

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020

Arthur McLean, Chairman & Marie Hale Commissioners

Charles Harrison, General Manager

Water Commission Minutes for December 13, 2022

Members Present: Arthur McLean, Marie Hale

Staff Present: Chuck Harrison, Cindy Schafer, Shellie Reynolds

Audience: Don Fellows (remote) - Liaison for Town of Lisbon Council

1. CALL MEETING TO ORDER

# Meeting called to order by Mr. McLean at 1:03pm

# Roll Call

1. AUDIENCE PARTICIPATION

# None

1. WARRANTS

# Warrant #46022 (Nov 16, 2022)

# Warrant #47022 (Nov 23, 2022)

# Warrant #48022 (Nov 30, 2022)

# Warrant #49022 (Dec 07, 2022)

# Warrant #50022 (Dec 14, 2022)

1. OLD BUSINESS
	1. Minutes
		1. 11/9/2022-Meeting Minutes
			1. There were 2 corrections from the minutes
				1. It was written that we would be getting a new truck with a plow and dump body; it was actually approved to get a separate dump trailer to use with the truck.
				2. It was written that there would be no Bond payments until fall of 2024; there will be an interest payment in fall of 2023 and spring of 2024 but no principal payments until fall of 2024.
			2. Ms. Hale made a motion to accept as written, Mr. McLean 2nd the motion, followed by a 2/0 vote to accept.

# 2023 Budget

* + 1. Getting close to being finalized; not quite there so Mr. Harrison wanted to leave it on the agenda.

# 2023 Rate Case (Adjust Meeting Date)

* + 1. Mr. Harrison is talking with Kate about rate case study (regarding our Terms and Conditions). We need to complete the rate case study so the public meeting date will need to be changed; after speaking with Nick it looks like we are looking to hold the public meeting in the first week of February. This will allow us to be ready for the April rate increase.

# Route 125 Update

* + 1. Construction Progress
1. Concrete work is being completed.
2. Meeting set for next week to go over project as a whole.
	1. One topic is that we noticed they had paved over all of our valve covers.
		1. Mr. Harrison sent an email to let them know that it was not acceptable.
		2. McGee acted quickly and uncovered them.
	2. Mr. McLean mentioned that he noticed a curb box on Main Street that was bent over.
		1. Mrs. Reynolds noticed a bent rod at the corner of School and Main.
		2. Mr. Harrison will call Matt from McGee but believes it had to do with the difference in height of sidewalk and driveway.

# Bill Alexander’s Retirement Dinner

* + 1. Ms. Reynolds has had 19 confirmations so far.
		2. RSVP to us is 12/15 but we don’t have to confirm with Hilton until January.

# Unresolved Issues (tabled)

* + 1. Memorial for Bill Bauer – Arrived yesterday and looks great.
			1. Now we will find out about getting the rock placed.
			2. Looking to a spring time frame for ceremony.
		2. Legislative Bill for PFO’s PFA’s - None
		3. 26 Summer Street - None

# Any Other Old Business

* + - 1. None
1. NEW BUSINESS

# General Manager’s Report

1. Terms and Conditions (Financial Rough Draft Discussion)
	1. Mr. Harrison has gone through our costs and come up with an updated cost schedule for our Terms and Conditions.
	2. He is working with Kate from Maine Rural Water Association.
	3. He will also be updating the template for the Terms and Conditions according to what the PUC wants to see.
	4. Mr. Harrison has also talked to Kate about adding a charge for multiple inspections (we currently do not charge for this but have had occasions when we have had to make multiple trips out).
2. Direct Energy
	1. Board voted during October meeting to move away from Direct Energy to CMP to save money.
	2. CMP then announced a new rate that is pretty high.
	3. Mr. Harrison called Direct Energy; the cancellation had not gone through yet so he asked them to reinstate us. This will save us money over the new CMP rate.
3. PFOS Tests (December)
	1. Some locations have higher rates of PFOS and in order to qualify for grant money we had to sample again.
		1. We do not have results back yet.
4. New Truck
	1. We have taken delivery of the new truck and plow.
	2. We will get the lights on it and get the department logo put on it.
5. New Employee
	1. Jay will start around January 23.
	2. He comes to us with a lot of experience.

# Business Manager’s Report (Transition)

* + 1. As part of Ms. Schafer’s role of Business Manager, and Ms. Reynolds stepping back, Ms. Schafer will start giving the report with January’s meeting.

# Commissioner Communication/Requests

* + 1. Ms. Hale – None
		2. Mr. McLean - None

# Customer Communication

* + 1. Complaint Log
			1. November 19, 2022 – 13 Huston St; Low pressure.
1. Tested at 35 PSI. Customer is replacing faucets. Screens were already cleaned.
	* + 1. November 16, 2022 – 5 Charity St; Customer called about smell in water.
				1. Shellie called and left a message with the customer.
				2. We are only running Moody (this is to get some chlorine into Lisbon Falls) and we are testing chlorine levels about once a month to see what the residual is. Moody is running between .8 and 1 mg/liter and we getting to the farthest part of Main Street and measuring about .1 part per million. Mr. Harrison made a FB post about what we are doing.
			2. December 1, 2022 – 47 Winter St; Low pressure.
				1. Don found lots of calcium build up in screens and fixtures.
			3. December 2, 2022 – 36 Bartholomew St; Dirty water.
				1. Sam confirmed calcium buildup
				2. Mr. Harrison stated that he has instructed operators to follow up with customers after flushing to make sure the water in the house is clear as well. They are to run water into a clear cup to make sure it looks good while they are there.
			4. December 6, 2022 – 352 Lisbon St; Dirty water.
				1. Don flushed hydrant above and below customers address. Dirty water was created due to flushing Bauer well.
			5. December 12, 2022 – 7 Pleasant St: Chlorine smell
				1. Customer wanted to be reimbursed for bottled water she has bought due to not being able to drink the water.
				2. Ms. Schafer told her we would not reimburse due to the water being safe for consumption.
		1. Customer Comments
			1. November 28, 2022 – 83 Pinewoods Rd; Customer called to state that Don went above and beyond when he called in for a dig safe.

# Any Other New Business

* + 1. Ms. Hale asked if we would be electing officers tonight or waiting until a new commissioner has been appointed.
		2. Ms. Reynolds stated that we wouldn’t want to wait.
		3. Ms. Hale nominated Mr. McLean as chair, Mr. McLean accepted nomination, followed by a 2/0 to accept Mr. McLean as chair.
1. SET NEXT MEETING DATE
	* 1. Tuesday, January 10, 2022 at 5:00pm at Lisbon Water Department.
2. EXECUTIVE SESSION

# None

1. ADJOURNMENT
	1. Ms. Hale made a motion to adjourn, Mr. McLean 2nd, followed by a 2/0 vote in favor. Adjourned at 1:41pm.