



# **LISBON WATER DEPARTMENT**

639 Lisbon Road

Lisbon Falls, Maine 04252

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

Marie Hale, Chairman & Roger Bickford Commissioners

## **Commissioners' Meeting Minutes for February 9, 2021**

**Members Present:** Marie Hale, Roger Bickford

**Staff Present:** Bill Alexander Jr, Shellie Reynolds, Cindy Schafer

**Audience:** Don Fellows – Liaison for Town of Lisbon Council

### **I. CALL MEETING TO ORDER**

- A. Meeting called to order by Ms. Hale at 5:30pm
- B. Roll Call

### **II. AUDIENCE PARTICIPATION**

- A. None

### **III. WARRANTS**

- A. Warrant# 3021 (Jan 20, 2021)
- B. Warrant# 4021 (Jan 27, 2021)
- C. Warrant# 5021 (Feb 03, 2021)
- D. Warrant# 6021 (Feb 10, 2021)

### **IV. OLD BUSINESS**

#### **A. Minutes**

- 1. 01/12/2021

I. Ms. Hale made a motion to accept minutes, Mr. Bickford 2<sup>nd</sup> followed by 2/0 vote to approve

#### **B. Hiring Superintendent Update**

- 1. Ms. Reynolds brought up possibly hiring a General Manager and letting him/her decide whether a superintendent, foreman or 4<sup>th</sup> water operator is the best way to go
- 2. Ms. Reynolds cited that it may be hard to find a superintendent
- 3. The superintendent role has changed and expanded over the years; it would be good to have the work divided between two roles; one to handle management side and one to handle everything else
  - I. The General Manager must have PUC knowledge and an understanding of utilities
- 4. Mr. Bickford and Ms. Hale are both in favor of going in this direction
- 5. Ms. Reynolds stated we will continue to look for both to see what we get for applicants

#### **C. 2021 CIP**

- 1. Ms. Reynolds stated that the final copy has been sent to the Town of Lisbon and handed out final copies to the commissioners

- D. Risk and Resilience Assessment & Emergency Response Plan
  - 1. Proposals – Mr. Alexander stated that he heard from Wright Pierce; they will not be submitting a proposal citing they do not have the time or staff to participate
  - 2. Mr. Alexander did receive proposals from Tom’s Water Solutions and Dirigo
  - 3. Mr. Alexander will continue to evaluate both proposals and will come back to the board next month for approval
- E. Huston St Main Extension
  - 1. Completed on 1/14
  - 2. 76’ of 6” main was installed and a broken 1” blow off was replaced with a 2” blow off
  - 3. The area will need to be paved in Spring/Summer
  - 4. The work was completed by Bulick at a cost of \$2560
- F. Unresolved Issues (tabled)
  - 1. Master Plan
  - 2. Corrosion Control
  - 3. Temporary Office Help
  - 4. Chlorination at stations
  - 5. Memorial for Bill Bauer
  - 6. Legislative Bill for PFO’s and PFA’s
    - I. Two bills are being discussed but nothing has been decided
- G. Any Other Old Business
  - 1. None

## **V. NEW BUSINESS**

- A. Superintendent’s Report
  - 1. Water Main Breaks
    - I. Amalfi – 1/23/21 at 9:30pm
      - i. There was a hole (5-6” in diameter) in the 6” iron main
      - ii. This was the same night as the fire on Ridge Rd; Mr. Alexander does not believe the use of the hydrants caused the damage
      - iii. Mr. Alexander figured about 490,000 gallons of water went into the ground from leak and fire
      - iv. Ray Labbe did the work
    - II. Frost Hill Extension – 1/25/21 at 9:30am
      - i. Intersection of Rt 9, water was coming out of road
      - ii. The break was in a 6” iron main
      - iii. The pavement lifted about 4” over about 125’; it came back down after it was fixed but may need to be repaved in the Spring
      - iv. Mr. Alexander figured about 136,000 gallons of water went into the ground
      - v. St. Laurent made repair and paved at a cost of \$7025.30
- B. Business Manager’s Report
  - 1. New Commissioner
    - I. 2 applicants as of 2/8/21
    - II. Mr. Fellows mentioned that the Town did not do much advertising and maybe next time they utilize the newspaper and Facebook
  - 2. Y/E Financial Advisor will be in the office on 3/11 to help us prepare for the audit
  - 3. The audit will be completed again by RHR Smith

- C. Commissioner Communication/Requests
  - 1. Ms. Hale – Glad that the headlight has been repaired on the truck.
    - I. Mr. Alexander stated that the light burnt out again so the truck was taken to the shop and needed an additional repair; wire had chaffed off which was causing the light issue
  - 2. Mr. Bickford – None
- D. Customer Communication
  - 1. Complaint Log
    - I. 1/26 – 73 Summer St-low pressure; this was calcium and the customer was told about cleaning screens
    - II. 2/1 – 3 Russell St-dirty water again. Mr. Alexander stated that on one else on the street has issues; he would like to dig this Spring/Summer to see if they can figure out why it is ongoing. He has seen drawings that show some old pipe in that area and that could be the cause.
    - III. 2/4 – 10 Berry Ave-low pressure again. Ms. Reynolds explained about cleaning the screens and asked them to call back if that did not make a difference; they have not called back so we believe the issue is resolved.
  - 2. Customer Comments
    - I. None
- E. Any Other New Business
  - 1. Mr. Fellows stated that the Worumbo project is coming along.
    - I. Town Council is going out for conceptual design bids
      - i. 4 firms have expressed interest in designing and 2 of them are interested in being the developer.
      - ii. Public hearings will be held when the time comes.
  - 2. New Lead and Copper Rule
    - I. Mr. Alexander – We will be required to inventory galvanized (including lead lined) services; this includes utility and land owner side
    - II. 3% must be replaced every year
    - III. Must test 20% a year
    - IV. No date has been announced for the start of this requirement
- F. Set next meeting date
  - 1. Tuesday, March 9, 2021 at 5:30pm at Lisbon Water Department.

## **VI. ADJOURNMENT**

- A. Ms. Hale made motion to adjourn, Mr. Bickford 2<sup>nd</sup>, followed by a 2/0 vote in favor. Adjourned at 6:05pm.