

The Belfast Water District Board of Trustees met on Monday, November 3, 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, Administrator Tammy Morse, and the District's attorney, Andrew Hamilton of Katahdin Law.

No members of the public were present.

The Chairman welcomed our guests from Coastal Mountain Land Trust (CMLT) and Downeast Salmon Federation (DSF). On behalf of the CMLT, Ian Stewart and Heather Rogers were present; on behalf of the DSF, Dwayne Shaw and Jillian Howell were present. Frank Short thanked them for attending the meeting today, then opened the discussion on the Options for the Future of the Dams and the Property around the Upper Reservoir. He then asked Ian Stewart of CMLT to start by describing their outlook on owning the dam properties. Ian stated that CMLT is interested in owning the land; however, given the disrepair of the Upper Dam and the associated costs, the property transfer would have a less negative impact if CMLT worked with the DSF. In May, the Belfast Water District Board of Trustees wrote a Letter of Support for the grant application being submitted by the Penobscot Indian Nation through the National Fish and Wildlife Foundation to seek funding for the engineering studies to assess risks, alternatives, and to help create a plan for the future of the dams. Once the grant status is known, then a timeline can be established.

Both CMLT and DSF are non-profit organizations seeking the permanent conservation of this land and the restoration of fish habitat. The District's attorney, Andrew Hamilton of Katahdin Law, referenced State of Maine Title 35-A, Section 6109, the Sale of Land by Consumer-Owned Water Utility, which outlines the process with the Maine Public Utilities Commission (MPUC). Attorney Hamilton stated that this process should be a single application to the MPUC for the land and the dams, and to include a Letter of Intent and a Definitive Agreement. Notice of the proposed sale must be given to the municipalities where the land is located, to customers of the water utility, and published in the local newspaper. A hearing will provide the District's customers and the public sector an opportunity to express their interests and concerns. Neither the Upper Reservoir Dam nor the Lower Reservoir Dam is essential to the Belfast Water District, given its move away from this iconic location; therefore, the District does not wish to restore, improve, or maintain them, as they are a liability and a concern for public safety. The City of Belfast has the Right of First Refusal to purchase land that lies within Belfast, and both the City of Belfast and the Town of Northport have the Right of First Refusal for the Lower Reservoir Dam. CMLT commented that they will obtain a solid appraised value. Attorney Hamilton conveyed that the Belfast Water District has a fiduciary responsibility to its customers to have an appraisal conducted separately. After detailed discussion, CMLT and DSF thanked the Board of Trustees for meeting with them and expressed appreciation for the conversation.

The Chairman, Bruce Osgood, requested a motion to move up the agenda item to enter into Executive Session for Legal Counsel.

VOTED: On a motion by Jill Goodwin, seconded by Chad Otis, and unanimously approved 5-0, to move up the agenda item to enter into Executive Session for Legal Counsel.

VOTED: On a motion by Jill Goodwin, seconded by Kenneth Colby Horne, and unanimously approved 5-0, to enter into Executive Session per 1 MRS 405 (6)C and (6)E for Legal Counsel to Advise the Board of Trustees of Its Rights and Duties in Connection with Real Estate Matters at 2:45 p.m.

VOTED: On a motion by Jill Goodwin, seconded by Chad Otis, and unanimously approved 5-0, to adjourn the Executive Session per 1 MRS 405 (6)C and (6)E for Legal Counsel to Advise the Board of Trustees of Its Rights and Duties in Connection with Real Estate Matters at 3:08 p.m.

VOTED: On a motion by Stephen Hall, seconded by Chad Otis, and unanimously approved 5-0, to accept the minutes of the regularly scheduled board meeting of October 6th, 2025.

Next Meeting Date: The Board discussed and agreed on the next meeting date, scheduled for Monday, December 8th, 2025, at 1:00 p.m. at the Belfast Water District office, located at 41 Wight Street in Belfast, Maine. Our Accountant, Nick Henry of Henry Solutions, will attend this meeting to update the Board of the District's position in 2025, the project plan for 2026, and Health Insurance.

Frank Short presented his Superintendent's report.

The Searsport Avenue Water Main Replacement Project: The project is complete. There will be another Pay Requisition that includes additional retainage (until Spring). The total project cost will be ready for the December board meeting.

City of Belfast Phase 1 Sewer Project: Nitram Excavation has finished the City's Phase 1 Sewer Project on High Street and Waldo Avenue.

The Neptune 360 AMR Meter Reading System: Pete Elwell of Ti-Sales will be on-site on November 3rd to begin setting up the new meter reading software system, then will return on November 17th and 18th to train the Crew and the Office Staff.

Parking Area at 41 Wight Street: The Crew began excavation of the required subsurface pond, before fill can be placed to expand the parking area, with completion likely in the Spring.

EJP VAS Inventory Program: Bob Moody from EJP (E.J. Prescott) visited this month and set up the VAS (Value Added Service) inventory program on the Belfast Water District's computers. Before this program is fully operational, more comparison proofing is needed.

New Fire Hydrant at Franklin and Cedar Streets: While the Crew was exercising hydrants, they discovered that the barrel on the fire hydrant at the intersection of Franklin and Cedar Streets had broken below grade and lacked a gate valve. A shutdown was scheduled to install a new hydrant and gate valve.

Diquat Testing: The Maine Drinking Water Program (MDWP) has required the Belfast Water District to begin quarterly sampling for Diquat starting in the fourth quarter of 2025. Test results were compliant with the MCL (Maximum Contaminant Level) in June and July of 2023. The MDWP stated that the tests were close to the allowable limits, so waiting until the next round of testing in 9 years was not feasible. If, after a year of acceptable testing, the Maine Drinking Water Program may issue a waiver to discontinue quarterly testing.

Proposed 8 Unit Housing Complex at 58 Swan Lake Avenue: Elisabeth Parker from Terra Firma Engineering, LLC (Thomas Fowler PE, LLC), contacted the District regarding water availability at 58 Swan Lake Avenue for an 8 Unit Housing complex that would include a 6-unit building and a duplex. These buildings would require a 2-inch water main, adding eight additional services to the system.

Frank reported to the Board that the average daily pumping in October was 705,380 GPD.

This past Saturday afternoon, our surge protector demonstrated that it effectively protected our system when we encountered a power outage. The SCADA system, which allows us to remotely access the wells, is a valuable resource for ensuring that water operations remain intact.

This past month, the Crew:

- Turned off seasonal services.
- Finished the District's portion of the cleanup and completed paving of customer services connected into the new water main during the Searsport Avenue Water Main Replacement Project.
- Finished annual fire hydrant flushing.
- Installed a new fire hydrant at the intersection of Franklin and Cedar Streets.
- Began work on a new parking area at 41 Wight Street.

In the upcoming month, the Crew will:

- Winterize fire hydrants.
- Continue to work on a new parking area at 41 Wight Street.
- Prepare buildings and equipment for the upcoming winter.

As mentioned at the September Board of Trustees Meeting, Frank mentioned that he would gather quotes for a new Foreman truck from dealerships in Belfast, Rockland, and Augusta. Keeping a fleet vehicle for six years or less tends to yield a better trade-in or resale value.

Tammy presented the 2024 Auditor's Letter to the Trustees for their records. She then referred the Trustees to the third-quarter budget handout, noting that the District carried a net profit above the projected amount.

VOTED: On a motion by Chad Otis, seconded by Kenneth Colby Horne, and unanimously approved 5-0, to adjourn the meeting at 3:22 p.m.



Jill B. Goodwin, Secretary/Clerk

