



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 August 5, 2020

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

Staff Present: Bill Alexander Jr, Shellie Reynolds, Cindy Schafer, Cody Currier, Nick Henry

Audience: Don Fellows – Liaison for Town of Lisbon Council

Meeting called to order by Ms. Hale at 5:07pm

I. AUDIENCE PARTICIPATION

A. None

II. WARRANTS

A. Warrant# 30020 (Jul 31, 2020)

III. OLD BUSINESS

A. Minutes

1. 07/21/2020

2. Ms. Hale made a motion, Mr. Bickford 2nd followed by a 3/0 vote to accept minutes

B. Rate increase for 2020 Bond

1. Public hearing today following meeting at 6:00pm

C. SCADA Computer Replacement

1. Computer failure on or around July 1st.

a. Contacted AEC Engineering for proposal to replace SCADA computer and update software.

i. We were on version of software was 1.2, they are now on 6.1

ii. Mr. Alexander asked for a suggestion on how often to upgrade the software

iii. Cost was \$10,822.00 out of the \$25,000 budgeted which will be used to further upgrade the system

2. Upgrades will include 2 hard drives in case one fails, Buck will be in to set up so we have cell access, AEC will be able to make repairs from their office which will eliminate costs for travel time.

D. Standpipe Base Repair – Lisbon Falls

1. Mr. Currier working on coordinating

2. Sent out a request for bids; narrowed it down to a couple and the commissioners approved to award the work at the last meeting.

3. Mr. Currier reached out to the company; they could not give him an exact date but will fit us in at the end of August or beginning of September.

- E. Master Plan Update
 - 1. Mr. Alexander sent RFP's to Dirigo and Wright Pierce as they both have extensive history with the Water Department and have both have designed portions of the system.
 - 2. Comprehensive Capacity Development Grant awarded last year
 - a. Will pay 50% up to \$30,000
 - 3. Due to tight time frame Wright Pierce was unable to meet the timeline to get the proposal back to us; they also did not feel they could get the work done on time.
 - a. Work has to be done by 3rd week of October so we can submit everything to the Drinking Water Program by November 1st.
 - 4. Dirigo's proposal says they can have it done on time for \$30,000
 - a. They will identify inefficiencies with structures, storage facilities, do they meet current environmental conditions
 - b. They will identify options; when and how it should be done and the cost. Mr. Alexander asked them to look out 20 years.
 - 5. Mr. Bickford made a motion, Ms. Hale 2nd, followed by a 2/0 vote to go with Dirigo.

- F. Unresolved Issues (tabled)
 - 1. Legislative Bill for PFO's PFA's
 - 2. Memorial for Bill Bauer
 - 3. Corrosion Control
 - 4. Chlorination at Stations

- G. Any Other Old Business
 - 1. None

IV. NEW BUSINESS

- A. Superintendent's Report
 - 1. None
- B. Business Manager's Report
 - 1. Finance Charges – None charged since March
 - a. Ms. Reynolds would like to start again October 1st
 - 2. Past Due Notices/Disconnect Notices – We will start mailing past due notices since we cannot send disconnect notices
 - a. PUC is considering extending the no disconnect order for 6 more months
- C. Commissioner Communication/Requests
 - 1. Ms. Hale -
 - a. Away August 9th for one week
 - i. Jim will need to sign the Warrant
 - 2. Mr. Bickford - None
 - 3. Mr. Lemieux - Absent
- D. Customer Communication
 - 1. Complaint Log
 - a. 08/03/2020 – 11 Alexander St-hydrant paint dulling
 - i. Don painted the hydrant today (8/5)
 - 2. Customer Comments
 - a. None
- E. Any Other New Business
 - 1. None
- F. Set next meeting date
 - 1. Tuesday, September 15, 2020 at 5:30pm at Lisbon Water Department.

V. ADJOURNMENT

- A. Ms. Hale made motion to adjourn, Mr. Bickford 2nd, followed by a 2/0 vote in favor. Adjourned at 5:26pm.