

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
June 21, 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. Remote participation for the public was provided, but no one joined the meeting. Present were:

Ralph Foss
John Hwalek
Gerry Palmer
Robert Sypitkowski
Michael Timpson

,being a quorum of Trustees. Absent: Trustee Hamilton. Also in attendance: General Manager Moriarty, Finance Manager Silva, Water Quality Manager Spinney and District Engineer Saucier. Bangor Water's auditor, Keith Bourgoin was also in attendance.

Chairman Palmer called the meeting to order at 3:46 p.m.

I. **Public comment:** None

II. **Administrative**

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

2021 Financial Audit: Taking the agenda out of order, Bourgoin reviewed Bangor Water's financial position through December 31, 2021. He first discussed the District's "Statements of Net Position" noting an increase in Cash, Property, Plant and Equipment, Liabilities, and total Net Position. Bourgoin next discussed the "Statement of Revenues and Expenses" noting an increase in operating revenues as well as a slight increase in expenses. He also discussed the "Statement of Cash Flows" and the "Notes to the Financial Statements" in some detail. After questions and discussion, it was upon motion being made and duly seconded, unanimously

VOTED: to accept the audited financial statements as presented. Bourgoin then left the meeting.

Report of the Treasurer: Returning to the order of the agenda, Finance Manager Silva presented an overview of the May financials, first highlighting the month's disbursements and investments and then reviewing the year-to-date revenues and expenses compared to the budget. Silva noted that operating revenues are on budget while operating expenses are down by 4%. After discussion, the Treasurer's Report was accepted as written.

Progress Report of the General Manager: The progress report was accepted with some minor revisions.

Report of the Personnel Committee: Sipitkowski stated that the committee needs to schedule the second quarter meeting with the General Manager.

III. Old Business:

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

Thomas Hill Standpipe: Plans for the generator have been approved by the City's Historic Preservation Committee (HPC). The lease agreement with T-Mobile is currently undergoing review by attorney. Further analysis by T-Mobile's consultant is required on antenna upgrades. The District has provided specific physical restoration and financial requirements to assure the integrity of the flagpole and standpipe structure if they need to disassemble.

Ozone Upgrade: Upcoming "burn in" after 400 hours will trigger visit from manufacturer. A meeting with consulting engineer is scheduled to close the design loop and create a path forward for remaining issues. System is operational but the overall installation requires adjustments, refinements, and development of operator familiarity.

BIA Expansion: Minor adjustments are needed in the land area subject to the Purchase and Sale Agreement. Currently waiting on a construction schedule for the new pump station. The contractor did move forward with clearing trees from the site due to federal agency review requirements. Material submittals are currently under review for both the pump station and pipeline projects. The District continues to monitor supply chain issues.

Miscellaneous:

- Veazie generator received wiring upgrades due to more restrictive Versant connection standards.
- Young St main replacement plans were completed and submitted to BWD's Construction Department.
- Engineering and Construction staff worked together in the development of 2023 Capital Project priorities.
- Saucier and Moriarty provided the Board with new service line inventory requirements and action update. BWD appears to be ahead of the curve in this area of these EPA mandates.
- In an effort to highlight one of the more "routine" tasks taken on by the Engineering Department, Saucier discussed how the District maintains scheduling flexibility and provides technical guidance to developers to support local economic development while still ensuring the quality of the infrastructure that is connected to our system.

2022 Revised Forest Harvest Plan: A 75-acre sustainable timber harvest will be conducted north of the Bangor Waterworks Road under the supervision of American Forest Management. Using best practices for forestry to protect water quality, including road maintenance and erosion control, 50%-60% of available timber will be harvested from the selection group. In the release harvest area, overstory will be removed to create "free to grow" conditions for established saplings. Work is expected to begin in July. The projected revenue, after expenses surpasses \$17,000.

Workforce Update: Moriarty reported that with the hiring of a seasonal flushing assistant and a Water Service Specialist, Bangor Water is currently fully staffed. She then went on to discuss the restructuring of the Maintenance Department, which will fall under the management of the Director of Water Treatment on a trial basis.

IV. New Business:

Rate Case Schedule: Moriarty presented the schedule for a 2023 Rate Case filing to the Maine Public Utilities Commission. The change in rates, if approved, will go into effect on January 1, 2023.

BIA Properties: District Engineer Saucier reviewed the Purchase and Sale agreement with the City of Bangor for properties where the BIA tank and booster station will be located. It was upon motion being made and duly seconded, unanimously

VOTED: To authorize General Manager Moriarty to enter into a Purchase and Sale agreement with the City of Bangor.

Annual Report: Moriarty will e-mail the sixty fourth edition of Bangor Water's Annual Report to the Trustees for their review.

Board Correspondence: as distributed.

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

VOTED: unanimously, to adjourn at the meeting at 5:15 p.m.

Ralph Foss, Clerk

John Hwalek

Gerry Palmer

Robert Sypitkowski

Michael Timpson