



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Marie Hale, Chairman, James Lemieux & Roger Bickford Commissioners

Commissioners' Meeting Minutes for September 15, 2020

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

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

Audience: Don Fellows – Liaison for Town of Lisbon Council

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

I. AUDIENCE PARTICIPATION

- A. None

II. WARRANTS

- A. Warrant# 32020 (Aug 12, 2020)
- B. Warrant# 33020 (Aug 19, 2020)
- C. Warrant# 35020 (Sep 02, 2020)
- D. Warrant# 36020 (Sep 09, 2020)
- E. Warrant# 37020 (Sep 16, 2020)

III. OLD BUSINESS

- A. Minutes
 - 1. 08/05/2020 – Public Hearing Minutes
 - 2. 08/05/2020 – Meeting Minutes
 - 3. Mr. Lemieux made a motion, Mr. Bickford 2nd followed by a 3/0 vote to accept minutes
- B. Rate increase for 2020 Bond
 - 1. Begins October 1, 2020
 - 2. Nick told Ms. Reynolds that LWD should receive stamped approved copy of filing from PUC by the end of September
- C. Standpipe Base Repair-Lisbon Falls
 - 1. After the last meeting Mr. Currier called Marston Industrial to perform the work
 - a. Marston has started work a couple of weeks later; it needs to cure for 30 days before coating
 - b. They dug down about 24" to original concrete and replaced rebar; both Mr. Alexander and Mr. Currier feel they are doing a great job.
- D. Master Plan Update
 - 1. Meeting with Dirigo Engineering on August 3rd
 - a. Mr. Alexander and the operators were present
 - b. Dirigo went over with staff about what they see as needs for now and in the future
 - c. They went over everything in the system, staff, software, hardware, biggest users, etc. At the end they visited each of our facilities
 - d. Tim from Dirigo has long history with Water Department

*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.

- E. Memorial for Bill Bauer
 - 1. Mr. Alexander put together a materials list; his estimate came up to about \$1480 (including \$700 for the hydrant). The labor was going to cost about \$1800; Mr. Alexander spoke to someone at Brunswick/Topsham and explained what he wanted to do, they agreed to do the work (hydraulic pusher) at no charge.
 - 2. This will save on the labor but also give us a chance to see how the machine works and give us an idea if it would be a good purchase for the LWD.
 - 3. Once there is a solid quote, we will look for donations to help pay for the memorial
- F. Corrosion Control
 - 1. Lead and copper testing (required every 3 years) was completed last week. 20 samples were required; you are only allowed 10% of the 20 samples to fail but none of them this year came back with results higher than the max allowed. Both were down from last test in 2017.
 - a. Highest allowed for copper is 1.3mg/liter, our highest was .685mg/liter
 - b. Highest allowed for lead is .015mg/liter, our highest was .008mg/liter
 - 2. Once the corrosion control is online, we will need to do lead and copper testing every 6 months (40 samples each time). This will happen for at least a year.
- E. We got a quote of \$1800 to remove the generator; Don and Cody ended up moving it instead
 - a. The generator has been listed for sale.
- G. Employee Appreciation Lunch
 - 1. 9/18/2020 at 12pm
- H. Unresolved Issues (tabled)
 - 1. Legislative Bill for PFO's PFA's – No update
 - 2. Chlorination at Stations – No update
- I. Any Other Old Business
 - 1. Bauer generator – Dirigo giving us a quote to replace/install.
 - 2. Office generator could not carry the load during the last storm. We had no computers including SCADA. Don went to Tractor Supply to buy a new bigger one (8000 Watt) for \$499 plus \$129 for a wheel kit so it can be moved by one person. We sold the old one for \$150 last week.
 - 3. SCADA – Cody has a list of a couple things that need to be addressed
 - a. When it updates on the weekend, the operators are not able to log in remotely
 - b. They can see the trends but cannot navigate them

IV. NEW BUSINESS

- A. Superintendent's Report
 - 1. Mr. Currier brought up the following efficiency ideas
 - a. Operators are spending 4-5 hours a week on lawn care during summer months
 - i. Mr. Currier put out a request for lawn care quotes; he received 6 of the 7 back; best price was from Malloys for \$155 per mowing for all 4 locations. He will take \$35 off each time he does not do tank (the lawn at the tank does not need to be done as often). The remainder of the locations will be about 13 times a year.
 - b. When doing samples, it is an hour trip to and from A&L in Auburn to take the sample.
 - i. Mr. Currier proposed hiring a courier to take the samples for us. He contacted General Courier for a quote; since they go by our building several times a day, they will do the run for \$18 a trip with only 24 hours notice.
 - c. Ms. Hale made a motion to accept, Mr. Bickford 2nd the motion followed by a 3/0 vote in favor.

- B. Business Manager's Report
 - 1. Personnel Policy Update
 - a. Insurance Bonus Payout – We have had issues with the payroll clerk at the TOL not wanting to pay the Insurance Bonus Payout the way we have dictated. As a result we are asking for a revision to the policy to make it clearer.
 - b. Ms. Reynolds wanted to make sure that everyone agrees that 4 days constitutes a full week.
 - c. Ms. Hale made a motion to accept, Mr. Bickford 2nd the motion followed by a 3/0 vote in favor.
- C. Commissioner Communication/Requests
 - 1. Ms. Hale –
 - a. Hydrant flag on Bowdoin Street is bent.
 - b. Ms. Hale saw a complaint on Facebook that the water on Pinewoods Rd is awful; she also saw a picture of “dirt in the water” on the Lisbon Community Page. She was not given street locations.
 - i. Ms. Reynolds replied that it would be good if anyone with a complaint would contact the Water Department directly. This gives us the chance to address each issue directly.
 - 2. Mr. Bickford - None
 - 3. Mr. Lemieux - None
- D. Customer Communication
 - 1. Complaint Log
 - a. 3 Russell St – Dirty water
 - i. Don flushed the hydrant
 - b. 712 Lisbon St – The complaint of sand in the water came through Facebook
 - i. Mr. Currier reached out, made an appointment and visited the customer. He checked the water pressure but only the kitchen was low; over the next hour Mr. Currier explained about the calcium and made some suggestions. He asked if she was satisfied with their meeting, she said she was and he left. Later that day, Mr. Alexander received an email with the same concerns from the same customer. Mr. Alexander responded to her email asking her to reach out if she still had questions. Her response was that she still did not understand and wanted to know how long until the corrosion control would be up and running. Mr. Alexander responded with some additional information and has not heard back from her. He also invited her to attend the Commissioners meeting.
 - 2. Customer Comments
 - a. None
- E. Any Other New Business
 - 1. None
- F. Set next meeting date
 - 1. Wednesday, October 14, 2020 at 5:30pm at Lisbon Water Department.

V. ADJOURNMENT

- A. Mr. Lemieux made motion to adjourn, Mr. Bickford 2nd, followed by a 3/0 vote in favor. Adjourned at 6:20pm.