



**SOUTHERN MAINE REGIONAL WATER COUNCIL**  
**BOARD OF DIRECTORS MEETING**  
**October 23, 2018**

**MINUTES**

**Call To Order:** President Lynch opened the meeting at 9:20 AM in Nixon Meeting Room at the offices of the Portland Water District.

**Roll Call:** Present: *President Lynch – York Water District*  
*Secretary/ Treasurer Hodgdon – Kittery Water District*  
*Director Crovo – Portland Water District*  
*Director Labbe – KK&W Water District*

Excused: *Vice-President Knowlton - Maine Water Company*  
*Director Parent – Sanford Water District*  
*Director Leach – South Berwick Water District*

Others Present: Don Neumann – Superintendent – York Water District  
Gary Stevens – Asst. Superintendent – York Water District  
Carrie Lewis – General Manager – Portland Water District  
Donna Katsiaficas – Corporate Counsel – Portland Water District  
Paul Hunt – Environmental Manager – Portland Water District  
Laurel Jackson – Water Resource Specialist – Portland Water District  
Justin Richardson – GIS Specialist – KK&W Water District

**Correspondence:** There was no correspondence.

**Acceptance of Meeting Minutes of September 19, 2018:**

*Director Crovo motioned to approve the minutes of the 9-19-2018 meeting as written. Seconded by Director Labbe. Unanimously Approved.*

**Financial Report:** Secretary / Treasurer Hodgdon reported that our bank balance had only changed by the interest for September, \$ .26 so a written Treasurer's Report was not submitted to conserve paper and ink. SMRWC's current bank balance is \$ 6,378.77.

**Land Conservation Experiences:**

Director Crovo introduced Paul Hunt and Laurel Jackson from the Portland Water District who provided a presentation on their District's plan and experiences addressing land conservation in the District's watershed area. A lively discussion ensued.

**Old Business:**

**Council Contact lists:**

President Lynch reviewed the 2018 Water Council Contact List Update and the 2018 Mutual Aid Contact List Update with the Council. The Council agreed the documents were accurate. These will be published in our website revisions.

**By-Laws Sub-Committee Presentation:**

Director Labbe introduced Donna Katsiaficas Corporate Counsel for the Portland Water District who has completed a review of our current By-Laws and proposed changes. Various edits were discussed and completed. Attorney Katsiaficas will redline the By-Laws with the necessary changes and send them out to Director Labbe for review and dissemination for final consideration of approval. This document must be approved by 2/3 of the 7 Full member Board of Trustees to be adopted.

**SMRWC Mission Statement:**

Our Mission Statement was again reviewed, and edits made. The revised copy will be added to our revised website.

**Position Statements:**

We will have further discussion on the Position Statements at our next meeting.

**Website / Email Sub-Committee:**

A meeting of this committee was scheduled to follow this Council meeting.

**Cyber Security Workshop:**

Directors Crovo and Labbe are working on making arrangements to facilitate this workshop. Justin Richardson from KK&W Water District and Chad Davis from the Portland Water District will be attending a meeting on this subject tomorrow and will report back to the Council.

**New Business:**

None

**Other Business:**

None

**Next Meeting:**

The next meeting will be scheduled via email.

**Adjournment:**

*Director Labbe motioned to adjourn. Seconded by Director Crovo. Unanimously Approved. The meeting adjourned at 11:35 A.M.*

*Respectfully submitted,*

*Guy Hodgdon, SMRWC Secretary/Treasurer*