

The Belfast Water District Board of Trustees met on Monday, August 12, 2024, at the 41 Wight Street office.

Bruce Osgood, the Chairman, called the meeting to order at 1:00 p.m.

Roll Call: The attendees present for the roll call were Chairman Bruce Osgood, Vice-Chairman Kenneth Colby Horne, Treasurer Stephen Hall, Secretary Jill Goodwin, Trustee Chad Otis, Superintendent Frank Short, and Administrator Tammy Morse.

VOTED: On a motion by Stephen Hall, seconded by Chad Otis and unanimously approved 5-0, to accept the minutes of the regularly scheduled board meeting of July 8, 2024.

Next Meeting Date: The Board discussed and agreed on the next meeting date of Monday, September 9, 2024, at 1:00 p.m. at the Belfast Water District office, located at 41 Wight Street in Belfast, Maine.

No members of the public were in attendance.

Frank Short presented his Superintendent's report to the Board of Trustees.

Searsport Avenue Water Main Break: Frank reported to the Board that on Friday, August 9th, at 5 p.m., he and our crew repaired a 10-inch water main break on Searsport Avenue and finished at 1 a.m. Saturday morning. The interconnect was activated to provide water to our east-side customers. The water loss was 300,000 gallons.

41 Wight Street Storm Drainage: Last month, Frank reported that the District could not connect to the new Wight Street storm drainage system as initially planned because the Code would not allow increasing peak flows from the original predevelopment numbers, as stated in the email from Bub Fournier of the Planning & Codes Office. Frank continued working with Randy Butler of Dirigo Engineering. Randy suggested another solution to fill the detention ponds by installing a subsurface detention system using underground chambers to detain stormwater. The chambers will be covered with gravel to create additional parking and workspace. Frank stated that he added to the permit the replacement of the old fence behind the property with a new white fence to match our existing fence alongside our driveway. Frank delivered the latest site plan, permit, and fee to the City of Belfast Planning Board. We are on the August 21st Agenda to meet with the Planning Board.

Crocker Road Tank Site: The new cold storage building at Crocker Road looks excellent, thanks to our contractor, JR Lapham, and our crew. They have installed the windows and the vinyl siding, and Hutchins & Sons completed the roof. A new large overhead garage door was ordered through Viking, Inc. The City of Belfast Public Works has transported fill from sidewalk projects to our stockpile area. Once this is placed, we will be ready for the final layer of gravel, providing a storage area for all our pipe supply. Arc Electric, Davey Small, will do the electrical work.

Wight Street Project: Nitram Construction is doing a great job with the Wight Street Sewer Project. Our crew installed a new 8-inch gate valve on the water main below Martin Lane and a new 1-inch service line for future use on the property on Wight Street behind 200 Congress Street. Frank stated he plans to get an estimate from the Wight Street paving contractor (Mainely Paving) to overlay our driveway during the final paving of Wight Street; it may save the District some money.

Lead Service Line Inventory: The Lead Service Line Inventory has under 75 services to inspect before the October 16th deadline, as required by the Maine Drinking Water Program. On the District's side of the service, a few still need to be discovered, which will require excavation with our vacuum trailer to determine the type of service on our side of the curb stop. The Belfast Water District's policy is to replace a galvanized service line when encountered, which is between the water main and the curb stop. To date, one galvanized service has been discovered on Bayview Street.

213 High Street: The crew was ready to install a 2-inch fire service at 213 High Street, but the property owner contacted Frank, stating that their sprinkler company determined that the 2-inch line would not be adequate and that a 4-inch fire line would better fit their needs. An updated estimate for a 4-inch fire service line was emailed to the owner.

New Hire: Frank was pleased to announce that Ezra Downs has joined our team and is fitting in quite nicely; his work ethic and experience will be a great asset to the Belfast Water District.

Lincolnton Avenue 1.3MG Tank Pax Mixer: The 11-year-old Pax Mixer in the 1.3 MG tank at Lincolnton Avenue has ceased working. With an 8-year life expectancy, Frank told the Board that he felt the District got its money's worth out of the old one, as it saved a lot of wear and tear on our water tank. Frank requested a quote from Tom Caulfield of Pax Water Technologies for a replacement pax mixer.

New Logos for Trucks: Frank presented to the Trustees a new style logo for the District's trucks from Belfast Signs.

New Services: The crew installed a new 1-inch domestic service at 73 Bayview Street and will soon install a new 1-inch domestic service at 305 High Street.

Front Street Pub Water Service Leak: The Front Street Pub leak is on the customer's side of the water service, which is their responsibility to repair. It is being fixed today. This unmetered water loss was estimated at 1.2M gallons.

30-year Submerged Land Lease Renewal: The Belfast Water District completed the State of Maine Bureau of Parks and Lands Application to renew the District's 30-year Submerged Land Lease #16-24L for the 14-inch HDPE water main under the Passagassawakeag River. This water main was completed in 1995 and is located 40 feet from the Footbridge on the upstream side.

This past month, the crew:

- Maintained fire hydrants.
- Worked on the new storage building at Crocker Road Tank Site.
- Installed a new 1-inch water service for 73 Bayview Street.

This month, the crew will:

- Continue the repainting of fire hydrants.
- Finish the new storage building construction at the Crocker Road Tank Site.
- Install the new office steps purchased from American Concrete.
- Install new services.

Frank asked the Board of Trustees for their opinion on adding a lighted flagpole to our 41 Wight Street office. All the Trustees concurred that it was a great idea!

Jackson Pit Water Main Easement: Frank presented to the Trustees the Memorandum of Understanding/Easement Agreement as prepared by Attorney Lee Woodard for the new easement to relocate the Jackson Pit water main. Clark Staples of Good Deeds will survey the new right of way this month. Frank plans to meet with Derek Davis of Davis Dirt Works to obtain a quote for clearing the new right of way and excavating an approach to both sides of the river. After this, test drilling will be scheduled to determine the soil conditions for the boring.

VOTED: On a motion by Jill Goodwin, seconded by Kenneth Colby Horne and unanimously approved 5-0, to accept the Memorandum of Understanding/Easement Agreement prepared by Attorney Lee Woodward for the new Jackson Pit Water Main Easement to replace the easement set forth in Waldo County Registry of Deeds Book 819, Page 794.

Budgeted Capital Improvements: Frank reviewed with the Board where the District stands with our budgeted Capital Improvements. Having a contingency allows for any extra expense. Frank mentioned the usefulness of purchasing a new transit as an addition to our equipment list. This very precise tool will assist with our construction projects, excavation, etc. Our new employee, Ezra Downs, has experience using a transit.

NVC Meter: The 6-inch meter at Northport Village Corporation (NVC) had not registered for three weeks. Steve Clements of Ti-Sales met with Frank and NVC to determine the issue. The telemetry recorder was interfering with the sonic meter.

Terms and Conditions: Tammy reported to the Board that the final version of the updated Terms and Conditions (T & C) is close to completion; she needs to add the Table of Contents. The Maine Public Utilities Commission (MPUC) requires a 30-day review, so the plan is to upload the T & C by the end of the month with an effective date of October 1, 2024, contingent upon MPUC approval. As a Maine Rural Water Association member, Tammy asked for their review and input before completing the final version. Tammy will provide a hard copy of the updated Terms and Conditions at next month's meeting.

Email Compromise: Tammy informed the Board of Trustees of the District's email compromise on Wednesday, July 31st. Working with our 'belfastwater.org' domain provider, GoDaddy, this compromise has been rectified. GoDaddy provided a statement to assure our vendors that the compromise was not due to any fault on the District's part, and immediate and thorough actions were taken by adding enhanced security measures, changing account passwords, and conducting a comprehensive review to ensure that our account is secure moving forward. A few added security measures included: Advanced Email Security, which quarantines suspicious emails until authorized as safe; Email Archiving, which tracks all activity; and Malwarebytes.

VOTED: On a motion by Jill Goodwin, seconded by Stephen Hall and unanimously approved 5-0, to adjourn at 1:52 p.m.



Jill B. Goodwin, Secretary/Clerk

