



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 March 10, 2020

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

Staff Present: Bill Alexander Jr and Shellie Reynolds

Audience: Don Fellows

Meeting called to order by Ms. Hale at 5:31pm

I. AUDIENCE PARTICIPATION

- A. None

II. WARRANTS

- A. Warrant 7020 (Feb 19, 2020)-Approved
- B. Warrant 8020 (Feb 26, 2020)-Approved
- C. Warrant 9020 (Mar 4, 2020)-Approved
- D. Warrant 10020 (Mar 11, 2020)-Approved

III. OLD BUSINESS

- A. Reading and Approval of Minutes
 - 1. 02/11/20-Meeting
- B. Year End with Finance Advisor
 - 1. Changed to Thursday March 12th
- C. Kelly Park Infrastructure Letter
 - 1. Final Draft; Ms. Hale made a motion to accept the LWD Infrastructure Acceptance Letter. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote.
- D. Unresolved Issues
 - 1. \$1.5 Million Bond Spring Issue – Submitted and waiting for an answer
 - 2. Rate Increase for July 1, 2020 – No Update
 - 3. Corrosion Control – Needs to address sludge. Lead and Copper testing every 6 months
 - 4. Chlorination at Stations – Same as Corrosion Control
 - 5. Master Plan Update – No Update
 - 6. Memorial for Bill Bauer - Tabled
- E. Any other old business
 - 1. None

IV. NEW BUSINESS

- A. Superintendent's Report
 - 1. Lisbon Standpipe Damage – Mr. Shultz was a witness; replaced chain. Police wanted damages
 - 2. Summer Street Main Break 02/17/2020
 - a. Circumferential sheer in 8" cast iron. Labbe was the contractor

*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.

3. Hydrant Replacement on First & Woodland
 - a. Tried to repair but had to be replaced
 - b. Aceto Construction did site work at a cost of \$2574.52
4. Upgrade & Relocate Electrical Service at Lisbon Standpipe
 - a. T-Mobile owns power line, need to reimburse them \$4500 to use same line & \$2400 for electrician
 - b. Mr. Lemieux motion, Mr. Bickford 2nd followed by 3/0 vote in favor
5. GIS Grant from Rural Development
 - a. Non-Asset Management
 - b. 1 Day Grant; collect valve box & hydrant locations in one day
 - c. Access to software for one year at no charge
 - d. Mr. Lemieux motion, Mr. Bickford 2nd followed by a 3/0 vote in favor
- B. Business Manager's Report
 1. Salary Increase letters and employee achievements
 - a. Mr. Stevens passed Class 4 treatment and distribution
 - b. Mr. Currier passed Class 2 treatment and backflow certification
- C. Commissioner Communication/Requests
 1. Ms. Hale-None
 2. Mr. Bickford-Thank you for helping Mr. Booker on Webster St.
 3. Mr. Lemieux- None
- D. Customer Communication
 1. Complaint Log
 - a. 3/2/20 – 36A Webster St – Low pressure; it is due to calcium
 - b. 3/6/20 – 20 Pike Street – Low pressure; Mr. Alexander said they will do a flow test
 - i. Mr. Alexander needs to make apt to do flow test & calcium
 2. Customer Comments
 - a. Customers are going to miss Ms. Masse when she leaves; they have been told she will be here until September.
 3. Ms. Schafer started in the office on 2/24/20
- E. Other New Business
 - a. None
- F. Next Meeting
 1. The next regular Commissioners' Meeting will be on Tuesday, April 14, 2020 at 5:30pm at the Lisbon Water Dept.

V. EXECUTIVE SESSION

- A. MRSA 13 § 406 (A) Personnel
 1. Mr. Lemieux made motion to enter Executive Session. Ms. Hale 2nd motion followed by a positive unanimous 3/0 vote at 5:51pm.
 2. Mr. Lemieux motioned to exit Executive Session with no action taken. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote at 6:34pm.

VI. ADJOURNMENT

- A. Mr. Lemieux made a motion to adjourn. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote at 6:34pm.