

639 Lisbon Road

Lisbon Falls, Maine 04252

Tel. (207) 353-3020

Arthur McLean, Chairman, Marie Hale & Allen Ward Commissioners

Charles Harrison, General Manager

Water Commission Minutes for May 09, 2023

Members Present: Arthur McLean, Marie Hale, Allen Ward

Staff Present: Charles Harrison, Cindy Schafer, Shellie Reynolds

Audience: Don Fellows, Cecile Plourde, Lena Ham

1. CALL MEETING TO ORDER

# Meeting called to order by Mr. McLean at 5:02pm

# Roll Call

1. AUDIENCE PARTICIPATION

# None

1. BANKING PRESENTATION

# Androscoggin Bank

* + 1. Ms. Plourde and Ms. Ham presented a proposal to the board in hopes to gain the remainder of our banking business.
    2. Androscoggin Bank offers a dedicated Government Banking team as well as a dedicated Treasury line so that we would not need to wait in the normal queue when calling with questions.
    3. Through the use of “Sweep Accounts” Androscoggin can offer FDIC insurance up to $125 Million.
    4. Through a variety of offerings, Androscoggin feels they can make our money work better for us.

1. WARRANTS

# Warrant #16023 (Apr 19, 2023)

# Warrant #17023 (Apr 26, 2023)

# Warrant #18023 (May 03, 2023)

# Warrant #19023 (May 10, 2023)

1. OLD BUSINESS
   1. Minutes
      1. 04/11/2023-Meeting Minutes
         1. Ms. Hale made a motion to accept minutes as written, Mr. Ward 2nd motion, followed by a 3/0 vote to accept.

# EPA (Possible Change) Guidance on PFAS

* + 1. Current level is anything below 20 parts per trillion
       1. Under this level, all of our locations are good
    2. Proposed new level is 4 parts per trillion
       1. If this passes, we will need to treat all locations
    3. Mr. Harrison has sent info to Dirigo Engineering; they will look at the 2 possibilities for treatment and get back to us so we can start to plan in case the threshold is lowered.
    4. Rough estimate from a year ago (based on another department about the size of us) was $30 to $45 thousand per well site (4 sites)

# Unresolved Issues (tabled)

* + 1. 26 Summer Street
    2. Memorial for Bill Bauer

# Any Other Old Business

* + - 1. None

1. NEW BUSINESS

# General Manager’s Report

1. 125 Project Update
   1. Every customer (within each section being worked) is on temp water
   2. Plan is to start back on water the week of May 22nd.
2. Employee Benefits-Vacation
   1. Due to some things beyond Mr. Harrison’s control, he was not able to put together the information for the board.
3. Corrosion Control Update
   1. Wiring is done
   2. PLC guys will be at Bauer on 5/17/23 to put in new PLC.
   3. Next up will be getting chemical pumps up and running at Ann St.
   4. We will start with getting chlorine in the whole system (currently just in Lisbon)
   5. We will be sampling chlorine throughout the system to get it dialed in
   6. Once chlorine all set, we will add the poly-orthophosphate
4. Moody Pump Base Issues
   1. It was not painted when it came in so they were going to come back and paint it
   2. The new base does not fit so the company is coming up with a solution
5. Alarm Panel Issues
   1. We were having an issue with the alarm panel not calling out; this led us to find that we were also having phone issues. Mr. Harrison started monitoring the alarm system every hour from Thursday afternoon, May 4th through Monday May 8th at 5am.
   2. Seacoast Security came in and installed a new security panel which is Ethernet so we don’t have to worry about phone lines as much. We are checking on a cell communicator in case the Ethernet goes out.
6. Phone System Swap; cost savings
   1. Mr. Harrison stated that we will be swapping over to a VOIP phone system. This will lead to a cost savings over current phone service.
   2. In addition to cost savings, the old POTTS lines will not be serviced for a lot longer.
7. Fiber internet to be installed on 5/10/2023
   1. Fidium showed up on 5/9/23 to install the new fiber for our internet connection
8. Identification Badges (30 Maple St)
   1. Mr. Harrison will go over this when he talks about customer complaints later in the meeting.
   2. Each employee has an ID badge that will be worn every day.
9. Northern Data Systems (NDS)
   1. NDS provided a renewal for a 5-year contract for $6795.00 annually. This contract bundles all software together and is roughly $300 less per year.
   2. The invoice came with the new price for our current contract and the price went up $500 this year so this means we are saving even more money with the new contract.
   3. Mr. Harrison does not feel it makes sense for us to go out to other companies like TRIO or Munis.
   4. Ms. Hale made a motion to approve signing the 5-year contract for $6795 annually, Mr. McLean 2nd the motion, followed by a 3/0 vote to approve.
10. Leak on Fillion St
    1. It was bubbling up for a couple of days. We threw some chlorine on it, near some powders in there but we could not see anything but instead of just letting it go at 2am, we decided to jump in and fix it. We had Aceto come in, rip it up and it happened to be an old service line that they just turned off at the curb stop and at some point it corroded out.
11. We had a couple of blow offs that got replaced
    1. One on Hinkley Street and one on Sunset Ave.
    2. This will allow us to keep water fresher in those areas
12. Linden Houle has left the Water Department; he took a job operating a loader.
    1. Mr. Harrison will be looking for summer help
13. Androscoggin Bank Discussion
    1. All board members seem to be in agreement that they liked what they heard in the presentation.

# Business Manager’s Report

* + 1. 2023 Bond Account
       1. We received the permanent payment schedule with interest ranging from 2.99 to 3.3 percent. Rate came back lower than anticipated.
       2. New Money Market established for 2023 bond.
       3. Wire instructions were complete and forwarded to Town Finance Director and submitted to the Maine Bond Bank.
       4. Funds to be distributed on May 18th.
       5. Bond documents have been signed by all Water Department Councilors and Town Council members and signed documents were mailed to bond council.
    2. All signatures have been completed at Lisbon Credit Union
       1. Town Manager has chosen to make Ms. Brant (Finance Director) as his designee.
       2. Police Chief Ryan McGee was also kept as a designee.

# Commissioner Communication/Requests

* + 1. Ms. Hale – Will be away and not here to sign the warrants on 5/17 and 5/24
    2. Mr. McLean – None
    3. Mr. Ward – Will be away from 5/29 to 6/2.

# Customer Communication

* + 1. Complaint Log
       1. May 3, 2023 – 35 Farwell St – Low Pressure

1. Instructed customer to clean screen in faucets. Asked her to call back if the issues continue.
   * + 1. April 19, 2023 – 30 Maple St – Low Pressure
          1. Took the opportunity to change meter/install an MXU and instructed customer to clean screens.
          2. This was the day after a local shooting and the gentleman was very upset with Jay being on his property. Jay was there to read the meter but could not find the touch pad so was looking for it.
          3. This prompted Mr. Harrison to have Ms. Schafer order ID badges; the PUC states that we can enter a customer’s property with ID.
       2. April 26, 2023 – 51 Pleasant St – Low Pressure in kitchen sink
          1. Don instructed customer on how to clean screens.
       3. April 27, 2023 – 2 Wing St – No water
          1. Customer was not notified about water shut off on Main St. Water operators did not realize this customer was fed from Main as they front Wing St.
       4. April 18, 2023 – 9 Amalfi - Calcium buildup – Customer thought it was sand and was educated on hard water issues.

# Customer Comments

* + - 1. None

# Any Other New Business

* + - 1. 2014 Bond
         1. We cannot prepay principal

1. SET NEXT MEETING DATE

# Tuesday, June 13, 2023 at 5:00pm at Lisbon Water Department.

1. EXECUTIVE SESSION
   * 1. None
2. ADJOURNMENT
   1. Ms. Hale made a motion to adjourn, Mr. McLean 2nd the motion, followed by a 3/0 vote in favor. Adjourned at 6:58pm.