



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 May 12, 2020

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 5:31pm

I. AUDIENCE PARTICIPATION

- A. None

II. WARRANTS

- A. Warrant 12020 (Mar 27, 2020)-Approved
- B. Warrant 13020 (Apr 1, 2020)-Approved
- C. Warrant 14020 (Apr 8, 2020)-Approved
- D. Warrant 16020 (Apr 22, 2020)-Approved
- E. Warrant 17020 (May 6, 2020)-Approved
- F. Warrant 18020 (May 13, 2020)-Approved

III. OLD BUSINESS

- A. Reading and Approval of Minutes
 - 1. 02/11/20-Meeting
 - a. Ms. Hale made a motion to accept the minutes as written. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote.
 - 2. 03/10/20-Meeting (Tabled)
- B. Year End with Finance Advisor
 - 1. Changed to Thursday March 12th
 - a. Ms. Reynolds said that Mr. Henry from Horton McFarland & Veysey came on the 12th for the year end work and everything went well.
- C. \$1.5 Million Bond Spring Issue
 - 1. Application approved
 - 2. Bond documents Completed & Signed
 - 3. PUC Application for Security approved
- D. Rate Increase for 2020 Bond
 - 1. Start date 10/01/2020
 - a. Mr. Lemieux made a motion to implement the rate increase on 10/01/2020. Mr. Bickford 2nd motion followed by positive unanimous 3/0 vote.
- E. Master Plan Update
 - 1. Extension Approval

*Please note that this printing of the Commissioners' Meeting minutes is not verbatim. The audio recording for this meeting is on file at the Lisbon Water Department located at 639 Lisbon St, Lisbon Falls, ME 04252.

- a. Mr. Alexander said he sent request to extend and it was approved to 11/1/20.
- F. Unresolved Issues
 - 1. GIS Grant from Rural Development-postponed due to Covid-19
 - 2. Corrosion Control
 - a. Mr. Alexander to give sizes & confer with Wright Pierce
 - 3. Chlorination at Stations – will be addressed with the Corrosion Control plan.
 - 4. Memorial for Bill Bauer - Tabled
- G. Any other old business
 - 1. New Water Department Sign
 - a. Marie likes new LWD sign on the office building.

IV. NEW BUSINESS

- A. Superintendent's Report
 - 1. COVID-19
 - a. Office closed to public from March 18th to June 1st
 - b. Office staff worked alternately from March 18th to April 20th
 - c. Only on call operators worked when necessary from March 18th to April 27th
 - i. Operators not going into houses
 - 2. EJP Value Added Services Contract for 2020
 - a. Mr. Lemieux made a motion to accept the EJP VAS Contract for 2020. Mr. Bickford 2nd followed by positive unanimous 3/0 vote.
 - 3. AEC Engineering Support Contract
 - a. Mr. Bickford made a motion to renew the AEC Engineering Support Contract for 2020. Mr. Lemieux 2nd the motion followed by positive unanimous 3/0 vote.
 - 4. 2019 Truck had paint issue
 - a. Fixed under warranty
 - 5. Rt. 196 Main Replacement Project
 - a. Valve leaking and needs to be replaced. Mr. Alexander proposed replacing the water main at the same time from Birch St to the valve near Kiernan Transport entrance and increasing it from an 8" main to a 12" main. He received cost estimate from Dirigo Engineering between \$75,000-\$120,000 and it would be funded with the bond funds.
 - i. Ms. Hale made a motion to proceed with the main replacement on Route 196. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote.
 - 6. Ross Valve @639 Lisbon Rd
 - a. Repaired by staff since last meeting
 - 7. Annual Report to Town of Lisbon
 - a. Mr. Alexander completed and sent
 - 8. CCR Report on website
- B. Business Manager's Report
 - 1. Mrs. Reynolds vacation 5/18 to 5/22
- C. Commissioner Communication/Requests
 - 1. Ms. Hale-None
 - 2. Mr. Bickford-None
 - 3. Mr. Lemieux- None
- D. Customer Communication
 - 1. Complaint Log
 - a. 5/1/2020 – 86 Main Street – Damage to sewer pipe; Water Dept not responsible
- E. Customer Comments
 - 1. None
- F. Other New Business
 - 1. 2 Bauer Street – New service
 - 2. 56 Capital Avenue – New service

G. Next Meeting

1. The next regular Commissioners' Meeting will be on Tuesday, June 9th, 2020 at 5:30pm at the Lisbon Water Dept.

V. **ADJOURNMENT**

- A. Ms. Hale made a motion to adjourn. Mr. Lemieux 2nd the motion followed by a 3/0 vote in favor. The meeting was adjourned at 6:45pm.