



Long Creek Watershed Management District Board of Director's Meeting

Minutes from June 24, 2020 Meeting

Location: Remote participation due to COVID-19; members of the public may participate in the meeting telephonically by call (207) 352-4212 and entering the conference ID: 691 814 799#.

1. **Call to Order:** Mr. Dillon call the meeting to order at 9:01a.m.
2. **Roll Call:**
 - a. Attendance: Curtis Bohlen, Arthur Colvin, Fred Dillon, Sean Donohue, Eric Dudley, Brian Goldberg, Will Haskell, Susan Henderson, Taylor LaBrecque, Ed Palmer, Doug Roncarati
 - b. Absent: Angela Blanchette, Craig Gorris
 - c. Staff/Guests: Peter Carney (Long Creek Watershed Management District); Jim Katsiaficas, Esq. (Perkins Thompson); Chris Brewer (Cumberland County Soil & Water Conservation District); Reegan Leslie (City of South Portland); Kerem Gungor (Maine DOT)
 - d. Ms. LaBrecque notified the Board that she will no longer be Maine DOT's representative to the Board because she will be focusing primarily on climate change matters for Maine DOT.
 - e. Ms. LaBrecque introduced Kerem Gungor who will be Maine DOT's representative to the Board from this point forward.
3. **Review of Board Meeting Minutes:**
 - a. The Board reviewed the minutes from the May 7, 2020 meeting.
 - b. **Mr. Dillon made a motion to approve the May 7, 2020 Board meeting minutes. Ms. Henderson seconded the motion. The motion carried unanimously.**
4. **Treasurer's Report:**
 - a. Mr. Bohlen and Mr. Brewer reviewed the May Financial Report.
 - b. Mr. Goldberg asked for an update on accounts receivable.
 - c. Mr. Brewer provided a summary of the status of past-due accounts including the most recent information on Maine DEP enforcement cases.
5. **Approve Fiscal Year 2021 Budget:**
 - a. Mr. Carney provided a recap of the budget process reminding the Board that a provisional budget was adopted in January and the Board being required to adopt the final budget prior to July 1.
 - b. Mr. Carney reviewed the budget narrative included in today's Board packet, focusing on the notable differences between the provisionally adopted budget and the proposed final budget, which include:
 - i. Moving a portion of the cost of the engineering design services agreement for the South Branch BMP retrofits project from fiscal year 2020 to fiscal year 2021;
 - ii. Moving the entirety of the construction budget for the South Branch BMP retrofits project from fiscal year 2020 to fiscal year 2021;

- iii. An increase in the overall cost of the South Branch BMP retrofits project from approximately \$600,000 to \$1,070,000 which increase reflects current construction costs, additional modular wetland unit BMPs (which were not part of the originally contemplated project), and the bypass stormwater drain-pipe into which future upstream BMPs can be connected;
 - iv. An across-the-board inflationary increase for BMP inspection and maintenance, pavement sweeping, and landscaping services;
 - v. An increase in the amount of catch basin cleaning services to reflect a per catch basin price of \$100, which is an increase from the current per catch basin price of \$75; and
 - vi. Refinement of the budget for the Cumberland County Soil & Water Conservation District services agreement which better reflects the most recent actual expenditures for fiscal year 2020, which ends in a couple of days.
- c. Mr. Carney then reviewed the long-term cash flow statement which reflects a net loss in fiscal year 2021 and income equaling expenditures in fiscal years 2022 and 2023. Based on the long-term projection, there will be approximately \$1,500,000 cash on hand at the end of fiscal year 2023, which is mid-way through the next five-year permit cycle.
 - d. Mr. Carney also noted that the long-term projection reflects forgiveness of the first-half payment of the fiscal year 2021 assessments that the Board approved at its March meeting.
 - e. Ms. LaBrecque asked whether the construction costs for Maine DOT's repaving of Maine Mall Road had been taken into account.
 - f. Mr. Carney responded that since the construction costs would be incurred by Maine DOT and Maine DOT would then receive a credit for the eligible portion of the construction costs, that the construction costs are not included in the budget. Rather, once the final amount of the credit is determined, the District's income for the respective fiscal year will be reduced.
 - g. Mr. Donohue asked whether the long-term projection took into account potential forgiveness of future assessments or business failures related to financial impacts from the coronavirus.
 - h. Mr. Carney said that neither of those prospects were considered because they are speculative at this point. If these prospects did become reality, the long-term cash flow projection reflects that there should be enough of a financial cushion to weather potential impacts.
 - i. Mr. Bohlen noted that the \$1,500,000 in cash on hand at the end of fiscal year 2023 would be a good place to be because we do not yet know the final requirements of the next permit.
 - j. Mr. Carney advised that Maine DEP and U.S. EPA are still considering the District's proposed terms for the next cycle of the Long Creek General Permit, therefore, the current permit is "administratively continued" until a new general permit is issued.
 - k. Mr. Goldberg asked, if we are not constructing anything new for the foreseeable future, why the projected budgets for fiscal years 2022 and 2023 do not reflect net income.
 - l. Mr. Carney responded that there is typically \$500,000 available annually for construction costs. For fiscal years 2022 and 2023, that \$500,000 has been allocated to the long-term BMP maintenance, repair, and replacement reserve account in the amount of \$200,000 and the participating landowner grant program in the amount of \$300,000, in each of those two years.
 - m. Mr. Haskell asked how the landowner grant program will be promoted.

- n. Mr. Carney responded that, if funding for the grant program is approved today, there is a set of draft rules to administer the program that the Board should be able to approve at its next meeting. Once the rules are approved, the program can be pushed out to landowners through the District's website and social media. Mr. Carney advised that the development reviews in which the District is involved for new development and redevelopment projects will also provide an opportunity to make landowners aware of the grant funds.
 - o. **Mr. Dillon made a motion to approve to approve the Fiscal Year 2021 budget. Mr. Haskell seconded the motion. The motion carried unanimously.**
6. **Public Comment(s):** None.
7. **Next Meeting:** The next meeting will be held in July with the date to be determined. Mr. Carney agreed to send a poll to the Board to determine the date of the next meeting.
8. **Adjourn:** The meeting adjourned at 10:10a.m.

Board voting record:

Member	Attendance	Approval of May 7, 2020 Minutes	Approve Fiscal Year 2021 Budget
Blanchette	N	—	—
Bohlen	Y	Y	Y
Colvin	Y	Y	Y
Dillon	Y	Y	Y
Donahue	Y	Y	Y
Dudley	Y	Y	Y
Goldberg	Y	Y	Y
Gorris	N	—	—
Haskell	Y	Y	Y
Henderson	Y	Y	Y
LaBrecque	Y	Y	Y
Palmer	Y	Y	Y
Roncarati	Y	Y	Y