

## Belfast Water District Board of Trustees Meeting Minutes of February 7, 2022

The Belfast Water District Board of Trustees met at the Little River Station office on Monday, February 7, 2022, at 1:00 p.m.

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

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

**VOTED:** On a motion made by Stephen Hall, seconded by Kenneth Colby Horne, and unanimously approved 4-0, to accept the minutes of the regularly scheduled board meeting of January 10, 2022.

A brief discussion took place to schedule the board meetings on the first Monday versus the second Monday each month. The Board of Trustees concurred and set the next board meeting date for Monday, March 7, 2022, at 1 p.m. at the Little River Station office.

Keith Pooler welcomed Laurie Johnson to observe today's board meeting and then presented his report to the Trustees.

To date, the final costs have not been received from the Maine Department of Transportation for the Belfast Water District's portion of the MDOT Goose River Bridge Project on Searsport Avenue.

Keith informed the Board that he met with Mandy of Olver Associates to review the plans for the Mayo Street Project to extend the 6-inch water main. Mandy stated that the City of Belfast intends to advertise for bids for the sewer main portion this month. Keith advised that the Belfast Water District wants Olver Associates to obtain bids for the water main portion of Mayo Street as a separate bid from the City's sewer portion. Should we accept the contractor's bid, including an opt-out clause, we intend to do our own inspections for cost savings. The alternative to accepting the bid is hiring local contractors and laying the water main ourselves. Keith referred the Board to the map of the Mayo Street Project provided by Mandy for review. The water main will extend approximately 500-feet to complete Mayo Street with potentially nine new water services.

Tammy and Suzette are prepared for the accountant's annual audit this Thursday, February 10, 2022, with Nick Henry of Horton, McFarland, Veysey. After Nick's audit report in April, we will know if implementing a surcharge is feasible.

This past month the crew:

- Cleaned, renewed, and painted at the wells.
- Removed snow from fire hydrants and made sure they were operational.
- Turned on the blowoffs to flow water on Swan Lake Avenue, Highview Terrace, and Alto Street.
- Worked on heater failure at Smart Road Station; will contact Industrial Instruments to add an alarm.
- Repaired the 6-inch water main break at High Street and John Street on 2/3/22 from 5 p.m. - 2 a.m., losing 300,000 gallons of water.

Upcoming this month, the crew will:

- Recheck fire hydrants and clear snow if needed.
- Continue to rebuild, clean, and paint at the wells.
- Continue to replace the old meters in the system.

Central Maine Power has increased its standard rate from 7-cents to 22-cents per KWH. The increase amounts to \$2,000 per month for the two wells combined.

As predicted, there is a shortage of fluoride which has caused an increase in price per pound from \$1.68 to \$6.67. The average pounds of fluoride used per month is 100 in the winter and 200 in the summer. Fluoride is not mandatory with the Maine Drinking Water Program. However, fluoridation was authorized by referendum ballot on March 14, 1960, by the citizens of Belfast at the EPA recommended rate of 0.70 mg/l.

Keith read the letter from Attorney David Losee on behalf of Upstream Watch regarding Talbot Well water testing.

Keith informed the Board that he attended a City Council zoom meeting to discuss and answer questions about the PFAS (Perfluoroalkyl substances) water testing requirement. The District completed these tests in October 2021 with negative test results. Test results are posted on the District's website at [www.belfastwater.org](http://www.belfastwater.org) under the Water Quality tab.

The District's Risk and Resilience Plan and Emergency Response Plan, composed by Tom's Water Solutions, recommended that the Belfast Water District prepare, adopt, and implement a Cyber Security Policy. Maine Rural Water Association's website has Cyber Security templates available to create a policy. These templates include prevention, protection, and procedure practices that Tammy utilized for the Belfast Water District's Cyber Security Policy. Keith asked that the Board of Trustees vote to adopt this Cyber Security Policy.

**VOTED:** On a motion made by Kenneth Colby Horne, seconded by Stephen Hall, and unanimously approved 4-0, to adopt the Cyber Security Policy as recommended per our Risk and Resilience Plan and Emergency Response Plan.

On an annual basis, the secretary of the Board of Trustees must review and report the District's outstanding bonds to ensure compliance with the covenants within the bond documents required by federal and state law. Jill Goodwin, Secretary of the Board of Trustees, reported that she conducted the yearly review of the District's bonds on January 26, 2022, per the Arbitrage and Use Proceeds Policy for the eight existing bonds. The original applications, the minutes approving the action, and the supporting documents were in place and up-to-date.

**VOTED:** On a motion made by Kenneth Colby Horne, seconded by Stephen Hall, and unanimously approved 4-0, to accept the review of the District's eight outstanding bonds as conducted by Jill Goodwin, Secretary of the Board of Trustees, on January 26, 2022, per the Arbitrage and Use Proceeds Policy.

**VOTED:** On a motion made by Stephen Hall seconded by Jill Goodwin and unanimously approved 4-0, to enter Executive Session for a Real Estate Matter pursuant to 1 MRS §405 (6)C at 1:46 p.m.

**VOTED:** On a motion made by Stephen Hall seconded by Jill Goodwin and unanimously approved 4-0, to adjourn Executive Session for a Real Estate Matter pursuant to 1 MRS §405 (6)C at 2:06 p.m.

No further discussion.

**VOTED:** On a motion made by Stephen Hall, seconded by Kenneth Colby Horne and unanimously approved 4-0, to adjourn the meeting at 2:07 p.m.



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Jill Goodwin, Secretary/Clerk