

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
March 15, 2022**

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. Trustees and staff participated in person and remotely. Remote participation for the public was provided, but no one joined the meeting. Present were:

Ralph Foss
Patty Hamilton
Gerry Palmer
Robert Sypitkowski
John Hwalek
Joshua Saucier

Attended Remotely

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

Chairman Palmer called the meeting to order at 4:08 p.m.

Trustee Appreciation for Years of Service: Taking the agenda out of order, trustees and staff recognized former Trustee Wellington for his 20 years of service on the Board.

I. **Public comment:** None

II. **Administrative**

Minutes: Returning to the order of the agenda, the minutes of both the Annual and the Regular February meetings were approved as amended.

Report of the Treasurer: Finance Manager Silva presented an overview of the February financials, highlighting the month's disbursements and investments and then reviewing the budget. She noted that total operating revenues are slightly ahead of budget and operating expenses are down 4%. Silva pointed out that while total operating expenses are down, the costs for materials and supplies have seen a 39% increase and that transportation expenses have risen 20% both due in part to climbing fuel prices. After questions and discussion by the Board, the Treasurer's Report was accepted as presented.

Progress Report of the General Manager: After discussion, the progress report was accepted with formatting revisions.

Report of the Personnel Committee: It was upon motion being made and duly seconded that Trustee Saucier recuse himself from this item due to a conflict of interest.

VOTED: Unanimously to recuse Trustee Saucier from the Report of the Personnel Committee due to a conflict of interest.

Trustee Saucier recused himself from the remote meeting at 4:52 p.m. after which Committee chair Sypitkowski updated the Board on the draft of the General Manager's employment contract. After discussion and minor revisions, Chairman Sypitkowski recommended forwarding the draft contract to legal counsel for final review. Trustee Saucier then rejoined the meeting remotely at 5:00 p.m.

III. Old Business:

Engineer's Report: Killip updated the Board on the following projects:

- **BIA Expansion:** A preconstruction meeting was held for water mains. Corporate Drive and Venture Way will be completed in the current year, and the remaining mains finished in 2023. The pump station contract is out to bid, and a pre-bid meeting will be held on March 22nd. Bids will close on April 5th.
- **Ozone Upgrade:** The integrating subcontractor is onsite and is currently working on SCADA pages. There have been some difficulties integrating the liquid oxygen tank with the new ozone equipment because of old Process Control System (PCS). Integration is likely to be complete before the end of April.
- **Power Line Upgrade:** Installation of the new power line poles as well as demolition of the old poles is now complete and the power lines have been strung. The fiber cables, which are delayed from the manufacturer, have not yet arrived.
- **Water Street:** a pre-bid meeting was held on March 11th to replace 520 feet of pipe in conjunction with the City upgrading sewer and storm drains. Bids will be opened on March 28th.
- **Thomas Hill Antenna Pads:** Due to objections of the Historic Preservation Committee (HPC), T-Mobile has withdrawn its application and plans to modify and resubmit it at a later date.

Workforce Update and License Requirements: Moriarty updated the Board on new hires and current vacancies. An office assistant and a new utility worker were hired, and two current utility workers gave notice. Interviews are underway to fill the District Engineer position. Moriarty then outlined proposed steps to attract and retain employees.

BIA Site Plans: Moriarty presented the plans indicating the existing and new pump stations and standpipes and discussed the steps that must be taken before construction on the project can begin.

IV. New Business:

Construction Materials Bid: Moriarty reviewed the annual bid for materials that are used during the year and recommended that the bids be awarded to the three vendors that returned low bids on each line item for the materials. After discussion by the Board, it was upon motion being made and duly seconded

VOTED: Unanimously to award the bid items to the low-bidding vendors.

2022 Newsletter and Water Quality Report Planning: Moriarty explained that in order to meet the requirements of the Consumer Confidence Report a notice will appear on water bills beginning April 1st alerting customers that the Report is available on the website. The annual newsletter will be mailed in October of 2022 and will include proposed rate case information with a planned effective date of January of 2023.

Thomas Hill Standpipe Tours: Moriarty explained that no tours have been held since 2019 due to COVID concerns. Currently, tours are scheduled for May 18th, July 20th and October 5th with the December tour to be determined. Moriarty will monitor COVID trends as the dates draw closer.

Board Correspondence: no discussion

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

VOTED: to adjourn at the meeting at 6:02 p.m.

Patty Hamilton

Ralph Foss, Clerk

John Hwalek

Gerry Palmer

Joshua Saucier

Robert Sypitkowski

Michael Timpson