



## LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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

### Commissioners' Meeting Minutes for May 08, 2018

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

Staff Present: Shellie Reynolds and Bill Alexander Jr

Audience: Roger Bickford, Chris Brunelle, and Mr. and Mrs. Margerison

Meeting called to order by Ms. Hale at 5:30pm

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

##### **A. 31 Maple St**

1. Mr. and Mrs. Margerison from 31 Maple St have come to address the hard water issue. Mrs. Margerison said that she spoke with Mr. Alexander about their boiler, that their plumber recommended that they get the hot water off the boiler because the coils were having issues due to the water and their tenants complained about sand in their water. She said they spent over \$2,000 to fix the situation and installing a filter and she wants to know at what point the Town will do something about the hardness. She understands it is expensive but she would like to see the rates address this issue.
2. Mr. Alexander said when he spoke to the Margerisons that he explained that we are trying to help with the issue by flushing and implementing the corrosion control equipment and eventually we will be able to address the hardness but we would need to construct another facility to address all the sources.
3. Mr. Wells said that he had the same issues and installed a whole house filter that he has to replace it every six months so he understands their frustration but he also knows how expensive it is for the Department.
4. Ms. Reynolds said that we do have it in our capital improvement plan but we have some very large projects coming up. She said that we need to wait until we can pay off some bonds to take on more without a very large rate increase. Mrs. Margerison asked if this is a new problem and Ms. Reynolds said that it has been progressive since 2006 when they stopped the corrosion control process and brought the new filter plant online. They asked if it was a health issue if we were like Flint, Michigan and Mr. Alexander said that the water is perfectly safe; it is calcium not lead. She suggested putting something on our website for customers so they have options they can do on their own. Mr. Alexander said that he will look up some information for them and give them a call about some other filter options.
5. Ms. Margerison said that she was not able to get to the CCR report with the link on the notice we sent out. Ms. Reynolds took the notice and tried the link and found that when the link was underlined it blacked out an underscore that is not easily seen but the link does work if you use the underscore. Mrs. Margerison said that she will try it again and

thanked us for hearing their concern and hopes that we can fix the issue sooner rather than later.

## **II. WARRANTS**

- A. Warrant 16018 (Apr 18, 2018)-Approved
- B. Warrant 17018 (Apr 25, 2018)-Approved
- C. Warrant 18018 (May 02, 2018)-Approved
- D. Warrant 19018 (May 09, 2018)-Approved

## **III. OLD BUSINESS**

- A. Reading and Approval of Minutes
  - 1. 03/27/2018
    - a. Mr. Wells made a motion to accept the minutes as written for March 27, 2018. Ms. Hale 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
  - 2. 04/10/18
    - a. Ms. Hale tabled the minutes for April 10, 2018 as they were not finished.
- B. Route 125 Main Replacement
  - 1. Mr. Alexander said that he attended a meeting for this project and it was very good. He said that the one point he came away with was that the project is still very preliminary; that they haven't finished their testing and alignment of the road and that it will probably be pushed out until 2020.
- C. Highland Ave Project
  - 1. Mr. Alexander said that he spoke with the engineer about when to best put this out to bid again and he suggested January 2019. Mr. Alexander said that he would like to remove this project from the Unresolved Issues until we put it out to bid again in January 2019. The Board agreed to remove the item from the agenda.
- D. Service Replacement for 611 Lisbon St
  - 1. Mr. Alexander said that he has not been able to send out the request for proposals yet so the Board tabled this item to the next meeting.
- E. PUC Report Reviewed & Filed
  - 1. Ms. Reynolds said that she had sent out the PUC report to the Board and reviewed it with Mr. Henry. She said that the report looked good and Mr. Henry filed it with the PUC.
- F. NDS Proposals
  - 1. Ms. Reynolds said that she asked NDS about our concerns from the last meeting with each of the contracts and had sent the replies to the Board. She asked if the Board will approve the proposals from NDS.
    - a. Hosted Service
      - i. Mr. Wells made a motion to accept the proposal from NDS for the 5 year Hosted Service contract for \$4,860 per year. The Board discussed the issue and Mr. Lemieux 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
    - b. Service Management Module
      - i. Mr. Wells made a motion to accept the proposal from NDS for the Service management Module for \$3,500 one-time payment and an annual support fee of \$798. The Board discussed the issue and Ms. Hale 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
    - c. PSA Contract
      - i. Mr. Wells made a motion to accept the proposal from NDS for the PSA contract for \$2,520 for 20 hours of support services that does not expire. The Board discussed the issue and Mr. Lemieux 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.

G. Unresolved Issues

1. RHR Draft for 2017 Audit
2. Mill St Project-Awaiting Bid Results May 16<sup>th</sup>
3. Commissioner Terms
4. Sludge to TOL Sewer
5. Plaque or Memorial for Bill Bauer
6. Comprehensive Plan Update for Planning Board
7. T-Mobile Lease Reduction Request

H. Any Other Old Business

1. Water Softener Process
  - a. Mr. Wells asked if there was a way to move up the water softener process if the 125 project gets moved out again. Mr. Alexander said that he was glad Mr. Wells brought this up because he wanted to update the Master Plan as it hasn't been done since 2004 and he would like to add this fix to it. He said that he would like to send out requests for proposals to do it and get back to the Board.
  - b. The Board discussed the issue but took no action at this time.

**IV. NEW BUSINESS**

A. Superintendent's Report

1. New Public Works Director
  - a. Mr. Alexander said that the Town hired Tom Martin for the new Public Works Director.
2. Kelly Park Infrastructure Approval Letter
  - a. Ms. Reynolds said that we will need it to show the auditor new infrastructure that the Board approves of and the value will become new assets.
  - b. Mr. Alexander said that he was working on a Main Extension Package so that we do have written specifications that people can use; he said that this Infrastructure approval letter is part of it. He said that we need to issue one to Kelly Park but he has not completed it yet.
3. Interview Appts
  - a. Mr. Alexander said that we have set up interview appointments on:
    - i. 05/07/18 @ 5:30 & 6:30
    - ii. 05/09/18 @ 5:30 & 6:30

B. Business Manager's Report

1. None

C. Commissioner Communication/Requests

1. Mr. Wells-None
2. Mr. Lemieux- Inquired about Union St
  - a. Mr. Alexander said that the water work was complete for this construction project.
3. Ms. Hale- Away May 17<sup>th</sup>-22<sup>nd</sup>
4. Mr. Bickford-He thanked us for installing the new water meter; everything went great.

D. Complaint Log

1. 04/20/18-37 Park St-Low Pressure
  - a. Mr. Alexander said that he went to the location and identified calcium that was filling their filters.
2. 05/02/18-123 Lisbon St-Low Pressure
  - a. Mr. Alexander said that this was a calcium issue as well.

E. Customer Comments

1. 05/02/18-9 Reid St-lawn repair

- a. Ms. Reynolds said that we received a call from the customer from 9 Reid St and they wanted to let us know what an excellent job our staff did fixing their lawn from the main break. Mr. Alexander said that Mr. Lawton did the work and the Board said to express their thanks to Mr. Lawton on a job well done.

F. Other New Business

1. None

G. Next Meeting

1. The next regular Commissioners' Meeting is Wednesday, June 13, 2018 at 5:30pm at the Lisbon Water Dept.

**V. EXECUTIVE SESSION**

A. MRSA 13 § 405 (6) (E) Legal Consultations

1. Ms. Hale made a motion to go into Executive Session citing MRSA 13 § 405 (6) (E) and MRSA 13 § 405 (6) (A) Personnel. Mr. Lemieux 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote at 6:41pm
2. Ms. Hale made a motion to exit Executive Session with no votes and no action required. Mr. Wells 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote at 7:23pm.

**VI. ADJOURNMENT**

- A. Mr. Wells made a motion to adjourn. Mr. Lemieux 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 7:24pm