



Minutes from the Board of Directors Meeting August 22, 2025, 4pm
at the offices of Somerset Domestic Waterworks District

1. Call to Order at 4pm. Prayer for Tally Perry's passing.
2. Attendance: Debra Pennington, Rebecca Drennan, Tigran Bailey, Steve LaCroix, Tom Tullio, Ann Cassidy, Brian Garver, John Mlakar, Laura Rifka, Ken Stickler.
3. Approval of Previous Meeting Minutes. The previous minutes were approved unanimously.
4. President's Report. The roles & responsibilities of the board were read and IT WAS RESOLVED UNANIMOUSLY THAT the board reaffirm the SDA definition of roles & responsibilities of the President, Secretary & Treasurer.
It was announced that Tigran Bailey may be leaving the board due to moving from town and that he would let us know soon.
BANKING: After discussion, IT WAS RESOLVED THAT Steve LaCroix and Eileen Kelleher replace Ilaria Morris and Jacqueline Hill as authorized signatories on the bank accounts at United Business Bank ending in #2558. IT WAS FURTHER RESOLVED THAT Steven LaCroix replace Kate Drennan as authorizer for online Bill Pay together with Pennington or Kelleher. It is noted that Pennington felt it was better to have two directors as authorized signatories as Eileen was new. It is also noted that Kate Drennan, treasurer, insisted that Eileen be added and objected to online Bill Pay, yet all moved forward to vote unanimously for the above signatories and there was a 3 to 1 vote on moving forward with online Bill Pay. IT WAS FURTHER RESOLVED THAT Steven and Eileen obtain logins for online Bill Pay and both agreed.
NEW OFFICE MANAGER: Eileen Kelleher was introduced as the selected candidate for office manager. IT WAS RESOLVED UNANIMOUSLY THAT Eileen be hired for 4 hours per week, plus occasional project work and would be an employee with office timing of Wednesdays 9am-1pm.
5. GRANT: 2nd Qtr. Grant reimbursement is being prepared by Stephanie Parker and will be submitted to DOLA this week. After discussion concerning proposals from members on ideas/proposals, IT WAS RESOLVED UNANIMOUSLY THAT anyone submitting ideas should present adequate research, bids, and timelines to the board before consideration.
6. Treasurer Report: Rebecca Drennan presented the board with the current financials of the company and submitted an updated report on the office work during the summer.
7. ORC: Plant & Source Water: Due to non-appearance of the ORC the update was postponed until the next meeting.

8. Meters: A motion was introduced by Rebecca Drennan to allow owners to put in their own meters, including analogue meters. Pennington asked for time to evaluate the smart meters and asked for a decision on ownership of meters and pits prior to determining responsibility for anything after the main shut off at the property line. The decision was delayed until the next meeting.
9. Meeting was adjourned at 5:30pm