



## LISBON WATER DEPARTMENT

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Marie Hale, Chairman, Kenneth R. Wells & James Lemieux Commissioners

### Commissioners' Meeting Minutes for January 09, 2018

Members Present: Ken Wells, Marie Hale, and Jim Lemieux

Staff Present: Shellie Reynolds & Bill Alexander

Audience: Roger Bickford

Meeting called to order by Ms. Hale at 5:32pm

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

A. None

#### **II. WARRANTS**

A. Warrant 47017 (Nov 22, 2017)-Approved

B. Warrant 49017 (Dec 06, 2017)-Approved

C. Warrant 50017 (Dec 13, 2017)-Approved

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

A. Water Commissioner Term Issue

1. Mr. Wells said that he is not resigning as he feels that the Council may not appoint who the people voted in last November, Roger Bickford.

B. Reading and Approval of Minutes

1. 11/14/2017

2. 11/28/2017

a. Mr. Wells made a motion to accept the minutes as written for 11/14/17 and 11/28/17. Mr. Lemieux 2<sup>nd</sup> the motion followed by a 3/0 vote.

C. Mill St Update

1. Mr. Alexander said that we have submitted our specifications to MDOT for the Mill St project and is waiting to hear back.

D. Rate Case

1. Rate Case Public Hearing February 15, 2018

a. Ms. Reynolds said that we received approval to have our public hearing in the Council Meeting Room for Thursday, February 15, 2018 at 6pm.

E. Unresolved Issues

1. Filter Plant-Filter# 2

2. Sludge to TOL Sewer Update-Ms. Hale asked where we were at with this issue and Mr. Alexander said that because of the disparity between the sample results he started splitting samples and sending them to 2 different labs and he has seen a difference in their results

so we are continuing to take samples. Ms. Hale asked if we would need to pump out the tanks again and Mr. Alexander confirmed that we would.

3. Main Street Main Project
4. Oxford Networks Proposal
5. Plaque or Memorial for Bill Bauer
  - a. Ms. Reynolds discussed with the Board an alternate memorial for Mr. Bauer as his father is already attached to the Moody location. She said that she and Ms. Masse discussed having a plaque here in the entryway with Mr. Bauer and his father and referencing their combined service to the Water Dept. and perhaps approaching the school to have a plaque put up there for more visibility with his service to the community. The Board had no issues with the new ideas and hoped the school would participate.
6. Comprehensive Plan Update for Planning Board

F. Any Other Old Business

1. Valve Replacement on Pinewoods Rd
  - a. Mr. Alexander said that we replaced a valve on Pinewoods Rd today. He said that it had been leaking and they were not able to get it stopped so he scheduled the work with a contractor and was able to utilize the same paving company that was in the area for the Sewer Project so there is some savings there. He said it went very well with no issues.
2. Bauer Station Heater
  - a. Mr. Alexander said that the heater has been replaced at Bauer Station but they have had to have the contractor come back twice as it was not working. Since the second time last Friday there have been no other issues.
3. Ann St Damage
  - a. Mr. Alexander said last Thursday they noticed that someone had backed into the Ann St. meter housing and damaged it. He said that he took some pictures and called the Police Dept to report it. He said that it was done by a large truck and he has narrowed it down to a Public Works plow truck or the propane delivery truck.

**IV. EXECUTIVE SESSION**

A. MRSA 13 § 405 (6) (A) Personnel

1. Mr. Wells made a motion to enter Executive Session citing MRSA 13 § 405 (6) (A) Personnel at 5:48pm with Mr. Lemieux 2<sup>nd</sup> followed by a 3/0 vote.
2. Ms. Hale made a motion to exit Executive Session at 6:58pm citing no action was taken. Mr. Wells 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.

**V. NEW BUSINESS**

A. Superintendent's Report

1. Pay Increases 2018
  - a. Mr. Alexander presented his recommendations for pay increases for 2018. The Board reviewed the document.
  - b. Mr. Wells made a motion to accept the increases and Ms. Hale 2<sup>nd</sup> the motion followed by discussion. Ms. Hale called for a vote on the motion and it was a 2/1/0 vote with Mr. Lemieux against.
2. Vacation
  - a. Mr. Alexander said that he was going on vacation from 12/22-01/04/18. Mr. Wells asked if anyone else was scheduled at the same time and he said no. The Board had no issue with Mr. Alexander's vacation.

- B. Business Manager's Report
  - 1. Holiday Lunch
    - a. Ms. Reynolds told the Board and Mr. Bickford that we would be having lunch here at the office with the staff on the 22<sup>nd</sup>. Ms. Hale will make it but Mr. Wells will not be able to due to work. Mr. Lemieux will call when he is sure if he can or cannot make it.
- C. Commissioner Communication/Requests
  - 1. Mr. Wells-None
  - 2. Ms. Hale-Flushing
    - a. Ms. Hale asked Mr. Alexander how the flushing was going and he said that, when they were able to do it, things were going very well and there haven't been many dirty water calls from it so it must be working the way it is supposed to. He said they completed all of route 196 in Lisbon and started on Winter Park and then on to Gross Development. He said that Dingley Press also completed their fire flow test and it went well also. He said that they will continue as long as the weather cooperates and they can get rid of the water safely without causing a hazard. He said that we have had around 3 calls for dirty water.
  - 3. Mr. Lemieux-None
- D. Complaint Log
  - 1. 12/05/17-20 Ferry Rd-dirty water
    - a. Due to flushing and it has since cleared right up.
  - 2. 12/05/2017-Pinewoods Rd Trailer Park-low pressure
    - a. Due to flushing and they are a high point in the system.
- E. Customer Comments
  - 1. Repair Compliment
    - a. Ms. Reynolds said that we had a customer call late this afternoon to thank us for a great job and notification and that we did just as we posted. She said that she followed us on Facebook and was grateful that were doing it.
- F. Other New Business
  - 1. None

## **VI. NEW BUSINESS**

- A. Next Meeting
  - 1. The next regular Commissioners' Meeting is Tuesday, January 09, 2018 at 5:30pm at the Lisbon Water Dept.

## **VII. ADJOURNMENT**

- A. Mr. Lemieux made a motion to adjourn. Mr. Wells 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 7:10pm