

The Belfast Water District Board of Trustees met on Monday, May 10, 2021, at 1:00 p.m. at the Little River Station office.

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

A roll call of attendees are as follows: Chairman Bruce Osgood, Vice-Chairman Kenneth Colby Horne, Treasurer Henry Chalmers, and the Superintendent, Keith Pooler, and his Administrative Assistant, Tammy Morse. Absent from the meeting was Trustee Stephen Hall.

Chairman Bruce Osgood welcomed the District's accountant, Nick Henry of Horton, McFarland, and Veysey, to present the 2020 Draft Financial Audit Report. Nick began the review with the Engagement letter that states that the Board of Trustees is responsible for the District's operations and accepts the audit performed by Horton, McFarland, and Veysey, as reasonable but not considered absolute insurance. The goal is to present the financials to users so they can be relied upon to make an informed decision. Nick explained that each year, all accountants are responsible for filing the State of Maine Auditor report that asks if there is evidence of fraud, improper or illegal transactions, and any material weaknesses, significant deficiencies, unfavorable conditions, or disagreements. To all of these questions, Nick stated that the District's audit revealed none of these.

Nick then reviewed 60 pages of the District's financials showing that we are in good standing to cover our obligations, breaking even. However, we have not had a rate increase in 6 years, usually done every 3 – 5 years. Expenses are expected to rise as we start getting back to normal. A rate increase would allow for capital projects to be completed. The possibility of a 3% increase was suggested. If we choose to increase rates effective January 2022, the process of filing reports with the Maine Public Utilities Commission and customer communications should start by the end of August.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to accept the Minutes of the regularly scheduled board meeting of April 12, 2021.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to accept the Minutes of the special board meeting of April 16, 2021.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to accept the Minutes of the special board meeting of April 21, 2021.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to accept the Minutes of the special board meeting of April 26, 2021.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to accept the Minutes of the special board meeting of May 5, 2021.

The Board discussed the next board meeting date and agreed upon Monday, June 7, 2021, at 1:00 p.m. at the Little River Station office.

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

The Goose River Bridge Project is at a standstill due to the contractor dealing with some issues.

The City of Belfast sewer main replacement on Mayo Street may be postponed. Keith stated that he has not spoken to the lower Mayo Street residents and will wait for the City's timeline.

A 4-inch domestic service was installed for the Belfast Senior Living project at 75 Wight Street, along with a 6-inch sprinkler system. Also, a 2-inch domestic service was installed for the Belfast Acres Elderly Housing project at 80

Wight Street, along with a 6-inch sprinkler system. Tomorrow, we will oversee the pressure testing and chlorination with the contractor.

Keith reported that our vacuum excavator needs replacement. The District purchased this excavator in 2009 for \$25,000, and it has been in use for almost every job. In the last few months, its age has been showing, as we have had quite a few problems. The new Hydro Excavator model is a modest upgrade, but not overkill for a water utility. It has a 500-gallon tank, a more extensive engine, and a blower, plus additional attachments. This machine has an arm to support the suction hose instead of using the shoulders of our crew. The budget price is \$49,900, excluding a trade value. Keith stated that Searsport Water District might be interested.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to authorize the Superintendent to purchase a Hydro Excavator for up to \$49,900.

Last month the crew:

- Flushed water mains and fire hydrants.
- Ordered materials for the temporary water main for the Goose River Project.
- Turned on seasonal water services.
- Replaced curbstops that emerged from the frost over the winter.

Keith mentioned that the Lincolnville Avenue generator lost its water pump, so we hired Dana Roberts to do the repairs.

Upcoming this month, the crew will:

- Install a new 1-inch water service for 10 Footbridge Road.
- Install the temporary 6-inch water main at the Goose River Bridge Project.
- Finish flushing hydrants and water mains.
- Repair lawns and pave trenches from winter service and main breaks.
- Cut taps for possible new water services for 115 Congress Street, 151 Searsport Avenue, 92 Congress Street.
- Renew the water service at 106 Congress Street and replace a fire hydrant on Battery Road.

Keith stated he is meeting with Swan Lake Dam Association tonight to explain the District's measuring of the weekly riverflows.

Request to enter into executive session to discuss a real estate matter.

**VOTED:** On a motion made by Henry Chalmers, seconded Kenneth Colby Horne and unanimously approved, to enter into Executive Session to discuss a real estate matter under 1 M.R.S. 405(6) C at 2:25 p.m.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to adjourn the Executive Session discussing a real estate matter under 1 M.R.S. 405(6) C at 2:40 p.m. and return to the regularly scheduled board meeting.

No further discussion.

**VOTED:** On a motion made by Henry Chalmers, seconded by Kenneth Colby Horne and unanimously approved, to adjourn the meeting at 2:40 p.m.



Henry Chalmers, Secretary/Clerk Pro Tem