



## LISBON WATER DEPARTMENT

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Paul A. Adams, General Manager

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

### Commissioners' Meeting Minutes for July 09, 2007

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

Staff Present: Paul Adams

Audience: Dave Hale

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

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

A. None

#### **II. WARRANTS**

A. Warrant 26 for June 27, 2007-Approved

B. Warrant 27 for July 05, 2007-Approved

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

A. Reading and approval of minutes:

1. Minutes from June 25, 2007

a. Mr. Bauer stated that V., A, should say July 9, 2007 not June 9, 2007 for the next meeting date.

b. Mr. Bauer made a motion to accept the minutes with the amendment and Mr. Gurney 2<sup>nd</sup> the motion with a positive unanimous 3/0 vote.

B. Arsenic Disposal Issue

1. Mr. Adams stated that they have not heard back from anyone regarding disposal.

2. He said they took a sample to a laboratory in Yarmouth to get a test for the TCLP, which will take about two weeks.

3. He stated that he had done some research on the Web on the EPA website and he found that TCLP stands for Toxicity Characteristic Leaching Procedure, which determines how much arsenic will leach out of the iron that it is attached to. This level determines whether the arsenic is toxic, hazardous, or non-hazardous. A TCLP rating higher than 5 is considered hazardous waste. If the rating is less than 5 it is considered non-hazardous waste and doesn't fall under the "cradle to grave" liability.

4. He also found another method called blending, which no-one has discussed or pursued. The State would not allow us to blend the water to do the water samples; we had to test each well separately. In the EPA information, they discuss this method as a way to avoid treatment. It states that if you have more than one water source and one is high in arsenic and one that is not, by blending the water it lowers the arsenic MCL, which may negate the need to treat the water.

a. Mr. Bauer stated that the blending issue had come up when LWD had a heavy concentration of salt but he had not heard of it for arsenic.

- b. He stated that the reason for the filters was to remove the iron and the manganese, which, fortunately, pulled out the arsenic as well. He had spoken with Mr. Douglas about the issue and he is supposed to be researching options for us, but he needs to know the TCLP results.
- C. Radio Interference
  - 1. Mr. Adams stated that he spoke with TCS Communications and they are setting up a meeting with the company that contacted us about the problem, themselves, and the Water Dept. for the week of the 23<sup>rd</sup>.
    - a. He did say that we had only two options either to modify the way we are transmitting on the current system, or to change frequencies.
- D. Maine Electronics Building
  - a. Mr. Adams said that he received a letter from the DEP that stated that the building must stay the way it is.
- E. Dragon Property
  - 1. Mr. Adams stated that LWD is on the Town Council Agenda for July 10<sup>th</sup>.
    - a. Mr. Bauer will attend the meeting to state the position of LWD, which is to ultimately own the Dragon Property to protect the water supply.
    - b. Mr. Doughty Jr. stated that the original idea was to find out if the Town will help us acquire the property before LWD spends \$8,000 to do a formal appraisal.
      - i. He stated that the real concern was the 8-10 acres surrounding and including the pond.
    - c. Mr. Bauer will present this to the Town Council after his golf match. He will call Mr. Doughty Jr. if he is unable to make it.
- F. Tabled Items
  - 1. Backflow Device Certification-Tabled until August.
  - 2. Wellhead Protection
    - a. Mr. Adams stated that he met with Mr. Lea and requested to have everything ready for tonight's meeting, but Mr. Lea was unable to do so with his schedule. He said that he should have something ready to present at the next meeting.
  - 3. Mid-Town Main Issue
    - a. Mr. Adams stated that Mr. Wood accepted the invitation to come to a meeting to discuss the issue. He feels that we should not just abandon the line to him.
    - b. Mr. Adams stated that there is a one line statement for the easement in an agreement that allows for the installation of the pipe. However, there is no restriction prohibiting LWD from abandoning the easement.
    - c. Mr. Wood stated that the only reason for the easement was to feed water to Rt.196 and Mr. Adams stated that the original easement was to get to the fire hydrant on Rt.196. Later, the Water Dept. tapped into the end to further the services and they went to Capital Ave, then to Frost Hill Ave around Route 9 and back to Rt.196. After that they put in all new pipe from the shopping center to Frost Hill on Rt.196, which eliminates the need for the easement and the pipe through the shopping center.
  - 4. Executive Session- Waiting on Mr. Simpson from the PUC
    - a. Mr. Adams stated that we sent the e-mail to Chris Simpson, the gentleman that Ms. Reynolds had training with, but we have not heard back yet.
- G. Other Old Business
  - 1. Budget
    - a. Mr. Adams presented a mid-year budget.

- i. Mr. Bauer inquired about the fees and Mr. Adams explained that they were for the Public Advocate, the PUC, and then one for MRWA that comes in the fall.
  - ii. Mr. Bauer inquired if the parts budget was overspent due to breaks. Mr. Adams stated that the column that shows overspent is the adjusted column, the blue is the actual budget, the green is tentative savings, and the yellow is the overspent items. The blue column is the actual budget and it corresponds with the expected contingency. If we spend the budget according to the blue column then we will have a contingency of \$4,700.
  - iii. Mr. Bauer inquired about line item "Proj". Mr. Adams stated that he did not merge expenses from filtration project in the budget as all the expenses were paid with the bond money.
    - a. Mr. Adams stated that the remaining funds from the bond money were for the 5% retainage for Apex, which should be closed out in a week or two. He had been working with Mr. Douglas to finish this out.
  - iv. Mr. Gurney inquired about the meters budget and Mr. Adams stated that we have spent \$6,800 of \$22,000. He explained that last year they spent close to the \$22,000 for three orders of 100 meters and he budgeted the same amount this year.
  - v. Mr. Gurney asked when the vehicles would be paid off and Mr. Adams stated that the backhoe will be paid off next year and then the Ford truck will be paid off the next year.
    - a. Mr. Gurney asked what size motor the new Ford has and Mr. Adams said he did not know. Mr. Gurney stated that someone at Public Works inquired as to why we had such a large motor in the old GMC truck. Mr. Bauer stated that the truck was the low bid at the time of purchase.
2. MSRS COLA Issue
  - a. Mr. Adams stated that Ms. Reynolds has followed up on everything but they requested that we have a signed letter stating that LWD wanted to utilize the "Future Service Only" option.
  - b. Mr. Gurney stated that he thought the memo only required the name of who is responsible for signing the agreement. Mr. Adams stated that that was true but that was once the agreement was written and proposed to us. The letter they requested is to clarify which COLA option LWD would like to implement either the "Future Service Only", or the "Retroactive All Service" option.
  - c. Mr. Adams noticed that Ms. Reynolds did not include the name of the responsible party in the letter. Mr. Adams inquired if it should be the Chairman or himself. Mr. Doughty Jr. stated that Mr. Adams could sign the agreement since he was readily available.
3. On Call Duty
  - a. Mr. Gurney stated that in the last minutes there was a discussion about on call duty for Mr. Plourde. Mr. Gurney expressed his frustration and mentioned the LWD policy concerning the required on call mandatory 30 minute response time radius and that he was sorry that Mr. Plourde was on duty on his vacation then he should have had Mr. Lawton cover the on call duty. He stated that he felt they could not disregard the 30 minute policy. Mr. Doughty Jr. stated that they were trying to make accommodations for the vacation. Mr. Gurney feels that LWD

compensates the employees fairly for the on call duty so if they have duty then they must abide by the policy.

- b. Mr. Bauer did discuss the issue with Mr. Douglas and he had no resolutions either.
  - i. Mr. Gurney was frustrated as Wright-Pierce had advised LWD that a Class II license was not required for all on call duty personnel as the Class I license personnel could work under the higher license. It is now becoming a frustrating expensive issue.
- c. The Commissioners discussed hiring someone with a Class III license to maintain the filtration plant; perhaps a Thursday thru Tuesday schedule.
  - i. Mr. Adams stated that with the Arsenic issue and hiring another Class III licensed operator would mean that LWD would need to have another rate increase. He believes that it would need to be a double digit increase to sustain the arsenic issue. He also feels that it should be in place for the first of the year, which means LWD should start the process immediately.
- d. The Commissioners discussed the arsenic disposal and implementing an addition to the facility to change the arsenic from a liquid to a solid, which makes it easier to dispose of.
  - i. Mr. Adams asked Mr. Bauer if he discussed this process with Mr. Douglas to find out if the addition would change our facility from a Class II facility to a Class III facility. If it changes to a Class III facility, then Mr. Lawton would not be able to do on call duty.
- e. The Commissioners discussed the new law for the license requirements for on call duty employees.
  - i. Mr. Doughty Jr. suggested having Mr. Brunelle start on call duty with a back-up contact with the Class II or higher license, but eliminate the compensation for the second person.
  - ii. Mr. Gurney inquired if Mr. Brunelle is ready for on call duty. He said that in a past meeting the Mr. Adams and Mr. Plourde did not feel he was ready. Mr. Doughty Jr. stated that Mr. Plourde had stated in the past that he was not comfortable with the idea of losing his license if there was ever an issue with the on call person.
  - iii. Mr. Bauer feels that the idea of utilizing other communities' operators and rotating the on call for all the water departments involved may be worth looking into.
    - a. Mr. Gurney stated that this sounds like a good idea but that everyone else is in the same position we are in. Mr. Adams stated that it will end up taxing everyone.
- f. Mr. Gurney asked when Mr. Brunelle will be ready. He thought he was supposed to take his Class I test again next month. Mr. Adams stated that Mr. Brunelle had already taken the test but they were waiting for the results to be returned; it takes 6-8 weeks to receive them.
  - i. Mr. Adams stated that it would be quite awhile before Mr. Brunelle gets his Class II licenses as he must have at least 2 years experience as a Class I operator.
- g. The Commissioners decided to wait until the next meeting when they should have the arsenic results.
- h. Mr. Doughty Jr. asked how much it had cost the Water Dept. to process the last rate increase.

- i. Mr. Adams stated that, because the last rate increase was challenged, there were exorbitant legal fees involved. He said with a normal rate increase that is not challenged, the cost is around \$3,000. He said that he feels the PUC would still give us the rate increase due to the arsenic issue.
      - a. Mr. Gurney stated that he did not think the town's people would challenge it either because of the arsenic issue.
  - i. Mr. Bauer and Mr. Gurney asked Mr. Adams to consult with Maine Rural Water and possibly the Public Utilities Commission to find out how other water companies are handling the arsenic issue and the on call duty license requirements. Mr. Bauer feels that if MRWA is involved that there may be able to put some pressure on legislation to get more people licensed to be able to handle the on call duty.
    - i. Mr. Gurney inquired about the Class I chemical capabilities. Mr. Doughty Jr. and Mr. Adams stated that they can handle chlorine, pH, and various other items.
    - ii. Mr. Gurney asked what the difference is between Class I and Class II. Mr. Adams stated that there is a formula that the State uses to figure out the Class of each water dept. It is based on the processes used, chemicals needed, customer count and various other items.
    - iii. Mr. Bauer mentioned that with all the alarms and computer checks that we have that maybe utilizing the computer monitoring would work for weekend duty.
      - a. Mr. Doughty Jr. stated that that would not be a good idea as something could be happening that would not show on the SCADA and in some cases time is of the essence. Mr. Adams concurred with Mr. Doughty Jr. as you can tell a lot by seeing and hearing the operations and be able to tell whether there could be a potential problem.
    - iv. Mr. Gurney suggested advertising for a Class II part-time water operator's position to cover just on call duty for the weekends.
      - a. Mr. Doughty Jr. suggested that we incorporate the person into the on call rotation which would change the rotation to every three weeks.
      - b. Mr. Doughty Jr. recommended, as a temporary resolution, putting Mr. Brunelle into the rotation with either Mr. Plourde or Mr. Lawton as back-up with compensation. This option would give Mr. Brunelle the experience to get him to where he needs to be and it would give relieve some of the stress for Mr. Plourde and Mr. Lawton.
    - v. Mr. Bauer recommends waiting until Mr. Adams consults with MRWA.

**IV. NEW BUSINESS**

- A. General Manager's Report
  - 1. None
- B. Other New Business
  - 1. Mr. Adams salary increase.
    - a. The Commissioners will discuss the issue with Mr. Adams off the record.

**V. NEXT MEETING DATES**

- A. Next Meeting date is for Monday, July 23, 2007 at 6:30pm.

**VI. EXECUTIVE SESSION**

A. None

**VII. ADJOURNMENT**

A. Mr. Gurney made a motion to adjourn and Mr. Bauer 2<sup>nd</sup> the motion followed by an affirmative 3/0 unanimous vote. The meeting adjourned at 8:40pm.