



LISBON WATER DEPARTMENT

639 Lisbon Road

Lisbon Falls, Maine 04252

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Marie Hale, Chairman, Kenneth R. Wells & James Lemieux Commissioners

Commissioners' Meeting Minutes for June 13, 2018

Members Present: Ken Wells, Marie Hale, and Jim Lemieux

Staff Present: Bill Alexander Jr and Shellie Reynolds

Audience: None

Meeting called to order by Ms. Hale at 5:31pm

I. AUDIENCE PARTICIPATION

- A. None

II. WARRANTS

- A. Warrant 20018 (May 16, 2018)-Approved
- B. Warrant 21018 (May 23, 2018)-Approved
- C. Warrant 22018 (May 30, 2018)-Approved
- D. Warrant 23018 (June 06, 2018)-Approved
- E. Warrant 24018 (June 13, 2018)-Approved

III. OLD BUSINESS

- A. Reading and Approval of Minutes
 - 1. 04/10/18-tabled
 - a. The Commissioners did not review the minutes from April 10, 2018 so they will table them again to the next meeting.
 - 2. Mr. Wells made a motion to accept the minutes as written for May 8, 2018 and May 23, 2018. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote.
- B. Service Replacement for 611 Lisbon St
 - 1. Mr. Alexander briefed the Board with the service line freezing at 611 Lisbon St. and that he received only one proposal to dig it up and fix it. He said it was from Longchamps for \$13,860 and presented it to the Board. The Board discussed the issue and Mr. Wells made a motion to accept the proposal from Longchamps for \$13,680 for the complete job with paving. However, if Mr. Alexander receives another quote lower than this he is authorized to make the decision on which contractor to use. Ms. Hale 2nd the motion followed by a positive unanimous 3/0 vote.
- C. RHR Smith Final Reports
 - 1. Tabled

D. Mill Street Project

1. Mr. Alexander said that there is a pre-construction meeting this Friday at 11am at the Town Hall.
2. Bid Results
 - a. Mr. Alexander said that he received the bid results from the Town and Reed & Reed was awarded the bid. He said that our portion came in at \$134,000 plus a 10% fee to the State for a total of \$148,000. Mr. Wells asked if we have the money for this and Ms. Reynolds said that we do not at this time but we will not be invoiced for the work until December 2018 payable in January 2019. She said that she will be able to utilize other funds and replace them by year end 2019.
 - b. Mr. Alexander told the Board that he would like to have Tim from Dirigo Engineering to do contract administration mainly to approve change orders and review any design changes associated with them.
 - c. The Board discussed the issue and Mr. Wells made a motion to accept the contract with Reed & Reed for \$148,000. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote.

E. Unresolved Issues

1. T-Mobile Lease Reduction Request
2. RHR Draft for 2017 Audit
3. Kelly Park Infrastructure Approval Letter
4. Route 125 Main Replacement Project
5. Commissioner Terms
6. Sludge to TOL Sewer
7. Plaque or Memorial for Bill Bauer
8. Comprehensive Plan Update for Planning Board

F. Any Other Old Business

1. None

IV. NEW BUSINESS

A. Superintendent's Report

1. New Employee Start 06/11/18
 - a. Mr. Alexander said that he was happy to report that Don Stevens started with the Water Dept on Monday June 11th as the Department's new Class II Operator. He said that he came from Auburn Water and Sewer District with 14 years of experience with a wide range in distribution and treatment. He said that he has done a real good job and that Mr. Plourde liked working with him as well.
2. MWUA Bi-Monthly meeting Thurs 06/14/18
 - a. Mr. Alexander said that he was signed up to go to the MWUA Bi-monthly meeting this Thursday. Ms. Reynolds confirmed that he would be out of the office all day tomorrow and he confirmed.
3. Host Manager's Class June 20th
 - a. Mr. Alexander said that a management candidate from the NEWE PIC annual class chose to come to shadow Lisbon Water on June 20th to get acquainted with a different utility's processes. He is works for the Lewiston Water Department and actually lives here in town so he wanted to get better acquainted with our water utility.
4. Mr. Bickford License Test Request
 - a. Mr. Alexander said that Mr. Bickford approached him about taking the water operator's license test and what he needed to do so that he could be a better informed Commissioner. Mr. Alexander asked Mr. Bickford if he would be paying for this and he said that he would pay for everything. Ms. Reynolds said that there are classes for

each license but they were all day for about 5 days and Mr. Bickford asked her to get him the information.

B. Business Manager's Report

1. Comp Time

- a. Ms. Reynolds asked the Board about giving Mr. Alexander comp time for his extra effort in stepping up and taking On-Call duty every other week. She said that he had nothing to do with this, that it was her trying to show some appreciation for him stepping up and Mr. Alexander said that it was part of his job and that he was fine with it.
- b. The Board discussed the issue and Mr. Lemieux made a motion to give comp time for the time he gets called out. Ms. Hale 2nd the motion followed by a positive unanimous 3/0 vote.

2. Bank Statements

- a. Ms. Reynolds said that she and Ms. Hale will review bank statements this Friday morning at 10am and Ms. Hale confirmed.

C. Commissioner Communication/Requests

1. Mr. Wells-Farewell & Backflow Permit

- a. Mr. Wells thanked everyone for putting up with him during his tenure and if we need any information on past stuff to just give him a call. Mr. Alexander said that he really appreciated all of Mr. Wells' input and communication to help him do his job. Mr. Wells would still like to receive the agendas.
 - b. Mr. Wells said that we should do another backflow survey if the purpose of the lot with the pink building on Frost Hill changes.
2. Ms. Hale said that she will be unavailable Tuesday so Mr. Lemieux will need to be able to sign the warrant this week.
 3. Ms. Hale asked if we had heard anything about Graziano's corner as one realtor say for sale and one says sold. Mr. Alexander said that he heard that the Town may buy it to have control of the corner.
 4. Ms. Hale said that Black Bear Ladder is coming on Rt. 196 in front of Carl Huston's lot.
 5. Ms. Hale asked about the trucking company near Celotex and he said that he hasn't heard anything new.
 6. Mr. Lemieux- Said that he heard that there may be a 5th multi-unit building at Kelly Park. Mr. Alexander said that he has not heard anything yet.
 7. Mr. Bickford asked about Mr. Stevens's lot on Rt. 196 and Mr. Alexander said that he put in a well and that the sewer line went across the road.

D. Complaint Log

1. 05/14/18-8 Crest Ave-lawn repair from main break

- a. Mr. Alexander said that Mr. Lawton had gone to the location and repaired the lawn from the main break and the owner came out very upset and told him to undo what he did as her husband will be very irate. She said that her husband doesn't like the Town product and wants it removed. He said that Mr. Lawton did as the customer asked and removed the loam and seed and left.

2. 06/09/18-3 Russell St-dirty water

- a. Mr. Alexander said that he went to the location and spoke with the customer about the dirty water issue. He said that she had a pail with dirty water and he thinks that we need to flush that line more frequently as Russell St. is a dead-end line and doesn't see a lot of use so the iron will corrode the cast iron main and it will show up in customers' water.

E. Customer Comments

1. None

F. Other New Business

1. None

G. Next Meeting

1. The next regular Commissioners' Meeting is Wednesday, July 10, 2018 at 5:30pm at the Lisbon Water Dept.

V. EXECUTIVE SESSION

A. MRSA 13 § 405 (6) (E) Legal Consultations and MRSA 13 § 405 (6) (A) Personnel

1. Mr. Wells made a motion to go into Executive Session citing MRSA 13 § 405 (6) (E) Legal Consultation and MRSA 13 § 405 (6) (A) Personnel. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote at 6:29pm
2. Mr. Wells made a motion to exit Executive Session with no votes. Mr. Lemieux 2nd the motion followed by a positive unanimous 3/0 vote at 7:16pm.
3. The Board will allow the Superintendent to hire another employee.

VI. ADJOURNMENT

- A. Mr. Wells made a motion to adjourn. Ms. Hale 2nd the motion followed by a positive unanimous 3/0 vote. The meeting was adjourned at 7:17pm