



## 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 July 26, 2010

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

Staff Present: Paul Adams and Larry Plourde

Staff Late Arrival: Chris Brunelle

Audience: None

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

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

A. None

#### **II. WARRANTS**

A. Warrant 28 for July 14, 2010- Approved

B. Warrant 29 for July 21, 2010- Approved

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

A. Reading and approval of minutes:

1. Minutes from July 12, 2010

a. Mr. Wells made a motion to accept the minutes as written for July 12, 2010. Mr. Doughty Jr. 2<sup>nd</sup> the motion followed by a positive 3/0 vote.

B. Upland Rd and Route 9 Projects

1. 45 Ridge Rd Request for New Service for Contaminated Well

a. Mr. Bauer stated that Mr. Plourde had called him to confirm that LWD could comply with the request to connect a new service for a contaminated well at 45 Ridge Rd and Mr. Bauer confirmed his approval for the new service. Mr. Bauer said that the Town confirmed that they would pay for costs.

2. Upland Rd Connections on Opposite Side of Road From Main

a. There was a question from the last meeting asking whether the service lines on the opposite side of the road from the main had been run. Mr. Bauer had stated that he would like to wait until the road will be paved next year before digging up the pavement.

i. Mr. Adams stated that there were contract obligations that had to be met this year so, all the service tap lines will be installed on both sides of the road this year.

ii. The Commissioners discussed the issue, but took no action.

3. Inline Booster Pump

a. Mr. Bauer had spoken with Tony Longchamps about the water pressure issues for both Upland Rd and Route 9 and Mr. Longchamps had said that Winthrop Water

District had utilized an inline booster pump. He said that it was all underground and assumed that it was run with electricity. Mr. Bauer stated that this may be the best option to increase pressure until a new standpipe is able to be installed.

- i. Mr. Bauer had asked Mr. Adams to contact the Winthrop Water Dist. to discuss the option.
- ii. The Commissioners discussed the issue, and will wait to take any action until they have further information from Mr. Sawtell and Mr. Adams.

C. Vacation Pay Out

1. Mr. Brunelle stated that he was not happy that a whole weeks worth of vacation was paid out without even speaking to him about it before hand or given him the option to take some time off prior to paying out the full 40 hours.
2. The Commissioners discussed the issue and decided that they will edit the policy to give employees ample notice to make the decision whether they want to pay out some vacation time or take time off.
  - a. Mr. Bauer asked Mr. Adams to make the change to the written policy and present it at the next meeting.

**IV. EXECUTIVE SESSION**

A. MRSA 13 § 405 (6) A Personnel

1. Communication Issues
  - a. Mr. Doughty Jr. made a motion to enter into Executive Session citing MRSA 13 § 405 (6) A Personnel, for communication issues. Mr. Wells 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote to enter Executive Session at 7:10pm.
  - b. Mr. Doughty Jr. made a motion to leave Executive Session at 7:30pm. Mr. Wells 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. There was no action warranted or taken from the Executive Session discussion.

**V. OLD BUSINESS Continued**

D. Wellhead Protection

1. Planning Board Meeting on 07/22/10.
  - a. Mr. Bauer stated that he contacted Mike Cote, the Town Code Enforcement Officer, that day and asked if there would be any discussion at the Planning Board Meeting that pertained to the Water Dept. Mr. Cote stated that they would not be discussing the Wellhead Protection Ordinance, but they would be discussing a garage reopening behind the Dormer Motel, and the renovations at the Big Dipper on Rt. 196.

E. Request for Water for the Location at the Big Dipper

1. Mr. Plourde said that Mr. Scott Hamilton wanted to know if he could have water at the Big Dipper location. He said that they were going to be building townhouses or condominiums at that location and they want to tie into the public water supply.
  - a. Mr. Plourde stated that there were two options and that both options are costly.
    - i. To go East on Route 196 and tie into Sunset Avenue.
    - ii. To go West on Route 196 and tie into the main that is almost 16' into the ground.
  - b. The Commissioners discussed the issue and agree to give them water for at least an 8" main, but all costs would be borne by the contractor.

F. Main Extensions Tap & Meters

- a. Mr. Bauer stated that there was a conference call with himself, Mr. Wells, Mrs. Reynolds, Stephanie Morancey, and a PUC attorney.

- b. Mr. Wells stated that the attorney explained the requirement of having to charge for the installation of the new taps. Route 9 taps will be paid by the Town and unless the Town charges the Water Dept. for the installation of the taps then the Water Dept. will not charge the customer when they request new service. However, on Upland Rd, because the Water Dept. has assumed the cost of installation for the taps, we will have to recover those costs from all new services.
- G. 38 High St. Low Pressure Complaint
  - 1. Flow test results
    - a. Mr. Plourde said that the results were 38lbs static pressure, 15lbs flow at 2.5 gal/minute.
    - b. The customer did have some plumbing issues that may interfere with the flow, but there is no real explanation or cure for his issue except to clean up his plumbing.
    - c. Mr. Adams asked Mr. Plourde to test some locations near 38 High St. He said that this would show if it is an isolated issue or not.
- H. Kevin Partridge New Water Service
  - 1. Mrs. Reynolds left a note that Mr. Partridge's meter is in and his water is on.
- I. Customer Complaint Log
  - 1. Mr. Bauer stated that there were no new comment cards.
  - 2. Mr. Plourde said that he had been working with Mr. Sult at 10 Poplar Circle for poor water quality.
  - 3. Mr. Plourde also said that he had a dirty water complaint from Pine Knoll Landscaping on Rt. 196.
  - 4. A request to include a return envelope for bills.
- J. Filtration Plant Issues
  - 1. Mr. Plourde stated that he believes that part of the problem may be that the treatment plant is not working adequately, which may account for a lot of the dirty water complaints.
  - 2. Mr. Bauer stated that he had put in a call to Rob Williamson, with Wright-Pierce, and invited him to this meeting, but he was unable to attend. He said that he will still try to set up a meeting with Mr. Williamson. Mr. Bauer said that he wanted to discuss the discharge of the sludge to the sewer system.
    - a. Mr. Adams presented a \$10,000 proposal from Woodard & Curran Engineering to do a study to see the impact on discharging to the sewer.
      - i. Mr. Plourde had stated that the Town agreed to pay half, but they did not know the estimate would be \$10,000.
      - ii. Mr. Plourde stated that he feels that all the backwashing that they are doing now is taxing the filtration system, therefore he instigated the conversation with the Town to be able to discharge to the Sewer Dept.
      - iii. Mr. Adams and Mr. Plourde both agreed that Vessel 4 having issues may be part of the problem.
      - iv. Mr. Plourde also stated that they needed to consult with Mr. Williamson about alarms on the vessels, and that there is another faulty valve.
  - 3. The Commissioners, Mr. Plourde, and Mr. Adams discussed the issues and Mr. Wells would like a tour of the plant and they will arrange a meeting with Mr. Williamson to gather more information to try to resolve the issue.
  - 4. Mr. Bauer mentioned that he would not encourage any meetings with the Town without having a Commissioner present.
- K. Lisbon Water Dept. Payment Checks

1. Mr. Bauer stated that he was very frustrated to learn that the Town was still not forwarding check payments made out to the Water Dept., but were handling them through their own system. Mr. Doughty Jr. stated that the Town agreed that this practice would stop with the new Finance Director.
  - a. Mr. Adams confirmed that the Town is not forwarding water only check payments.
  - b. The Commissioners mentioned that they would try to resolve this issue at the next Town/ Water Committee meeting this fall.

L. Tabled Items

1. Dragon Property- Tabled

M. Other Old Business

1. None

**VI. NEW BUSINESS**

A. General Manager's Report

1. None

B. Other New Business

1. Longevity Pay for the Permanent Part Time Position

- a. The Commissioners tabled this until Mrs. Reynolds can be present to discuss the issue.

C. Next Meeting Date

1. The next Commissioners' Meeting date is for Monday, August 09, 2010 at 6:30pm at the Lisbon Water Dept.

**VII. ADJOURNMENT**

- A. Mr. Wells made a motion to adjourn and Mr. Doughty Jr. 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting adjourned at 8:10pm.