

**Bangor Water District  
Board of Trustees**

**Minutes of the Regular Meeting  
November 20, 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  
Dan Wellington

being more than a quorum of Trustees. Absent: Trustees Palmer and Sypitkowski. Also in attendance: General Manager Moriarty, Finance Manager Bailey, and District Engineer Soucier. The clerk kept the record.

**I. Public Comment:** None.

**Employee Recognition:** Taking the agenda out of order, the Board recognized Service Worker Merle Moore for 50 years of service.

**Cyber security:** Joe Stellato from S J Rollins, Bangor Water's IT provider, reviewed server and software security, as well as the recommended upgrade to the firewall.

**II. Administrative:**

**Minutes:** Returning to the order of the agenda, the minutes of the October meeting were accepted as presented.

**Treasurer's Report:** Bailey noted revenue year-to-date was one percent above budget (having budgeted a one percent decrease in use), and that expenses year-to-date were one percent below budget due to lower wages (vacancies) and depreciation. She added that worker's comp premiums for 2019 will increase by 48 percent due to a change in incident ratings. After discussion, the Treasurer's Report was accepted as presented.

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

**III. Old Business:**

**Engineer's Report:** Soucier updated the Board on

- French, State and Exchange streets – water main installation completed last month; curbing installed, area prepped for paving
- Union and Hammond – main line installed, tie-in of service lines in progress, paved by the end of the month
- Hydrant inspection records in GIS – information entered will replace a paper-based system. Info will include pressure testing, inspection, and general observation

#### **IV. New Business:**

**2019 Health Insurance:** Moriarty reminded the Board that health insurance is provided through Maine Municipal Employees Health Trust, and said premiums will rise by seven percent in 2019, compared to a five-year average increase of 8.6 percent. She also reviewed the employee-funded options for vision and dental insurance.

**2019 Chemical Bid:** Moriarty reviewed the various chemicals used at Butler ozone plant, Johnston pump station, and throughout the system. Based on low bids from four vendors for the eight substances, chemical costs will rise 9.5 percent next year. After discussion, it was upon motion being made and duly seconded, unanimously

VOTED: to award the chemical bid to the low bidder for each chemical for 12/1/2018 thru 11/30/2019.

**Radio-Read Meter Update:** Moriarty updated the Board on conversion from manual to radio-read meter units. She said that 100 percent of the large meters (1 ½" and larger) were converted in 2000, and conversion of the small meters began in 2008. Installing about 670 small meters each year, Bangor Water now has converted 94 percent to radio-read units which improves the speed and accuracy of reading meters.

**Inspection services:** Moriarty presented an overview of how new water line installations are inspected, and the cost comparison between performing the work in-house vs. contracting during the busy summer months. Only one of three inspectors contacted at the beginning of the summer was available, and his bid of \$75 per hour was approved. Cost per month for an employee (including benefits) was \$6,100 compared to a monthly cost of \$13,000 for contracted services. With an eye toward the 2019 budget, Moriarty said she will recommend discontinuing the position of intern and replacing it with a position to do inspections year-round as well as assist with conversion to electronic records, leak detection, and on-call responsibilities.

**Watershed inspection:** Moriarty reviewed the results of the 2018 annual inspection, one of the conditions for Bangor Water is to meet the requirements for its exemption to filtration. The State report received on the inspection this fall indicated criteria was not only met but in some cases exceeded requirements. The report did recommend a regular schedule for cleaning and inspecting intake screens, and Moriarty explained what that entailed.

**Board Correspondence:** Moriarty reminded the Board about

- Thomas Hill tour on Dec. 7
- Regular Board meeting on Dec. 18
- Special meeting for budget on Dec. 20.

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

VOTED: to adjourn at 5:30.

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Dan Wellington, clerk

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Ralph Foss

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Rick Fournier

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Laurel Grosjean

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Patty Hamilton