



## LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Paul A. Adams, General Manager

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

### Commissioners' Meeting Minutes for September 28, 2009

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

Staff Present: Paul Adams

Audience: Roger Cote

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

#### **I. WARRANTS**

A. Warrant 37 for September 16, 2009- Approved

B. Warrant 38 for September 23, 2009- Approved

#### **II. AUDIENCE PARTICIPATION**

A. None

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

A. Customer Issues

##### 1. 1-308 Forbes Road Customer Final Reading Process Complaint

- a. Mr. Adams stated that customer of 1-308 was closing on a house and wanted to have the water remain on after the final reading was taken. Mr. Adams stated that he explained the process of shutting off the water once the final reading was taken and she did not want the water shut-off. He told her that we could wait to do the final reading on the morning of the closing if the closing company agreed. She asked Mr. Adams to address shutting of the water with the Commissioners.
- b. The Commissioners discussed the issue, agreed with the process in place, and took no further action.

##### 2. 2-645 16 Ridge Road Customer Full Minimum Charge Complaint

- a. Mr. Adams stated that the owner of the property at 16 Ridge Road had passed away in June of this year. The daughter of former owner called and requested that the water be shut-off, which LWD did on 06/16/09. She called on 09/22/09 about receiving a water bill for the full minimum charge when the water was only on a few days in the whole quarter. She wanted to know if LWD would pro-rate the bill. The office staff forwarded the call the Mr. Adams and he explained the reasoning behind the full charge, but she was still not satisfied. She called her son, Mark Stevens, who came to the LWD office and demanded to speak to Mr. Adams about the charges. Mr. Adams had already left for the day, but Mr. Stevens requested that we call Mr. Adams. We called Mr. Adams and they spoke about the issue ending with the Mr. Adams agreeing to present the issue to the Water Commissioners.

- b. The Commissioners discussed the issue, agreed with the process in place, and took no further action.
- B. Reading and Approval of Minutes:
  - 1. Minutes from September 14, 2009
    - a. Mr. Gurney made a motion to accept the minutes as written. Mr. Bauer 2<sup>nd</sup> the motion followed by a positive unanimous 2/0 vote. Mr. Doughty Jr. was called away during this issue and vote.
- C. The Commissioners took a brief recess to wait for Mr. Doughty Jr. to return to the meeting.
- D. Town Council Workshops
  - 1. Committee of Water Commissioners and Town Council Members
    - a. Mr. Doughty Jr. stated that at the last workshop with the Town Council they all agreed to form a committee of two Commissioners, two Councilors and one employee from the Town and one from the Water Dept.
      - i. Mr. Doughty Jr. stated that he had several e-mails with Councilor Bowie. The members of the Committee from the Town will be Norma Wells and Mike Bowie for Council members, Cathy Ricker for the Town employee. The members for the Water Dept. will be Bill Bauer and Stanley Doughty Jr. for Water Commissioners and Shellie Reynolds for the Water Dept. employee.
      - ii. Mr. Doughty Jr. submitted dates of 10/5, 10/13, and 10/19 for the Council to choose from for a first meeting date.
  - 2. Workshop with the Town Council on 09/29/09 for the Route 9 and Upland Projects
    - a. Mr. Doughty Jr. stated that the Water Commissioners met with members of the Town Council for a workshop to discuss the main extensions on Route 9 and Upland road.
    - b. The Commissioners discussed the projected cost and finances and are awaiting the actual costs from either the Town Engineer or the contractor doing the work.
    - c. The Commissioners are very frustrated that the Town is requesting the Water Dept. Commissioners approval but there are no definite figures to base the approval on.
      - i. The initial request was for a \$700,000 bond for Route 9 only, which was approved and submitted. The Town is now requesting the approval to include the Upland Road portion which will put the cost of the projects around \$1,720,000. It appears the Town is utilizing 2004 Water Commission and Town Selectman approval for the Upland project bond for \$1.2 million. Mr. Adams stated that he has contacted the attorney to verify that this is possible and he is still waiting for a response.
    - d. The Commissioners asked Mr. Adams to set up an informational session with Tim Sawtell with Dirigo Engineering and invite all interested parties.
- E. Tabled Items
  - 1. Wellhead Protection-Tabled-No action has been taken.
  - 2. Dragon Property- Tabled
- F. Other Old Business
  - 1. None

#### IV. NEW BUSINESS

- A. General Manager's Report
  - 1. Position Compensation
    - a. Mr. Adams stated that Mr. Plourde notified him that he will be out at least another 3 weeks.

- i. Mr. Adams stated that Mr. Lawton approached Mr. Adams about additional compensation for fulfilling the Supervisor's responsibilities. He stated that there was an option for this in the Personnel Policy.
  - a. Mr. Adams stated that Mr. Lawton has stepped up and filled in since Mr. Plourde has been out and that he recommends the additional \$1/hr increase compensation for Mr. Lawton.
  - b. The Commissioners agreed with Mr. Lawton's additional compensation and to pay retroactively to the date that Mr. Plourde was absent.

2. Budget Review

- a. Mr. Adams presented a copy of the 2009 budget to date.
- b. The Commissioners reviewed and discussed the items.
  - i. Mr. Gurney asked why the Water Dept. can't dispose of the sludge into the sewer system as it was designed. Mr. Adams stated that the arsenic level in the sludge may put the Town's level at the treatment plant over the allowable limit. Mr. Gurney asked if the Town took other sewer waste from other sources and if they tested that sludge prior to dumping. Mr. Adams confirmed that they do take other sludge and that they do not test it prior to dumping. Mr. Gurney wanted why the Water Dept. is being handled differently. Mr. Cote suggested readdressing this issue at a future Town Council meeting.
  - ii. Mr. Bauer asked if the others agree that the Water Dept. may be looking at a 25%-30% increase in the water rates and they all felt that was a fair assumption at this point.

B. Other New Business

1. Hydrant at Transfer Station

- a. Mr. Doughty Jr. stated that it is considered a private hydrant and they pay separate charges for that hydrant. The Town wants to either make it part of the public fire protection or eliminate it as the fire chief stated it is not a necessary hydrant.
- b. Mr. Adams stated that he had told them that they could eliminate it. The Commissioners agreed with Mr. Adams.

C. Next Meeting Date

1. The next Commissioners' Meeting date is for Tuesday, October 13, 2009 at 6:30pm.

**V. EXECUTIVE SESSION**

- A. Mr. Gurney made a motion to enter Executive Session, at 8:00pm, citing MRSA § 405 (6) (E) Consultation of Attorney for Discussion of Confidential Records. Mr. Bauer 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.

1. Mr. Doughty Jr. made a motion to leave executive session at 8:05pm. Mr. Bauer 2<sup>nd</sup> 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 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting adjourned at 8:06pm.