

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020

Arthur McLean, Chairman, Marie Hale & Allen Ward Commissioners

Charles Harrison, General Manager

Water Commission Minutes for August 8, 2023

Members Present: Arthur McLean, Marie Hale, Allen Ward

Staff Present: Charles Harrison, Cindy Schafer

Audience: Don Fellows

1. CALL MEETING TO ORDER

# Meeting called to order by Mr. McLean at 5:00pm

# Roll Call

1. AUDIENCE PARTICIPATION

# None

1. WARRANTS

# Warrant #29023 (Jul 19, 2023)

# Warrant #30023 (Jul 26, 2023)

# Warrant #31023 (Aug 2, 2023)

# Warrant #32023 (Aug 9, 2023)

1. OLD BUSINESS
	1. Minutes
		1. 07/11/2023-Meeting Minutes
			1. Ms. Hale made a motion to accept minutes, Mr. McLean 2nd motion, followed by a 3/0 vote to accept.

# Unresolved Issues (tabled)

* + 1. 26 Summer Street
		2. Memorial for Bill Bauer
			1. Mr. Ward stated site has been paved but Mr. Stevens needs Mr. Cyr (Public Works) to move the rock.

# Any Other Old Business

# 125 Project Update

* + - 1. Taking a break from water for a bit as they are focusing on sewer and storm drains.
			2. Middle section is on temporary water.

It will be a couple of weeks before they are working on water again.

* + - 1. We received the invoice for the third pay app, which is the most expensive one so far for $279,028.10.
				1. Mr. Harrison will send to engineers, they will compare the parts and pieces and go from there.
				2. CORRECTION; the cost is $297,028.10
				3. Mr. Harrison stated that this pay app is for work from last year but it is actually for work in 2023 through 6/16/23.
			2. Mr. Ward asked how much we would have left to pay on the project.
				1. Mr. Harrison stated that he would get that number to him. There should be two pay apps left.
		1. Corrosion Control
			1. It is the plan to introduce Poly-Orthophosphate to the system on August 15.
				1. We are hoping to get the Poly-Ortho in time.
			2. We are looking for a new chemical vendor, which will be a bit cheaper for the chlorine.
1. NEW BUSINESS

# General Manager’s Report

1. Ann Street leak
2. Leak was between pump house and well house.
	1. There was a hole in the top of the pipe that most likely has been developing for quite a while and could be the reason for some of our dirty water calls.
	2. Aceto dug and helped with the repair.
	3. We thought it would be an easy repair but the pipe was through 12” of concrete then a cinder block doghouse that had to be removed.
	4. Mr. Harrison chose to leave the hole partially open so we can run some conduit.
3. North Street Hydrant Replacement
	1. There were two services tapped into one of the hydrant legs.
	2. We replaced the hydrant, tapped the main where it supposed to be, replace the pipe.
	3. Sam worked a 14.5-hour day and informed the two customers of the change to correct the taps.
		1. He made sure lines were flushed once water was back up.
		2. Customers may notice much cleaner water; when tapped into a hydrant line, the water does not move much and tends to be dirtier.
4. Terms and Conditions
	1. Abatements
		1. Mr. Harrison added the abatement policy because it seems that they have been an issue and asked if that was something we wanted to continue to do or if the board wanted to make any changes to the policy.
		2. Ms. Hale would rather see abatements not given to multi-unit rental properties.
		3. Mr. McLean feels that if it goes through the meter, they pay for it.
		4. Mr. Ward asked how many abatement requests we get in a year.
			1. We get about 10.
		5. Mr. Ward stated that based on the last abatement discussion, is seems that the board is not overly sympathetic to rental properties and is clearly not something we have in the established criteria.
		6. After some discussion, Ms. Hale made a motion to do away with abatements, Mr. McLean 2nd the motion, followed by a 3/0 vote to do away with abatements.
	2. Customer upgrades/Turn on fee
		1. At the last meeting the board voted to waive the $78 turn on fee for customers making improvements to plumbing that will in turn benefit the public water system (i.e.: installing or replacing backflow devices).
		2. After the meeting, we found that due to the wording in our Terms & Conditions, we cannot waive that fee.
		3. The board would like to move forward with changing the wording.
	3. Mr. Harrison and Ms. Schafer will work on making the changes to the Terms and Conditions with Stephanie Morenci at the PUC.
5. Bauer paving
	1. Aceto gave a price of $5675 to excavate, add/compact gravel, and pave an 8’ section of driveway at the Bauer plant.
	2. This will make chemical delivery easier.
	3. Ms. Hale made a motion to approve paying Aceto up to $5700 to pave, Mr. Ward 2nd the motion, followed by a 3/0 vote to approve the work.
6. Moody Road Filter Media
	1. We have been losing filter media; it has been an issue since Moody came on line.
	2. Mr. Harrison put 66 bags of green sand into the filter today but has been looking for a solution to the loss.
	3. Through talking to an engineer, Mr. Harrison found a solution for the media loss.
		1. We can install a vacuum breaker, which will keep the backwash process from pulling media out of the filter.
		2. We will need to add more filter media before we install the vacuum breaker.
		3. The cost of the filter media from Hungerford Terry, Inc is $8953.98.
		4. The cost of the breaker will be between $800 and $1200.
	4. Ms. Hale made a motion to approve the purchase of more media and purchase of the vacuum device not to exceed $11,000, Mr. Ward 2nd the motion, followed by a 3/0 vote to approve.

# Business Manager’s Report

* + 1. Banking access
			1. When Wanda left, the credit card in her name was never canceled.
			2. Ms. Schafer asked the board to consider taking Wanda off the credit card, taking Wanda off the account, add Ms. Schafer to the accounts and getting a card for Ms. Schafer.
			3. Ms. Schafer also asked that her name be added to Ms. Reynolds and Mr. Harrison at the Credit Union so that she can discuss banking issues in the absence of Ms. Reynolds and Mr. Harrison
			4. Mr. McLean made a motion to make those changes, Ms. Hale 2nd that motion, followed by a 3/0 vote to approve the changes.
		2. CD Update
			1. Each of the two CDs have gained interest of $2,432.73, $147.44 in June and $2285.33 in July.
			2. Each CD now has $502,432.73 in them.

# Commissioner Communication/Requests

* + 1. Ms. Hale – None
		2. Mr. Ward –
			1. Are we going to the new payroll process? Yes
		3. Mr. McLean – None

# Customer Communication

* + 1. Complaint Log
			1. July 31, 2023 – 6 School St – Dirty water
1. Due to hydrant usage from sewer jetting and McGee. Flushed hydrants.
	* + 1. July 28, 2023 – 3 Ridge Rd – Dirty water
				1. Mr. Harrison flushed his outside line for 1 minute. Issue in the home cleared up. Earlier in the day, Mr. Harrison gently flushed Frost Hill Ave.
			2. July 17, 2023 – 27 East Ave – Sand in water
				1. This was found to be sand, most likely due to the 125 project.
			3. July 14, 2023 – 171 Upland Rd. – Low pressure
				1. Sam found the issue to be with the water heater.
			4. July 14, 2023 – 6 School St – Dirty water
				1. Sam found the issue to be with the hot water heater.
			5. Lisbon Tank Road – Memorial Street
				1. The owner of 35 Memorial Street would like us to help find a solution for the road washing out easily. The road is very steep. The owner would like us to pave our portion of the road but Mr. Harrison does not feel this is the right solution.
				2. The customer has said that he will be paving his portion. Mr. Harrison does not feel this will solve the issue and may make it worse.
				3. Mr. Harrison will involve Randy Cyr (Public Works) when he is back from vacation.

# Customer Comments

* + - 1. None

# Any Other New Business

* + - 1. None
1. SET NEXT MEETING DATE

# Tuesday, September 12, 2023 at 5:00pm at Lisbon Water Department.

1. EXECUTIVE SESSION
	* 1. None
2. ADJOURNMENT
	1. Ms. Hale made a motion to adjourn, Mr. McLean 2nd the motion, followed by a 3/0 vote in favor. Adjourned at 6:17pm.