaining IRS compliance following the issuance of tax-exempt bonds- Rob seconded, all those in favor – motion passes approved 3-0

- FY23/24 Audit

Tony moved to approve the Management Representation Letter dated November 1, 2025, and authorize the District Administrator and a Board Member to execute the letter on behalf of the Veazie Sewer District for completion of the 2023-2024 audit - Rob seconded, all those in favor – motion passes approved 3-0.

- New Superintendent / Chief Operator position – *discussion occurred earlier in meeting*

- Team Free Training JETCC's Basic Wastewater Prep Course @ EMCC Campus Dec 16 -18

11. Old Business

- Jim Lord / Jack Berry - Lagoon #1: Project Update - *Sargent has shut down for the winter, they were able to get 3 of the submerged air laterals turned on and one of the floating laterals in and active. They will be back in the spring of the year to complete the install of the floating aeration system.*

- Rate Discussion – Next Steps

- BDN draft – publication on Saturday the 3rd or 10th

Tony moved to approve the Bangor Daily News public notice for the January 20, 2026, Public Hearing as presented, including the rate details. -Rob seconded, all those in favor – motion passes approved 3-0

- Flyer – Plan to mail by Dec 31st (**38 M.R.S. §1202**, requires 14 days)

Tony moved to approve the public hearing notice flyer for the January 20, 2026, hearing, to be included with the January 1, 2026, billing, as presented - Rob seconded, all those in favor – motion passes approved 3-0

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- Personnel Policy revisions -On Hold
- Return to Work Policy – On Hold

12. Informational

- MMA Property & Casualty Pool Annual Audited Financials FY25 – *informational only*

13. Adjourn – *the meeting adjourned at 6:02 pm*

Next Meeting January 20, 2026, at 5:30pm