



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020 fax (207) 353-3004

Paul A. Adams, General Manager

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

Commissioners' Meeting Minutes for April 27, 2009

Members Present: Stanley Doughty Jr., Bill Bauer, and James Gurney

Staff Present: Paul Adams and Shellie Reynolds

Audience: None

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

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

- A. Warrant 14 for April 8, 2009- Approved
- B. Warrant 15 for April 15, 2009- Approved
- C. Warrant 16 for April 22, 2009- Approved

III. OLD BUSINESS

A. Reading and Approval of Minutes:

1. Minutes from April 6, 2009

- a. Mr. Bauer made a motion to accept the minutes as written. Mr. Gurney 2nd the motion followed by a positive unanimous 3/0 vote.

B. Proposed Cost Cutting Ideas

1. On-Call Duty

- a. Mr. Adams stated that he made the changes under Compensation for On-Call Duty in the LWD Policy Handbook.

- b. Mr. Gurney made a motion to accept the changes for the On-Call Duty. Mr. Bauer 2nd the motion followed by a positive unanimous 3/0 vote.

2. Temporary Closure Elimination

- a. Mr. Gurney stated that he had proposed to eliminate snow day compensation and add a personal day to be used instead if the employee chose not to come to work.

- i. The Commissioners discussed the issue and took no action to change the snow day compensation policy.

3. Shellie Reynolds' Work Week Hourly Reduction Request

- a. Mrs. Reynolds submitted a letter requesting to reduce her normal work week hours from 40 to 32 for a temporary duration.

- i. Mr. Adams stated that he had 2 concerns. The first is to have complete office coverage and the second is to ensure that Mrs. Sheehan does not exceed her scheduled hours.

- i. Mr. Adams stated that the percentage could not be changed except through a rate case with the PUC.
- ii. Mr. Bauer stated that the Town has requested another workshop and he wants a list of the proposed cost savings that the Town is going to save the Water Dept. before that meeting will be set along with any other agenda items that may be discussed.
- c. The Commissioners discussed the issue and took no action and tabled it until they have more information.

G. Tabled Items

1. Wellhead Protection-Tabled-No action has been taken.
2. Dragon Property- Tabled
3. Workshop with the Town
4. Upland Road Project

H. Other Old Business

1. Heater for Bauer Station
 - a. Mr. Adams got an estimate from J & M Gas to repair the heater at Bauer Station of \$500. They proceeded with the repair from J & M Gas.

IV. NEW BUSINESS

A. General Manager's Report

1. None

B. Other New Business

1. None

C. Next Meeting Date

1. Next Commissioners' Meeting date is for Monday, May 11, 2009 at 6:30pm.

V. EXECUTIVE SESSION

- A. Mr. Gurney made a motion to enter Executive Session, at 8:05pm, citing M RSA § 405 (6) (F) Discussion of Confidential Records. Mr. Bauer 2nd the motion followed by a positive unanimous 3/0 vote.

1. Mr. Bauer made a motion to leave executive session at 8:25pm. Mr. Gurney 2nd the motion followed by a unanimous 3/0 vote. No action was taken.

VI. ADJOURNMENT

- A. Mr. Bauer made a motion to adjourn and Mr. Gurney. 2nd the motion followed by an affirmative unanimous 3/0 vote. The meeting adjourned at 8:26pm.