



LISBON WATER DEPARTMENT

639 Lisbon Road

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William A. Bauer, Chairman, Kenneth R. Wells & Marie Hale Commissioners

Commissioners' Meeting Minutes for June 13, 2016

Members Present: Bill Bauer, Ken Wells and Marie Hale

Staff Present: Larry Plourde, Shellie Reynolds, Bill Alexander Jr

Audience: Roger Bickford

Meeting called to order by Mr. Bauer at 5:30pm

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

A. Warrant 212016 (May 25, 2016)-Approved

B. Warrant 222016 (June 1, 2016)-Approved

C. Warrant 232016 (June 8, 2016)-Approved

III. OLD BUSINESS

A. Reading and Approval of Minutes

1. Minutes for May 13, 2016

- a. Ms. Hale made a motion to accept the minutes for May 13, 2016 as written. Mr. Wells 2nd the motion followed by a positive unanimous 3/0 vote.
- B. Hydrant Flushing Policy
 1. Ms. Reynolds said that we printed the Hydrant Flushing Policy that was sent to them in an e-mail, that there were no changes to it and if they approved it then we would forward it to Mr. Leighton for the MS4 Ordinance. Mr. Alexander stated that he discussed it with Mr. Plourde and they agreed that there were no changes needed.
 2. The Board discussed the policy and Ms. Hale made a motion to accept the Hydrant Flushing Policy as written. Mr. Wells 2nd the motion followed by a positive unanimous 3/0 vote.
- C. Mill St. Main Replacement
 1. Mr. Alexander said that he spoke with David Lycette from MDOT and he said that it is possible to put the new water main on the new bridge but the Water Dept would have to cover all the expenses relative to the project, to provide designs, specifications, materials, installation and inspection of the waterline. He said at the end of that conversation he then reached out to Rick Paraschak who is the utility coordinator for the bridge division of MDOT for that project and he hasn't heard back from him yet.
 2. Mr. Bauer asked if we were going to take it up to Route 196 and Mr. Alexander said that he would at least recommend doing what is in MDOT's contract area.
 3. Mr. Bauer said that he feels this is the way to go since our current main is sitting on top of ledge.
 4. Mr. Wells asked if they will give us an estimated cost and Mr. Alexander said that he would request that from them. Mr. Alexander said that he looked at the plans from the Atlantic Salmon Federation and discussed the process to cross the river.
 5. The Board discussed the information and agreed to move forward to look into attaching the main to the new bridge.
- D. THM's
 1. Mr. Alexander said that the Water Dept did the THM samples for the State of Me Drinking Water Program that is required on an annual basis. He said that we should see the results in about a week and half. He said that they also took THM samples at the same time for the new standpipe project so they are waiting for those results as well.
 2. Mr. Bauer said that he would like the sample results send to the Board so they can study them prior to the next meeting.
- E. New Standpipe
 1. Referendum Question
 - a. Ms. Reynolds said that the staff was all in agreement that we should not pursue the standpipe for this referendum.
 - b. Mr. Alexander said that he had done a lot of research and he didn't feel comfortable moving forward at this time. He said that he also attempted to contact the owners of 170 Ridge Rd and left his card for them to contact us.
 - c. The Board discussed the information and agreed we should not pursue the new standpipe for this November in favor of pursuing a better location.
- F. Corrosion Control Study
 1. Mr. Alexander said that Wright-Pierce had sent the results of the Corrosion Control study and he had done a very brief review but he would like to have Wright-Pierce come do a presentation. He asked the Board if they would like him to forward the study to them and they agreed that he should prior to Wright-Pierce coming.
- G. Main St. Paving Schedule

1. Mr. Alexander said that he spoke with David Lycette with MDOT and he was told that the Main St paving project is currently in design and they are waiting for a storm drain study but they need the Town's MS4 study in order to move forward. He said that he asked Mr. Lycette to send any plans so that we can plan accordingly. He said that he wanted to discuss the status of the main and the appurtenances with the staff as well.
2. The Board discussed the issue but took no action.

H. Unresolved Issues

1. Sludge Removal Option with TOL
2. Update T & C's
 - a. Abatement Policy, credit card
3. Moody Well #1 Use
4. Personnel Policy Changes
 - a. Water Operator Licensure
 - b. Cell Phone Policy
 - c. Equipment Use Policy
 - i. Backflow Tester
 - ii. Cell Phone

I. Any Other Old Business

1. None

IV. NEW BUSINESS

A. Superintendent's Report

1. Proposed Report Format
 - a. Mr. Alexander said that he will submit a report to the Board once he gets up to speed. He said that he has started a list of items that need attention.
 - b. Mr. Bauer said that he would like the report in the order of priority if needed and Mr. Alexander said that he would do that.
2. Route 196 Paving Schedule
 - a. Mr. Alexander said that this item was also on the MDOT list and he will discuss the area they are paving with the staff to plan accordingly.
 - b. The Board discussed the issue but took no action.

B. Business Manager's Report

1. Retirement Announcement Invitation
 - a. Ms. Reynolds said that she received an e-mail from the Town from Positive Change Lisbon to invite us to the Retirement celebration for 3 long term employees from the Police Dept on July 22, 2016. She said that she would forward the e-mail to the Board.

C. Commissioner Communication/Requests

1. Ms. Wells-Highland Ave
 - a. Mr. Wells asked if we got a new price quote for Highland Ave and Mr. Plourde said that the estimate is the same as before. Mr. Wells asked if we contacted Mr. Leighton for approval to dig up the street and Mr. Plourde said that they did ask him to send a letter but we had not seen it yet.
 - b. Mr. Alexander said that it is on his list for this week to meet with Mr. Leighton and the Fire Chief.
2. Ms. Hale-1 Higgins St Service
 - a. Ms. Hale asked if we have completed the work for Mr. Morse yet and Mr. Plourde said that the work is scheduled the week of July 4th as Mr. Morse's business is closed that week.
3. Mr. Bauer-BF Device Installed
 - a. Mr. Bauer said that he has had a backflow device installed at his home and now complies with the program.

D. Complaint Log

1. Patterson St-curb box issue
 - a. Customer called to let us know that the paving company had paved over their curb box and Mr. Plourde spoke with them to let them know that it was ok as we will dig it up if we need to.
2. 2 Wing St-yard issue
 - a. Customer came to the office to ask when we would be cleaning up the debris in his yard from the main break on Main St. Ms. Reynolds said that we have been working on the project to get it cleaned up.

E. Customer Comments

- a. None

F. Other New Business

1. Recognition for Staff
 - a. Mr. Bickford said that he would like to recognize the staff for doing an excellent job with the main break on Main St. He said that he wasn't without water for long and thanked Mr. Plourde.

G. Next Meeting

1. The next Commissioners' Meeting is Wednesday, July 6, 2016 at 9:30am at the Lisbon Water Dept.

V. EXECUTIVE SESSION

- A. None

VI. ADJOURNMENT

- A. Ms. Wells made a motion to adjourn. Ms. Hale 2nd the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 6:10pm.