

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
June 12, 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
Patty Hamilton
Gerry Palmer
Robert Sypitkowski
Dan Wellington

being more than a quorum of Trustees. Absent: Trustee Grosjean. Also in attendance: General Manager Moriarty, Finance Manager Bailey, District Engineer Soucier, and Office Manager Marchegiani.

Employee Recognition: Taking the agenda out of order, the Board recognized Construction Supervisor Don Cammack – who is retiring – after 47 years of service.

I. **Public Comment:** None.

II. **Administrative:**

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

Treasurer's Report: Bailey said expenses for the month were down, due to the timing of supply purchases and several vacant positions. Revenue for the year is on budget, and includes a one percent projected drop in consumption. After discussion, the Treasurer's Report was accepted as presented.

Bailey then presented several minor changes to Bangor Water's investment policy as recommended in the District's most recent audit, including

- Wording that applied the policy to any investments, not just those supporting the retirement plan
- Adding "cash funds" to be covered by FDIC insurance or otherwise protected

After discussion, it was upon motion being made and duly seconded, unanimously VOTED: to accept the revisions to the Investment Policy as presented.

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

III. Old Business:

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

- French, State and Exchange: Progress being made on installation of water main and service lines. Exchange Street main will be pressure tested and chlorinated shortly, followed by City sewer line installation. Work switches to days in mid-July.
- Repair work on PAX mixer in Hermon standpipe: communications panel not receiving power since February. Tank was drained once weather improved, and issue was disconnected wires – possibly caused by ice activity in the tank. Repair completed and tank back in service.

Rate Case Update: Final rate filing (no changes) filed with the Maine Public Utilities Commission. Period for customers to petition ended June 9.

Workforce Update: Moriarty updated the Board on changes to the workforce resulting from four retirements (148 years of combined experience). Most positions were filled by current employees, whose vacated positions are being filled. Two Utility Worker positions and a Water Treatment Plant Operator position are being advertised publically with the other positions being filled internally. The impacts include seven employees needing upgraded driver's licenses and nine employees needing upgraded water operator's licenses.

IV. New Business:

Purchasing Policy Revision: Moriarty asked the Board to clarify the recently revised Purchasing Policy as related to Board approval for items over \$25,000. She asked whether that was per budget year or the total for a multi-year project. Trustees discussed various contracts and purchases, and it was then upon motion being made and duly seconded:

VOTED: to add "during a budget year" to the policy item.

BIA and Hammond Street study: Soucier reminded the Board of the study which tasked the 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). In response to issuing an RFP, eight firms expressed interest with three proposals being submitted. The proposals were reviewed by an in-house committee – with experience, team members, cost, and comprehension of project among the criteria. The committee was unanimous in recommending Wright Pierce (also the low bidder), and after discussion it was upon motion being made and duly seconded, unanimously

VOTED: to award the contract for the feasibility study of BIA and Hammond Street pressure zones to Wright-Pierce.

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 5:00 p.m.

Dan Wellington, clerk

Ralph Foss

Rick Fournier

Patty Hamilton

Gerry Palmer

Robert Sypitkowski