

Trustees of the Belfast Water District met on Monday, December 9, 2019, at 1:00 p.m. at the Little River Station office. The following Trustees were in attendance: Stephen Hall, Kenneth Colby Horne, Bruce Osgood, Henry Chalmers, Eileen Dubinett and the Superintendent, Keith Pooler.

Stephen Hall, the Chairman, called the meeting to order at 1:00 p.m.

**VOTED:** On a motion made by Henry Chalmers, seconded by Eileen Dubinett and unanimously approved, to accept the Minutes of the regularly scheduled board meeting of November 4, 2019.

The Board discussed the date of the next board meeting and agreed upon, Monday, January 13, 2020, at 1:00 p.m.

The Superintendent, Keith Pooler, presented his report to the Board of Trustees.

The Belfast Water District incurred costs of \$1,800 for labor and \$1,300 for materials for the installation of a new water service beginning in June 2019 at the new City of Belfast Public Works facility located at 54 Crocker Road. The District's Terms and Conditions require that we provide an estimate for any new water service request and receive a deposit in advance of an installation. The District did not require a deposit because of the close working relationship with the City of Belfast. At the time of the installation, it was believed that the District would eventually locate its new facility on Crocker Road and would be hooking up our own water service on that site as well. Now, due to new DEP requirements and restrictions on the Crocker Road property, there is a possibility that the Belfast Water District will not relocate its headquarters on that site.

The District continues to have an excellent working relationship and partnership with the City of Belfast, especially Belfast Public Works, Belfast Fire Department, and the Wastewater Department. Neither the City of Belfast nor the District has ever charged for labor when helping each other in the past. The Trustees agreed with Superintendent Keith Pooler's recommendation to waive the labor cost of the installation and to only request payment for the materials used for installation at the cost of \$1,300.

The Maine CDC Drinking Water Program has issued a status update for PFAS (Per and polyfluoroalkyl substances) and what may be on the horizon in terms of drinking water regulations. The Maine Rural Water Association Conference this week has a class that addresses this new regulation and to whom it will affect.

Maine Energy will install the gas lines and set the tanks for the new propane heater unit that the crew installed at the excavator garage on Lincolnville Avenue at an estimated total cost of \$1,500. Heating the building with propane is less costly than electricity for a block heater on the excavator. The garage is well insulated so the storage of items that could freeze is now possible.

Last Thursday, we had a problem with the furnace at the Little River Station office. The expansion tank failed, and the system became air bound. Maine Energy promptly repaired that problem, however, discovered the stainless-steel liner of the chimney is in poor condition and must be replaced. Keith stated that he is in the process of getting quotes.

Mr. Coombs approached the District about selling five acres on Northport Avenue beside Napa Auto Parts. The property consists of 80 acres that extends from Route 1 to Lower Congress Street; only the Route 1 side is buildable.

An inquiry from a pro-Nordic caller asked if we test for fish parasites. Keith advised we treat the water for human consumption.

Keith told the Board that he spoke to each employee about the 7% health insurance increase, which is equivalent to 90 cents per hour for each employee. Keith informed the Board that he does not intend on recommending wage increases for 2020.

In reviewing the employee handbook, Keith suggested a few changes to our employee benefits that would bring into line with benefits that are offered by other districts and departments. The Board suggested Keith present a proposal of those changes to be discussed at the next Board meeting.

This past month the crew:

- Assisted EJ Prescott with cutting a 4-inch sprinkler tap for 80 High Street
- Renewed our side of the ¾-inch service at 42 Pearl Street; existing shutoff valve not working
- Drained hydrants
- Renewed our side of the ¾-inch service at 21 Highview Terrace; existing shutoff valve not found
- Turn off seasonal services

Steve Cummings of the Maine Municipal Association will conduct a Loss Control Safety Inspection on Tuesday, December 17, 2019.

Keith stated he would discuss with Harlan Pease of Industrial Instruments about installing an alarm for the pax-mixer at Crocker Road Tank to connect into the SCADA system at Lincolnville Avenue.

As of January 14, 2020, Windows 7 will no longer be supported for security or software updates. Only one of the four computers, the newest being 2016, was upgradable to Windows 10; the other three are six years and older. These three were replaced with new PC's with Windows 10 and Microsoft Office 2019 installed. The total cost for hardware, installations, transfer of programs and files, support, and maintenance fees was \$6,000.

In December, the crew will continue draining hydrants, seasonal turn-offs, and preparing for winter.

**VOTED:** On a motion made by Bruce Osgood, seconded by Henry Chalmers and unanimously approved, to adjourn the meeting at 1:47 p.m.



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Eileen Dubinett, Secretary