

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
January 21, 2021**

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 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
John Hwalek
Gerry Palmer
Robert Syptkowski
Michael Timpson
Dan Wellington

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

I. Public Comment: None.

II. Administrative:

Appointment of Treasurer: Taking the agenda out of order, Holli Silva was introduced as the new (as of Dec. 14) Finance Manager and it was upon motion, being made and duly seconded, unanimously

VOTED: to appoint Silva as Treasurer.
(All Trustees present were visible during voting.)

Minutes: The minutes of the regular and special December meetings were approved as presented.

Report of the Treasurer: Silva updated the Board on her progress in closing out the remaining months of 2020. Additionally, she noted the annual audit would take place March 16-18, and an extension had been granted on the filing of the annual Maine Public Utilities Commission report until May 1. She reviewed the investment account (used to supplement Bangor Water's share of retirement contributions) and the year-end bank balances. Silva said the balances were better than anticipated, due primarily to less work performed and not filling vacant positions. After discussion, the Treasurer's Report was accepted as presented.

Progress Report: After discussion, accepted as written.

III. Old Business:

Engineer's Report: Killip updated the Board on

- **BIA pressure zone expansion project** – talks continue with the City regarding land swap/purchase for new standpipe and pump station. Site surveys were delayed due to COVID, and appraisals are being reviewed.
- **State Street** (joint project with City sewer): contractor is doing sewer work as long as weather permits, the District's water main replacement will start in the spring.
- **Ozone plant upgrade:** equipment delivered to State Street, stored under cover in garage until ready to be moved to the Butler plant.

Thomas Hill Standpipe deed: Research and legal review continues between Bangor Water and City of Bangor to confirm and formalize boundaries as indicated on tax maps.

IV. New Business:

Solar land lease: to be discussed at a future meeting.

Ozone treatment plan upgrade bid: Killip explained the work to be done in the next phase of the upgrade, including ozone generator installation, ozone basin modifications, HVAC and piping work, and process control upgrades. The overall cost of the upgrade is budgeted at \$4.1 million, with the upcoming work estimated at \$1.6 million. Bangor Water received two bids – with the lowest from T-Buck Construction at \$1.36 million. Bangor Water has had experience with the contractor on previous projects, and the District's consulting engineers recommended accepting the bid. After discussion, it was upon motion being made and duly seconded, unanimously VOTED: to award the bid to T-Buck Construction as outlined above.
(All Trustees present were visible during voting.)

2020 write-offs: totaled \$990 (compared to five-year average of \$2,500).

2020 abatements: totaled \$6,211 (compared to five-year average of \$4,800).

Annual meeting: Moriarty reminded the Board that the annual meeting in February would include selection of Board officers, and appointment of the General Manager and Treasurer for 2021.

Board correspondence: Several Trustees remarked on the presentation by Moriarty for the Penobscot Valley Senior College on the development of Bangor's public water system.

Executive session: Chair Palmer requested an executive session to discuss a personnel matter, and it was upon motion being made and duly seconded, unanimously VOTED: to adjourn to executive session for a personnel matter, and then to return to open session. (All Trustees present were visible during voting.)

Upon return to open session, it was upon motion being made and duly seconded, unanimously
VOTED: to create a three-member Personnel Committee (Sypitkowski, Timpson, and
Hwalek) whose first task is to establish an annual evaluation process for the
General Manager
AND
to authorize compensation for the General Manager in line with previously
approved staff compensation (COLA increase of 1.3 percent matching Social
Security, 0.6 percent merit increase as an eligible employee, and \$1,000 bonus as
part of group recognized for performance above and beyond in 2020).
(All Trustees present were visible during voting.)

Hearing no further business to come before the meeting, it was upon motion being made and duly
seconded, unanimously
VOTED: to adjourn at 4:55 p.m.
(All Trustees present were visible during voting.)

Dan Wellington, clerk

Ralph Foss

John Hwalek

Gerry Palmer

Robert Sypitkowski

Michael Timpson