



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020 fax (207) 353-3004

Paul A. Adams, General Manager

Stanley Doughty Jr., Chairman, James Gurney, & William A. Bauer, Commissioners

Commissioners' Meeting Minutes for November 10, 2008

Members Present: Stanley Doughty Jr. and James Gurney

Members Absent: Bill Bauer

Staff Present: Shellie Reynolds

Audience: None

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

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

A. Warrant 44 for October 29, 2008-Approved

B. Warrant 45 for November 5, 2008-Approved

III. OLD BUSINESS

A. Reading and Approval of Minutes:

1. Minutes from October 27, 2008

a. Mr. Gurney made a motion to accept the minutes as written. Mr. Doughty Jr. 2nd the motion followed by a positive unanimous 2/0 vote.

B. Verizon Wireless Lease

a. Mrs. Reynolds presented the Commissioners with the revised lease agreement.

b. Mr. Gurney made a motion to accept the revised Verizon Wireless Lease agreement. Mr. Doughty Jr. 2nd the motion followed by a positive unanimous 2/0 vote.

c. Mr. Doughty Jr. signed the agreement and Mrs. Reynolds witnessed it as the notary.

C. Tabled Items

1. Wellhead Protection-Tabled

2. Dragon Property- Tabled- Mr. Adams is still waiting on the Town's decision.

3. Rate Increase-Tabled until January.

D. Other Old Business

1. None

IV. NEW BUSINESS

A. General Manager's Report

1. None

B. Other New Business

1. Sexual Harassment Policy

- a. Mr. Gurney asked if LWD hands out the Sexual Harassment Policy annually.
 - b. Mrs. Reynolds will bring the request to Mr. Adams and research the legal requirements.
2. Thanksgiving Turkeys for Employees
 - a. Mr. Gurney asked if LWD gave the employees a turkey for the holiday. Mrs. Reynolds stated that we have not done that in the past, but we did give employee appreciation gift certificates last year to Mr. Plourde and Mr. Lawton for covering the on call rotation schedule with only two employees.
 - b. The Commissioners discussed the issue and stated that LWD has an appreciation party in December.

C. Next Meeting Date

1. Next Commissioners' Meeting date is for Monday, November 24, 2008 at 6:30pm.

V. EXECUTIVE SESSION

- A. None

VI. ADJOURNMENT

- A. Mr. Gurney made a motion to adjourn and Mr. Doughty Jr. 2nd the motion followed by an affirmative unanimous 2/0 vote. The meeting adjourned at 6:42pm.