



## 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 December 18, 2018

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

Staff Present: Shellie Reynolds

Audience: None

Meeting called to order by Ms. Hale at 5:35pm

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

A. None

#### **II. WARRANTS**

A. Warrant# 51018 (Dec 19, 2018)-Approved

#### **III. EXECUTIVE SESSION**

A. MRSA 13 § 405 (6) (A) Personnel

1. Mr. Lemieux made a motion to enter Executive Session citing MRSA 13 § 405 (6) (A) Personnel at 5:36pm. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
2. Mr. Lemieux made a motion to exit Executive Session with no action taken. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote at 5:50pm.

#### **IV. OLD BUSINESS**

A. Reading and Approval of Minutes

1. None

B. Comprehensive Plan

1. Mr. Alexander stated that he had sent a copy of the proposed Water Dept Comprehensive Plan to the Board and to the Planning Board for review. He said that it was a team effort with Ms. Reynolds and the staff. Ms. Reynolds said that the Planning Board had no questions and liked what we submitted.
2. The Board discussed the plan and Ms. Hale made a motion to accept the draft Comprehensive Plan as the final copy. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.

C. Unresolved Issues

1. Sludger to TOL Sewer
2. Mill St Project
3. Memorial for Bill Bauer

4. Kelly Park Infrastructure Approval Letter
  5. Route 125 Main Replacement Project
  6. Comprehensive Plan Update for Planning Board
- D. 2019 Budget
1. Ms. Reynolds said that she made the changes to the line items discussed at the last meeting and clarified that our new Workers' Comp budget figure is \$12,000 now as all the rates have gone up due to all the injuries.
  2. The Board reviewed and discussed the changes and agreed with the overall deficit. Ms. Reynolds stated that we should easily be able to cover the deficit with the overages that are not part of the PUC rate case projection.
  3. Mr. Bickford made a motion to accept the 2019 budget at \$1,460,040.00. Mr. Lemieux 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
- E. Any Other Old Business
1. Mill Street Project Update
    - a. Mr. Alexander said that they have received the hangars and now they are hiring EJ Prescott to prep and pressure test the new main and bring it on line this year instead of waiting until next year. They will let us know when they are ready.

## **V. NEW BUSINESS**

- A. Superintendent's Report
1. None
- B. Business Manager's Report
1. None
- C. Commissioner Communication/Requests
1. Ms. Hale-None
  2. Mr. Bickford-None
  3. Mr. Lemieux- None
- D. Complaint Log
1. None
- E. Customer Comments
1. None
- F. Other New Business
1. None
- G. Next Meeting
1. The next regular Commissioners' Meeting is Tuesday, January 08, 2019 at 5:30pm at the Lisbon Water Dept.

## **VI. ADJOURNMENT**

- A. Ms. Lemieux made a motion to adjourn. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 6:06pm