



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Paul A. Adams, General Manager

William A. Bauer, Chairman, & Commissioners Stanley Doughty Jr. & Kenneth R. Wells

Commissioners' Meeting Minutes for May 10, 2010

Members Present: Bill Bauer, Stanley Doughty Jr., and Ken Wells

Staff Present: Paul Adams and Larry Plourde

Audience: George Upham, Mark Lunt

Audience Late Arrival: Ryan Leighton, Town Engineer, Roger Cote

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

I. WARRANTS

- A. Warrant 17 for April 28, 2010- Approved
- B. Warrant 18 for May 5, 2010- Approved

II. OLD BUSINESS

- A. Reading and approval of minutes:
 - 1. Minutes from April 26, 2010
 - a. Mr. Wells made a motion to accept the minutes as written for April 26, 2010..
 - b. Mr. Doughty Jr. 2nd the motion to approve the minutes as written for April 26, 2010 followed by a positive 2/0/1 vote, with Mr. Bauer abstaining as he was absent on April 26th.
- B. Minutes for Rate Case Public Hearing
 - 1. Mr. Bauer stated that the Water Dept held a Public Hearing for the proposed rate increased on May 5, 2010 at the Lisbon Town Office.
 - 2. Mr. Bauer stated that he reviewed the minutes and had no objections to them as written.
 - a. Mr. Wells asked if Mr. Wall received the information he requested and Mr. Adams stated that Mr. Wall was given everything at the end of the Public Hearing.
 - i. Mr. Bauer mentioned that Mr. Wall was concerned with the Upland Rd monies being borrowed twice. Mr. Bauer was able to prove to Mr. Wall that the funds were approved at an earlier Town Meeting, but the Water Dept. never borrowed the money for the project.
 - ii. Mr. Bauer stated that there were two other citizens in attendance with concerns. They both felt that people could not afford a rate increase with the poor economy.
 - a. The Commissioners responded to their concerns by stating that the people approved the projects at referendum, therefore the Commissioners felt obligated to pursue the rate case to complete the Upland Rd and the Route 9 projects.

3. The Commissioners requested that the minutes be posted on the Water Dept. website.
 4. Mr. Wells made a motion to accept the minutes as written for May 5, 2010.
 - a. Mr. Doughty Jr. 2nd the motion to approve the minutes as written for May 5, 2010 followed by a positive unanimous 3/0 vote.
- C. Boring for Barker Brook
1. Mr. Bauer stated that the final invoice for the directional boring was over \$12,000 more than the estimate due to boring issues. Mr. Bauer has spoke with Mr. Hubbard
- D. Customer at 21 Center St.
1. Customer at 21 Center St. called and asked when we were going to flush the hydrant in his yard, so that he could fix his lawn. He also left a message for Mr. Bauer thanking him sarcastically for the plow job.
 2. The Commissioners discussed the issue and but took no action.
- E. Customer Complaint Log
1. Mr. Adams stated that Ms. Reynolds forgot to leave the log for the meeting, but she told him that there were several dirty water complaints. He stated that they were related to the hydrant flushing.
- F. Rate Case
1. Mr. Adams stated that he researched the inquiry by Mr. Foxe about the legal notice mailing requirements. He contacted First Choice Printing and they verified that the notice was mailed on 04/20/10 which was within the required deadline.
 2. Mr. Wells confirmed that even though they were put in the mail, the post office did not deliver them for several days. Mr. Adams stated that our only requirement was to have them post marked by 04/21/10 and they were post marked 04/20/10.
 3. Mr. Adams stated that upon inspection of the notice, Mr. Levy discovered that the legal notice had an incorrect deadline date for petition of 05/04/10. Mr. Adams stated that Mr. Levy stated that it was their fault and that they paid all costs to mail out postcard notices with the correct date of June 4, 2010. He said that Mr. Levy had cleared the correction with the Public Utilities Commission and they approved the postcard notification.
- G. Angelo's Request to Purchase Property at the Corn Shop Location
1. Mr. Bauer stated that he is opposed to selling this property. He asked Mr. Plourde how much water could be pumped out of the well. Mr. Plourde stated that the last time they pumped water out of this well was when the Worumbo Mill caught fire and they pumped around 260gal/min. Mr. Bauer said that they stopped using the well at this location due to high levels of iron and manganese. He feels that if the need arose that they could tie in this well to the Moody filtration plant to filter the iron and manganese. Mr. Plourde stated that there are mains in place at this time from prior use.
 2. Mr. Bauer suggested a lease option for Mr. Angelo for parking.
 3. Mr. Plourde stated that his opinion was that we should not use that as a parking lot because of vehicles leaking fluids into the wellhead protection zone of the Corn Shop well.
 4. The Commissioners discussed the issue and decided to have Mr. Adams get a market value opinion to see if it is worth preserving the well connection.

III. AUDIENCE PARTICIPATION

- A. Upland Road Closure
1. Mr. Lunt asked why Upland Rd was closed and for how long.
 - a. Mr. Bauer stated that they would only be closing one section of the road at a time to try to save money with flaggers and to be able to expedite the construction for

an approximate savings around \$40,000. Mr. Adams stated that it would provide a safer site for the workers as the traffic is very fast.

- b. Mr. Lunt stated that there are issues with getting from one side of town to the next with Route 9 under construction as well. He said that he was receiving a lot of complaints from commuters that the 3 to 4 month time was frustrating. He asked if it the residents were notified.
 - i. Mr. Adams stated that the notice was in the Sun Journal and the Times Record as well as a warning on the Town sign.
 - ii. Mr. Adams stated that he consulted with the appropriate town employees with regards to the road closure and he had no arguments from anyone.
 - iii. Mr. Lunt stated that he thought that only the Town Council had the authority to close a road according to the Town's Charter.
 - a. Mr. Adams stated that the Town Charter specifies a separate Charter that delegates authority to the Water Commissioners for all Water business.
 - b. Mr. Lunt will take the issue back to the Council and then get back to the Commissioners.

B. George Upham's Contaminated Well Issue

1. Mr. Bauer gave Mr. Leighton a copy of a letter that Mr. Upham had received from the Steve Eldridge, Town Manager, concerning the resolution to the contaminated wells.
2. Mr. Lunt stated that the State had deemed that it is the Town's responsibility to resolve the issue because it is our Public Works that actually maintains the road.
3. Mr. Leighton stated that initially the Town, the Water Dept., and the State agreed only to public water up to Upland Rd. He said that all other contaminated wells beyond Upland Rd on Route 9 would be resolved in another manner that would be dealt with at a later date. He said that there have been no further discussions with MDOT about these locations.
4. Mr. Bauer stated suggested that a private line could be run from the main near the cemetery on Upland Rd across the backside of private property. This solution could potentially service other residents as well.
5. The Commissioners discussed a new standpipe on Upland Rd. They asked Mr. Adams to meet with Mr. Upham to discuss the possibility of a standpipe on his property on Upland Rd. They also requested Mr. Adams consult Mr. Sawtell for the engineering study for the standpipe requirements.
 - a. Mr. Doughty Jr. made a motion to have Tim Sawtell with Dirigo Engineering do and engineering study for a standpipe on Upland Rd and getting water to Mr. Upham. Mr. Wells 2nd the motion followed by a positive unanimous 3/0 vote.
6. The Commissioners discussed the issue and tabled it until they get more information.

C. Combined Billing

1. Mr. Bauer asked Mr. Leighton about the combined billing with the sewer, if there had been any problems. Mr. Leighton said he had no problems.
2. Mr. Bauer stated that he had gone to the Town Office to pay his sewer bill and the new bill was already charged to his account, but he had not received his new bill. Mr. Bauer had concerns about the interest calculations and what would happen if the bill was incorrect.
 - a. Mr. Leighton stated that their system is based on live data daily so that when the file is sent to Northern Data, the charge is already on the customers account. He stated that there is a specific date that is entered into Trio to begin the interest on a

new charge that remains outstanding. This date is based on the mail date from NDS.

- b. Mr. Wells asked about the letter to the customer that was supposed to accompany the new combined bill.
 - i. Mr. Leighton confirmed that the letter did not get mailed with this billing. He stated that with the confusion of the billing proof approvals that the letter was overlooked. He stated that they will be mailed with the next billings.
 - ii. Mr. Wells presented a copy of the letter and asked if it was the final copy of the letter. Mr. Leighton confirmed that it was the latest copy.
 - a. Mr. Wells asked if there could be a further addition to the letter to reiterate to pay water and sewer bills with separate checks. Mr. Leighton stated that the request was on each bill, but he would add it to the letter if that was what was requested.
- c. Mr. Adams presented copies of actual copies of a water only bill and a combined bill.

D. Kevin Partridge's Request for Water Service on Old Meadow Rd

1. Mr. Bauer stated that Mr. Partridge was expected to attend this meeting, but has not shown up. He said that Mr. Partridge had expressed that he would like to have public water and Mr. Plourde confirmed that request.
2. Mr. Bauer stated that the current water main is designated as a fire line only and if a service were to be added to this line, the Town would have to accept the change of the line from fire service to a main extension for water service.
3. Mr. Bauer stated that he and Mr. Adams have a different opinion than Mr. Plourde about the water quality, if Mr. Partridge ties into the existing 6" main with roughly 650 ft of pipe.
 - a. Mr. Bauer reiterated that there was a disinfection tap on Upland that could be used as well. Mr. Plourde confirmed this as an option if the Commissioners refused Mr. Partridge to tie into the 6" main on Old Meadow Rd.
 - b. Mr. Doughty suggested an agreement with Mr. Partridge that he takes responsibility to flush his line to maintain a good water quality.
4. The Commissioners discussed the issue and Mr. Wells made a motion to allow Mr. Partridge to tie into the 6" main in front of his property as long as he is agreeable to a limited water quality agreement. Mr. Doughty Jr 2nd the motion followed by a positive unanimous 3/0 vote.

E. Payment to Dirigo Engineering

1. Mr. Adams stated that the Town paid Dirigo for the invoice, but they are waiting for the Water Dept. to reimburse the Town for the Water Dept.'s share.
 - a. Mr. Bauer reiterated that the agreement with the Town was that the Town was responsible for all of the expenses for Route 9 and that Upland Rd was to be paid by the Water Dept.
2. The Commissioners discussed the issue with the two Councilors present.
 - a. Mr. Cote stated that he would take the figures to present to the Council at a Town Council meeting. Mr. Adams will provide the amounts for Mr. Cote.

F. Tabled Items

1. Wellhead Protection-Tabled
2. Dragon Property- Tabled
 - a. Mr. Cote stated that the zoning is proposed to be changed for the area. The Commissioners discussed the proposed businesses and the impact. Mr. Cote said that he will not support any business that will threaten the Town's water supply.

3. Pay Increases- Tabled
- G. Other Old Business
 1. Employee Appreciation
 - a. Mr. Wells stated that he wanted to be on record that he followed up to see if the Recognition Night was for volunteers only or if it included employee recognition as Mr. Plourde and Mr. Doughty Jr. had thought. He confirmed that the evening was to include both volunteers and employee recognition. He stated that he spoke with Mrs. Durisko and she said that she put the forms in the Water Dept. mailbox and they were posted on the Town's website.
 - b. He said that they will be holding this Recognition Night annually, and to watch for it to include the Water Dept. employees.

IV. NEW BUSINESS

- A. General Manager's Report
 1. Temporary Seasonal Help
 - a. Mr. Adams inquired if the Commissioners want to hire temporary seasonal summer help.
 - b. Mr. Bauer asked if it was needed and Mr. Adams confirmed that the Water Dept. will need this person as we have the construction projects that require two people everyday for supervision, and coverage for vacations.
 - c. Mr. Wells asked what the schedule would be and Mr. Adams stated that it will be flexible up to 40 hours per week, but if the weather is bad then they will not be working.
 - d. Mr. Adams recommended hiring his son Nicholas Adams. He said that he has just graduated college and is enlisted and waiting to be called up for the Marines.
 - i. Mr. Wells stated that he believes that there is a conflict of interest and he does not agree with hiring Nicholas for that reason.
 - e. Mr. Doughty Jr. made a motion to hire temporary seasonal summer help at \$10/hr. Mr. Wells 2nd the motion followed by a positive unanimous 3/0 vote.
 - f. Mr. Bauer recommended putting an ad in the papers for the position. They will allow Nicholas to apply as well and he will be considered in the application process.
 - i. Mr. Wells asked what papers we place the help wanted ads in. Mr. Adams stated that we use a couple. Mr. Bauer asked to put the job on the Town's website for employment opportunities.
 - a. Mr. Wells asked Mr. Adams to track where each applicant learned of the job position.
- B. Other New Business
 1. Water Systems Sustainability Training
 - a. Mr. Doughty Jr. asked if the Water Dept. will be sending anyone to the Water Systems Sustainability Training. He recommended sending Mr. Adams.
 2. Hydrant Height on Route 9
 - a. Mr. Cote asked Mr. Plourde if the hydrants were going to stay at the height they are now or if they will be raised to street height. Mr. Plourde explained that they will stay where they are until the final paving is done and then they will be raised to finished street height.
 3. Letters for Potential Water Customers for Upland Rd and Route 9
 - a. Mr. Adams presented a meeting notice for the May 24, 2010 and asked if this was sufficient to send to all the potential customers on Upland Rd and Route 9 or if they would like to send a more formal letter.
 - b. The Commissioners agreed to send the notice.

C. Next Meeting Date

1. The next Commissioners' Meeting date is for Monday, May 24, 2010 at Lisbon Community School at 6:30pm. Mr. Adams will be inviting Mr. Sawtell from Dirigo Engineering to attend this meeting.

V. EXECUTIVE SESSION

- A. None

VI. ADJOURNMENT

- A. Mr. Doughty Jr. made a motion to adjourn and Mr. Wells 2nd the motion followed by a positive unanimous 3/0 vote. The meeting adjourned at 8:57pm.
- B. Mr.