



# 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 09, 2011

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

Staff Present: Paul Adams

Audience: None

Meeting called to order by Mr. Bauer at 7:05pm.

### **I. AUDIENCE PARTICIPATION**

#### **A. Meeting with ETTI**

1. Mr. Bauer stated that the Water Commissioners had attended a meeting today from 6pm-7pm which was requested by Scott Kelly at his location at his office on Capital Ave, Lisbon Falls.

### **II. WARRANTS**

- A. Warrant 17 for April 27 2011- Approved
- B. Warrant 18 for May 04, 2011- Approved

### **III. OLD BUSINESS**

#### **A. Reading and approval of minutes:**

1. Minutes from April 25, 2011
  - a. Mr. Wells made a motion to accept the minutes as written for April 25, 2011. Mr. Doughty Jr. 2<sup>nd</sup> the motion followed by a positive 3/0 vote.

#### **B. Route 196 Reconstruction**

1. Mr. Adams stated that he had received an e-mail from the Town Engineer that stated the Route 196 project would be done by MDOT and the Town would not be involved. They stated that the funding would not be approved until 2012/2013 fiscal year. It was also stated that it would only be a mill and fill process, which means they will not be digging into the road or removing the entire depth of pavement. Mr. Adams stated that our expenses will be higher than predicted if we need to add partial paving to the cost.
2. The Commissioners discussed the issue, but took no action.

#### **C. Credit Card**

1. Mr. Adams stated that he spoke with Mr. Evrard yesterday and they agreed that Mr. Evrard would contact the Sewer Dept. to see if they would be interested in Invoice Cloud.
2. Mr. Bauer said that he spoke with Mr. Leighton last week to see if he had been contacted about Invoice Cloud and Mr. Leighton stated that he had not been contacted.

3. Mr. Bauer stated that the Auburn Water-Sewer District will be going live with Invoice Cloud in June of the this year. Mr. Bauer offered to invite the Auburn Superintendent to a meeting to get his input on Invoice Cloud. Mr. Wells did not think it would be necessary for the Superintendent to come to a meeting, but to ask him for his input. Mr. Bauer agreed to do this and bring the information back to the Commissioners.
- D. 2010 Bond Money Investment
1. Mr. Bauer stated that he has not heard from Merrill Lynch yet.
  2. Mr. Adams stated that he had a reply from Peter Garcia, the bond attorney, to clarify how the remaining funds could be used. He said that Mr. Garcia stated that we could use it for a standpipe, as it is considered part of the Route 9 and Upland Rd projects; the funds could not go towards main replacement or repairs.
  3. The Commissioners discussed the issue and will await a response from the Merrill Lynch Representative.
- E. PurFlow Filtration Plant Issue
1. Mr. Adams stated that he has had no replies for his inquiry e-mails from Wright-Pierce.
  2. The Commissioners discussed the issue, and will wait for information from Wright-Pierce.
- F. New Standpipe
1. Mr. Bauer stated that he, Mr. Adams, Tim Sawtell of Dirigo Engineering, and George Upham all met at Mr. Upham's property off Upland Rd to discuss a proposed new standpipe site.
    - a. The proposed site is off Upland Rd to the right of the cemetery. He said that the site may go as far back as a stone wall that was on the property. He also stated that he wanted right of way permissions to use any road that was put in to access the standpipe.
    - b. Mr. Sawtell would be sending staff to the site to gather accurate site elevation information so that they can do detailed tank specifications.
  2. Mr. Bauer stated that Celine Goddard, of 167 Ridge Rd, has expressed her dislike of a new standpipe in her neighborhood. He stated that she has a 4ft sign in her yard with regards to this issue.
    - a. The Commissioners discussed the issue and will wait for information from Dirigo Engineering.
- G. MRWA
1. Mr. Adams stated that Mr. Levy, of the Maine Rural Water Association, confirmed that he will attend the next Water Commissioners meeting.
- H. Tabled Items
1. Wellhead Protection Ordinance
    - a. No new information
  2. Water District Proposal
    - a. Tabled to May 23, 2011
- I. Other Old Business
1. Raw Water Arsenic Testing
    - a. Mr. Adams stated that he had found out that the staff normally tests the raw water for arsenic once a month.
      - i. The last test for Moody Well 1 test showed 9ppb
      - ii. The last test for Moody Well 2 test showed 14ppb

2. Hydrant Flushing
  - a. Mr. Adams stated that we had started flushing hydrants on May 2<sup>nd</sup> and that the water doesn't appear to be too bad except for the Winter Park area, which was expected.
3. Miller Industries Complaint
  - a. Mr. Wells stated that Mr. Nadeau from Miller Industries had complained to him that his backflow had failed due to debris in the water system. He also wanted to know why the Water Dept. would not accept the test results from the company he had repair the backflow. Mr. Wells asked Mr. Adams about this and Mr. Adams stated that backflow information that Mr. Nadeau had forwarded to the Water Dept. was not backflow test results. Mr. Adams stated that we do accept proper test results from other backflow testers.
  - b. Mr. Wells asked if we charge every time we test the backflow and Mr. Adams stated that we do. He recommended that we only charge for the tests that pass and not for the failed tests.
  - c. Mr. Adams asked Mr. Doughty Jr. what they do in Topsham/Brunswick and Mr. Doughty Jr. said that the charge for the test and for parts, but not for the repair, as they feel it is to the District's benefit to have the backflow pass.
  - d. Mr. Wells made a motion to not charge for a subsequent failed backflow test to confirm repairs have been made from a previously failed test. Mr. Doughty Jr. 2<sup>nd</sup> the motion. Mr. Bauer asked how much revenue would be lost by this and Mr. Adams stated that there had been 3 failed tests this year. Mr. Bauer called for a vote and it was a positive unanimous 3/0 vote.

#### **IV. NEW BUSINESS**

##### **A. General Manager's Report**

1. None
2. Customer Communication Log
  - a. Mr. Bauer stated that he and the other Commissioners received a complaint from a gentleman via e-mail from the Town Manager. Mr. Bauer asked Mr. Adams to give a brief description of the events with the complaint.
  - b. Mr. Adams stated that the man called the office and spoke with Mrs. Sheehan about getting water reconnected at a property on Bartholomew St. Mrs. Sheehan explained that we would need a \$45 reconnect fee prior to turn on and he stated that he could not pay upfront as he did not have the money to pay without an invoice. She explained that we could get him an invoice, but we would not be able to reconnect prior to payment. The man asked to speak to her supervisor and then Mr. Adams stated that he spoke to him.
  - c. Mr. Adams gave a brief description of his recollection of the call.
    - i. The Commissioners asked why the customer was not told about a fee needing to be paid prior to getting the water turned back on and Mr. Adams stated that he was not clear on what the staff had told or not told the customer the first time he called in January to have the water shut-off.
  - d. The Commissioners discussed the issue, and agreed that Mr. Bauer would reply to the gentleman, and the Town Manager. Mr. Wells stated that it would now be part of the policy to explain to anyone shutting off the water what would be required to have the water reconnected.

##### **B. Other New Business**

1. None

C. Next Meeting Date

1. Workshop with the Town Council meeting on Tuesday, May 17, 2011 at 6pm at The Town Office in Council Chambers.
2. The next Commissioners' Meeting date is for Monday, May 23, 2011 at 6:30pm at the Lisbon Water Dept.

V. EXECUTIVE SESSION

1. Mr. Bauer requested to enter Executive Session citing: MRSA 13 § 405 (6) A Personnel
2. Mr. Bauer made a motion to enter Executive Session and Mr. Doughty Jr. 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote at 7:51pm.
3. Mr. Well made a motion to exit Executive Session showing no motions made or action taken. Mr. Doughty Jr. 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote at 8:05pm.

VI. ADJOURNMENT

- A. Mr. Doughty Jr. made a motion to adjourn and Mr. Wells 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting adjourned at 8:08pm.