



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Paul A. Adams, General Manager

William A. Bauer, Chairman, & Commissioners Stanley Doughty Jr. & Kenneth R. Wells

Commissioners' Meeting Minutes for November 08, 2010

Members Present: Ken Wells and Stanley Doughty Jr.

Members Absent: Bill Bauer

Staff Present: Paul Adams

Audience: None

Meeting called to order by Mr. Doughty Jr., at 6:30pm.

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

A. Warrant 43 for October 27, 2010- Approved

B. Warrant 44 for November 03, 2010- Approved

III. OLD BUSINESS

A. Reading and approval of minutes:

1. Minutes from October 25, 2010

a. Mr. Wells made a motion to accept the minutes as written for October 25, 2010. Mr. Doughty Jr. 2nd the motion followed by a positive 2/0 vote.

B. Filter Plant Issues

1. Mr. Adams stated that Mr. Bauer had told him he had seen Jeff Musich, with Wright-Pierce, and they had talked to him about the lack of communication from PurFlow. The result of their conversation was that Mr. Musich will speak with Rob Williamson and get back to us.

2. Mr. Wells stated that he had spoke with Mr. Plourde about the media issue. Mr. Plourde had stated that there was a final step in the back wash process that was not being done. There should be a reverse flow process in the media vessels that has not been happening. Mr. Wells stated that Mr. Plourde said that he believed that this process was necessary to force the media back down and not wash out. Mr. Plourde felt that since the valves that control this have been down that the reverse process has not been done.

a. Mr. Adams stated that he was not sure and that he would have to look into it.

3. Mr. Wells asked if we had called the PurFlow rep to order more media. Mr. Adams stated that he has not as he needs direction from PurFlow to make sure that we will be using the same material and he is not sure how to do this when there are several layers of different types of material. He stressed the urgency to have PurFlow contact us and give us some direction.

4. Mr. Wells reiterated contacting a rep to try to order the media and see if they can help us get the answers we need.
 5. The Commissioners discussed the issue, but took no action.
- C. Upland Rd and Route 9 Projects
1. Mr. Adams stated that they were waiting on the results of the water samples and once they are good they will finish connecting the last two services to the new main. He said that once they finish those services the project will be complete.
 2. The Commissioners discussed the final costs and Mr. Adams stated that they have not received the final bills yet.
 3. He stated that the Town Engineer had sent an e-mail about a shortfall for their project funds and that they had expressed that they would be recovering those costs from the Water Dept. share of the bond monies.
 4. Mr. Wells stated that in his meeting with Mr. Bauer and the Town Manager a few months ago when they discussed the bond money distribution, they had agreed informally that if the Town needed additional funds then they could take it back from the Water Dept.'s share.
 - a. Mr. Adams stated that there would be repercussions with the PUC if the Water Dept. debt was not as was stated to obtain the rate increase. Mr. Adams stated that it would be up to the Commissioners to decide how the money would be handled.
- D. Wellhead Protection Ordinance
1. Mr. Adams said that the Planning Board had a meeting on October 28, 2010 and they discussed the Wellhead Protection Ordinance, but there were still issues that needed to be resolved. They put it on the agenda for the next Planning Board meeting in November.
 2. Mr. Wells asked if the Commissioners or the General Manager would be able to review the ordinance prior to the acceptance, and Mr. Adams said no.
 3. The Commissioners discussed the issue, but took no action.
- E. Ross Valve
1. Mr. Wells asked if they have any of the information for the recorder to monitor the Ross Valve. Mr. Adams stated that he has had no more feedback from Mr. Plourde about it.
 2. Mr. Wells asked if Mr. Adams would ask Mr. Plourde to contact him about it.
- F. Filter Plant Computer
1. Mr. Wells asked how things were going with the computer for the filter plant and Mr. Adams stated that he had given the laptop to Mr. Plourde to manage as he needed.
 2. Mr. Wells stated that he wanted the laptop to be stationery and not be carried around in the trucks from place to place and Mr. Adams agreed with Mr. Wells' opinion.
 3. Mr. Wells asked if the spreadsheets for the trending data were on set up and Mr. Adams stated that the spreadsheets were on the computer and that he had trained the staff on how to use it.
- G. Tabled Items
1. None
- H. Other Old Business
1. None

IV. NEW BUSINESS

- A. General Manager's Report
1. 2011 Preliminary Budget
 - a. Mr. Adams presented a preliminary budget for 2011. He stated that he will continue to edit as necessary and have a final budget by the end of December.
 - b. The Commissioners reviewed and discussed the data, but took no action.

2. MRWA Conference
 - a. Mr. Adams stated that Mike from MRWA asked Mr. Adams to extend the invitation to the Commissioners. He said that they have a designated event that they would like the Board members to attend. He said that there are a limited number of seats and it is first come first serve.
 - b. The Commissioners discussed the issue, but took no action.
- B. Customer Communications
 1. One customer complained of the road conditions on Upland Rd. Mr. Adams stated that hopefully they will have the issue resolved this week.
- C. Other New Business
 1. None
- D. Next Meeting Date
 1. The next Commissioners' Meeting date is for Monday, November 22, 2010 at 6:30pm at the Lisbon Water Dept.

V. EXECUTIVE SESSION

- A. None

VI. ADJOURNMENT

- A. Mr. Wells made a motion to adjourn and Mr. Doughty Jr. 2nd the motion followed by a positive unanimous 2/0 vote. The meeting adjourned at 7:00pm.