

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 January 10, 2023

Members Present: Arthur McLean, Marie Hale

Staff Present: Chuck Harrison, Cindy Schafer

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

1. CALL MEETING TO ORDER

# Meeting called to order by Mr. McLean at 5:04pm

# Roll Call

1. AUDIENCE PARTICIPATION

# None

1. WARRANTS

# Warrant #51022 (Dec 21, 2022)

# Warrant #52022 (Dec 28, 2022)

# Warrant #1023 (Jan 4, 2023)

# Warrant #2023 (Jan 11, 2023)

1. OLD BUSINESS
	1. Minutes
		1. 12/13/2022-Meeting Minutes
			1. Ms. Hale made a motion to accept minutes as written, Mr. McLean 2nd motion, followed by a 2/0 vote to accept.

# 2023 Rate Case

* + 1. Mr. Harrison sent Rate Case data, copy of newspaper notice and customer letter to commissioners prior to meeting.
		2. The next stops are for the notice to be placed in Newspaper and customer letter mailed through NDS.
			1. Ms. Hale and Mr. McLean both liked the letter

# Route 125 Update

* + 1. McGee sent 2023 Temp Water Plan to Mr. Harrison
			1. Every service will be on temp water for the next phase.
				1. This will help eliminate some of the concerns we had with the 2022 phase.

# December PFOS Results

* + 1. As discussed in a past meeting, we completed a second sampling so we would be able to apply for grant money to help with project.
			1. Bauer; 14 in 2022, 7.94 in 2023
			2. Ann St.; 2.6 in 2022, 4.92 in 2023
		2. We received a letter from the EPA (UCMR5); different contaminants in the water that previously have not been sampled. Lisbon has been selected to participate in the program; they will be sampled twice in 2023 for PFOS and Lithium. This is all paid for under UCMR5.

# Terms and Conditions

* + 1. Last revised in January 2021
		2. Mr. Harrison put together an average of 5 years’ worth of salaries for full staff and sent it to Maine Rural Water.
			1. MRW will put together a package for us that we will send to the PUC
				1. The draft is scheduled to come back to us on January 17, 2023
		3. We will submit the new Terms and Conditions, the Customer Rights and Responsibilities and the Rate Case to the PUC to get approval.

# Unresolved Issues (tabled)

* + 1. Memorial for Bill
		2. Legislative Bill for PFO’s PFA’s
		3. 26 Summer Street

# Any Other Old Business

* + - 1. None
1. NEW BUSINESS

# General Manager’s Report

1. 2023 Bond
	1. Submittal deadline is February 8
	2. We have been in touch with Skelton Taintor (lawyer)
		1. They have only asked about the 2020 Bond and what has been payed.
			1. Ms. Reynolds has sent that over to them.
			2. Mr. Harrison has sent over the 125 project contract and scope of materials from EJP.
2. Customer Rights and Responsibilities
	1. Talked about above with Terms and Conditions
3. New chemical pumps at Moody
	1. We were having issues with the pumps; some of issues were with them air locking.
		1. New pumps will auto degas to keep from air locking.
		2. New tanks for corrosion control will be bottom fed that will help with degassing as well
4. New finish water pump at Moody
	1. Second was installed on Tuesday by Mr. Harrison and water operator.
	2. Adaptor from pump to existing pipe was incorrect; Mr. Harrison has contacted manufacturer for new pump base.
	3. Still waiting on motor for the pump.
5. Service Line Identification approval documentation
	1. State final got what they want to see when we identify each side of the curb stop (Lisbon Water side and customer side).
6. Water break – Summer Street
	1. In complaint log
7. Well Head Protection Plan
	1. Lisbon Public Works looking to put 6000 gallon underground gasoline tank on Capital Ave.
	2. Mr. Harrison has not been able to find the map with the zones and verbiage for the well head protection plan.
	3. Mr. Fellows let Mr. Harrison know where he can find it; Mr. Fellows was on the planning committee when the map was created.

# Business Manager’s Report

* + 1. Personal Time – Carryover
			1. Two employees had personal time left at the end of the year; Ms. Schafer asked the board to consider letting it be carried over (just this year).
			2. Ms. Hale made a motion to allow personal time to be carried over from 2022 to 2023, Mr. McLean 2nd the motion, followed by a 2/0 vote to approve.

# Commissioner Communication/Requests

* + 1. Ms. Hale – None
		2. Mr. McLean – Mr. McLean would still like a tour of facilities.

# Customer Communication

* + 1. Complaint Log
			1. December 13, 2022 – Several locations near 350 Lisbon St; Dirty water.
1. We had some hydrants that were still leaking by even though they had been checked 2 weeks prior.
2. Hydrant was flushed a little harder than normal which caused some dirty water. Operators ended up flushing many hydrants to clear them.
	* + 1. December 15, 2022 – 6 Grove St; Chlorine smell & taste.
				1. Tested chlorine (.06); GM called customer and left message.
			2. December 16, 2022 – 16 Highland Ave; Dirty water.
				1. Sam verified calcium. Customer is going to look into a filter.
			3. December 16, 2022 – 10 Cross St; Low pressure.
				1. Static=66psi, Dynamic=60psi
				2. Hot water pressure was lower than cold. Gate Valve was mostly closed; operator opened it which resulted in much better pressure.
			4. December 28, 2022 – 352 Lisbon St; Dirty water.
				1. Water had cleared by the time the operator got there.
			5. December 29, 2022 – 75 Summer St: Dirty water.
				1. Operator flushed hydrant; water cleared.
				2. Received many calls shortly after; ended up being a broke main.
			6. January 3, 2023 – 16 Middle St; Low pressure.
				1. Water operators found that filter was extremely clogged and dirty. Helped clean calcium from faucets. Talked to customer about calling plumber about filter system & cleaning hot water heater.
		1. Customer Comments
			1. January 5, 2023 – 14 Douglas St; Customer stopped in with a question but wanted to make sure we knew that the gentlemen who helped his out were very professional and helpful. Linden went back that afternoon after an after-hours call just to see how things were going.

# Any Other New Business

* + 1. We have found a dump trailer; 12’ x 7’ with hydraulic ram instead of z-lift. With a spare tire (didn’t come with it) it comes to $11,779. We still came in under budget.
		2. Tables for mobile work order system have arrived; we will be closed on 1/12 from about 9am to 12pm for training.
1. SET NEXT MEETING DATE
	* 1. Wednesday, February 8, 2023 at 5:00pm at Lisbon Town Hall.
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 5:38pm.