



# LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Marie Hale, Chairman, Roger Bickford & Arthur McLean Commissioners

## Commissioners' Meeting Minutes for April 13, 2021

Members Present: Marie Hale, Roger Bickford, Arthur McLean

Staff Present: Bill Alexander Jr, Shellie Reynolds, Cindy Schafer

Audience: None

### **I. EXECUTIVE SESSION**

- A. Entered into Executive Session to conduct employment interview at 4:30pm

### **II. CALL MEETING TO ORDER**

- A. Meeting called to order by Ms. Hale at 5:30pm
- B. Roll Call
- C. Ms. Hale asked if anyone had any questions
  - 1. Mr. McLean asked if we had more applicants to which Ms. Hale replied yes, interviews just had not been set up yet

### **III. AUDIENCE PARTICIPATION**

- A. None

### **IV. WARRANTS**

- A. Warrant# 11021 (Mar 17, 2021)
- B. Warrant# 12021 (Mar 24, 2021)
- C. Warrant# 13021 (Apr 05, 2021)
- D. Warrant# 14021 (Apr 07, 2021)
- E. Warrant# 15021 (Apr 14, 2021) Tabled

### **V. OLD BUSINESS**

- A. Minutes
  - 1. 03/09/2021
    - a) Ms. Hale made a motion to accept minutes, Mr. Bickford 2<sup>nd</sup> followed by 3/0 vote to approve
- B. Hiring Update
  - 1. General Manager
    - a) Five applicants; one is out of state (from Maine, used to work for Bangor Water)
    - b) Mr. Alexander will reach out and set up interviews
  - 2. Finance Assistant
    - a) Ms. Reynolds sent applications to Nick Henry for input
    - b) Position was posted on LinkedIn, Indeed, Town website and Maine Rural Water site

- C. Corrosion Control
  - 1. We are making progress
    - a) Building retaining wall and cleaning up site
  - 2. The Sewer Department has a project that is also taking some of our time
    - a) Marking water lines
- D. Route 125 Project
  - 1. Mr. Alexander received the final plans & specs on April 12<sup>th</sup>
    - a) They have been sent to Mark Lagross (MDOT) for approval
  - 2. We cannot go any further until bids are received by the State of Maine
- E. Legislative Bill for PFO's PFA's
  - 1. Docket #1388 (latest version)
  - 2. The EPA wants to lower the action level to 20 ppt (parts per trillion); currently at 70 ppt
    - a) This is still before the Utilities Committee
  - 3. Bauer Station is currently at 24 ppt
- F. T-Mobil Proposal
  - 1. Mr. Alexander said T-Mobile has agreed to put the new generator where we said was ok previously
  - 2. T-Mobile will pay an additional \$300/month for that additional space
  - 3. Mr. McLean asked why they are using diesel instead of propane
    - a) Mr. Alexander answered that Verizon also uses diesel and it was acceptable
  - 4. Mr. McLean made a motion to approve leasing the additional space for \$300 a month, Mr. Bickford 2<sup>nd</sup> the motion followed by a 3/0 vote in favor
- G. 9 Merrill Avenue Development
  - 1. Development has moved from 8 units (4-2 unit buildings) to 7 units (3-2 unit and 1 single unit)
  - 2. Mr. Alexander received an email from the engineer; the developer now wants to add Fire Protection
    - a) Mr. Alexander will go over the plans to see how the water department will service the development
  - 3. Mr. Alexander will have more at next month's meeting
- H. Unresolved Issues (Tabled)
  - 1. Master Plan
  - 2. Chlorination at Stations
  - 3. Risk & Resilience Assessment & Emergency Response Plan
  - 4. Memorial for Bill Bauer
- I. Any Other Old Business
  - 1. None

## VI. NEW BUSINESS

- A. Superintendent's Report
  - 1. EJP VAS Contract Renewal 2021
    - a) 5.94% average increase
    - b) Annual Sensus (hardware & software) Support cost goes to \$3600
    - c) Ms. Hale made motion to renew, Mr. McLean 2<sup>nd</sup> motion followed by a 3/0 vote in favor
  - 2. School water
    - a) Broken line by snack shack at football field; Alan Ouellette asked for help from water department to fix
    - b) The water operators did fix the problem
- B. Business Manager's Report
  - 1. None

- C. Commissioner Communication/Requests
  - 1. Ms. Hale – None
  - 2. Mr. Bickford – None
  - 3. Mr. McLean – None
- D. Customer Communication
  - 1. Complaint Log
    - a) 04/08 – 6 Congress Street called about high water charges
    - b) 04/09 – 35 Bartholomew Street – sand in water and high bill charges
      - i. Ms. Reynolds spoke to her about rinsing the screens in her faucets; the customer was unaware of this
  - 2. Customer Comments
    - a) None
- E. Any Other New Business
  - 1. Abatement
    - a) Todd Hamilton called about high usage; location was vacant at time
    - b) Tim, a water operator, spoke to the maintenance person who felt the issue was a running toilet; maintenance person was going to replace guts of toilet
    - c) Mr. McLean stated that the issue is that it is not our problem; owner should have had someone checking the property
    - d) Ms. Hale stated that she also has an issue granting an abatement
    - e) Ms. Hale made a motion to deny the abatement, Mr. Bickford 2<sup>nd</sup> the motion, followed by a 3/0 vote in favor to deny the abatement.
- F. Set next meeting date
  - 1. Tuesday, May 11, 2021 at 5:30pm at Lisbon Water Department.

## **VII. ADJOURNMENT**

- A. Ms. Hale made motion to adjourn, Mr. McLean 2<sup>nd</sup>, followed by a 3/0 vote in favor. Adjourned at 6:04pm.