

Trustees of the Belfast Water District met on February 14, 2017 at 1:00 p.m. at the Little River Station office. The following Trustees were in attendance: Stephen Hall, Bruce Osgood, Henry Chalmers, Eileen Dubinett, Keith Pooler, Superintendent and Kenneth Colby Horne as a guest.

Stephen Hall, Chairman, called the meeting to order.

VOTED: On a motion made by Eileen Dubinett, seconded by Henry Chalmers and unanimously approved; to accept the Minutes of the January 23, 2017 board meeting.

The Board discussed the date for the next board meeting and agreed upon Monday, March 13, 2017 at 1:00 p.m.

Keith Pooler, Superintendent, displayed for the Board to view, the 2016 Jeff Nixon Distinguished Service Award presented to Cynthia Clements, Administrative Assistant for the Belfast Water District on Monday, February 6, 2017, at the Maine Water Utilities Association conference. This award is for her "Dedicated Service and Commitment to the Maine Water Utilities Association and For Outstanding Contributions to the Water Works Profession". Keith expressed to the Board that this award is well deserved. With Cindy's knowledge and abilities, she has always been willing to help and offer solutions to others. Keith went on to say that Cindy was the key in implementing the use of a computer system and modernizing the procedures of the office to change with advancing technology and regulations. Above all, she is very much appreciated for being a great support system to the Superintendents, well beyond our expectations, and to her fellow coworkers. Cindy is very proud for being recognized for her 30 years of dedication to the Belfast Water District and the accomplishments that she has contributed in the water utility profession. All of the Trustees extended their congratulations to Cynthia Clements for receiving such an honorable award.

Keith mentioned to the Board that in 2010 our accounting software company, Northern Data Systems (NDS) had chosen Cindy and Tammy as the first water district within NDS to start using an on-line payment system known as Invoice Cloud; now a lot of districts use this program. Under the current agreement, customers can pay on-line for 40 cents with a checking account or use their credit/debit card for \$2.95 up to \$150.00. Stephen Hall asked how many customers are using the on-line payment system and have we made it known to all of our customers. Keith answered that our customers receive notification on their bills that this payment option is available and more information about their account is accessible through the Belfast Water District website. Keith further stated that our collections were greatly reduced when the on-line payment system became available to our customers.

Keith updated the Board that the estimate from Nortrax, Inc. to repair the backhoe's rear main seal leak is \$4,200.00 plus the additional cost of \$700.00 to transport the backhoe up to Bangor. Nortrax, Inc. would not give an amount of how much John Deere might consider covering because the backhoe has 1,200 hours. Dana Roberts Heavy Equipment Repair in Morrill provided us an estimate of only \$2,400.00 to do the repairs in 3 days and we can easily drive the backhoe to his shop. Dana is very capable of doing the repairs and he has been very good to us in the past; therefore, it made sense to have Dana Roberts do the repairs. Keith said after the repairs are complete he plans on writing a letter to Nortrax, Inc./John Deere about this issue.

Keith mentioned to the Board that school systems should be testing for lead has been on the news and is glad that the District was proactive as recommended by the Maine Drinking Water Program to get the lead testing done. Keith presented to the Board a letter he wrote to the RSU 71 Superintendent, Patrick Knowles, stating that he was pleased to report that 0 samples failed of the 30 lead samples taken. He also commended Kevin

McAvoy, RSU 71 Maintenance Supervisor, for his support in the early a.m. hours due to the lead sample testing being taken at first draw. A copy of this letter was sent to the Maine Drinking Water Program, the Belfast City Manager and the Maine Water Utilities Association. This testing is an indicator that the District's treatment for lead and copper is at an acceptable level. This summer, the District will be doing Lead and Copper samples at 20 pre-selected sites. These sites are houses built in the 1980's when contractors were using lead solder.

Keith reported to the Board that the Front Street Phase II Project will be closing next month. The estimated final amount will be between \$600,000.00 - \$620,000.00 (original estimate was \$749,117.00) including outstanding engineering and legal expenses.

Keith asked the Board to sign two original copies for the renewal of the biennial Belfast/Searsport Emergency Interconnect Agreement as there are no changes. The trustees concurred and signed the agreements.

Kenneth Colby Horne expressed his interest in serving as a Belfast Water District trustee to fill Archie Gaul's term which would have expired on 7/1/2019.

Keith reminded Henry Chalmers that he is up for reappointment this July.

Keith reported to the Board that this past month the crew has installed 80 new radio read meters; cleared hydrants of snow, and made sure the generators are ready. Every year at this time, the crew services the wells and pumps, and rebuilds the lines of the chemical pumps.

Kyle Payson has taken the lead in refurbishing the 23-year-old air compressor. Kyle changed the wheel bearings along with other minor repairs to make sure it runs smoothly; a new paint job with under coating and some extra touches with new decals. This compressor has been a good machine and with these repairs; the life of the machine should last another 10 years.

Keith informed the Board that Don Hahn slipped on the ice and fell on his left side as he was getting into the backhoe on Tuesday, February 14, 2017.

Keith updated the Board that he has contacted Attorney Lee Woodward about the easements for the Goose River Crossing Project. Also, the District's engineer, Tim Sawtelle, will have the project out to bid by the end of February or beginning of March. This is the only large project scheduled for 2017.

All in attendance discussed Archie J. Gaul's recognition.

Eileen Dubinett informed the Board that she conducted a review of the District's bonds. She reported that according to the Arbitrage and Use of Proceeds Policy, the files for the seven existing bonds were reviewed on January 23, 2017. The original applications, the Minutes approving the action, and the supporting documents are in place and up to date.

The meeting adjourned at 1:45 p.m.



Eileen Dubinett, Secretary