

Trustees of the Belfast Water District met on Monday, March 9, 2020, 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 and his Administrative Assistant, Tammy Morse.

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 February 10, 2020.

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

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

First of all, congratulations were extended to Erin Herbig as the new Belfast City Manager.

The schedule for the Maine Department of Transportation Goose River Crossing Project indicates that bids must be submitted by April 12th, the bid opening on April 29th, and the bid award on May 20th. Keith asked the District's engineer, Tim Sawtelle of Dirigo Engineering, to add the option to the contract that will allow the District to decrease how much pipe to replace during the project. There is a total of 1,200-feet of pipe to be replaced, but if the bids for the District's portion of the project are not within reason, then we will have to adjust the amount of pipe being replaced to the area of the MDOT project at approximately 450-feet.

The City of Belfast Charles Street construction of the sewer main to Waldo Avenue most likely will take place this year. The District received an estimate from Faulkingham, Inc. to supply an excavator, dump truck, trench roller, and gravel for this project. The sewer main will be installed first as it will be more in-depth, then we will install the water main over the top of the sewer main. The total estimate for this water main is \$45,000 without labor costs. Keith recommended ordering the pipe now for the stockpile.

The property search for the Belfast Water District's new facilities is ongoing. Flagg's garage property was auctioned on March 2nd for \$230,000. Keith informed the Board that this property did not fit the needs of the District; plus, it would have cost quite a bit more to remodel. The old Rite Aid building has 11,000 square feet, plenty of stockpile area and parking space, very close to town and convenient for our customers, plus nearer to where 80% of our work is. It is the perfect location for our new facilities. Keith said he contacted the owner, Ellis Commercial Real Estate, and asked if they would be willing to sell to the District for \$150,000 above what they paid. Unfortunately, they are only interested in leasing the property, which does not benefit the District. Keith stated that United Realty contacted us about the Webber property on Waldo Avenue, and said he would check into this further and report at the next meeting.

Central Maine Power stated that an easement is necessary from the Union District Cemetery Trustees for the overhead wires to the Talbot Well. We are in the process of tracking a contact person to pursue this request.

Maine Municipal Association (MMA) reimbursed the District \$101 for a surcharge we paid between 1988 – 1992 when the District secured Workers' Compensation through the commercial insurance market. MMA's letter states that if any future surplus distributions are received on our behalf, they will be disbursed at that time.

Keith reminded Eileen Dubinett that her term for Trustee reappointment is this July.

Northport Village Corporation has asked if the District would accept a replacement of internal parts of their water meter in the vault every five years versus calibrating the meter every two years. This method is cost-effective, plus the new replacement parts provide a more accurate measurement than just calibrating the meter. The Board concurred that this is a reasonable request to start this year.

VOTED: On a motion made by Bruce Osgood, seconded by Eileen Dubinett, and unanimously approved to allow the Northport Village Corporation to replace the internal parts in the meter in the vault every five years instead of calibrating the meter every two years starting this year.

Keith mentioned to the Board that two of the fireproof file cabinets in the office are very old and need to be replaced due to the fireproof material deteriorating. The cost of new fireproof cabinets is \$3,900.

The overview of 2019 is as follows:

- Changed out 149 meters
- Installed 4 new 1-inch services
- Installed 2 new 2-inch services
- Installed a new 6-inch sprinkler at the Public Works facility on Crocker Road
- Installed a new 4-inch sprinkler at 80 High Street
- Installed a new hydrant at the Public Works facility on Crocker Road
- Activated 7 water services installed from previous years
- Renewed 7 domestic water services
- Replaced the old hydrant near 277 Swan Lake Avenue
- Repaired 3 main breaks
- Repaired 6 service breaks

In the upcoming month, ARC Electric will replace the electrical at Smart Road Station; the crew will paint hydrants, review the manual for safety training, install the cover on the dump truck, turn on services, and prepare for Tractor Supply starting their project on April 1st.

The District has a Pandemic Emergency Response Plan ready if we are faced with the COVID-19 coronavirus. Our primary concern is to keep safe water supplied to our customers. It is also essential to safeguard our employees from the pandemic by working in shifts, using protective equipment, and supplies. If our staff were to become ill, we have resources to help if needed.

There is a tabletop exercise scheduled for April 28th for a disaster drill scenario with Searsport Water District running out of their supply of water and needing to activate the interconnect, then Belfast Water District ends up having a problem requiring water simultaneously. The drill will be held at the Waldo County Communications Center using our Emergency Action Plan.

Last month the crew changed out meters, performed the yearly maintenance at the wells, located the water mains on Washington Street prior to the City sewer project, completed the six-month inspection of our tanks, and did minimal shoveling of hydrants.

Keith stated that he contacted Revision Energy about having solar power at the Smart Road field as it faces east and has a nice slope for panels. More information will be available at the next board meeting.

The Board commended Keith for his excellent representation of the Belfast Water District by answering the City of Belfast Planning Board questions in regards to Nordic Aquafarms applications and clearing up a lot of misconceptions. Rick Pershken of Dirigo Engineering also attended the meeting to answer the Planning Board questions that pertained to the District's Capacity Evaluation completed in 2018 when he worked for A. E. Hodsdon Engineers.

VOTED: On a motion made by Bruce Osgood, seconded by Henry Chalmers, and unanimously approved to adjourn the meeting at 1:50 p.m.



Eileen Dubinett, Secretary