



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 September 24, 2007

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

Staff Present: Paul Adams

Audience: Dave Hale

Meeting called to order by Mr. Doughty Jr., at 6:38pm.

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

A. Warrant 37 for September 12, 2007-Approved

B. Warrant 38 for September 19, 2007-Approved

C. Mr. Gurney stated that he would not be available to sign the warrants. Mr. Doughty Jr. said that he would make sure to come on Thursday to sign the warrant.

III. OLD BUSINESS

A. Reading and approval of minutes:

1. Minutes from August 27, 2007 and September 10, 2007

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

2. Mid-Town Plaza

a. Mr. Adams stated that they performed the hydrant flush test on the hydrant on the corner of Highland Avenue and Route 196 and the hydrant on Capital Avenue. Also they read the pressure on the 196 hydrant.

i. The results showed when the water was flowing, the pressure at the 196 hydrant with the Mid-Town Plaza valve open was between 43 and 44psi and the gallons were at 1,110 gallons per minute.

a. When the valve at the Mid-Town Plaza was closed the pressure dropped to only 42psi and the gallons dropped to 1,090 per minute, which only showed a 2psi difference with and without the valve.

b. The results of the test for the Capital Avenue hydrant showed virtually no difference.

b. Mr. Bauer asked what LWD was going to do whether we were putting in a valve or capping it off. Mr. Adams stated that we were capping off the pipe.

i. Mr. Bauer asked how we would deal with dirty water complaints from the plaza. He asked if we were going to dig up the cap or if we should put in a blow-off valve at the end.

- a. Mr. Doughty Jr. stated that they could get a cap with a 2" iron pipe and adaptor and put a 2" curb with a blow-off.
 - b. Mr. Hale stated that there wouldn't be a concern for dead water issues in the sprinkler lines. Everyone agreed that the only issue is for the restaurant. Mr. Hale said that there is a 1" line that used to service the Laundromat and that they may be able to use it for a blow-off through the wall of the restaurant. He doesn't feel that there will be a problem as there hasn't been a problem so far.
- ii. Mr. Bauer stated that he hates to waste water using a blow-off and if the line isn't broken then leave it the way it is for now.
 - a. Mr. Gurney asked what do you do when it breaks; it would still be a LWD liability and that was what we were trying to avoid.
 - b. Mr. Bauer said that there have only been two breaks there; which Mr. Gurney agreed with, but he said that given the way things have been going, he implied that there would be another break.
 - c. Mr. Doughty Jr. stated that we have already approached Mr. Woods to end the easement and he was agreeable.
 1. Mr. Bauer agreed with Mr. Doughty Jr., but asked if Mr. Wood was told that there might be dirty water issues.
- iii. Mr. Adams stated that he had a concern that LWD made the customer at the end of Crossman run a pipe out to his house. He said that he has not complained about dead water. Mr. Bauer stated that this was different as this main is an existing main.
- iv. Mr. Bauer reiterated that he would hate to have to dig up the line and reconnect it once it is capped if there should become significant water issues.
 - a. Mr. Doughty Jr., Mr. Gurney, and Mr. Hale all agree that the restaurant should use enough water to prevent any dirty water issues.
 - b. Mr. Bauer stated his concern if the restaurant was not there and that they do not know what will replace the drug store. He still feels we should leave it alone.
- v. Mr. Gurney would like to see the line capped off and not have to worry about it again. Mr. Doughty Jr. agreed as it is 8ft- 10ft deep in that area. Mr. Adams agreed with Mr. Doughty Jr. as they had built up the parking lot to meet 196. Mr. Gurney states that the pipe work in that area is a mess and the other Commissioners agreed that it was not done in the best design. Mr. Bauer stated that the best route was probably paved and that they did not want to dig it up only to go back and repave it.
- c. There was discussion about what may happen if there was more than one building on fire and they decided that it was a small probability. They also discussed whether there was any idea as to what will come into Rite-Aid's old building.
- d. Mr. Doughty Jr. stated that he wanted to cap the pipe. Mr. Bauer said that it would be a two to one vote in favor of capping so just cap it. Mr. Doughty Jr. asked if they had to have a motion and a vote, but Mr. Gurney stated that they had already voted to do the work if the hydrant flow test was not an issue.
 - i. Mr. Bauer asked if we should check with Mr. Wood again if we dig up the new pavement. Mr. Adams stated that they did not repave that they only resealed the existing pavement. Mr. Gurney stated that they had

discussed this with him when he came to the meeting and he said that he would only do half the parking lot until after we were finished, but now almost the whole parking was done.

- ii. Mr. Adams said that he had mailed Mr. Wood a letter explaining that we were delaying the dig as we were going to do a hydrant flow test first. He said that he has not had a response from Mr. Wood so he would assume everything is still ok to continue.
- iii. Mr. Gurney stated that he was surprised that LWD did not originally make them put in a blow-off, but then knowing that there would be a laundry in the plaza it would not appear to be necessary.
- iv. Mr. Bauer asked where the Dairymaid was fed. Mr. Adams stated that it was switched from out back to being fed from Route 196 when they put in the 12" main so it is not an issue.
- e. Mr. Bauer would like the official record to show a 2 to 1 vote. Mr. Doughty Jr. stated that Mr. Doughty Jr. and Mr. Gurney in favor and Mr. Bauer opposed.

3. Dragon Property

- a. Mr. Adams presented a letter from Dragon in response to the Town's request for the Right of First Refusal. He stated that it was not very positive.
- b. Mr. Bauer would like to make a motion to send a copy of the letter to the Town Council and have the item put on the agenda. Mr. Gurney stated that this shouldn't be discussed in a public meeting. He suggested sending a letter requesting an Executive Session at the Council meeting. Mr. Bauer agrees with this if the Town wants to discuss it, but he still wanted to start by sending the letter to the Council. Mr. Doughty Jr. agreed with Mr. Bauer to at least send the letter. Mr. Gurney asked if Dragon was grandfathered. Mr. Adams stated that if they were an active gravel pit they would be grandfathered, but since they are not active they are not.
- c. Mr. Bauer suggested working with the Town Code Enforcement to make such stringent building codes that Dragon would become willing to work with us.
- d. Mr. Doughty Jr. suggested a workshop to discuss the issue with the other Commissioners in agreement.
- e. Mr. Hale stated that the aquifer seems to be running out as you get to the Dragon Pit area, and he recommended consulting a hydrologist to get an opinion on the danger to the Moody well before LWD or the Town put a lot of money on the line.
 - i. The Commissioners said that the main concern is the open water area of the pit.
 - ii. Mr. Adams suggested, as a good will gesture, that LWD pay for the appraisal. Then take the appraisal to Dragon and explain to them that we don't really want to spend any money on the property, but we did pay for the appraisal, and ask them to donate just the 200 day zone (about 9 acres). He said that they can develop the rest of the 40± acres as long as it complies with the proposed wellhead protection zoning.
 - a. Mr. Gurney stated that the Town should be agreeable to this approach.
 - b. Mr. Bauer asked Mr. Adams to get bids from appraisers. Mr. Gurney stated that they may not have to get bids if the cost is expected to be under a certain amount. Mr. Adams will check at

the next Town Dept. Head Meeting. Mr. Bauer requested that Mr. Adams get quotes anyway so that we have some idea of cost.

- c. Mr. Bauer made a motion to send the letter to the Town Councilors and we request a meeting with them to discuss the issue at either the last meeting of October, or the first meeting in November, or at a workshop. Mr. Gurney 2nd the motion with a positive unanimous 3/0 vote.

4. Meters

- a. Mr. Adams stated that the cost this time is \$68.90. He also said that E.J. Prescott said that if we wanted 400 meters they would lock in the \$68.90 price for 400 meters. They said we do not have to order them all at once, that we can order them when we need them and they will be \$68.90 each. Mr. Adams said that he locked in the price for 400 meter at \$68.90.
- b. Mr. Gurney asked if we had around 500 left to change and Mr. Adams said we are at around 400.

5. Tabled Items

- a. Wellhead Protection-Tabled until meeting on 9/27/07 at 7pm at the Town Office.
 - i. Mr. Adams stated that he went to AVCOG and got a current overlay map. He said it came out good and that he took it to Jerry Samson, the Code Enforcement Officer. Mr. Lea will bring another map to us at a later date.
- b. Dragon Property- Tabled
- c. Backflow Device Certification-Tabled until a class is held locally.
- d. Executive Session- Waiting on Mr. Simpson from the PUC
- e. On Call Duty-Tabled
 - i. Mr. Adams stated that he heard from the auditor and that he will have the final numbers by Friday, so he will be able to start the research for a rate increase and for salary for another full-time person.

B. Other Old Business

1. Valve Exercising Tool

- a. Mr. Gurney asked why we have not started to use this tool.
 - i. Mr. Adams said that we have used it once, but they need to make sure that they have a substantial amount of time in case the valve breaks, as they would have to dig it up to repair it.
 - ii. Mr. Gurney asked why we bought the tool if we know our equipment is no good and how much it cost us. Mr. Adams said that we have not paid anything for it yet, as they have not sent us a bill.

IV. NEW BUSINESS

A. General Manager's Report

1. Oak Street Project Issue

- a. Mr. Adams stated that there was a customer on Oak Street that was on our disconnect notice list and the house was vacant. The staff tried to shut-off the water, but the curb-box wouldn't work. They decided to call for a DigSafe and dig it up to fix it and if our side of the line was iron and it was leaking they would have to replace it as well. Before the digging in the street began, Public Works Director, Mr. Bean, noticed the DigSafe markings in the newly paved road and got very upset. Mr. Adams said that Mr. Beal should have realized that we would have had to call for a DigSafe to protect ourselves. Instead he saw the DigSafe and automatically assumed we were going to dig up the street. He stopped and

spoke to Mr. Lawton the water operator on site and Mr. Lawton told him that if the pipe was leaking we would have to dig up the street. Mr. Beal left the site to find Mr. Adams, but he was not at the LWD office. The staff dug up the box and found that the line was iron and it was leaking, so they had to dig up the newly paved street as well. Mr. Beal then went directly to the Town Manager who then sent Mr. Adams an accusatory e-mail. Mr. Adams responded to the Town Manager's e-mail by requesting a meeting with The Town Manager, Mr. Beal and himself. The result from the discussion was that the Town Manager felt the Water Dept. was acting responsibly and then the Public Works Dept. required LWD to take out a Road Opening Permit for each incident at \$20 or an annual permit for \$200. The Road Opening Permits were never enforced with LWD before, but Mr. Adams agreed to the Annual Permit

- b. Mr. Gurney stated that there was an article in the local paper that made it sound like LWD knew we were going to dig up the street, and that we didn't notify anyone.
 - i. Mr. Doughty Jr. asked how the issue made it into the paper and Mr. Adams stated that it was brought up later in the Town Meeting.
 - ii. Mr. Adams also mentioned that the author's statement that LWD had dug up new streets on several occasions was not true. He said since he has been here that this has been the first one.
 - iii. Mr. Bauer stated that Public Works used to give LWD a list of the streets that were going to be paved, and then LWD would have a chance to check the equipment on that street.
 - a. Mr. Gurney stated that part of the problem of late is the increased cost of pavement. Public Works would create the list and then when they get the cost of the pavement they alter the list in order of necessity.
 - b. Mr. Adams stated that current LWD practice is not to go to every street on the list to check all the curb stops as they do not usually affect the street. We do adjust valve boxes in the street and check them in case they need to be repaired.
- c. Mr. Bauer asked if we should send a letter to the Council to explain the Water Dept.'s side of the story. Mr. Doughty Jr. agreed that we should send a letter to the Council to clarify what actually happened and explain LWD practice.
 - i. Mr. Bauer stated that this is to his knowledge the first time we have had to dig up brand new pavement.
 - ii. Mr. Doughty Jr. asked if Public Works made the paper when they ground up the pavement on 196 and ruined several LWD valve boxes.
 - iii. Mr. Adams stated that LWD did an excellent job to prepare Pinewoods Road. Because the Town had to grind up the road LWD had to dig up all the valve boxes and sink them. Once the grinding was done the LWD staff had to go back and raise all the boxes for paving.
 - a. Unfortunately, during the paving process, one of the compactors must have caused too much stress on the main as there was a main break on Wednesday afternoon on the corner of Winter Street and Pinewoods Road. We had to dig up the basecoat to fix the break.
 - iv. The Commissioners agreed that we do not have enough money to repair or replace all the bad mains, curb boxes, or valves before they are a problem.

v. Mr. Hale said that he would submit a letter to the editor about the unfair report from one of their writers.

2. Retention of Tapes of Commissioners' Meeting Minutes

a. Mr. Adams stated that going forward he will be keeping the tapes of each meeting for 5 years. He had been informed by the Town Clerk that is a requirement by law. He said that it is a Class E crime if it is ignored.

B. Other New Business

1. None

V. NEXT MEETING DATES

A. Next Meeting date is for Tuesday, October 9, 2007 at 6:30pm.

VI. EXECUTIVE SESSION

A. None

VII. ADJOURNMENT

A. Mr. Bauer made a motion to adjourn and Mr. Gurney 2nd the motion followed by an affirmative 3/0 unanimous vote. The meeting adjourned at 7:32pm.