

Trustees of the Belfast Water District met at 1:00 p.m. on Monday, May 8, 2017, at the Little River Station Office. The following Trustees were in attendance: Stephen Hall, Kenneth Colby Horne, Henry Chalmers, Bruce Osgood, Eileen Dubinett, and Superintendent Keith Pooler.

Stephen Hall, the Chairman, called the meeting to order.

The District's accountant, Nick Henry of Horton, McFarland & Veysey, LLC presented the 2016 Financial Statement to the Trustees. Nick informed the Board that the audit did not find any non-compliance with laws, regulations or agreements. There were no deficiencies with internal controls and no material weaknesses. He indicated no red flags were found or identified when he reviewed the financial statement or the audit. Nick expressed that the District is in a good financial position and sees that our rates are holding and probably will through 2018.

VOTED: On a motion made by Henry Chalmers, seconded by Eileen Dubinett and unanimously approved to accept the Minutes of April 10, 2017, board meeting.

The Board discussed the date of the next board meeting and agreed upon Monday, June 12, 2017, at 1:00 p.m.

Keith Pooler, the Superintendent, asked the Board to review the vote provided by the District's bond counsel to amend the 2016 \$933,441 Revenue Obligation Note dated May 20, 2016. Keith explained that since the Goose River Crossing portion (\$184,324) of the District's project is not complete, an amendment is necessary to change the maturity date of the interim financing to May 20, 2018. This change will not affect the 25% loan forgiveness on the note awarded to the Maine Municipal Bond Bank, Augusta, Maine. The Board of Trustees reviewed the vote.

VOTED: On a motion made by Bruce Osgood, seconded by Henry Chalmers and unanimously approved to adopt the votes to amend the \$933,441 Revenue Obligation Note dated May 20, 2016, and awarded to Maine Municipal Bond Bank, Augusta, Maine, by reducing the amount to \$184,324 and changing the maturity date to May 20, 2018. (Votes and amendments can be found on the pages that follow these Minutes).

Keith Pooler, the Superintendent, presented his report to the Board:

The preconstruction meeting for the Goose River Crossing project will be in June due to the project not starting until after July 15, 2017. Ranger Construction will be setting up the third week of June.

As approved at last month's meeting, the District purchased the 2016 Loader from Beaugard Equipment on May 3, 2017, for \$60,500.00. Keith commented this loader is an excellent machine, and the lifting capacity has many options, as well as a very handy switch from bucket to forks. There are many attachments, and the bush hog type mower would be beneficial. Keith added that he found an almost new, 84-inch power broom from Snowman's Construction in St. Albans for \$2,800.00. This unit is \$7,000.00 new.

The CMP pole in the middle of driveway here at the Little River Station needs to be moved near the three bay garage because tractor-trailer trucks ruin the lawn when they make a delivery. The standard CMP easement deed prepared to cover the location of electrical facilities on or across our property to relocate the pole was signed today.

There have been interested parties in purchasing the Upper Dam along with the land. Keith said he shared the information about the condition of the dam. Keith added that the dam inspections are done quarterly per the agreement with the State of Maine. Keith informed the Board that Tara Ayotte, Dam Safety Administrator from the Maine Emergency Management Agency (MEMA) has requested a low-key emergency preparedness table top

exercise on the Upper and Lower Reservoir Dams. This meeting will take place here at the Little River Station office on Monday, September 11, 2017, at 1:00 p.m. MEMA will contact the entities they consider pertinent to invite.

Keith showed the Board Archie Gaul's plaque which will be installed on the left side of the front door of the Little River Station office building. Bruce Osgood updated the Board members that he contacted Senator Thibodeau's office to ask if they would present a sentiment to Archie. Dorothy Havey, Assistant to Senator Thibodeau, kindly responded that the Senate President would be honored to recognize Archie in his life's accomplishment at the State House on the Senate Floor. Dorothy Havey will attend our next board meeting to present the sentiment to him. In addition, she will arrange for the State of Maine flag to be flown over the State House in Archie's honor and present it to him at the board meeting. The Board is very pleased that Archie is recognized for all that he has done for the Belfast Water District.

Adrian Brooks, one of the District's trustees who served on the Board from 1987 - 1997, passed away on April 28, 2017. The District extended their condolences.

The radio read meter installations are close to 90% complete. Steve Hall asked how much work is involved when changing a meter. Keith explained it is a substantial amount of work. The office provides a list of customers to the crew by street; the crew then goes to the customer's home to change the meter; if no one is available, a door hanger is left to call the office to schedule an appointment. It takes 20 -30 minutes to change the meter. In the office, the customer's account meter record will be updated with the new meter numbers for the billing along with notes and tracking for report use. The new numbers must be correct; otherwise, the radio read program will emit an error message that it is unable to get a reading. The total time for changing one meter is about an hour and a half of staff labor. Radio read meters are more accurate versus manually reading a meter. The radio read meter captures the smallest amount of cubic feet. Another benefit is if the customer's usage is high, we can pinpoint the time the high usage took place. The radio read meter holds the usage for a 96-day period; which can be data logged with access to the meter.

Keith reviewed the highlights since the last board meeting:

- Numerous seasonal services are now turned on.
- Richard Clements is back to work for a few days a week. He takes the responsibility of the mowing and yard maintenance for the District. We are grateful to have him.
- We found a leak in a meter pit on Stover Lane while changing the meters to radio read meters. One of the meter bottoms broke away, so we are not sure how long it has leaked.
- Today, we started flushing hydrants and mains to clean out the system and all the dead ends. During this process, we make sure the hydrants are operational. It takes about two weeks to complete the flushing.

The upcoming work that the crew will be doing is repairing the damage caused by leaks and main breaks this past winter, installing a new 2" domestic service for Trillium Caterers' new building in the Industrial Park, and changing meters.

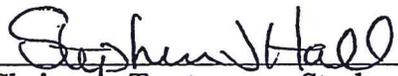
VOTED: On a motion made by Henry Chalmers, seconded by Bruce Osgood and unanimously approved to adjourn the meeting at 2:25 p.m.



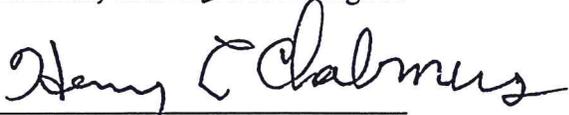
Eileen Dubinett, Secretary

VOTED by the Board of Trustees of the Belfast Water District of Belfast, Maine met on May 8, 2017 at 1:00 p.m. at the District office and voted as follows:

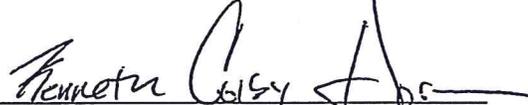
VOTED: To amend \$933,441 Revenue Obligation Note dated May 20, 2016, and awarded to Maine Municipal Bond Bank, Augusta, Maine, by reducing the amount to \$184,324 and changing the maturity date to May 20, 2018, as shown on the attached Allonge, which is hereby adopted as if fully stated herein, and further to authorize the Treasurer and Chair of the Board of Trustees to execute said Allonge and all other documents necessary to complete said amendment. All other terms and conditions as stated in said Revenue Obligation Note will remain the same.


Chairman, Trustee Stephen J. Hall


Vice Chairman, Trustee Bruce Osgood


Treasurer, Trustee Henry L. Chalmers


Secretary, Trustee Eileen Dubinett


Trustee Kenneth Colby Horne

[SEAL]