

Trustees of the Belfast Water District met on Monday, June 8, 2020, at 1:00 p.m. remotely via Zoom conferencing. The following Trustees were in attendance by roll call: Stephen Hall, Kenneth Colby Horne, Bruce Osgood, Henry Chalmers, Eileen Dubinett and the Superintendent, Keith Pooler and his Administrative Assistant, Tammy Morse. The District's accountant, Nick Henry of Horton, McFarland & Veysey, LLC, joined the meeting remotely.

The Chairman, Stephen Hall, called the meeting to order at 1:00 p.m. then welcomed Nick Henry to present the Belfast Water District's 2019 Financial Statement. Nick stated that the audit went smoothly with no red flags and free of any findings, weaknesses, or deficiencies. Nick had no suggestions for improvements. As projected in the January 1, 2015 rate increase, our operating revenues continue to hold stable at \$1.4 million. The 1989 Maine Municipal Bond Bank loan was paid in full in 2019. The next loan to be paid in full is not until 2026. Our loan payments of \$300,000 are built into our current rate structure. The District continues to reserve for standpipe painting. Our financial ratio for analyzing the District's financial position is above the target of 1.25, which indicates that we can meet our short-term obligations. Nick stated that we could hold off for a small rate increase to cover operating expenses until Spring 2021. The Board thanked Nick and expressed their appreciation for his thoroughness in his explanation of the 2019 Financial Statement.

**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 May 11, 2020.

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

The State Revolving Loan Fund application was sent to the Maine Municipal Bond Bank on June 1, 2020, for the Talbot Well and the Route 1 Goose River Bridge. Our Bond Counsel, Bernstein Shur, recommended adopting a Proposed Vote to approve these applications and to proceed for permanent financing plus costs.

**VOTED:** On a motion made by Henry Chalmers seconded by Bruce Osgood and unanimously approved, to adopt the attached Proposed Vote to approve the applications made to the State Revolving Loan Fund at the Maine Municipal Bond Bank for approval to borrow up to \$2,272,535 of permanent financing to fund the Water System Improvements-Talbot Well (\$2,023,535) and Route 1 Goose River Bridge Water Main Replacement (\$250,000), including design and construction costs, transaction costs and all related expenses ("the Projects").'

Keith Pooler presented his Superintendent's report to the Board of Trustees.

The Maine Public Employees Retirement System employer contribution rate will increase from 10% to 10.1% starting July 1, 2020.

On Saturday, May 30, 2020, Harold accidentally backed the crew truck into a parked car in the Washington Street parking lot with minor damage. In Harold's defense, the truck's power liftgate is a great tool, but it limits visibility even with mirrors. Perhaps we should look into getting backup cameras. The Belfast Police Department was on-site to write up the accident, and a claim was filed with our insurance company Monday morning.

On Thursday, June 4, 2020, hydrant # 180 on Lincolnville Avenue by the Troy Howard Middle School driveway was hit, causing under \$500 in damages. The crew repaired the hydrant on Friday. Our insurance company was notified about the damages to collect from the complainant.

Nordic Aquafarms, Inc. request for an extension to the Option & Purchase agreement is in negotiations.

The MDOT Route 1 Goose River Bridge Project bid for the water main replacement came back under our estimated \$250,000. Terry Blair of MDOT awarded the contractor on Friday, June 5, 2020. The bid for the District's portion of the project arrived under our estimate. Before the project construction starts this summer, our crew will prepare by installing a blowoff in front of the All-Play Center.

This year the District's property here at the Little River Station is infested with 'brown tail moths' to the point it was difficult to enter the front door. On Friday, June 5, 2020, Hawkes Tree Service of Phippsburg, Maine, contacted us for water to fill their tanker truck to spray the brown tail moths locally. Keith said he offered to set up the yard hydrant here at Little River Station for water to fill their tanker truck in exchange for spraying the District's property.

Keith stated that he received the report from Revision Energy about implementing solar power at Jackson Pit and Smart Road. The report says that the development of an on-site solar project seems extremely challenging to pursue at this time due to the CMP substation capacity limitations.

During this time of COVID-19, we are working with a full crew in the field; alternating one person in the office and one working from home. This arrangement is working out fine and could for the foreseeable future. The office is set up to do business in-person with safety precautions: hand sanitizer, disinfectant, front counter shield, and masks. We have not opened the office to the public yet. Keith expressed that he wishes to open when he returns to the office to help ensure everyone is as safe as possible. The plan is to be consistent with how other water utilities in our area begin the process of opening their offices to the public. When a set date is determined, a notice will be posted on our website and at the front door. The Board agreed that this is a reasonable approach.

This past month the crew again removed beavers from the culvert on Smart Road. Fortunately, we have a licensed trapper working for the District; thank you, Frank Short. There has been an issue with trash and campfires along the Little River walk trail. Also, the crew again had to remove a rope swing. The crew finished flushing the water mains and hydrants in the system. Regular flushing has proven to work without any customer complaints. The crew assisted Northport Village Corporation with vacuuming curb boxes in Bayside.

Upcoming this month the crew will:

- Discontinue the water service at 115 Congress Street as a precaution, so it is not damaged during the demolition of the old Public Works garages. Temporary water service will be set up out of the demolition area.
- Prepare for the Route 1 Goose River Bridge Project by installing a blow off near the All-Play Center
- Install our water main as part of the City of Belfast sewer main project on Charles Street Extension after the contractors for the City finish the sewer main.
- Complete the activation of the 1-inch water service at 23 John Robinson Way installed in 2013

Keith asked the Trustees for suggestions for Harold Dyer's retirement party sometime in August.

**VOTED:** On a motion made by Bruce Osgood, seconded by Henry Chalmers and unanimously approved, to adjourn the meeting at 2:30 p.m.



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Eileen Dubinett, Secretary

## PROPOSED VOTE

VOTED by the Board of Trustees of the Belfast Water District of Belfast, Maine as follows:

- VOTED:
- (1) That the Board of Trustees hereby approves the applications made to the State Revolving Loan Fund at the Maine Municipal Bond Bank for approval to borrow up to \$2,273,535, of permanent financing to fund the Water System Improvements-Talbot Well (\$2,023,535) and Route 1 Goose River Bridge Water Main Replacement (\$250,000), including design and construction costs, transaction costs and all related expenses (the "Projects").
  - (2) That, pursuant to authority granted by the Charter of the Belfast Water District, and specifically Section 8 thereof, and any other applicable law, the District is hereby authorized to issue and sell to the Maine Municipal Bond Bank Taxable Water Bonds of the District (the "Bond") in an aggregate principal amount not to exceed \$2,273,535 to fund the Projects, said funding to include transaction costs and all other expenses reasonably related to the Projects.
  - (3) That the District Treasurer and Chair of the Board of Trustees are hereby authorized to execute and deliver the Bonds on behalf of the District to the Maine Municipal Bond Bank. The Bonds are to be sold upon such further terms and conditions and at such interest rates as may be approved by the Treasurer and Chair of the Board of Trustees, and shall have the District seal affixed and be attested by the District Clerk. The term of the Bonds do not exceed 120% of the economic life of the Project.
  - (4) That the District Treasurer is authorized and directed to issue revenue obligation notes to the Maine Municipal Bond Bank in the amount of up to \$2,273,535 on behalf of the District at a rate of interest not to exceed 1.1%, said interim funding to include engineering and construction costs, transaction costs and all other expenses reasonably related thereto.
  - (5) That the District hereby irrevocably pledges the user fees, rates, assessments and other charges of the District for the payment of the debt service on the Bonds.
  - (6) That the Treasurer and Chair of the Board of Trustees are hereby authorized to execute and deliver Loan Agreements with the Maine Municipal Bond Bank, in such form as the Maine Municipal Bond Bank shall require, for the interim loans and for the permanent financing.
  - (7) That the District officers and officials are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the District as may be necessary or convenient to carry out the full purport and intent of the foregoing orders, or any one of them.

