

**Bangor Water District  
Board of Trustees**

**Minutes of the Regular Meeting  
April 21, 2020**

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. Due to COVID 19 restrictions, Trustees and some staff participated remotely with both audio and visual available to all participants. Remote participation for the public was provided, but no one joined the meeting. Present were:

Ralph Foss  
Patty Hamilton  
John Hwalek  
Gerry Palmer  
Robert Sypitkowski  
Mike Timpson  
Dan Wellington

being more than a quorum of Trustees. Also in attendance: General Manager Moriarty, Finance Manager Bailey and Office Manager Marchegiani.

**I. Public Comment:** None.

**II. Administrative:**

**Minutes:** After discussion, the minutes of the regular February meeting, the February workshop, and the regular March meeting were approved as amended.

**Report of the Treasurer:** Bailey reported that revenue for March was three percent lower than budgeted but it was too early to judge the full impact of COVID 19 shutdowns. She pointed out that expenses were lower than budgeted, due in part to fewer leaks (\$91,600 less than spent to date in 2019), unfilled positions, and less snow plowing. Bangor Water's investment account – used to fund the utility's share of employee retirement plans – had also taken a hit. After discussion, the report was accepted as presented.

**III. Old Business:**

**Solar power update:** Moriarty provided an update on a potential solar array to be located in the watershed, noting a completed interconnection application with Emera had been signed and a template for the lease had been sent to legal counsel for review. Upcoming tasks are meetings with Emera and review of permitting and impact issues.

**Engineer's Report:** Moriarty presented the report, highlighting

- Main Street: line installation from Bass Park to Hampden town line complete. Paving, loam and seed, and general clean-up remain. Installation of generator at Perry Road pump station – to utilize natural gas – is being coordinated.
- Union Street and 14<sup>th</sup> Street: Pipe installation complete. Loam and seed, general clean-up remaining.

- Ohio Street bridge: prep work on approaches completed last year. New 12-inch ductile iron pipe suspended from bridge to be installed by contractor.
- State Street: will install new 16-inch line from Spruce Street to Howard Street, in conjunction with City sewer and stormwater upgrades. Anticipated start date: mid-summer.
- Parker Street: move services remaining on c. 1925 line to line installed in 1982. City currently replacing sewer lines.
- BIA pressure zone expansion design: Feasibility study completed last year; will consolidate BIA and Hammond Street standpipes, replace Crane pump station, and upgrade water mains. RFP for design and contract administration services has been issued.

#### IV. New Business:

**SRF loan approval:** Bailey said a vote was required to approve the loan application through the Maine Municipal Bond Bank for the final phase of the Butler Ozone Water Treatment Facility. After discussion it was upon motion being duly made and seconded, unanimously (all Trustees present visible during voting)

VOTED: (1) That the Board of Trustees hereby approves the applications made to the State Revolving Loan Fund at the Maine Municipal Bond Bank for approval to borrow up to \$2,849,780, of permanent financing to fund the final phase of the Butler Ozone Treatment Plant Upgrades, including design and construction costs, transaction costs and all related expenses (the "Project").

(2) That, pursuant to authority granted by the Charter of the Bangor Water District, and specifically Section 8 thereof, and any other applicable law, the District is hereby authorized to issue and sell to the Maine Municipal Bond Bank Taxable Water Bond of the District (the "Bond") in an aggregate principal amount not to exceed \$2,849,780 to fund the Project, said funding to include transaction costs and all other expenses reasonably related to the Project.

(3) That the District Treasurer and Chair of the Board of Trustees are hereby authorized to execute and deliver the Bond on behalf of the District to the Maine Municipal Bond Bank. The Bond is to be sold upon such further terms and conditions and at such interest rates as may be approved by the Treasurer and Chair of the Board of Trustees and shall have the District seal affixed and be attested by the District Clerk. The term of the Bond does not exceed 120% of the economic life of the Project.

(4) That the District Treasurer is authorized and directed to issue revenue obligation notes to the Maine Municipal Bond Bank in the amount of up to \$2,849,780 on behalf of the District at a rate of interest not to exceed 2%, for a term not to exceed one year, said interim funding to include engineering and construction costs, transaction costs and all other expenses reasonably related thereto.

(5) That the District hereby irrevocably pledges the user fees, rates, assessments and other charges of the District for the payment of the debt service on the Bond.

(6) That the Treasurer and Chair of the Board of Trustees are hereby authorized to execute and deliver Loan Agreements with the Maine Municipal Bond Bank, in such form as the Maine Municipal Bond Bank shall require, for the interim loans and for the permanent financing.

(7) That the District officers and officials are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the District as may be necessary or convenient to carry out the full purport and intent of the foregoing orders, or any one of them.

**SRF project funding:** Moriarty said two of Bangor Water's projects submitted for SRF funding had been moved from the backup list to the primary list, due to other utilities withdrawing their projects. She recommended accepting the funding (BIA pressure zone expansion design work at \$1 million and State Street pipe renewal at \$1.2 million). While the 20-year loans do not provide principal forgiveness, utilizing SRF money saves approximately \$220,000 in interest costs compared to financing through the Maine Municipal Bond Bank. After discussion, it was upon motion being made and duly seconded, unanimously (all Trustees present visible during voting)  
VOTED: to proceed with funding the projects as above through the Drinking Water State Revolving Fund and submitting a Letter of Intent to the State of Maine.

**Risk and Resiliency Planning:** Moriarty reminded the Board that a Risk and Resiliency Assessment (RRA) as well as an Emergency Response Plan (ERP) were required by the 2018 federal America's Water Infrastructure Act. Bangor Water had solicited five firms and received three RFPs to perform the work. Moriarty recommended selecting Gradient Planning, the high scorer on RFP evaluation. Moriarty said the team was impressed by Gradient's references and that Gradient was an American Water Works Association "go to" on emergency management publications. Bangor Water has submitted a Capacity Development Grant from the Maine Drinking Water Program to help with the costs. If approved, the grant would cover 50% of the costs (up to \$15,000). After discussion, it was upon motion being made and duly seconded, unanimously (all Trustees present visible during voting)  
VOTED: to award the RRA and ERP project to Gradient Planning.

**2020 Construction materials bid:** Moriarty presented the results of the bid for materials used in repairs, distribution system maintenance and replacement, and capital projects. The results – from four vendors – totaled \$95,977. After review, it was upon motion being made and duly seconded, unanimously (all Trustees present visible during voting)  
VOTED: to award the 2020 Construction materials bid to the low bidder on each line item (prices held for 12 months).

**Paving bid:** Moriarty said Bangor Water had solicited bids from four companies for paving of trenches following work done by the utility during the year. She recommended award to the sole bidder of Wellman Paving at \$250 per ton (same vendor and price as the two previous years). It was upon motion being made and duly seconded, unanimously (all Trustees present visible during voting)  
VOTED: to award the paving bid to Wellman Paving.

**Coronavirus Planning:** Moriarty updated the board on a potential site that may be used for medical purposes and the water quality testing planned for its use.

**Workforce Update:** Moriarty reviewed the recent resignations, and noted that one vacancy (water treatment operator) had been filled. The three remaining open vacancies will be reviewed and advertised as dictated by work needs and COVID 19 considerations.

**Employee recognition:** Moriarty said Crew Supervisor Adam Webb had met all of his licensing requirements (water operator treatment class 2, water operator distribution class 3, and Class A driving). Additionally, Webb was serving as Interim Construction Department Supervisor until the position is filled.

Trustee Hamilton left the meeting.

**Board correspondence:** as distributed.

**Other Business:** Moriarty said the AWWA conference in Florida in June had been cancelled. Additionally, she was leaning toward cancelling the May tour of the Thomas Hill Standpipe.

Hearing no further business to come before the meeting, it was upon motion being made and duly seconded (all Trustees present visible during voting), unanimously  
VOTED: to adjourn at 4:48 p.m.

Dan Wellington, clerk

Ralph Foss

Patty Hamilton

John Hwalek

Gerry Palmer

Robert Sypitkowski

Michael Timpson