

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

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

Attending the meeting were Thomas Kittredge, Economic Development Director and Wayne Marshall, City Planner for the City of Belfast. They reviewed the city's plan to reconstruct Front Street and explained they will be applying for a grant with the Economic Development Administration (EDA) and has included the \$630,000 water main replacement and upgrade proposed for Front Street in the application. Keith reviewed the water main project and informed the Board that it would be a good project to add the District's annual water main replacement program. Thomas Kittredge informed the Board that the city will be making application to EDA by September 11th and if the District plans to do the water main project, the city will need a letter of the District's willingness to borrow funds for the Front Street water main project in conjunction with the EDA grant application submitted by the City of Belfast.

VOTED: On motion by Stephen Hall, seconded by Eileen Dubinett and unanimously approved; To authorize the issuance of bonds and/or borrowing the sum of up to Six Hundred Thirty Thousand Dollars (\$630,000) for the purpose of performing work on the Front Street water main project in connection with the City of Belfast Economic Development Administration Grant Application for the Front Street Reconstruction Project.

VOTED: On motion by Stephen Hall, seconded by Eileen Dubinett and unanimously approved; to provide the City of Belfast with a letter of commitment to the water main project on Front Street in connection with the city's Front Street Reconstruction project.

The Minutes of the June 3, 2013 Board meeting were approved.

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 Eileen Dubinett, unanimously approved; to commit to the Treasurer the water rates for the period beginning 6/1/2013 and ending 6/30/2013.

VOTED: On motion by Stephen Hall, seconded by Henry Chalmers, unanimously approved; to commit to the Treasurer the water rates for the period beginning 7/1/2013 and ending 7/31/2013.

Heard from Cindy Clements about updating the District's Financial and Office Policies and Procedures related to Terms for Furnishing Public Information. The Freedom of Access Act now allows a fee of \$15.00/hr. after the first hour for staff time for compiling the records requested and the requester will

incur the cost of mailing documents if requested. The District's policies and procedures handbook has been updated accordingly.

Keith reviewed the project the City will be doing in 2014 on Cross Street, Spring Street to Front Street on sewer, storm sewer, sidewalks and rebuild the roadway. Since those streets will be torn up, the District should plan to take the opportunity to upgrade the water main on Cross Street, extend the water main on Spring Street and extend the water main on Front Street from Spring Street to Main Street. The District's engineer, Tim Sawtelle, will be working on the plans and will provide a preliminary cost estimate for the project.

Keith reported on the following:

The Pax Mixer has been installed in the 1.3 million gallon tank on Lincolnville Avenue and has been in operation since June 12th. Periodic disinfection tests on the water in the bottom and the top of the tank have been taken and those tests show we are getting a uniform mixing of the water in the entire tank. Keith informed the Board that the installation of the mixer was not a good experience, even though the equipment is up and running the installation did not go as expected. The mount for the mixer was welded to the floor instead of being mounted on a magnetic tripod and the installers were supposed to put the mixer through its normal operation for the first time and provide training in the operation of it, none of that was done by Utility Services. Because we did not receive everything promised in the contract and after negotiating with the company, Utility Services agreed to reduce the cost by \$5,000 and do a free inspection of the tank on the 1 year anniversary of the mixer's installation in June of 2014. In addition, the District has withheld a 10% retainage until after a satisfactory inspection next June.

Recently a car went off the road and plunged into Goose River across from the Smart Road Well. As a precaution the well was shut down and water samples were taken before the well was put back in service. Keith informed the Board that this is not the first occurrence; he has spoken to the city about installing guard rails along the river in that area and was informed that if the District pays to install guard rails, the city would maintain them forever.

The District has received a 2/3-1/3 safety enhancement grant from Maine Municipal Association for the purchase of a vehicle lift. The Board viewed photos of the new vehicle lift that has been installed in the two-bay garage at Little River Station. The crew has used it several times now and it has no problem picking up any of the trucks to be able to do maintenance work on them.

Stultz Electric conducted a test with Variable Frequency Drive (VFD) at the Smart Road Well. On August 15th, Jim Sorenson of Stultz Electric brought a different VFD from their shop and hooked it to the well pump bypassing the existing VFD. This test was done to see if the pump would operate on standby power from the generator going through the new VFD because the existing VFD does not operate on standby power from the generator. Even though the VFD does work, it just does not work with power from the generator and creates an issue during power outages. The current VFD is 16 years old and does not work with the standby generator. Because the VFD is 16 years old, when it breaks down we

will not be able to get parts for it. It will need to be replaced. Keith recommended the District replace it with a new one now before a problem occurs. Stultz Electric has quoted \$6,500 installed for a new VFD. If the District does have a new VFD installed Keith indicated that he would also have the VFD programmed on the SCADA system and new wiring will have to be done as well. Keith estimates the cost for everything to be \$10,000.

VOTED: On motion by Henry Chalmers, seconded by Stephen Hall, unanimously approved; to authorize the Superintendent to spend up to \$10,000 to replace the Variable Frequency Drive, including the SCADA programming and new wiring as needed for the VFD at the Smart Road Well.

Reviewed the letter from E.D. Bessey asking the District if it is interested in purchasing property on the river side that borders the Jackson Pit Well area and runs along Goose River on the East and Swan Lake Avenue on the West. Keith indicated that Mr. Bessey does not plan to harvest wood from that property because it is very wet. After doing some research, Keith informed the Board that Mr. Bessey purchased the 51 acres along with a larger parcel of 150 acres across the road for \$690.00 per acre and is now asking \$1,200 per acre for the 51 acres. Keith said he asked a local survey for an estimate for a survey and was informed it would be \$6,000 to \$10,000 to survey the lot. The District's forester, Mark Vannah, was familiar with the property and suggested not paying more than \$750 per acre because there is little potential for wood harvesting and the land is wet. Keith informed the Board that this property does lie within the 2,500 day time of travel of the wellhead protection area of the Jackson Pit Well and recommends the District to offer Mr. Bessey \$750 per acre for the 51 acre lot. Keith suggested to the Board that the District look into selling the Durham lot consisting of 105 acres located off the Back Belmont Road located on the Belfast-Belmont town line to recover some of the costs associated with acquiring the Bessey 51 acre lot. The Durham lot has been harvested and won't be ready to cut trees again for a long time. The Durham lot was given to the Belfast Water District in 1942, by John Durham a trustee of the water district at that time, to help protect the water shed of Little River and is located at the head of the watershed. At that time Little River was the source of supply for the water system. The Bessey property is more important to the District due to its proximity to the wells in the Goose River aquifer that are now the source of supply.

VOTED: On motion by Stephen Hall, seconded by Henry Chalmers, unanimously approved; to offer E. D. Bessey \$750 per acre for the 51 acre lot.

Stephen Hall suggested the District look into doing something with the Durham lot. Keith indicated that he will investigate what the process is to sell the land as related to the Maine Public Utilities Commission and the City of Belfast.

Keith informed the Board the Asset Management Program is being implemented and that we are starting inputting information and will continue training with the assistance of Alex Wong of New England Utility Management Enterprises. It will take a lot of work and time to get all the information in the program and learning how to use the program. Having this program in place will increase the

District's ability to be eligible for the Drinking Water Program's State Revolving Loans. The cost of the asset management program was \$17,000 and the District applied for and received an \$8,500 grant from the drinking water program covering half the cost.

Keith told the Board that there have been several water main breaks recently – 2 ¼" main on Mayo Street at 5:30 a.m. on Sunday, July 7th; 8" main on Waldo Avenue at July 10th at 7:00 am, 6" main break on Congress at Miller on July 18th at 2:00 p.m. and a 4" main on Union at Allyn on August 20th at 6:00 a.m. That makes eight main breaks this year so far which is unusual, since we average four or five breaks in the past few years.

So far this year the crew has installed four new water services and there are two more services on the schedule to be installed.

Keith informed the Board that the Goose River crossing project on Swan Lake Avenue will not be done this year because it is too expensive and will require a lot more extensive work than we can do on our own. The reason it is too expensive is because the days of digging through a river bed is not allowed. It will be necessary to bore underneath the river bed to install the new water line. Archie Gaul asked what could be done if there was a problem with the main and could something be done now in preparation of such an event. Keith indicated that the District can prepare both sides of the river crossing with two 12" isolation valves, two 12"x6" tees and gate valves, hookup new fire hydrants to the two 6" gate valves so that a temporary line could be run across the river and hook it to the hydrants on each side to keep Belfast in water while a new main is bored under Goose River. Cost and materials are estimated at \$45,000 to do this work.

The Board was provided with a copy of a letter from a customer, Jean Mahoney Morse, stating her appreciation for outstanding work performed by the crew during the water main break in front of her home on Congress Street.

The meeting adjourned at 3:20 pm.



Archie J. Gaul, Chairman