



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 October 9, 2007

Members Present: Stanley Doughty Jr and William Bauer

Members Absent: James Gurney

Staff Present: Paul Adams

Audience: Dave Hale and a Representative for Uni-Sim, Leslie Abaire

Meeting called to order by Mr. Doughty Jr., at 6:28pm.

I. AUDIENCE PARTICIPATION

A. Billing Issue-Reduction of Charges

1. Ms. Abaire requested, on behalf of Peter McNaughton, a reduction on charges on their last water bill of \$101.53. She presented previous water bills from their prior location to establish normal usage with a minimum usage charge of \$33.04. She stated that they were unaware that the new building they purchased had a larger meter, which has a significantly higher minimum usage charge of \$101.53. She said that they have made arrangements to have the meter reduced to a 5/8" meter. Mr. Doughty Jr. asked if LWD does a survey for water consumption for new owners and Mr. Adams stated that we do not have that practice. He said it would be the owner's responsibility to do that.
2. Mr. Bauer made a motion to reduce the charges for the current bill and next bill to an average of the previous location charges, have the meter changed out, and track the future usage for significant increases. Mr. Doughty Jr. 2nd the motion with a positive unanimous 2/0 vote.

II. WARRANTS

- A. Warrant 39 for September 26, 2007-Approved
- B. Warrant 40 for October 3, 2007-Approved

III. OLD BUSINESS

A. Reading and approval of minutes:

1. Minutes from September 24, 2007
 - a. Mr. Adams made a correction for valve exerciser. He said that he had misspoke at the last meeting in that the tool had not broken all the valves. He conferred with Mr. Plourde and he said that they had used the tool on the newer valves and it worked fine, but when they used it on an old valve on Main street it broke the valve.
 - b. Mr. Bauer made a motion to accept the minutes for 9/24/07 with the amendment. Mr. Doughty Jr. 2nd the motion followed by a positive unanimous 2/0 vote.

2. Dragon Property
 - a. Mr. Adams presented additional appraisal bids. He said that these bids were not as detailed as Gosline & Company, who submitted the original appraisal bid on the Dragon Property.
 - b. Mr. Bauer recommended waiting to discuss the issue with the Town Council before making a decision and Mr. Doughty Jr. agreed.
 - c. Mr. Adams stated that the meeting with the Town Councilors will be on October 30th at 7pm at the regular Town Council meeting.
3. Tabled Items
 - a. Wellhead Protection-Tabled until the meeting with the Planning Board on 10/25/07 at 7pm at the Town Office.
 - 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
 - i. Mr. Bauer stated that he had heard from the attorney's office from Verrill-Dana about a workshop and he feels this may be resolved at this workshop. They will mail the information for the date, location, and time.
 - e. On Call Duty-Tabled until next meeting.
- B. Other Old Business
 1. Mr. Bauer's Water Commission Nomination
 - a. Mr. Bauer stated that he did not file papers in time to be on the ballot, but he spoke with the Town Clerk and he will be entered as a "Write-In" candidate for the November election.

IV. NEW BUSINESS

- A. General Manager's Report
 1. Office Assistant Position
 - a. Mr. Adams stated that Erica Milliken was terminated and he would like permission to place an ad in the paper for a replacement. He said that he cannot discuss the details without going into Executive Session and Ms. Milliken would have to have been notified in order to do this tonight.
 - b. Mr. Bauer requested that the issue be put on the next meeting agenda for Executive Session. Mr. Adams agreed and said that he would send the notice to Ms. Milliken so that she has the option to attend.
 - c. The Commissioners granted permission to advertise for the position.
 2. Winter Clothing
 - a. Mr. Adams asked the Commissioners about ordering the LWD sweatshirts, jackets and, etc.
 - i. The Commissioners agreed to wait for Mr. Gurney to be present to make the decision.
 3. Financial Report
 - a. Mr. Adams presented the PUC Annual Report and the PUC Financial Statement for 2006.
- B. Other New Business
 1. Mr. Bauer's Cell Phone
 - a. Mr. Bauer stated that he will be returning the cell phone he has through the LWD. He has utilized another option. He stated that he has given Ms. Reynolds the number to his new phone.

V. NEXT MEETING DATES

A. Next Meeting date is for Monday, October 22, 2007 at 6:30pm.

VI. EXECUTIVE SESSION

A. None

VII. ADJOURNMENT

A. Mr. Bauer made a motion to adjourn and Mr. Doughty Jr. 2nd the motion followed by an affirmative 2/0 unanimous vote. The meeting adjourned at 7:03pm.