

November 5, 2012

Trustees of the Belfast Water District met at the Little River Station Office at 1:00 p.m. The following were in attendance: Stephen Hall, Archie Gaul, Henry Chalmers, Alton Kenney, and Superintendent, Keith Pooler. Absent from the meeting was Eileen Dubinett

The chairman, Archie Gaul, called the meeting to order.

VOTED: On motion by Henry Chalmers, seconded by Stephen Hall, unanimously approved; to accept the Minutes of the October 15, 2012 meeting.

The Board proceeded to authorize commitment to the Treasurer, Alton Kenney, the Certificate of Commitment of Water User Rates.

VOTED: On motion by Stephen Hall, seconded by Henry Chalmers and unanimously approved: to commit to the treasurer the water rates for the period beginning 10/1/12 and ending 10/31/12.

The Board reviewed the proposed modifications and updates to the District's "Water Main and Service Specifications" and the document "Your Rights and Responsibilities as a Customer of The Belfast Water District".

VOTED: On motion by Stephen Hall, seconded by Henry Chalmers and unanimously approved; to accept the modifications and updates on the District's "Water Main and Service Specifications" and "Your Rights and Responsibilities as a Customer of the Belfast Water District".

Keith presented the Board with a wage proposal for 2013 and reviewed documentation supporting his recommendation for a 2% increase in wages. Keith informed the board that after surveying other water districts he found a consensus of 1% to 3% wage increase with some districts having no increase because of a large wage increase granted for the current year. Keith also noted the COLA for Social Security is set at 1.7% and the Maine Public Employees Retirement System COLA is also 1.7%.

Henry Chalmers asked Keith to explain the eight hours per week call duty. Keith explained that each week a crew member is required to carry a pager from 3:30 p.m. Friday afternoon to 7:00 a.m. the following Friday morning. They are called on any emergency; nights, holidays and weekends. When on call duty, the employee checks on all the District's facilities on Saturday and Sunday and Holiday, if included in the call duty week. The employee is paid 1 ½ times their

regular rate of pay for 4 hours on Saturday and for 4 hours on Sunday as well as 4 hours on a scheduled holiday if it falls within the duty coverage. When responding to an emergency call during the on call duty week, the employee is paid 1 ½ times their regular rate of pay for the amount of time on the emergency (minimum 1 hour). If the 'call out' is for a customer, such as their service is frozen, then the customer is billed for the call out time.

Henry questioned when the health insurance plan level was changed. Keith explained that it was done in 2010. The new plan came with a lower premium but with a higher deductible and saving the District approximately \$35,000 in the total annual cost of insurance. The District was able to fund the difference in the higher deductible rate for each employee with a flexible spending account to cover the co-pays and other allowed expenses at a cost of \$10,000 saving the District a net amount of \$25,000.

Stephen Hall asked what the city is doing this year. Keith informed the board that they are proposing no increase at this time, but that may change after the union employees have done their wage packages.

Henry commented that military personnel and social security are getting a 1.7% increase.

Stephen questioned what the rate of increase was for 2012. Keith informed the Board that it was 3%.

VOTED: On motion by Alton Kenney, seconded by Stephen Hall and unanimously approved; to increase the employees' wages by 1.7%, effective January 1, 2013.

Keith told the Board, on behalf of himself and the employees, we think that it is very fair and we really do appreciate it. It will help out a little bit with the trying times with the whole economy.

Archie told Keith you can tell the employees it is because we really appreciate them. Keith responded, they fully know that too.

Keith reported to the Board that the installation of the Pax Mixer at the Lincolnville Avenue standpipe has been postponed due to Hurricane Sandy. Keith informed the Board that because of the postponed installation of the Pax Mixer, we started supplying Searsport with water on November 1st while Searsport Water District's well is being rehabilitated. Once the well rehab is done we will be able to get the Pax Mixer installed if the weather is good. The Pax Mixer company is confident that the installation can be made before Thanksgiving.

Searsport Water District is taking approximately 350,000 gallons of water per day. We have no issues on our end for that amount of water. However, Searsport is having issues on their end and are working on it now. They do not have enough pressure to fill one of their reservoirs. Temporarily, they have a 60 gpm pump set up in their well house that seems to be helping with the pressure. If that does not work,

they could put one of Searsport's fire trucks in line to boost the pressure. Their well rehab work should be done and the well back online by early next week.

Keith informed the Board that the wood cutter, Brad Bowen, who was scheduled to cut the Smart Road woodlot this winter, has decided he is not interested in cutting the lot because there is not enough fire wood on it. Keith said he spoke with the District's forester to find another wood cutter to do the job. Mark Vannah recommended David Keene as a reputable wood cutter. Keith indicated that he feels David would go by the District's guidelines and recommend having him cut the Smart Road woodlot.

VOTED: On motion by Stephen Hall, seconded by Alton Kenney, unanimously approved: to select David Keene to cut the Smart Road woodlot.

Keith reviewed the information about the District being approached by E. D. Bessey to buy property that Mr. Bessey owns that abuts the Jackson Pit well pump station. Mr. Bessey had the property surveyed. Mr. Bessey wants to sell the District 14 acres of land for \$50,000, and he claims there are three building lots on it. Keith indicated that he would argue that because the land is very wet and is not buildable (because of shore land zoning laws). Keith recommended the District should not buy the 14 acre lot for that price and feels that the District might consider buying the 14 acres at \$450 per acre. The District has only one steel pin set on its lot. According to the deed the other pins were wood and are no longer there. Archie suggested we should find out what it would cost to have the District's land surveyed. The Board indicated that the District is not interested in buying the land for \$50,000 and that we should have the District's property surveyed to re-establish the boundaries. Keith indicated that he will talk to the District's attorney to work on finding the deed that Mr. Bessey is referring to in his survey.

The 8" service for the Goose River Apartments project on Swan Lake Avenue has been installed and the contractor is installing the service line into the property. The service line should be ready to pressure test and chlorinate this fall.

A new 1" service is being installed this week for Dirigo Glass located on Lincolnville Avenue.

Keith reported to the Board on the meter change out program. To date, 422 Neptune radio read meters have been installed to replace old meters in the system. We have seen a difference in the increase in registered water use due to the greater accuracy of the new meters. Customers seem to be very satisfied so far. They like the idea of not having anything attached to the outside of their house because the new meter is self-contained with an antenna and the equipment is located in the cellar. If a leak is noticed the new meter can provide up to 99 days of history of water usage. Keith indicated that comparing the work that was required to prepare for reading previously which included getting the meter slips ready for reading and the crew going out to read averaged about 96 to 102 hours each month. With the new system, it takes about 30 seconds to a minute to download the data to the handheld device and the time it takes the crew to do the readings takes about 32 hours to complete reading meters. Billing time has gone from 40 hours to approximately 24 hours. During the change out of the meters, we have been able to get about 100 customers to install backflow preventers on their services. We have found two services with no curb boxes. We were able to install new curb boxes at

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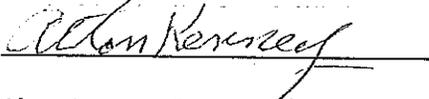
those locations. The crew has replaced about 25 curb boxes in the system. About 10 customers have been able to replace new shut off valves in their basements.

Only one customer seemed a little concerned about the radio frequencies. After providing information about the meters and informing him that the radio frequency is not sent constantly but only when the handheld device calls for it the customer seemed satisfied.

The Neptune meter company asked the District to provide them with a testimonial about our experience with the radio read meters, handheld device, and software, as well as the training they provided. They plan to use the testimonial at trade shows and advertising their product.

The crew will be working with the company installing the Pax Mixer later this month. They are finishing up with winterizing the fire hydrants. The pressure testing and chlorination of the new service line for Goose River Apartment will be done this fall. The crew will continue working on curb boxes and getting drawings of service ties. And the crew will be working on keeping Belfast and Searsport in water.

The meeting adjourned at 1:45 p.m.


Alton Kenney, Secretary/Treasurer