

The Belfast Water District Board of Trustees met on Monday, June 5, 2023, at the 41 Wight Street office.

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, Treasurer Stephen Hall, Secretary Jill Goodwin, Superintendent Frank Short, and Administrator Tammy Morse. Trustee Chad Otis was absent from the meeting.

VOTED: On a motion by Stephen Hall, seconded by Kenneth Colby Horne and unanimously approved 4-0, to accept the minutes of the regularly scheduled board meeting of May 1, 2023.

The Board discussed the next meeting date and agreed on Monday, July 10, 2023, at 1:00 p.m. at the Belfast Water District office at 41 Wight Street, Belfast, Maine.

Chairman Bruce Osgood opened the meeting to the public. A brief discussion occurred with a Belfast resident concerning the added fluoride to the water system. The citizens of Belfast, Maine, authorized fluoridation by referendum ballot on March 14, 1960. Discontinuance of the addition of fluoride to the water system must also be put to a referendum ballot through the City of Belfast. Frank stated that although some fluoride occurs naturally in groundwater, we maintain the Environmental Protection Agency's recommended level of fluoride at 0.70mg/l.

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

To assist with the Crocker Road Tank Project, a second Variable Frequency Drive was installed to maintain consistent pressure when heavier water flows arise and as a backup if one of the two pumps fails. The additional VFD acts as a soft start and saves on water hammering. As a precaution, an alarm was installed through our SCADA. to notify us if the second pump comes on due to heavier flows existing because of a fire or a water main break. Notification letters were sent to our fire service customers in the affected area of low flows. In addition, letters were sent to our customers who use irrigation, asking them to refrain from irrigating during this time to save water for fire protection. Maps were distributed to the fire department outlining the hydrants in the low-flow area during the tank project and in all the District trucks. The tank is now drained and ventilated. Frank took pictures of the condition inside of the tank for the Board to view. The newly selected color for the tank is Canal Blue.

The District rented an 80-foot lift to allow our crew to wash both tanks on Lincolnville Avenue before Midcoast Fence starts the fence installation around the 500,000-gallon tank. It is expected to take about a month to clean the tanks. Midcoast Fence requested half of the quote as a downpayment. As approved by the Maine Drinking Water Program, the Asset Security Grant will reimburse the District up to \$20,000. The fence design was forwarded to the City Planner for the committee review later this month, along with the Design Review Permit fee of \$100.

The District has received the materials for the Ocean Street Water Main Project. We intend to set up the temporary customer water services by the end of July and then start digging in August. Faulkingham Inc. will assist with this water main upgrade.

Frank informed the Board that our engineer, Tim Sawtelle of Dirigo Engineering, plans to conduct the radio and cell testing at the end of this month to determine which one has the best reception during peak foliage at our wells. This test will help select the equipment to design our new SCADA system.

Jackson Pit has been without communications due to the lightning strike on Friday, June 2, at 5:30 p.m. Frank contacted Fairpoint Communications. Over the years, the Jackson Pit area has been a hot spot for lightning strikes. Smart Road Well is the only well online until the communications for Jackson Pit Well are accessible through the SCADA system again. Jackson Pit Well must be started manually. This situation confirms the need for an updated SCADA system with reliable communications.

Frank told the Board, that for the future, he is investigating the possibility of directional boring for the main crossing at Jackson Pit and also for Waldo Avenue at Route 1 and High Street. In addition to a quote from Enterprise Electric, the Board mentioned possibly requesting quotes from Ranger and AD Electric.

The vehicle lift is partially installed. The platform that lifts the vehicles, air, and electricity must be completed.

The new office safe arrived on Tuesday morning, after Memorial Day, while the crew was installing the Depot Lane services, so the delivery driver placed the safe in the garage. The crew did a great job getting the safe into the office with our loader and pallet dolly. The cost of the safe was \$3,080.

Frank told the Board that he attended the Planning Board meeting for the 48-lot Little River Housing Development in the Industrial Park that will provide affordable housing for working families.

Tim Sawtelle recommended and installed new access server software for our SCADA System called Splash Top. This more user-friendly software will replace TeamViewer. Tim's familiarity with the software and the assistance he can provide remotely is a better support system.

The new owner of 58 Swan Lake Avenue has requested an estimate for water services to serve four small houses and a duplex.

The Nautilus Restaurant had a leak on their side of the water service in the middle of the newly installed Harborwalk. Typically, the District does not repair leaks on the customer's side of the water service. However, instead of excavating the concrete pavement of the Harborwalk, and the recently installed paving blocks adjacent to the walk to repair the leak, Frank decided to install a new service line with a horizontal bore under the walk, and discontinue their old service line, which was completed on May 11, 2023. The City of Belfast will pay the cost associated with this repair for saving the Harborwalk and new paving blocks. The estimated loss of water was 40,000 gallons.

Frank noticed that the pumping had increased for quite some time during the winter. A leak was discovered at 73 Swan Lake Avenue from the $\frac{3}{4}$ " water service line under the river above the little bridge, estimating 1.6M gallons of water lost. The leak was repaired on May 16, 2023.

The mobile home park on Swan Lake Avenue at Cardinal Way had a high water reading during last month's billing cycle. Two leaks were discovered on the customer's side of the $\frac{3}{4}$ " water service line within the park. On May 23rd, Frank turned off their water service and then back on the same day for the customer's contractor to repair the leaks.

Frank stated he spoke to the Director of Code and Planning, Bub Fournier, regarding the construction of steps from the driveway to the front office door. Frank will submit the plans for granite or precast concrete steps.

The City of Belfast hired Nitram Excavation & General Contracting, Inc. for their Wight Street Project. The City of Belfast and Belfast Water District Construction Easement needs to be signed beforehand. Nitram has asked if they could keep their office trailer on our property while the project occurs.

At 52 Little River Drive, EJ Prescott cut taps for an 8-inch fire service and a 1-inch domestic service for Go Logic. Two 1-inch domestic service taps were cut on Searsport Avenue for Depot Lane using directional boring under Route One. Frank informed the Board that the customer request was for a 1-inch domestic service for 18 Depot Lane. Since there is another property on Depot Lane for sale, he felt it best to cut the other tap for future use.

Five more services have been prepaid and scheduled for installation, including a 6-inch fire service and a 2-inch domestic service for the Belfast Co-op, discontinuing their existing $\frac{3}{4}$ " domestic service. The other new services are on Bayview Street, Priscilla Lane, and Wight Street.

Hayden and Zach have completed their Class 1 & Class 2 Distribution and Treatment classes in Augusta. They will schedule to test soon. If Zach passes his test before his one-year training, he will receive his license once he completes his first year with the Belfast Water District.

This past month, the crew:

- Repacked the leaking gate valve at Main Street and Congress Street.
- Installed a 6-inch gate valve on an existing fire service discontinued in 1992 at 71 High Street.
- Repaired and raised gate boxes for the City's annual paving.
- Turned on seasonal services.
- Started flushing fire hydrants and water mains.
- Repaired curb boxes.
- Installed new services.
- Assisted with the Crocker Road Tank Painting Project.
- Continued with the Lead Service Survey.

Upcoming this month, the crew will:

- Install more new services.
- Flush fire hydrants and water mains.
- Wash both tanks on Lincolnville Avenue.
- Continue with the Lead Service Survey.
- Raise and lower gate boxes for the City of Belfast's annual paving projects.

Frank mentioned that the federal holiday, Juneteenth Independence Day, is not yet in our Employee Handbook. On June 19, 2021, the State of Maine Proclamation designated June 19th to commemorate the day freedom was proclaimed to all slaves. The Board concurred to update the Employee Handbook.

Tammy updated the Board that:

- Maine Public Employees Retirement System Employer rate will stay at 10.2%. Employee rates are increasing by .1%.
- The 2022 Water Quality Report was certified with the Maine Drinking Water Program on June 2, 2023. All customers were notified that the report was available online or in hard copy at our office.
- Mark Kuzio generously presented the Belfast Water District with an aerial photo of our old homestead, the brick building on the dam. A special thank you to you, Mark Kuzio!

VOTED: On a motion made by Stephen Hall, seconded by Jill Goodwin and unanimously approved 4-0, to enter into an Executive Session to discuss a real estate matter pursuant to 1 MRS Section 405 (6)C at 2:16 p.m.

VOTED: On a motion made by Jill Goodwin, seconded by Stephen Hall and unanimously approved 4-0, to adjourn the Executive Session to discuss a real estate matter pursuant to 1 MRS Section 405 (6)C at 2:34 p.m.

No vote was taken upon returning to the regularly scheduled board meeting from the executive session.

Tammy mentioned that the District's accountant, Nick Henry of Horton, McFarland & Veysey, will provide the 2022 'DRAFT' Financial Audit for the Trustees' review. She will contact Nick to schedule his in-person presentation.

VOTED: On a motion made by Jill Goodwin, seconded by Stephen Hall and unanimously approved 4-0, to adjourn the meeting at 2:35 p.m.



Jill B. Goodwin, Secretary/Clerk

