



## LISBON WATER DEPARTMENT

639 Lisbon Road

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Marie Hale, Chairman, James Lemieux & Roger Bickford Commissioners

### Commissioners' Meeting Minutes for November 13, 2019

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 5:30pm

#### I. AUDIENCE PARTICIPATION

A. None

#### II. WARRANTS

- A. Warrant 42019 (Oct 16, 2019)-Approved
- B. Warrant 43019 (Oct 23, 2019)-Approved
- C. Warrant 43019 (Oct 30, 2019)-Approved(s/b 44019)
- D. Warrant 44019 (Nov 06, 2019)-Approved(s/b 45019)
- E. Warrant 46019 (Nov 13, 2019)-Approved

#### III. OLD BUSINESS

- A. Reading and Approval of Minutes
  - 1. October 8, 2019 Workshop
  - 2. October 8, 2019 Meeting-tabled
  - 3. November 7, 2019 Workshop
    - a. Ms. Reynolds said that the minutes for the workshops were presented but the minutes for the meeting were not ready.
    - b. Ms. Hale made a motion to accept both workshop minutes as written. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
- B. Referendum Question
  - 1. Referendum Approved
    - a. Ms. Reynolds said that our referendum question for the \$6 million was approved at the voting.
    - b. Ms. Hale said that it would be final as soon as the Council ratifies the vote at their next meeting.
- C. Flushing
  - 1. Mr. Alexander said that they have almost completed the entire system except for Gross Development, and in Lisbon Falls Higgins St, and Anthony St. He said that they hope to begin the fire flows next week.
- D. Corrosion Control
  - 1. Mr. Alexander said that he has had ongoing communication with Wright-Pierce for the draft letter to MDWP to bring to the Board for approval. He hopes to have it soon.

- E. Unresolved Issues
  - 1. Kelly Park Infrastructure Approval Letter
  - 2. Chlorination at Stations
  - 3. Master Plan Update
  - 4. Memorial for Bill Bauer

- F. Any Other Old Business
  - 1. None

#### IV. NEW BUSINESS

##### A. Superintendent's Report

- 1. 6 Goddard St Service Renewal
  - a. Mr. Alexander said that a customer called about low pressure. He went to the location and found that our side of the curb was plugged. He said that we hired Aceto & Sons to do the repair. He said that the job was completed including paving for \$3,721.26.
- 2. Fire Hydrant Hit on Wing St
  - a. Mr. Alexander showed the Board pictures of the hydrant on Wing St that was hit and the pictures of the vehicle that was found to have done the damage. The police have been notified and will be touch. He said that he hopes to have the hydrant fixed in the next couple weeks.
- 3. Dig Safe Violation Reports
  - a. Mr. Alexander said that we received the Dig Safe Violation reports from the PUC. They stated that we were negligent in marking on the 2 locations mentioned but there were no fines as we were showing good faith effort in purchasing new equipment and participating in more training. He said that the staff will be attending the free PUC training on December 18<sup>th</sup>.
- 4. Standpipe Base Repair
  - a. Mr. Alexander said that he was still waiting for a final estimate and tentative repair date.
- 5. Main Break on Reid St Today
  - a. Mr. Alexander said that we had a main break today on Reid St. It was a 3-4' longitudinal split in the pipe. He said that we hired St. Laurent & Sons as they were already at a nearby location and were still in the process of the repair.
- 6. PFO's PFA's
  - a. Mr. Alexander explained that we participated in a free voluntary testing program by the State. He said that they have a committee that is trying to gather information to assess the levels in the State. He said that WCSH 6 had a story on it from a report that the Maine Center for Disease Control posted with the results and Lisbon was the highlight as our results were the highest of the 9 utilities reported. He said that our test results did not even come close to the actionable level of 70ppt but it has prompted a lot of attention with the residents. He said that the chemical is in several everyday items such as microwave popcorn, make up, and fire suppression foam etc and that it is ending up in the water and sewer systems. He said that they are still in the preliminary stages of the information gathering period for the EPA to determine if there is a need to take different action than what is required now. He said that he will be putting out an informative letter to help understand the issue.

##### B. Business Manager's Report

- 1. Personnel Policy Updates
  - a. Ms. Reynolds presented the updated policy changes that were approved at the last meeting and if the Board agreed then they could approve with a motion.
  - b. Mr. Bickford made a motion to accept the changes to the personnel policy as written. Mr. Lemieux 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.

2. Holiday Dinner
  - a. Ms. Reynolds said that everyone has committed to the holiday dinner on December 7<sup>th</sup> at 4:30pm at Marcos Restaurant in Lewiston.
3. 2020 Budget Approval
  - a. Ms. Reynolds presented the 2020 budget as discussed and agreed on with the Financial Advisor at the budget workshop on 11/7/19.
  - b. Ms. Hale made a motion to approve the budget as presented. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
4. \$1.5 Million Bond Spring Issue
  - a. Ms. Reynolds stated that the Board discussed going after a \$1.5 million bond in the spring issue for 2020 for with a 10 year term for infrastructure and improvements in the budget workshop on 11/7/19.
  - b. Mr. Lemieux made a motion to move forward to get \$1.5 million bond in the spring issue for 2020 with a 10 year term for infrastructure and improvements. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
5. Rate Increase for July 1, 2020
  - a. Ms. Reynolds stated that the Board discussed the need for the rate increase to pay for the \$1.5 million bond at the workshop on 11/7/19. She said that they agreed to begin the increase on July 1, 2020.
  - b. Mr. Bickford made a motion to begin the rate increase for the new bond on July 1, 2020. Ms. Hale 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote.
- C. Commissioner Communication/Requests
  1. Ms. Hale-None
  2. Mr. Bickford-None
  3. Mr. Lemieux- None
- D. Complaint Log
  1. Main St- dirty water and low pressure from flushing
  2. 10/11/19-49 Summer St-dirty water
    - a. Mr. Alexander visited the location and showed the customer that the water was clear in a white cup but had a shadow when in the sink. He also said that they do have a calcium problem and gave them some ideas to help.
  3. 10/15/19-39 Pinewoods Rd-dirty water
    - a. Ms. Reynolds said that the customer brought a jar of dirty water to the office for the Superintendent. He went to the location and helped flush their service line.
  4. 11/04/19-61 Ridge Rd-PFO's & PFA's concerns
    - a. Mr. Alexander said that he spoke with the customer about the reports that they had been seeing on TV and social media and explained that our levels did not exceed the limit and that he will posting more information for customers.
- E. Customer Comments
  1. None
- F. Other New Business
  1. None
- G. Next Meeting
  1. The next regular Commissioners' Meeting will be on Tuesday, December 10, 2019 at 5:30pm at the Lisbon Water Dept.

## V. EXECUTIVE SESSION

- A. None

## VI. ADJOURNMENT

- A. Mr. Lemieux made a motion to adjourn. Mr. Bickford 2<sup>nd</sup> the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 6:34pm.

\*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.