



## LISBON WATER DEPARTMENT

639 Lisbon Road

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Paul A. Adams, General Manager

Stanley Doughty Jr., Chairman, James Gurney, & William A. Bauer, Commissioners

### Commissioners' Meeting Minutes for September 10, 2007

Members Present: Stanley Doughty Jr, William Bauer, and James Gurney

Staff Present: Paul Adams and Larry Plourde

Audience: Dave Hale

Meeting called to order by Mr. Doughty Jr., at 6:35pm.

#### **I. AUDIENCE PARTICIPATION**

A. None

#### **II. WARRANTS**

A. Warrant 35 for August 29, 2007-Approved

B. Warrant 36 for September 5, 2007-Approved

#### **III. OLD BUSINESS**

A. Mid-Town Plaza

1. Mr. Adams stated that they were scheduled to begin work this morning. Mr. Plourde had concerns with a few issues so the work did not begin.
2. Mr. Bauer stated that he would like to have a better understanding of the size of the pipes in the surrounding areas.
  - a. Frost Hill line is an 8" line
  - b. The Plaza pipe is 8" which ties into a 12" main
  - c. Highland Avenue is 6"
    - i. Mr. Plourde drew a diagram on the white board to illustrate layout, which included the business plaza service lines.
3. Mr. Plourde stated that he does not think it is a wise idea to abandon this water line. One of his concerns was for the loss of flow to the hydrant on 196. He stated that the flow for the hydrant will pull from the 6" line on Frost Hill Avenue, which has had 3 breaks in the last 5 years.
  - a. Mr. Adams doesn't think there will be a significant flow issue for the hydrant as it is fed by the 8" and the 12" lines. Mr. Adams stated that with one or two 8" lines the most you will get is the flow of one 8" line. He also stated that the fire pump trucks have so much power that they would suck the system dry anyway, as we are deficient on the supply even with what we have in place, so the loss of the 8" line in the plaza will not make a difference.
4. Mr. Plourde stated that his other concern was the creation of a dead end in the water system, which will create a dirty water scenario for some of the customers in the plaza.
  - a. Mr. Gurney stated that to have blow-offs for flushing there should be one at the end of the 1" service line and one at the other side of the lot on the 4" service line.

- b. Mr. Hale stated that a blow-off on the 4" line would flush the water sufficiently.
5. Mr. Bauer suggested that we put a valve in the line to stop a break, and Mr. Plourde agreed that this would be a better solution.
  - a. Mr. Adams stated that this would not relieve LWD from the liability of ownership.
6. Mr. Bauer recommended doing the flow test for the hydrant to see how much loss there is and make the decision at the next meeting.
7. Mr. Gurney stated that he feels that the owner will not agree to anything other than what was originally stated.
8. Mr. Bauer feels that LWD should consider putting in a blow-off at the end of the 4" service line for the owner as LWD is proposing the change, which creates the dead-end issue.
9. Mr. Plourde asked if LWD should consult the Department of Human Services to a field engineer to see what they would recommend.
10. Mr. Gurney stated that he is not in favor of installing a valve. He said that it has been LWD policy not to have anything on private property and that he wants to abandon that line.
11. Mr. Bauer made a motion to wait on the changes until after the flow tests are done and then discuss the results at the next meeting. Mr. Gurney 2<sup>nd</sup> the motion with a unanimous 3/0 vote.

B. Arsenic Disposal

1. Mr. Adams stated that he had received the invoice from Clean Harbors. He said that if not for the recovery fees the expense would have been under the expected cost. The invoice was for \$7,869.90. They disposed of just under 8,000 gallons. Mr. Adams stated that we should be less than 6,000 gallons for the next six months as there should not be any filter media to remove.
2. Mr. Bauer wanted to know if the results of the investigation for the lost media had been done, and if we would be reimbursed for the lost media.
  - a. Mr. Adams stated that they were not finished with the research, so there were no answers yet.

C. Tabled Items

1. Wellhead Protection-Tabled until meeting on 9/27/07 at 7pm at the Town Office.
2. Dragon Property- Tabled
3. Backflow Device Certification-Tabled until a class is held locally.
4. Executive Session- Waiting on Mr. Simpson from the PUC
5. On Call Duty-Tabled

D. Other Old Business

1. None

**IV. NEW BUSINESS**

A. General Manager's Report

1. Meters
  - a. Mr. Adams stated that we are down to 34 meters and he would like to purchase more meters. The last price was \$68.90 each.
  - b. Mr. Bauer made a motion to purchase 100 meters. Mr. Gurney 2<sup>nd</sup> the motion with a positive unanimous vote of 3/0.
2. Backflow Letter
  - a. Mr. Gurney had been contacted twice by customers about the process. He said that when the property goes to sell and they do not have a backflow device then

the property does not go through. He said that it almost cost a customer a sale. He feels that we should send something to customers to let them know.

- i. Mr. Bauer stated that we could put a message on the next bill that would go out. Mr. Adams mentioned that there were only three lines of text on the bills and that they were already being used to notify the customers that the color of the bills had been switched so that the water bill was now blue and the sewer bill is now green.
- b. Mr. Bauer asked if it was a State Law for the backflow to be installed prior to the sale of a house. Mr. Adams stated that there is not and that we were not making the customer do it before the sale. He presented that letters to the Commissioners and gave a brief summary explaining that the letter is to notify both parties that if the water must be shut-off for repairs that the backflow would be required prior to turn-on.
- c. Mr. Gurney expressed his concern that the one customer was upset that LWD had gone into the home to do a meter change-out and inspected the water service. They accused LWD of false pretenses that we should not have done a water service inspection, which prompted that backflow letter. He suggests that we put something together to notify the customers.
  - i. Mr. Hale suggested putting something in the annual quality report.
- d. Mr. Bauer stated that LWD is not responsible for anything after the shut-off in the street except the meter.
- e. Mr. Doughty Jr. commented that some people don't understand this.
- f. Mr. Adams stated that LWD recently had an issue with this as we had gone to a home to change the meter and when the customer's water valve was turned back on it started to leak. The service person told the customer this and they accused him of breaking the valve. The customer asked if we could shut-off the water at the street so he could fix it. The water operator told the customer that it was 3pm on Friday afternoon and that if they finished after 3:30pm it would cost \$170 unless they waited until Monday morning. The customer chose the option to wait until Monday, and then the customer came in very irate Monday morning, as they had water in their basement from the leak.
- g. Mr. Bauer stated that he did not want to send notices to everyone as it is a \$900 expense. He does think it is a good idea to put the notice in the annual report, on the website, and a notice on the bulletin board in the entryway.
- h. Mr. Doughty Jr. asked when the letters get mailed.
  - i. Mr. Adams said that once the closing company calls for a final reading we tell them that we need access to the house to do an inspection if the meter is not a touch read meter so that we can verify the reading on the meter. Once the numbers are verified LWD will change-out the meter to a touch read meter and do an inspection.
  - ii. Mr. Gurney mentioned that because we are getting the notification from the title company there is not much time to deal with the issue and we are not talking directly to the owner to let them know.
  - iii. Mr. Bauer stated that the realty companies are not doing their job for the owner.
    - a. Mr. Adams did say that Haggerty Realty has done really well with this program and they call us for an inspection once a house goes on the market
  - iv. Mr. Bauer asked what we inspect for.

- a. Mr. Adams stated that we check for leaky plumbing.
  - 1. Mr. Bauer said that we couldn't do that and Mr. Adams stated that we can because it is written in the Terms and Conditions that we can do it to prevent wasting water.
- b. There is no further discussion on the requirements.

B. Other New Business

- 1. None

**V. NEXT MEETING DATES**

- A. Next Meeting date is for Monday, September 24, 2007 at 6:30pm.

**VI. EXECUTIVE SESSION**

- A. None

**VII. ADJOURNMENT**

- A. Mr. Bauer made a motion to adjourn and Mr. Gurney 2<sup>nd</sup> the motion followed by an affirmative 3/0 unanimous vote. The meeting adjourned at 7:35pm.