

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

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

VOTED: On motion by Henry Chalmers, seconded by Eileen Dubinett, unanimously approved: to accept the Minutes of the February 18, 2014 board meeting.

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

VOTED: On motion by Henry Chalmers, seconded by Eileen Dubinett and unanimously approved; to commit to the Treasurer the water user rates for the period beginning 2/1/2014 and ending 2/28/14.

The superintendent, Keith Pooler, reported on the following:

Reviewed the cost estimates to inspect the condition of the paint inside the Crocker Road standpipe. Utility Services will do the inspection remotely with a robot and will be able to take a paint sample to analyze for lead, which is a required test. Keith informed the Board that the Crocker Road standpipe paint does not contain lead as it was built in 1999 when lead paint was no longer permitted. They will provide photos and a report on the condition of the standpipe. The cost quoted by Utility Services is \$2,800.00. The proposal from Underwater Solutions will include inspection by divers. They will clean the bottom of the tank and provide a report on lead paint, photos and recommendation for painting. The cost quoted by Underwater Solutions is \$4,275.00. Keith indicated that he does not see the need to clean the bottom of the tank because there is very minimal sedimentation in the tank and recommends hiring Utility Services to do the inspection.

VOTED: On motion by Stephen Hall, seconded by Alton Kenney, unanimously approved: to select Utility Services to inspect the Crocker Road standpipe for \$2,800.00.

Utility Services is the same company that installed the Pax Mixer in the 1.3 million gallon standpipe on Lincolville Avenue last year. They are scheduled to inspect that tank this spring, as agreed upon, at no cost. Utility Services will be providing the District with a quote for a Pax Mixer for the Crocker Road standpipe.

Keith informed the Board that the computer workstation for his office needs to be replaced because it has the outdated Windows XP operating system which will no longer be supported by Microsoft. A quote of \$1,884.00 was obtained from the District's technology provider, Northern Data System. The quote includes the HP ProDesk Workstation, Windows 7 Pro, external USB hard drive, monitor, MS Office software, installation, delivery, setup and moving data files.

VOTED: On motion by Stephen Hall, seconded by Eileen Dubinett and unanimously approved: to authorize the purchase of the HP ProDesk Business Workstation as quoted by Northern Data Systems for \$1,884.00.

Reported on the progress of updating the District's capital improvement plan. The District has received some grant money to do this and the District's engineer is working on it. In addition, the system mapping is being updated. Keith informed the Board that the city has recently completed aerial photography of Belfast and will provide the District with the map files for use with the water system. The city will download the maps on an external hard drive provided by the District.

Reported about the GASB 45 valuation of other post-employment benefits that is required to be performed every three years. Up until now Maine Municipal Association (MMA) has been absorbing the cost charged by the actuarial firm. Because of increasing costs, they will now be assessing a fee of \$2,500 for the valuation. Martin Hannish, CFO of MMA, suggested we discuss with our accountant about not doing a full valuation since there is now a fee for the report and because the District has only one retiree with a health benefit and the life insurance premium costs to the District adds very little to the valuation. The District's accountant indicated, because the District does not have more than 100 active or retired members, he will provide the necessary information in the financial report by using the 'simple method' reporting.

The final paperwork on the ED Bessey lot has not been completed at this time. It is expected to be done soon.

Requested the Board to consider trading this year's Patriot's Day holiday on April 21, 2014 for December 26, 2014 which is a Friday the day after Christmas.

VOTED: On motion by Stephen Hall, seconded by Eileen Dubinett and unanimously approved: authorized trading Patriot's Day holiday April 21 for December 26 in 2014 only.

Reviewed the draft statement regarding the District's drinking water treatment methods. Keith explained that this information will be provided to anyone who inquires about the water treatment methods used by the District.

The claim for the damage to the furnace at the Little River Station office building is still pending. We are waiting for a letter from John Mileikis, inspector from Traveler's Insurance, to provide to Thompson's Oil/Downeast Energy.

Reminded Archie Gaul that his term on the board will expire this year. Keith indicated that he hopes Archie plans on applying for reappointment to the board. Archie commented that it is up to the Council.

Keith informed the Board that he contacted the Waldo County Soil and Water Conservation office about the Durham lot to see if their surveys showed any gravel on the lot. Because the surveys are taken at a

five foot depth, it would require digging test holes to be sure. However, looking at the topo maps there most likely won't be any gravel there.

The Cross Street and Spring Street water main replacement design plans are coming along. The District's engineer, Tim Sawtelle, informed Keith he noticed the city's construction plan does not include paving for this project, but will just patch the trenches. Originally, the District was informed the streets would be paved so we allowed enough funds to cover patching the trenches. Keith indicated that he contacted the city and was informed the District will only have to patch the trenches and the city will find the money to overlay the street. Because a portion of the city's project for Cross Street and Spring Street will be grant money, Tim Sawtelle, feels that a separate contract for the District might be better.

Keith reported that he has provided a cost estimate for a 2" water service for the MacLeod's Mobile Home Park on Lower Congress Street to provide water for a seven lot expansion of the mobile home park.

The old Jed's restaurant building on Route 1 is being converted into a bowling alley and the new owner will be replacing the water line on their side of the service.

A new 1" service cost estimate has been provided for a professional office on Route 1 near the jug handle.

The District has received a small grant to update the wellhead projection plan and map and with Alex Wong of Maine Rural Water Association. The map will be updated showing additional land purchases, denote properties where septic tanks have been pumped out and indicate where oil tanks have been replaced with double walled oil tanks.

The crew has been replacing water meters. They have rebuilt the chemical pumps at the wells. Also they have been cleaning and painting at the well stations.

Archie asked if there is any new information about installing guard rails at Goose River near the Smart Road well, because of the frequent vehicle accidents in that area. Keith indicated that he did mention it to the city, asking if the District buys the guard rails, would the city install them, but didn't get a response about it.

Keith informed the Board the city is planning to replace two crossover culverts at Goose River near the Smart Road well. The plan is to install wider culverts which go over the top of the AC water main. Therefore, Keith indicated that the District should plan to replace that section of water main that is under the Goose River with ductile iron pipe and swing the main out beyond where the new culverts will set.

The meeting adjourned at 1:55 p.m.



Alton Kenney, Secretary/Treasurer

