

**Bangor Water District
Board of Trustees**

**Minutes of the
Annual and Regular Monthly Meetings
February 16, 2016**

The annual and regular meetings of the Bangor Water District Board of Trustees were held at 3:45 p.m. in the Hughes Building, 614 State Street. Present were:

Ralph Foss
Richard Fournier
Patricia Hamilton
John Lawler
Gerry Palmer

being more than a quorum of Trustees. Also in attendance: General Manager Moriarty, Finance Manager Bailey, Water Quality Manager Page, and Office Manager Marchegiani. In the absence of Trustee Wellington, Trustee Foss served as clerk pro tem.

Annual Meeting

Election of Trustee Positions: Following nominations from the floor, it was upon motion being made and duly seconded, unanimously

VOTED: to elect Trustee Fournier as chair, Trustee Palmer as vice-chair, and Trustee Wellington as clerk.

Appointment of Officers: Following nominations from the floor, it was upon motion being made and duly seconded, unanimously

VOTED: to re-appoint Moriarty as General Manager and Finance Manager Bailey as Treasurer.

Check signing authority: Moriarty explained that the chair typically serves as the third authorized signatory on the District's checking account, to be utilized in the absence of the General Manager or the Finance Manager to sign checks over \$10,000 (two signatures required). Paperwork will be forwarded to Trustee Fournier.

Hearing no further business to come before the annual meeting, it was upon motion being made and duly seconded, unanimously

VOTED: to adjourn the annual meeting, and reconvene the regular monthly meeting at 3:52 p.m.

Regular Meeting

I. **Public Comment:** None.

II. Administrative:

Minutes: The minutes of the January meeting were accepted as amended to include a summary of the unplanned costs of water main leaks.

Treasurer's Report: Bailey reports that income was slightly higher compared to budget (due primarily to sale of scrap metal and to providing water to the Brewer Water Department during emergency repairs), and expenses were down slightly (due primarily to delay of anticipated January purchases).

She also asked for a correction in the investment policy asset allocation section to change the minimum target for fixed income from 45 percent to 25 percent, a typo on the original document. It was upon motion being made and duly seconded, unanimously
VOTED: to approve the correction.

Board members also discussed performance measures for the portfolio, and suggested

- Seeing suggestions from the portfolio management group for consideration
- Setting a minimum of two meetings per year with the portfolio managers, one with management staff and one at a Board meeting.

The Treasurer's Report was accepted as presented.

Progress Report: After discussion, the progress report was accepted as presented.

III. Old Business:

Engineer's Report: In the absence of Engineering Pershken, Moriarty updated the Board on:

- First and Davis Streets – all mains installed. Service lines to be connected in the spring.
- Emera relocation of water main to accommodate repositioning of substation on State Street – bids will be due in March for spring work, funded by Emera.
- Union Street from I-95 to Vermont Avenue – bids due in March for summer work. Work to be funded by SRF monies.
- Hammond Street from Main Street to Union Street – broken into two parts to meet paving and/or City work schedules. Work to be funded through Capital Reserve Account.

Rate case schedule: City council chambers confirmed for public hearing on May 12, from 6 – 7 p.m.

IV. New Business:

Revised Total Coliform Rule: Page explained revisions to the 1989 rule which will go into effect April 1. The changes focus on actions if e-coli (a public health hazard) is detected during testing, rather than the broader focus on total coliform (which may not be hazardous). The revisions also involved updating the list of sampling locations, and documenting upstream and downstream sampling points in case they are needed.

Write-offs: Moriarty said the District netted \$1,500 in uncollectible debt and approved \$3,222 in abatements out of a \$6,000,000 budget.

Commitment of bills for collection: To assist in collection of bills, it was upon motion being made and duly seconded,

VOTED: to certify and commit to the Treasurer of BWD a list of water rates established by BWD and approved by the MPUC for locations required by local and State law to pay a water rate to the District, **for the period from February 29, 2016 to February 28, 2017**, and as reflected in each District billing register when posted during the same period. The Treasurer is hereby required and authorized to collect the amounts listed and interest as approved annually by the Board by any means legally available under law.

Annual AWWA conference: Moriarty said she and Trustee Wellington will attend.

Board Correspondence: As distributed.

Other Business:

On behalf of the other Board members, Trustee Palmer thanks Trustee Hamilton for her two years of service as Board chair.

Hearing no further business to come before the meeting, it was upon motion being made and duly seconded, unanimously

VOTED: to adjourn at 5:25 p.m.

Ralph Foss, clerk pro tem

Richard Fournier

Patricia Hamilton

John Lawler

Gerry Palmer