

Belfast Water District Board of Trustees Meeting Minutes of August 9, 2021

The Belfast Water District Board of Trustees met on Wednesday, August 9, 2021, at 1:00 p.m. at the Little River Station office.

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

A roll call of attendees are as follows: Chairman Bruce Osgood, Vice-Chairman Kenneth Colby Horne, Treasurer Henry Chalmers, Secretary Jill Goodwin, Trustee Stephen Hall, Superintendent Keith Pooler, and Administrative Assistant, Tammy Morse.

**VOTED:** On a motion made by Stephen Hall, seconded by Henry Chalmers and unanimously approved, to accept the Minutes of the regularly scheduled board meeting of July 7, 2021.

The Board discussed the next board meeting date and agreed upon Monday, September 13, 2021, at 1:00 p.m. at the Little River Station office.

The Legislature has made remote participation in public meetings permissible permanently, but only under limited circumstances. The Board of Trustees must adopt a written policy in compliance with the new law 1 M.R.S. § 403-B for remote participation in public meetings, which Maine Municipal Association provided a template. Public Notice provided the opportunity for members of the public to comment regarding this policy at this meeting; no public members joined the meeting.

**VOTED:** On a motion made by Jill Goodwin, seconded by Stephen Hall and unanimously approved, to adopt the Remote Participation Policy under 1 M.R.S. Section 403-B as written.

Keith Pooler presented his report to the Board of Trustees.

The installation of the new 12-inch ductile water main at the Goose River Bridge Project is scheduled for mid-August with the hopes of being fully operational by the end of August. The new main will be the proper depth, good material, and out of the right-of-way. The old 10-inch A.C. water main was directly under the guard rails and 11-feet deep.

Keith stated that he had not received a response from the Ford Chapel Church representatives about the District's inquiry to own the parcel of land that the Back Searsport Road Booster Station sits on, nor heard any updates about paving the yard.

As a member of the Maine Municipal Association Workers Compensation Fund and the Property & Casualty Pool, the District received a dividend check for \$1,610 for meeting the established criteria for good performance of safety standards and loss prevention program.

Last year, the Board voted to lock in a rate of .30% with Camden National Bank for the District's funds for one year. This rate expired on August 8, 2021. Keith informed the Board that Camden National Bank offered the District a rate of .15% instead of the standard rate of .10% because we are a long-time customer. Unfortunately, all bank rates continue to be extremely low.

The System Infrastructure Assessment is complete using the 2015 Capital Improvement Plan as prepared by Dirigo Engineering and the historical records of the Belfast Water District. This assessment was filed with the Maine Public Utilities Commission by the District's accountant, Nick Henry of Horton, McFarland, and Veysey. The completion of this assessment would be the first step if a surcharge were to be implemented.

A copy of the Employee Handbook changes was distributed to the Board of Trustees as approved by vote on April 12, 2021. The changes were an increase in wage for each water operator license upgrade an employee attains; and an increase in the length of time required to obtain the necessary water operator licenses to operate the Belfast Water District system.

Keith presented the before and after video recorded by DL Maher of the Jackson Pit Well Rehab. The well casing diameter is 18-inches, and the well depth is 47-feet. The last 10-feet of the well is a 220 stainless steel screen. There are no signs of the screen breaking away from the casing, although some voids allowed silt, dirt, and some rust inside the casing. This well was last cleaned 16-years ago. While the well is getting older, it is still in good condition. DL Maher provided estimates to reline the existing well versus drilling a new well.

In preparation for the Talbot Well development, Keith recommended doing another pump test. DL Maher provided a quote of \$7,115 for this pump test.

**VOTED:** On a motion made by Stephen Hall, seconded by Kenneth Colby Horne and unanimously approved, to accept the quote from DL Maher to perform the pump test on the Talbot Well.

Underwater Solutions, Inc. has provided a quote of \$6,960 to inspect and clean both the 500,000-gallon tank and the 1,300,000-gallon tank at Lincolnville Avenue. Keith stated Underwater Solutions is a well-known company, and it is essential to inspect and clean the tanks. It is also beneficial to check the pax mixers to make sure they are operating correctly. Next year, the Back Searsport Road tank and the Crocker Road Tank should be inspected and cleaned. Tank painting should start in the near future; therefore, the inspections of the tanks will determine which one to paint first. Keith recommended accepting Underwater Solutions quote to inspect and clean the two tanks at Lincolnville Avenue.

**VOTED:** On a motion made by Stephen Hall, seconded by Jill Goodwin and unanimously approved, to accept Underwater Solutions, Inc. quote to inspect and clean the Lincolnville Avenue 1,300,000-gallon tank and the 500,000-gallon tank and authorize the Superintendent to make decisions during the project.

This past month, the crew:

- Cut a new 1-inch service tap and renewed the existing 1-inch service for 151 Searsport Avenue
- Trimmed and painted the hydrants, including the numbers
- Renewed a 3/4-inch water service at 49 Union Street
- Replaced curb boxes
- Cut the 2-inch tap at 179 Congress Street for the five-lot Britton Subdivision. The water main was built following the District's specifications and pressure tested good. If the City accepts the street, the District acquires the water main, adding the five 1-inch water services to the system.

Dana Keene's Trailer Park off Swan Lake Avenue had a continuous leak that was difficult to find. Our crew assisted many times, trying to locate the leak. After considerable searching, Dana found and fixed the leak. He thanked the Belfast Water District for their assistance.

The Little River Station septic pump was replaced by Moore's Septic, costing less than \$500.

Jackson Pit Well is working great after the rehabilitation in June by DL Maher.

Hayden has started training classes for Class I Distribution and Class I Treatment. He will test in the near future.

The City of Belfast Mayo Street Sewer Project is now scheduled for the Spring of 2022.

Upcoming this month, the crew will:

- Continue with the Goose River Bridge Project
- Cut a 1-inch water service for Corner Spring Montessori School on Lower Congress Street
- Cut two 1-inch water services for Wayne Corey for the parcel behind 47 Northport Avenue
- Install a new hydrant on Lower Congress Street by Consumers Fuel Tanks as Keith and the City of Belfast recommended.

Keith reviewed the plans for the Seacoast Village Development on Lower Congress Street owned by Michael Oneglia. This development will add thirty-four more water services for mobile home units. The water main in the park must be built according to our Water Main & Service Specifications.

Keith gave a brief update on the Wight Street inspection and the edited costs.

Keith reported that he spoke to our attorney concerning the Fourth Amendment with the Belfast Water District, Nordic Aquafarms, and the City of Belfast. Our attorney referenced the Maine Public Utilities Commission docket explaining the District's position.

**VOTED:** On a motion made by Henry Chalmers, seconded by Jill Goodwin and unanimously approved, to adjourn the meeting at 2:07 p.m.



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Jill B. Goodwin, Secretary/Clerk



**BELFAST WATER DISTRICT BOARD OF TRUSTEES**  
**ADOPTION OF THE REMOTE PARTICIPATION POLICY**

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, the Belfast Water District (District) hereby adopts the following policy, to govern the participation, via remote methods, of their Board of Trustees meetings, the public, and in the public proceedings.

This policy was approved by the Belfast Water District Board of Trustees on August 9, 2021.

**VOTED: On a motion by Jill Goodwin, seconded by Stephen Hall, and unanimously approved; to adopt the Remote Participation Policy Pursuant to 1 M.R.S. § 403-B as presented.**

The Belfast Water District's Board of Trustees are expected to be physically present for meetings except when not practicable, an emergency or urgent issue that requires the trustees to meet via remote methods, or an illness or temporary absence of a member that causes significant difficulty traveling to the meeting location. In consultation with other trustees, if appropriate and possible, the chairman or presiding officer of the Board will determine that remote methods of participation are necessary for as timely a manner as possible under the circumstances. A participant who cannot attend a meeting in person will notify the chairman or presiding officer as far in advance as possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The District will provide the public with a meaningful opportunity to attend via remote methods when any Board of Trustee participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the Board and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

The District will provide notice of all meetings per 1 M.R.S. § 406 and any applicable charter, ordinance, policy, or bylaw. When the public may attend via remote methods, notice will include how the public may access the meeting remotely and provide a means for disabled persons to request necessary accommodation to access the meeting. The notice will also identify a location where the public may attend the meeting in person.

The Board of Trustees meeting will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the Board to meet using remote methods of attendance. All documents and materials to be considered by the Board must be made available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology or heard if using audio technology only, by other trustees and the public. A trustee who participates remotely will be considered present for a quorum and voting purposes.

This policy will remain in force indefinitely unless amended or rescinded.

