

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 June 28, 2022

Members Present: Arthur McLean, Marie Hale, Roger Bickford

Staff Present: Chuck Harrison, Cindy Schafer

Audience: None

1. CALL MEETING TO ORDER

# Meeting called to order by Mr. McLean at 11:59am

# Roll Call

1. AUDIENCE PARTICIPATION
   * 1. None
2. WARRANTS

# None

1. OLD BUSINESS
   1. Minutes
      1. 06/13/2022-Meeting Minutes (Not completed yet)

# Corrosion Control/Chlorination at Stations – None

# T-Mobile – New Generator - None

# Unresolved Issues (tabled)

* + 1. Memorial for Bill Bauer
    2. Legislative Bill for PFO’s PFA’s

# Route 125 Update - None

# Candidate Update - None

# 9 Merrill Ave Development - None

# Yard Maintenance – Formal Approval

* + 1. Lawn Mower - $5593
    2. Mr. Bickford made a motion to approve purchase, Ms. Hale 2nd motion, followed by a 3/0 vote to approve

# Any Other Old Business

* + 1. None

1. NEW BUSINESS

# General Manager’s Report

* + 1. Rt. 125 Project Funding
       1. We did not seek a bond in the fall since the project had not been officially awarded.
       2. Project estimated at $1.7M; ½ the work is to happen in 2022 and ½ in 2023 but the costs will not be equal. Mr. Harrison said he figured that 11/16 ($1.164M) will be spent in 2022 and the remainder in 2023.
       3. Our current bond balance is $1.164M which would cover this year portion of the project.
       4. Mr. Harrison asked the commissioners to consider approving LWD to seek out a short term loan or line of credit of $250K to cover in case anything comes up for the remainder of 2022. We will go after a bond for a May release for the 2023 portion; part of this will pay off the short term loan/line of credit if any used.
       5. Ms. Hale made a motion to go for the short term loan or line of credit (whichever is better deal) for $250K, Mr. Bickford 2nd motion, followed by 3/0 approval.
    2. Personnel Policy
       1. Mr. Harrison asked the commissioners to consider the following changes to the personnel policy:
          1. Adding Juneteenth (third Monday of June) to the paid holiday schedule
          2. Changing the wording under holiday leave to include all permanent employees
          3. To Replace 29 instances of “Superintendent” with “General Manager or Superintendent”
          4. To change the Personal Leave policy to allow the General Manager in addition to the board, to award additional days
          5. To add that in the case of severe weather, the General Manager/Superintendent may allow Water Department vehicles to be taken home to assure employees can respond to emergencies
       2. Ms. Hale made a motion to approve above changes to the personnel policy, Mr. Bickford 2nd motion, followed by a 3/0 vote to approve changes.

# Business Manager’s Report

* + - 1. None

# Commissioner Communication/Requests

* + 1. Ms. Hale - Likes new truck
    2. Mr. Bickford – None
    3. Mr. McLean - None

# Customer Communication

* + 1. Complaint Log - None
    2. Customer Comments - None

# Any Other New Business

* + 1. Tank Cleaning and Mixers
       1. Underwater Solutions will install for free if we buy from them. The cost is $31,120 for both tanks which comes in under the budgeted amount.
       2. Mr. Harrison will complete the electrical work.
    2. LWD is elevating tank levels for the upcoming July 4th holiday, just in case more fires due to fireworks.
    3. Mr. Harrison stated the temp help (Jarred Durham) will start July 11th.

# Set next meeting date

* + 1. Already set at last meeting.

1. ADJOURNMENT
   1. Ms. Hale made motion to adjourn, Mr. Bickford 2nd, followed by a 3/0 vote in favor. Adjourned at 12:25pm.