

The Belfast Water District Board of Trustees met on Monday, May 5, 2025, at the 41 Wight Street office.

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

Roll Call: The attendees present for the roll call were Chairman Bruce Osgood, Vice-Chairman Kenneth Colby Horne, Treasurer Chad Otis, Secretary Jill Goodwin, Trustee Stephen Hall, Superintendent Frank Short, and Administrator Tammy Morse.

Chairman Bruce Osgood requested a motion to enter an executive session to meet with the District's legal counsel via Zoom conference call with Andy Hamilton of Eaton Peabody, to advise the Board of Trustees of their Rights and Duties in connection with a pending matter.

VOTED: On a motion by Jill Goodwin, seconded by Chad Otis and unanimously approved 5-0, to enter into Executive Session per 1 MRS 405 (6)E for legal counsel to advise the Belfast Water District's Board of Trustees of its Rights and Duties in connection with a pending matter at 1:02 p.m.

VOTED: On a motion by Jill Goodwin, seconded by Stephen Hall and unanimously approved 5-0, to adjourn the Executive Session per 1 MRS 405 (6)E for legal counsel to advise the Belfast Water District's Board of Trustees of its Rights and Duties in connection with a pending matter at 1:52 p.m.

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

No members of the public were present.

Chairman Bruce Osgood welcomed the District's Engineer, Tim Sawtelle of Dirigo Engineering, and asked that he review the bids received for the Searsport Avenue Water Main Project with the Trustees and to provide his recommendation.

Dirigo Engineering Recommendation: The District's Engineer, Tim Sawtelle of Dirigo Engineering, presented the bid received from Eastwood Contractors (the only bidder) for the Searsport Avenue Water Main Project, stating that the bid was reasonable from this reputable contractor. Additional costs will be incurred for temporary services and ledge removal if encountered during the project. The timeline includes the preconstruction meeting, schedule the contract signing, and issue notice in the newspaper to proceed. Upon Tim's recommendation, the Board of Trustees voted as follows:

VOTED: On a motion by Stephen Hall, seconded by Chad Otis and unanimously approved 5-0, to accept Eastwood Contractors bid of \$665,300 for the Searsport Avenue Water Main Project and to authorize the District's Superintendent, Frank Short, to execute documents about the project.

VOTED: On a motion by Chad Otis, seconded by Stephen Hall and unanimously approved 5-0, to accept the minutes of the regularly scheduled board meeting of March 31, 2025.

VOTED: On a motion by Stephen Hall, seconded by Kenneth Colby Horne and unanimously approved 5-0, to accept the minutes of the Special Board Meetings of April 4, 2025, and April 11, 2025.

Next Meeting Date: The Board discussed and agreed on the next meeting date of Tuesday, June 17, 2025, then later on agreed to change to Monday, June 9, 2025, at 1:00 p.m. at the Belfast Water District office located at 41 Wight Street in Belfast, Maine.

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

Searsport Avenue Water Main Project: The Searsport Avenue Water Main Replacement Project is scheduled to begin in June. Tim Sawtelle reported that Eastwood Contractors from Brewer submitted the only bid at \$665,300. This bid does not include the materials purchased last November, \$226,659, to meet the spend-down schedule of our General Resolution Loan from the Maine Municipal Bond Bank. Recently, an additional \$71,786.22 was spent on the project's materials to include extending the 12-inch main to Mill Lane and adding a new hydrant. The Maine Department of Transportation required an escrow account allocating \$54,280 for permitting, of which we expect to recover all but \$5,428. No disruption in traffic is anticipated during the project. The total current cost remains under \$1,000,000. After completion, we should still have over \$500,000 available to continue the Jackson Pit Transmission Main Project.

Automatic Meter Reading System (AMR): In October of this year, Windows 10 support and updates will cease; therefore, the office will have to upgrade its computer systems to Windows 11, which will not be compatible with our existing meter reading system. Ti-Sales has quoted a total cost of \$23,581.24 for the new Neptune 360 AMR system, which is compatible with Windows 10 and 11, so we can implement it anytime. Northern Data Systems will upgrade our software for an additional \$1,700 plus an annual maintenance fee of \$523. Ti-Sales has tested the Advanced Metering Infrastructure (AMI) system in our area; unfortunately, the results were that it did not perform well in the City of Belfast; twelve antennas at a cost of \$30,000 each would be necessary. The expense of the AMR is included in our 2025 Capital Improvement Plan.

Back Searsport Road Booster Station: Davey Small, Arc Electric, needs to install the new contacts at the Back Searsport Road Booster Station. These contacts are necessary to allow the booster pumps to alternate.

Jackson Pit Water Main: The water main at Jackson Pit was cleaned last month using 55 gallons of muriatic acid to dissolve the calcium carbonate buildup, which had narrowed the pipe's diameter significantly. After allowing the acid sit overnight, it was flushed out with lime and/or soda ash for neutralization, and this process was repeated to ensure thorough cleaning.

The transmission main was also back-flushed from Smart Road to remove sediment, then two Operation and Maintenance (O+M) water samples were collected as standard operating procedure to ensure the safety of the water. The output increased from around 330 GPM before cleaning to over 680 GPM afterward.

A flow test indicated the Specific Capacity of the well at 80 gallons per foot. The well will need another cleaning; last serviced by D.L. Maher in July 2021, who recommended relining it to prevent gravel from going through the old screen and possibly damaging the pump. D.L. Maher will provide a quote for this work.

Swan Lake Avenue: The Maine Department of Transportation (MDOT) will pave Swan Lake Avenue this summer, and the City of Belfast will replace four cross-over culverts that go under or over our 14-inch and 12-inch A.C. pipe that carries water into the City of Belfast. We will assist the City with replacing these culverts to ensure our water main is not damaged.

City of Belfast Phase 1 Sewer Project: The City of Belfast has commenced Phase 1 of its Sewer Project. This project involves excavation work on Front Street, River Avenue, High Street, Vine Street, and Waldo Avenue. There are expected to be conflicts of grades between the water and sewer lines. Additionally, one fire hydrant and a small section of the water main on High Street will need to be relocated near the overpass. Nitram Construction has been contracted to complete the work.

Kayden Richards: Kayden's last day with the Belfast Water District was April 25. He started working part-time in August 2022 through the Belfast Area High School ELO Program and helped out whenever the District was short-staffed. The District wishes Kayden the best in his future endeavors! We now have an opening for a water operator. Applications are currently being accepted, and interviews will be conducted soon.

Searsport/Belfast Interconnect: The Searsport Water District is upgrading the 3-phase power supply at the interconnect at the Searsport and Belfast town line. They have requested that we share the costs as per our agreement. This project will involve the installation of a new pole and a new meter box to provide power to the vault.

Asset Security Grant for Security Cameras: The Belfast Water District has requested quotes for security cameras to add to its facilities and is applying for an Asset Security Grant through the Maine Drinking Water Program to cover the cost of up to \$20,000. The Board concurred that this grant would be helpful to the District to enhance its security measures.

This past month, the crew:

- Cleaned and flushed the water main at Jackson Pit.
- Located water mains and services for the City's Phase 1 Sewer Project.
- Started test holes for the City's cross-over culverts on Swan Lake Avenue.
- Completed some service card drawings.
- Participated in the annual safety training.
- Performed yard work.
- Activated seasonal services.

In the upcoming month, the crew will:

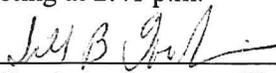
- Conduct some test holes for the Searsport Avenue Water Main Project.
- Assist the City with cross-over culverts on Swan Lake Avenue.
- Work on the subsurface detention pond at 41 Wight Street for additional parking.
- Clean up and repair pavement from last winter's leaks.

Tammy reviewed with the Board of Trustees the following:

- The District's position with the first quarter budget expenditures and income.
- The Annual MPUC Report was filed on May 1, 2025 (summary page of the report was provided to the Trustees).
- The renewal of our Collateral Agreement with Camden National Bank is \$2.2M for six months coverage, in addition to the FDIC and the ICS coverages.

Tammy reported to the Board of Trustees that the Maine Drinking Water Program Capacity Development Grant applied for in April to prepare our Emergency Action Plan and Risk & Resilience Assessment for recertification in June 2026 was approved. Tammy explained that in 2021, she and then Superintendent Keith Pooler, worked closely with Tom's Water Solutions to develop these plans as the Environmental Protection Agency (EPA) required. The EPA mandates recertification of these plans every five years, which is the reason for applying for this grant. The Board of Trustees concurred to accept the funds the Maine Drinking Water Program granted to update our existing Emergency Action Plan and Risk & Resilience Assessment and hire Tom's Water Solutions to assist with the EPA changes and updates to the plans.

VOTED: On a motion by Kenneth Colby Horne, seconded by Chad Otis and unanimously approved 5-0, to adjourn the meeting at 2:41 p.m.



Jill B. Goodwin, Secretary/Clerk

