

**Bangor Water District
Board of Trustees**

**Minutes of the
Annual and Regular Monthly Meetings
February 21, 2017**

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
Gerry Palmer

being more than a quorum of Trustees. Also in attendance: General Manager Moriarty, Finance Manager Bailey and District Engineer Soucier. Absent were Trustee Lawler, Trustee Wellington, and Trustee Grosjean. 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). No change is required since Trustee Fournier is already an authorized signatory.

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 3:48 p.m.

Regular Meeting

I. **Public Comment:** None.

II. **Administrative:**

Minutes: The minutes of the January meeting were accepted as amended to correct the chart on page 2.

Treasurer's Report: Bailey reported that expenses were higher due to repair of the leak on State Street that has a cost of \$42,000.

She also compared the investment policy asset allocation to actual investment allocation and performance over the past year. Board members suggested the portfolio manager compare the fund to benchmarks, and how the portfolio has performed since origination during the annual review of the investment fund in August. The Treasurer's Report was accepted as presented.

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

Commitment of bills for collection: Taking the agenda out of order, the Board – to assist in the collection of water bills – upon motion being made and duly seconded,

VOTED: to certify and commit to the Treasurer of Bangor Water a list of water rates established by Bangor Water 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 March 1, 2017 to February 28, 2018**, 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 approved interest by any means legally available under law.

Plow truck bid: Soucier presented bids for replacement of the 2004 plow truck that has needed constant repair. Four bids were received, several of which did not meet bid specifications. After review, it was upon motion being made and duly seconded, unanimously

VOTED: to accept staff recommendation of the low bid meeting specifications (net price \$124,517) with an anticipated delivery date of November 2017.

Thomas Hill Standpipe tour request: Moriarty reviewed a request from the Bangor Symphony to auction a private tour of the standpipe (in conjunction with a regularly scheduled tour) as part of a fundraising effort. She noted the request – with restrictions – had been approved in 2015 and 2016. Board members reviewed the Thomas Hill Standpipe use policy, and the consensus was to approve the request.

III. Old Business:

Engineer's Report: Returning to the published order of the agenda, Soucier updated the Board on various projects:

- Hammond Street Phase II: replacing 1000' feet of pipe installed in the early 1900's. Work will begin mid-March thru September; some work will be done at night to minimize traffic issues.
- Safety signage updated for on-site gas pump.
- Construction specification review completed and document updated, including specs for contractors to tap, pressure test, and chlorinate mains.
- Confined space policy reviewed. Next, specific sites will be evaluated for entry procedures.
- Lock-out/Tag-out procedure review begun. Work to review and document all sites will take several months.
- Discussion with the City of Bangor re coordination of paving to reduce impact on Bangor Water staff (raising and lowering valves). Proposed language provided to City to incorporate Bangor Water needs in its paving contract.

Lead Testing Update: Moriarty reviewed a bill in the state legislature that would require schools on public water supplies to perform lead testing on water in their buildings (schools on private wells are already required to do so).

Capital Improvement Plan: Moriarty said a meeting was held in February with City staff regarding Bangor Water's Capital Improvement Plan, and the associated debt service/rates over the 20-year span. Meetings with the Council's Infrastructure Committee and with the full Council will also be scheduled.

IV. New Business:

Water Consumption Forecasting: Moriarty reviewed potential water use changes, including new information from Fiberright suggesting lower water needs than originally thought as well as possible impacts from reduced water use at PERC. She said Bangor Water is reviewing its contractual obligations to large users and improvements to infrastructure.

Trustee Hamilton left the meeting.

Water Affordability: Moriarty explained the EPA calculation of "affordable" water (2.5 percent of the median household income). Bangor Water's current bill for 20 HCF (15,000 gallons) is the 38 lowest "affordable" rate of 139 Maine water utilities.

Board Correspondence: As distributed.

Hearing no further business to come before the meeting, it was upon motion being made and duly seconded, unanimously
VOTED: to adjourn at 5:15 p.m.

Ralph Foss, clerk pro tem

Richard Fournier

Patricia Hamilton

Gerry Palmer