



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Marie Hale, Chairman, Kenneth R. Wells & James Lemieux Commissioners

Commissioners' Meeting Minutes for February 15, 2018

Members Present: Ken Wells, Marie Hale, and Jim Lemieux

Staff Present: Shellie Reynolds, Bill Alexander and Nick Henry from Horton McFarland & Veysey

Audience: Roger Bickford and Chris Brunelle

Meeting called to order by Ms. Hale at 5:01pm

I. AUDIENCE PARTICIPATION

- A. None

II. WARRANTS

- A. Warrant 2018 (Jan 10, 2018)-Approved
- B. Warrant 3018 (Jan 17, 2018)-Approved
- C. Warrant 4018 (Jan 24, 2018)-Approved
- D. Warrant 5018 (Jan 31, 2018)-Approved
- E. Warrant 6018 (Feb 07, 2018)-Approved
- F. Warrant 7018 (Feb 14, 2018)-Approved

III. OLD BUSINESS

- A. Reading and Approval of Minutes
 - 1. 01/09/2018-Tabled
 - a. Ms. Hale said that the minutes were not ready and would be tabled to the next meeting.
- B. Rate Case
 - 1. Public Hearing February 15, 2018
 - a. Ms. Reynolds said she had information handouts for everyone for the Public Hearing. The Board agreed to discuss them just prior to the Hearing.
- C. Filter Plant Filter #2
 - 1. Mr. Alexander said that the load out of the media and the reinstallation of the underdrains has been scheduled for March 6th. He said that hopefully by the end of the week with successful water quality results the filter will be back in service.
- D. Mill Street Project
 - 1. Mr. Alexander said that the project still hasn't gone out to bid yet and that the environmental consultants for MDOT have requested that we leave the existing pipe in the river and not disturb the mercury. He said that he told them that we would agree to that and we changed the specifications in the contract to remove that language and there should be some savings by not having to do that.

2. Ms. Hale asked if we would cap the ends or let it flow freely and Mr. Alexander said that we would excavate it, cut it and cap both ends so that there will not be anything running.
- E. Unresolved Issues
 1. Sludge to TOL Sewer
 2. Route 125 Main Replacement Project
 3. Oxford Networks Proposal
 4. Plaque or Memorial for Bill Bauer
 5. Comprehensive Plan Update for Planning Board
- F. Any Other Old Business
 1. Water Commissioner Terms Issue
 - a. Ms. Reynolds said that we attended a Legislative hearing last Tuesday, February 13th and that everything went pretty well. She said Garrett Mason presented our bill to the Utilities Committee and our attorney Mr. Donahue represented us reiterating our need to change the Charter. She said that there was only one question from the Committee and they wanted to know if we had notified our customers of the change. Ms. Reynolds told them that we had discussed it in our Public meetings and they asked if we could at least put it out on Facebook. Ms. Reynolds said to address this issue we would be including it in our housekeeping announcements tonight right before the Public Hearing on the live stream and that Mr. Alexander would be posting it on our Facebook page.
 - b. Ms. Reynolds read the announcement and the Board approved it. Ms. Reynolds said that the Committee did vote ought to pass so it will be forwarded to the Legislature.
 - c. Ms. Hale said that she spoke with Representative Mason today and he said that the House of Representatives was voting on our bill today at 4:30 but she had not seen the results posted yet so she expected to see them tomorrow and that the Senate might vote on it Tuesday or Wednesday.

IV. NEW BUSINESS

- A. Superintendent's Report
 1. Main Break-Pinewoods Rd-1/25/18 @9:35pm
 - a. Mr. Alexander said we had a main break on Pinewoods Rd at the intersection of Spruce St on 1/25/18 around 9:30pm. He said that they had to shut down all of Pinewoods Rd which shut down all the Trailer parks out that way. He said they hired ETTI to repair the sheer which is circumference break of the pipe which is caused by frost load. He said that they had the water back on by 3:30am and the line was flushed and clear an hour later. He said that job went well and everyone did a great job.
 - b. He said that we had complaints for dirty water several days after that because the trailer parks did not have a way to flush their private distribution system.
 - c. Ms. Hale showed a picture of the flushing hydrant and frozen water due to the extreme temperature.
 2. Police Escort-20 Serena St
 - a. Mr. Alexander said that we had a customer on the shut off list who had made a variety of threats so we called the police and they accompanied the water operator to the location. He said that it went well and we appreciate the Lisbon Police Department's assistance in taking care of the issue. He said that we were successful in collecting the debt.
 3. SCADA Maintenance Contract
 - a. Mr. Alexander said that he had asked for proposals from AEC Engineering and Summit Engineering for an annual maintenance contract and for emergency calls if we have any kind of issue with the SCADA system. He said he received both proposals

and AEC was \$3,800 and if we didn't use all the value it would roll over to the next year. He said if we exceeded the \$3,800 we could just renew the next contract at that time rather than be billed hourly at a higher rate every time we needed them. He said that Summit Engineering's proposal was for the same services but at a much higher rate. He asked the Board to accept the AEC proposal.

- b. The Board discussed the issue and Mr. Wells made a motion to accept the proposal for AEC Engineering for \$3,800. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote.

4. Employee Ad

- a. Mr. Alexander said that due to Mr. Lawton retiring he has drafted an employee ad to hire a Class II Treatment and Distribution water operator. He handed out copies and asked the Board to review and approve it so he could post it the next day on the Indeed website, MWUA website, MRWA website, Facebook, and the Town's page.
- b. The Board discussed the issue and approved Mr. Alexander to proceed with posting the ad.

B. Business Manager's Report

- 1. None

C. Commissioner Communication/Requests

- 1. Mr. Wells-Ray's Electric invoice on the warrant
 - a. Mr. Alexander said that expensive line item was to repair the CMP enclosure at the Ann St location that was damaged from someone backing into it; the second item was an improvement at Bauer Station to remove an extension cord that was going across the floor and then they repaired some emergency lighting at Moody that were no longer working.
- 2. Ms. Hale-Thank you cards for everyone at Legislature that had helped with our bill.
- 3. Mr. Lemieux-None

D. Complaint Log

- 1. 01/22/18-610 Lisbon St-water quality for plants
 - a. Mr. Alexander said that we had a customer come to the office to ask if we had done anything different with the water because he couldn't get some of his plant seeds to grow but his pot plants were doing great. He said that if the one plant was doing good then there must be something else going on with those specific seeds as he has other positive feedback from other customers about the water quality for their garden businesses.
- 2. 01/24/18-27 Hewey St-low pressure
 - a. Mr. Alexander said that they have 42 psi which was good but they had a globe valve that could have been a problem and the customer replaced that valve today.
- 3. 01/29/2018-70 Pinewoods Rd-dirty water
 - a. He said that these complaints were from the main break and a direct result from their park not flushing their private system.

E. Customer Comments

- 1. None

F. Other New Business

- 1. None

G. Next Meeting

- 1. The next regular Commissioners' Meeting is Tuesday, March 13, 2018 at 5:30pm at the Lisbon Water Dept.

V. EXECUTIVE SESSION

A. None

VI. ADJOURNMENT

A. Mr. Wells made a motion to adjourn. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 5:29pm