



LISBON WATER DEPARTMENT

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Marie Hale, Chair, James Lemieux, and Roger Bickford, Commissioners

Commissioners' Meeting Minutes for December 17, 2019

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

Staff Present: Bill Alexander Jr and Shellie Reynolds

Audience: Don Fellows, Town Councilor

Meeting called to order by Ms. Hale at 5:30pm

I. NOMINATE AND VOTE FOR WATER COMMISSIONER OFFICIALS

A. Chairperson

1. Mr. Bickford made a motion to nominate Ms. Hale for Chairperson. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote for Ms. Hale as Chairperson.

B. Vice Chairperson

1. Ms. Hale made a motion to nominate Mr. Lemieux for Vice Chairperson. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote for Mr. Lemieux as Vice Chairperson.

II. AUDIENCE PARTICIPATION

A. None

III. WARRANTS

- A. Warrant 47019 (Nov 20, 2019)-Approved
- B. Warrant 49019 (Dec 04, 2019)-Approved
- C. Warrant 50019 (Dec 12, 2019)-Approved
- D. Warrant 51019 (Dec 18, 2019)-Approved

IV. OLD BUSINESS

A. Reading and Approval of Minutes

1. October 8, 2019 Meeting
2. November 13, 2019 Meeting
 - a. Mr. Lemieux made a motion to accept both meeting minutes as written. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote.

B. Referendum Question

1. Referendum Approved
 - a. Ms. Reynolds said that our referendum results were ratified at the Town Council Meeting on December 10, 2019.

C. Flushing

1. Mr. Alexander said that the flushing was completed in November with no significant issues.

D. ISO Fire Flows

1. Mr. Alexander handed out a chart showing the fire flow testing results for all the locations they did. The Board discussed the information and it was noted that only 4 of the 14 sites tested met the ISO standard. Mr. Alexander said that improving this is part of the need to

update the Department's Master Plan and capital improvement plan but it will take several years and a new water storage option to meet the fire flow demand.

E. Unresolved Issues

1. \$1.5 Million Bond Spring Issue
2. Rate Increase for July 1, 2020
3. Corrosion Control-Mr. Alexander said that he has a meeting scheduled on 12/19/19 with Wright Pierce to discuss & finalize their proposed draft for the Corrosion Control Letter to MDWP.
4. Kelly Park Infrastructure Approval Letter
5. Chlorination at Stations
6. Master Plan Update
7. Memorial for Bill Bauer

F. Any Other Old Business

1. None

V. NEW BUSINESS

A. Superintendent's Report

1. Liquid Engineering Proposal
 - a. Mr. Alexander gave the Board the proposal from Liquid Engineering for inspecting and cleaning both standpipes for \$6080.00. He said this price was dependent on their having other work in the area to be scheduled.
 - b. The Board discussed the issue and Ms. Hale made a motion to accept the Liquid Engineering proposal for \$6080.00. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote.
2. Dirigo Proposal
 - a. Mr. Alexander gave the Board the proposal from Dirigo Engineering for design services for the infrastructure improvements for the 2020 Bond.
 - i. The Board reviewed the information and Mr. Bickford made a motion to accept the proposal from Dirigo Engineering at \$10/lf. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote.
3. 2020 Pay Increase Recommendations
 - a. Mr. Alexander presented the Board with written recommendations for staff annual pay increases for 2020.
 - i. Ms. Hale made a motion to accept the proposed annual pay increases for 2020. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote.

B. Business Manager's Report

1. None

C. Commissioner Communication/Requests

1. Ms. Hale
 - a. Ms. Hale let the staff and Board know that she will be having eye surgery on January 8th and January 15th so she may not be able to sign warrants.
2. Mr. Bickford-Welcomed Mr. Fellows as the liaison for the Town Council
3. Mr. Lemieux- Let everyone know that he has been sworn in by the Town Clerk for his new term and the Board expressed their appreciation for his continued service.

D. Complaint Log

1. 11/21/19-5 Irene St-Low Pressure
 - a. Mr. Alexander said that the staff went to the location and found that they had a water filter that was blocked and that their pressure came back when they by-passed the filter.
2. 12/09/19-678 Lisbon St-Water Quality
 - a. Mr. Alexander said that he went to the location and took some samples which showed really low iron level. He said that he will leave another bottle for customer to do a

sample next time he experiences the same issue. He said that the customer complained of low usage as well but will need to check on this at his next visit.

E. Customer Comments

1. None

F. Other New Business

1. None

G. Next Meeting

1. The next regular Commissioners' Meeting will be on Tuesday, January 14, 2020 at 5:30pm at the Lisbon Water Dept.

VI. EXECUTIVE SESSION

A. None

VII. ADJOURNMENT

A. Mr. Lemieux made a motion to adjourn. Mr. Bickford 2nd the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 6:20pm.