



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020 Fax (207) 353-3004

Marie Hale, Chairman, James Lemieux & Roger Bickford Commissioners

Commissioners' Meeting Minutes for September 11, 2018

Members Present: Marie Hale, Jim Lemieux, and Roger Bickford

Staff Present: Bill Alexander Jr and Shellie Reynolds

Audience: None

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

I. AUDIENCE PARTICIPATION

- A. None

II. WARRANTS

- A. Warrant 34018 (Aug 29, 2018)-Approved
- B. Warrant 35018 (Sep 05, 2018)-Approved
- C. Warrant 36018 (Sep 12, 2018)-Approved

III. OLD BUSINESS

- A. Reading and Approval of Minutes
 - 1. August 14, 2018
 - a. Mr. Bickford made a motion to accept the minutes as written for August 14, 2018. Ms. Hale 2nd the motion followed by a positive unanimous 3/0 vote.
- B. Mill St Project
 - 1. Mr. Alexander said that the water pipe is not installed yet because they weren't ready. He said that the contractor sent submittals of hangers and rods different than what was specified. He said that we consulted with Dirigo Engineering and was waiting for their opinion.
- C. Route 196 Paving
 - 1. Mr. Alexander said that the paving is complete for the Water Dept. infrastructure.
- D. Sludge to TOL Sewer
 - 1. Mr. Alexander said that he submitted more data to the Mr. Alveoli with the Sewer Dept. He said that he provided more specific information with regards to the backwashes vs. just accrual. He said that he is waiting on their opinion to see if we proceed.
- E. Billing Error Issue
 - 1. Ms. Reynolds said that she was finished with each of the 3 zones for the rate case overage adjustment charges and they were sitting in a pending file to go out with the regular billing. She said that she had sent a copy of the informational notice to the Board that will accompany each bill. She said that she has already done Zone 2 and there was not much

feedback from customers. She said that the total unbilled was around \$12,000 and mostly in Zone 3.

F. Unresolved Issues

1. Memorial for Bill Bauer-Ms. Reynolds said that we are abandoning the water line that served a hydrant for the Joliet Mill on the Paper Mill Trail. She said that Mr. Alexander has sent the request to the Fire Chief and we are waiting to hear back if they are ok with it or if we need to leave it in service. She said that it is in a great location and upon approval we would need to just alter it so that the Fire Dept. staff knows that it is no longer in service. She will bring the details back to the Board once they are finalized.
2. Kelly Park Infrastructure Approval Letter
3. Route 125 Main Replacement Project-Mr. Alexander said that he set up a meeting on October 25th with Dirigo Engineering to ride the project area to start the design.
4. Commissioner Terms
5. Comprehensive Plan Update for Planning Board

G. Any Other Old Business

1. None

IV. NEW BUSINESS

A. Superintendent's Report

1. None

B. Business Manager's Report

1. None

C. Commissioner Communication/Requests

1. Ms. Hale

- a. Ms. Hale said that she would not be available to sign the warrant next week as she will be out of town.
- b. Ms. Hale said that she no longer has a landline at home and contact her through her cell phone.
- c. Ms. Hale said that she was approached by a customer from Fortin Ave. about their water filter that was full of debris. Mr. Alexander said that he would contact the customer about their complaint.

2. Mr. Bickford

- a. Mr. Bickford congratulated Ms. Hale on running unopposed in this November's election.
- b. Mr. Bickford said that he had seen Mr. Plourde working at a neighbor's house and went to say hi. He said that out of that conversation Mr. Plourde told Mr. Bickford that he would like to meet with the Board for an outgoing statement pending his plan to retire. Mr. Bickford said that he did not know what Mr. Plourde wanted to say.
- c. Mr. Bickford told Mr. Alexander that he is able to go to the training this Thursday.

3. Mr. Lemieux- None

D. Complaint Log

1. 08/16/18-8 Free St-rate increase complaint

- a. The Board read the complaint and sympathized but the increase was needed.

2. 08/20/18-24 Spring St-low pressure

- a. Mr. Alexander explained that the customer called and said that they had low water pressure but when he went the next morning they had lost all water. He said that upon investigating the issue they found that the service line was plugged on our side so he set up temporary water service from a hydrant. He said that they hired Longchamps to do the excavation and found that the water service was a divided tap that served 2 curbs and it was plugged at the corporation and leaking. He said that it was encased in

concrete probably due to the proximity of the Sewer line. He said that they shut down the main, removed the corporation, installed a circle clamp, and restored service to the main. He said that they installed 2 separate taps and curbs for 24 and 26 Spring St and the job was completed with Bulick Construction replacing the pavement.

3. 08/23/18-3B Middle St-foul taste and smell
 - a. Mr. Alexander said that the tenant called with the complaint and he set up an appointment to meet with them. He said they called back to cancel and said that the issue was gone and he asked them to please call us if it happens again.
4. 08/28/18-60 Lisbon St-dirty water
 - a. Mr. Alexander said that customer called with dirty water and he went and found that it was calcium build up.
5. 08/29/18-113 Upland Rd-low water pressure
 - a. Mr. Alexander said that the customer called and said that they have low pressure and that they had checked their screens but had nothing. He said that when we went to the location the screens were in fact full of calcium so they rinsed them and their pressure returned to normal.

E. Customer Comments

1. None

F. Other New Business

1. Training Manual
 - a. Mr. Alexander said that he would order training manual for Mr. Bickford this week.
2. Sewer Clerk
 - a. Ms. Reynolds said that the Sewer Clerk gave her notice and that her last day was September 7th.

G. Next Meeting

1. The next regular Commissioners' Meeting is Tuesday, October 16, 2018 at 5:30pm at the Lisbon Water Dept.

V. EXECUTIVE SESSION

A. MRSA 13 § 405 (6) (A) Personnel and § 405 (6) (E) Legal

1. Ms. Hale made a motion to go into Executive Session citing MRSA 13 § 405 (6) (A) Personnel and § 405 (6) (E) Legal. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote at 5:53pm.
2. Ms. Hale made a motion to exit Executive Session with no action taken. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote at 6:20pm.

VI. ADJOURNMENT

- A. Mr. Bickford made a motion to adjourn. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 6:21pm