

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
May 15, 2018**

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

Ralph Foss
Rick Fournier
Laurel Grosjean
Patty Hamilton
Robert Sypitkowski
Dan Wellington

being more than a quorum of Trustees. Absent: Trustee Palmer. Also in attendance: General Manager Moriarty, Finance Manager Bailey, District Engineer Soucier, Office Manager Marchegiani, and Keith Bourgoin from Haverlock, Estey & Curran.

I. Public Comment: None.

2017 Financial Audit: Taking the agenda out of order, Bourgoin then presented the results of the 2017 audit. Among the items he noted were:

- HEC issued an “unqualified” opinion, meaning the financial statements are presented fairly and in accordance with accounting principles generally accepted in the USA
- 89 percent of Bangor Water’s assets are in property, plant and equipment
- Net position increased \$1,140,760
- Bonds payable total \$14,357,889, with \$1,092,384 to be paid off in 2018
- Additional financial examinations were part of the audit due to receipt of federal money
- The financial statement impact of new reporting requirements related to retiree benefits through Maine Municipal Employees Health Trust remains to be seen.

After discussion by the Board, it was upon motion being made and duly seconded, unanimously VOTED: to adjourn to executive session for a discussion of the audit which would likely involve personnel items, and then to return to open session.

Upon return to open session, it was upon motion being made and duly seconded, unanimously VOTED: to accept the 2017 financial audit.

Bourgoin left the meeting.

II. Administrative:

Minutes: The minutes of the April meeting were approved as presented.

Treasurer's Report: Bailey noted an overall zero percent variance in income compared to budget despite a decrease in PERC revenue of \$13K. The budget had reflected a decrease in sales to PERC as well as the start of sales to Fiberight; PERC's use was down more than budgeted and Fiberight has yet to begin operation. After discussion, the Treasurer's Report was accepted as presented.

Progress Report: The progress report was accepted as presented.

III. Old Business:

Engineer's Report: Soucier updated the Board on various projects:

- French, State and Exchange – night work continues. Water main installation completed on lower State Street; City sewer crew is on York Street moving toward Exchange. Two crews will converge. Water main installation will follow sewer line installation up State Street hill.
- Proposals received and being evaluated for assessment of the BIA area relative to infrastructure and water storage needs. RFP's were distributed to eight firms with three responding.

Workforce Planning: Moriarty reported that Bangor Water's construction supervisor and one of the night water treatment operators had announced their retirements. The positions had been posted in-house; several other positions had recently been filled in-house, with two potential new external hires.

Rate Case Update: Moriarty reminded the Board that a public hearing had been held on May 10. Based on the hearing, meetings with large customers, and discussion with City Staff, she anticipated filing the final rate case with the Maine Public Utilities Commission with no changes. The period for customers to petition for a full MPUC review ends June 9.

IV. New Business:

Paving bid: Moriarty said five vendors had been solicited for paving of trenches associated with repair work, with three submittals (one disqualified for not meeting bid submission requirements). She recommended awarding to the lowest qualified bidder, noting that the price of pavement has increased significantly. After discussion, it was upon motion being made and duly seconded, unanimously

VOTED: to award the paving bid to the lowest qualified bidder per staff recommendation.

Vehicle bid: Soucier presented bid results for three vehicles (three of the four approved in the Capital Budget). She noted Bangor Water will no longer be requesting yellow vehicles in an effort to reduce costs, and is reviewing the replacement schedule to ensure a reasonable trade-in allowance. After discussion it was upon motion being made and duly seconded unanimously VOTED: to award to the low bidder on each vehicle per staff recommendation.

BIA and Hammond Street study: Soucier reminded the Board of the study which would ask the selected consultant to consider big-picture effects of expanding the pressure zone (matching active system storage to actual demand, meeting fire flows, providing operational flexibility, improving water quality, maintaining system redundancy). Bangor Water had applied for and been awarded a grant from Maine DHHS to offset 50 percent of the study cost, and Soucier asked the Board to accept the grant. It was upon motion made and duly seconded, unanimously

VOTED: to accept staff recommendation that

- a consultant's feasibility study to conduct a holistic analysis of the BIA Standpipe, Hammond Standpipe, and Crane Pump Station is needed, due to the age of each facility and the opportunity it would provide to improve our operations in this area of the distribution system, and
- that Bangor Water accept the Capacity Development Grant award to support this effort.

Board Correspondence

- Thomas Hill Spring tour – 493 in attendance (492 average)
- Board meeting in June one week early (on June 12)
- Staff had responded to FOIA request re last winter's leak at Birch Hill Estates

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.

Dan Wellington, clerk

Ralph Foss

Rick Fournier

Laurel Grosjean

Patty Hamilton

Robert Sypitkowski