



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 August 4, 2008

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

Staff Present: Paul Adams

Audience Late Arrival: Dave Hale

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

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

A. Warrant 30 for July 23, 2008-Approved

B. Warrant 31 for July 30, 2008-Approved

C. The Commissioners discussed the signing of the next two warrants. It was decided that Mr. Bauer will sign the completed Warrant #32 and a blank Warrant #33, as Mr. Bauer will not be available the week of Warrant #33.

III. OLD BUSINESS

A. Reading and Approval of Minutes:

1. Minutes from July 22, 2008

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. Wellhead Protection Letter

1. Mr. Adams presented a letter to be sent to the Town Council regarding the Wellhead Protection Ordinance.

2. The Commissioners reviewed and discussed the letter. The Commissioners discussed the issues that the Economic Developer had presented. They determined that the proposed ordinance is structured after the current ordinance and they don't feel it is their job to restructure the Town's Ordinance. They agreed to send the letter to the Town Council with the discussed edits.

C. Change Pay Increases and Insurance Increases to Calendar Year

1. Mr. Adams presented a pay increase option to change the pay increases to a Calendar year. He showed that the scheduled raise on July 2009 would be 50% and a normal raise implemented on January 2010..

2. The Commissioners discussed the issue and tabled the issue to a later date when Ms. Reynolds can explain the benefit of changing to a Calendar year.

D. Garage Bids

1. Mr. Adams presented two bids from two contractors.

a. FCI- proposal is good for 15 days at \$28,693.00, which was about a 10% increase over his previous quote with 2x6 construction.

- b. S.D. Herrin-proposal is good for 15 days at \$24,900, which was about a 2% increase over his previous proposal with 2x4 construction.
 - 2. Mr. Adams spoke with Mr. Strout and he does not want to act as supervision.
 - 3. Mr. Gurney made a motion to accept FCI's bid of \$28,693.00. Mr. Bauer 2nd the motion. The Commissions discussed the issue. Neither bid includes the groundwork necessary. Mr. Bauer stated that he would like to see the job go out to bid for more quotes. The motion was put to a vote for a result of a unanimous negative 3/0 vote.
 - 4. The Commissioners request that Mr. Adams put the garage out to bid.
- E. Tabled Items
 - 1. Wellhead Protection-Tabled
 - a. The issue is tabled until further notice from the Town. A letter will be mailed.
 - 2. Dragon Property- Tabled- Mr. Adams is still waiting for an e-mail from Councilor Norma Wells on the Town's decision.
 - 3. On Call Duty-Tabled
 - 4. SOP Manuals- Tabled
 - 5. Rate Increase-Tabled- waiting for Mr. Levy to evaluate 2007 information.
 - 6. New LWD Garage-Tabled until LWD receives more bids.
- F. Other Old Business
 - 1. Incident Report Form
 - a. Mr. Gurney inquired from Mr. Adams if there is now an incident report form to report issues in the field and Mr. Adams confirmed that we do have one.
 - 2. Thomas Point Beach Picnic
 - a. Mr. Gurney asked who was attending and if we were able to secure the less expensive tickets. Mr. Adams said that the office staff and Mr. Plourde are attending and that we did secure the early ticket price discount.
 - b. The Commissioners reviewed and discussed the information.
 - 3. Planning Board Meeting Concerning Maine Electronics
 - a. Mr. Hale stated that he attended the last Town Planning Board meeting concerning the Maine Electronics temporary barrier. Mr. Hale explained the method that they would be utilizing and said that this method was widely recognized, used, and it has the approval of the Department of Environmental Protection.
 - b. There may be a discrepancy in the figures they used for the Moody flow pulling out of the aquifer. Mr. Hale will call the appropriate parties regarding the information.
 - c. The Commissioners thanked Mr. Hale for assistance with this.

IV. NEW BUSINESS

- A. General Manager's Report
 - 1. Poland Spring's Bottled Water Company
 - a. Mr. Adams asked the Commissioners if they would consider business with Poland Springs if they approach us.
 - b. The Commissioners discussed the issue, but no decision was made.
 - 2. Knight-Celotex
 - a. Mr. Gurney asked what the impact will be when Knight-Celotex closes down. Mr. Adams said that they represent about 4% of our revenue. The Commissioners discussed the issue.
 - 3. Realtor Disclosures Concerning Lisbon Water
 - a. Mr. Gurney asked about a disclosure that a realtor had that concerned Radon in the water. Mr. Hale stated that his realtor quoted "To See the Town Report". The Commissioners discussed the issue.

B. Other New Business

1. David Judd Request

- a. The Commissioners want it noted that David Judd submitted a request, but was not present to address it.
- b. The Commissioners discussed the issue. Mr. Bauer stated that the Commissioners agree with Mr. Adams' decision about his request for a water main on Hasey Street. They agreed that the issue is resolved unless Mr. Judd comes to a meeting to present other information to change the decision.

2. Water Operator Licensing Policy

- a. Mr. Gurney requested that Water Operator Licensing Policy be added to the next meeting's agenda.

C. Next Meeting Date

1. Next Commissioners' Meeting date is for Monday, August 25, 2008 at 6:30pm.

V. EXECUTIVE SESSION

- A. None

VI. ADJOURNMENT

- A. Mr. Gurney made a motion to adjourn and Mr. Bauer 2nd the motion followed by an affirmative unanimous 3/0 vote. The meeting adjourned at 7:40pm.