

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020

Arthur McLean, Chairman, Roger Bickford & Marie Hale Commissioners

Charles Harrison, General Manager

Water Commission Minutes for August 9, 2022

Members Present: Arthur McLean, Marie Hale, Roger Bickford

Staff Present: Chuck Harrison, Cindy Schafer, Shellie Reynolds

Audience: Don Fellows - Liaison for Town of Lisbon Council

1. CALL MEETING TO ORDER

# Meeting called to order by Mr. McLean at 5:32pm

# Roll Call

1. AUDIENCE PARTICIPATION

# None

1. WARRANTS

# Warrant #28022 (Jul 13, 2022)

# Warrant #29022 (Jul 20, 2022)

# Warrant #30022 (Jul 27, 2022)

# Warrant #31022 (Aug 3, 2022)

1. OLD BUSINESS
	1. Minutes
		1. 07/12/2022-Meeting Minutes
			1. Ms. Hale made motion to accept as written, Mr. McLean 2nd, followed by a 3/0 vote to approve.

# Route 125 Update

* + 1. Construction Progress
			1. The past couple of weeks has been good.
			2. Tie ins for High, Maple, Union, Lincoln and Goddard next week, once the BacT passes.
			3. The tie in for Androscoggin County building will be moved from Union to Main since it fronts Main Street.

# Pay App #1

* + - 1. The invoice for labor from McGee was submitted to LWD from the DOT for $197,870.
			2. There were too many mechanical joint installations included so they will correct and resubmit it to us; new amount should be $194,795.50; this is just labor, not parts.
		1. Counter Claim for McGee
			1. Mr. Harrison came up with a total of $16,273 that McGee is responsible for; this includes issues from May 6, 2022 through August 9, 2022.
			2. Mr. McLean asked if there was anything in the contract that said we have to bill for issues that happened in 2022, during 2022. Mr. Harrison will look into it.
			3. The board wants to hold onto this counter claim until the end of the project (if allowed by contract) since there may be more issues.

# Tank Cleaning Findings

* + 1. Mixers have been installed.
		2. Tanks were cleaned; 1/8” of sediment at the bottom.
		3. A 6-8” gap was discovered at the top of the wall (in some areas) of the Lisbon tank so a mesh was installed between the top of the wall and the cover.
		4. $40,000 was budgeted to buy the mixers, we were able to buy the mixers, have them installed, the tanks cleaned and the mesh installed for $39,310.

# Unresolved Issues (tabled)

* + 1. Memorial for Bill Bauer
		2. Legislative Bill for PFO’s PFA’s
		3. Corrosion Control
		4. T-Mobile – New Generator
		5. 9 Merrill Ave Development

# Any Other Old Business

* + 1. None
1. NEW BUSINESS

# General Manager’s Report

* + 1. Moody Basement Pump Replacement
			1. Pumps are currently run on alternating days which wears the pumps at the same speed which could lead to both failing at about the same time.
			2. Mr. Harrison would like to change the use schedule; 1 will run Mon-Fri and 1 will run Sat & Sun.
			3. The current pumps are starting to show their age so Mr. Harrison asked the board to approve the money to purchase them now. The decant pumps are $3695ea and the sludge pumps are $2350ea for a total of $14,690.
			4. Ms. Hale made a motion to approve $15,000 for 4 new pumps, Mr. Bickford 2nd, followed by a 3/0 vote to approve.
		2. Security/Alarm Notification
			1. Security/Alarm system needs some upgrades; current process is not working as of late.
			2. Mr. Harrison is looking at our options; keep current or go with something else.
			3. We currently have a few alarms that come in individually and a General Alarm that includes the remainder of the 47.
				1. Mr. Harrison would like to break these out; this would make it possible for operators to see what issues are, without going to location, this will ultimately cut down on OT.
			4. Mr. Harrison will have some quotes for next month’s meeting.
		3. Sanitary Survey Completed on 8/4/2022
			1. It went very well.
			2. There were a couple of deficiencies which were taken care of the next day and pictures were sent to Denise (State of Maine).
			3. Denise sent an email to Mr. Harrison to thank him for the quick response in correcting the few deficiencies. She will send her report soon.
				1. She also thanked Don Stevens for his professionalism and quick response.

# Business Manager’s Report

* + 1. Covid Policy
			1. Mr. Harrison and Ms. Reynolds would like to come up with a Covid leave policy which would include 40 hours of paid leave.
			2. Ms. Reynolds would like it to be written for any illness that an employee may need to quarantine for.
			3. Mr. McLean asked if we offer short term disability.
				1. We do not; he would like us to look into it since the cost is so low.
			4. Ms. Hale made a motion to approve adding 40 hours of Quarantine leave pay, Mr. Bickford 2nd, followed by a 3/0 vote to approve.

# Commissioner Communication/Requests

* + 1. Ms. Hale – When will fire hydrants be painted by temp help? What is the tag on one of the hydrants on Pinewoods road?
			1. Mr. Harrison stated hydrants would be done soon; that the temp help has been helping with other tasks.
			2. Mr. Harrison does not know what the tag is but he will look into it.
		2. Mr. Bickford – Would like to discuss the new meeting hours that were voted on last month.
			1. Mr. Bickford made a motion to move the meeting to 5:00pm instead of 3:00pm, Ms. Hale 2nd, followed by a 2/1 vote to approve. Ms. Hale and Mr. Bickford voted in for, Mr. McLean voted against.
		3. Mr. McLean – Dress code policy; were the winter and summer safety boots added to the policy?
			1. Mr. Harrison stated they were; he has just received the information from Super Shoes and will be issuing vouchers to the guys.

# Customer Communication

* + 1. Complaint Log
			1. July 14, 2022 – 14 Main St.
				1. Low pressure

12” water main cap did not hold.

* + - 1. July 13, 2022 – 48 Ferry Rd.
				1. Dirty Water
				2. Flushed hydrant. Possibly due to Dingley Press Fire Flow Test.
			2. July 14, 2022 – 7 Alora St.
				1. Water smells of sulfur
				2. Customer had hot water tank temp set way above 120°. Recommended to set it at 120° max.
			3. July18, 2022 – 6 Russell St.
				1. Low pressure.
				2. Whole house filter was completely plugged. Placed filter on bypass and instructed owners to replace filter.
			4. July 19, 2022 – 128 Main St.
				1. Low pressure.
				2. Water pressure at meter was okay. Pipes reduced in size (3/4” to 1/2”) directly after meter.
			5. July 28, 2022 – 17 Farwell St.
				1. Low pressure.
				2. Customer had just replaced all fixtures with low flow devices.
			6. August 3, 2022 – 32 Crossman St.
				1. Low pressure.

Operators feel owner may need a new water line.

* + - 1. August 8, 2022 – 3 October Ln.
				1. Low pressure.
				2. Unable to determine the reason for the low pressure; operators will continue working on this issue.
				3. Looking at doing the jelly bean test; push a jelly bean through service line to clean out any buildup/clog.
		1. Customer Comments
			1. July 18, 2022 – Summer St.
				1. Posted on Facebook about low pressure.
				2. Sam and Jarred went to see the customer and found that she has a water softener which she was not aware of. The filter was plugged. The customer was grateful for the help, the information and that they were very nice.

# Any Other New Business

* + 1. Corrosion Control
			1. Discussed with Denise during Sanitary Survey.
			2. Denise agreed that we can start pumping when we are ready.
			3. Part of being ready is to up our lead and copper tests (# tested) and to start measuring Poly-Orthophosphate we are putting in the water.
				1. One way to do that is to get some new instruments which are not cheap but they use ChemKeys. These can be used for everything we test for.
				2. The cost is $10,262.32 to get started. They do have an 8 to 10 week delivery time.
				3. Ms. Hale made a motion to approve $11,000 for the purchase of the ChemKeys, Mr. Bickford 2nd, followed by a 3/0 vote to approve.

# Set next meeting date

* + 1. Tuesday, September 13, 2022 at 5:00pm at Lisbon Water Department.
1. ADJOURNMENT
	1. Ms. Hale made a motion to adjourn, Mr. McLean 2nd, followed by a 3/0 vote in favor. Adjourned at 6:49pm.