



## 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 November 22, 2010

Members Present: Ken Wells and Bill Bauer  
Members Absent: Stanley Doughty Jr.  
Staff Present: Paul Adams and Larry Plourde  
Audience: None

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

#### **I. AUDIENCE PARTICIPATION**

A. None

#### **II. WARRANTS**

A. Warrant 45 for November 10, 2010- Approved

B. Warrant 46 for November 17, 2010- Approved

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

A. Reading and approval of minutes:

1. Minutes from November 08, 2010

a. Mr. Wells made a motion to accept the minutes as written for November 08, 2010. Mr. Bauer 2<sup>nd</sup> the motion followed by a positive 2/0 vote.

B. Filter Plant Issues

1. Mr. Adams stated that he received an e-mail from Rob Williamson stating that Jeff Musich has not had a response from Pure Flow and they will try contacting Mike Sullivan.

2. Mr. Plourde stated that on Friday he had a note to call Archie McDonald with PurFlow. He apologized to Mr. Adams about not saying anything sooner, but he had not been able to prior to this meeting. Mr. Plourde stated that he called Mr. McDonald back and he said that he will come to the plant during the 3<sup>rd</sup> week of December to spend a few days to try to resolve our issues.

a. Mr. McDonald stated that they are bringing a new plant online in Woburn, MA in the spring and if we can hold out until then he said that he would ship us new filter media at no cost.

3. Mr. Wells asked if Summit Engineering finished up with the filter plant controls.

a. Mr. Plourde stated that he did finish and then he ran the system through some checks and it appears to work ok. He asked the engineer about adding more trending data to the SCADA monitoring system and he said that you could add more data, but he did not have time that day to do it.

- b. Mr. Bauer asked if the engineer will submit a report on what he had done and Mr. Plourde stated that the invoice should say what he did. Mr. Plourde stated that he changed some modules and with Mr. Wells help they set them up.
  - c. Mr. Adams and Mr. Wells discussed the issue and then Mr. Wells made a motion to enter Executive Session citing personnel issues 2<sup>nd</sup> by Mr. Bauer followed by unanimous 2/0 vote. The Commissioners entered into executive session at 6:40pm.
    - i. Mr. Wells made a motion to leave executive session at 7:16pm. Mr. Bauer 2<sup>nd</sup> the motion followed by a positive unanimous 2/0 vote with no motions or votes taken.
  - d. Mr. Adams stated that he will ask Wright-Pierce to be here when PurFlow is here.
4. The Commissioners discussed the issue, but took no action.

C. Wellhead Protection

- 1. Mr. Adams stated that he received a copy of an e-mail from Maine Electronics stating that there is still an issue with the wording of the Wellhead Protection ordinance so the ordinance will not be final at the next meeting.
- 2. Mr. Bauer stated that there were two lawyers along with the Town's lawyer trying to iron out the issues.
- 3. Mr. Bauer stated that he had seen construction activity in the old Dragon Pit for ETTI.
  - a. Mr. Wells asked if we would be setting up a meeting with ETTI about the boundary for the standpipe and Mr. Bauer agreed that they should do that.
  - b. Mr. Bauer asked Mr. Adams to check with the Town Code Enforcement Officer about ETTI's permit permissions.

D. Ross Valve

- 1. Mr. Plourde stated that he wanted to discuss the valve monitoring set up that he and Mr. Wells had discussed.
  - a. Mr. Wells explained that he and Mr. Plourde had decided to choose equipment that will measure the pressure data, a surge protection device, and a data recorder that is computer compatible. The cost for all the equipment necessary is \$678.56.
  - b. The Commissioners discussed the issue and agreed to proceed with purchasing the equipment and setting it up.
    - i. Mr. Wells made a motion to purchase the pressure measuring equipment for the Ross Valve. Mr. Bauer 2<sup>nd</sup> the motion followed by a positive unanimous 2/0 vote.
    - ii. Mr. Wells offered his help to set up the computer spreadsheets and Mr. Adams acknowledged his offer.

E. Tabled Items

- 1. None

F. Other Old Business

- 1. None

**IV. NEW BUSINESS**

A. General Manager's Report

- 1. 5- Year Capital Improvement Plan
  - a. Mr. Adams stated that he received an e-mail from the Town Manager requesting an updated 5 Year Capital Improvement Plan for the Water Dept. Mr. Adams asked the Commissioners for input.
  - b. The Commissioners discussed the issue and they want to add a new standpipe to the plan and then some main replacement depending on what road repairs or improvements will be done.

2. Annual Town Report

- a. Mr. Adams stated that he received an e-mail from the Town Manager requesting the Water Dept's input for the annual town report.
  - i. Mr. Bauer stated that he will work on his input and Mr. Adams will work on the rest of the information for the report.

B. Customer Communications

1. Positive Comment Card

- a. Mr. Adams stated that there was one comment card expressing their appreciation for the help from the gentleman he spoke with.

2. St. Amant PUC Complaint Resolution

- a. Mr. Adams stated that Mrs. St. Amant had filed a complaint with the Public Utilities Commission about her water being shut-off when she had mailed a payment.
  - i. The PUC opened an investigation and we responded to their requests and found that the Water Dept. acted within the scope of the disconnect rules; therefore there would be no further action.

C. Other New Business

- 1. None

D. Next Meeting Date

- 1. The next Commissioners' Meeting date is for Monday, December 13, 2010 at 6:30pm at the Lisbon Water Dept.

**V. EXECUTIVE SESSION**

- A. None

**VI. ADJOURNMENT**

- A. Mr. Wells made a motion to adjourn and Mr. Bauer 2<sup>nd</sup> the motion followed by a positive unanimous 2/0 vote. The meeting adjourned at 7:43pm.