

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
August 16, 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 (excepting Trustee Timpson) and staff participated in person. 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
Michael Timpson

Attended Remotely

,being a quorum of Trustees. Also in attendance: General Manager Moriarty, Finance Manager Silva, Office Manager Baxter and District Engineer Saucier.

Chairman Palmer called the meeting to order at 3:45 p.m.

I. **Public comment:** None

II. **Administrative**

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

Report of the Treasurer: Finance Manager Silva presented an overview of the July 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 slightly under what was budgeted. Silva also noted that cash on hand at the end of July is higher than expected due to the timing of capital purchases. The Treasurer's Report was accepted as presented.

Progress Report of the General Manager: After discussion relating to the replacement of the boiler in the Hughes Building, the progress report was accepted as written.

Report of the Personnel Committee: The meeting with HR consultant is to be rescheduled.

III. **Old Business:**

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

BIA Projects:

Pump Station: Excavation of the site has begun, and foundation work with inlet and outlet piping will occur in the next month.

Street Piping Project: Eastwood Contractors will begin distribution pipe installation in early September. Starting location is dependent on order of pipe deliveries.

Storage Tank: The design process is currently underway. To facilitate site security ahead of construction, fencing and signage will be installed at the site in coordination with the City.

Ozone Upgrade: Meeting with engineer is scheduled later in the month to tie up loose ends and manage remaining issues.

Miscellaneous:

- Standpipe monitoring and improvements
- Acadia Hospital expansion
- Bomarc obsolete and excess pipe research
- Thomas Hill research/exploration
- Assisting Water Quality Department

Disinfection byproducts testing update: Moriarty discussed the results from quarterly testing. The most recent results showed that numbers are down significantly from the last three quarters, which were higher than normal due to the use of an alternative treatment process during the ozone treatment upgrade. Results of the June PFAS sample indicates that there are currently no measurable amounts detected.

Workforce Update: Moriarty reported that a Billing Specialist was hired to replace the Billing Clerk who will be retiring in October after twenty-two years. The position will start on September 19th. Bangor Water continues to be fully staffed.

Rate Case: Moriarty presented a potential schedule, with new rates set to go into effect Jan 1, 2023.

IV. New Business:

Succession planning: Moriarty spoke of how the District must continue to evolve in response a changing workforce. Employee retention and offering opportunities for growth and engagement was discussed. Moriarty suggested the need for an Assistant General Manager (AGM) to be appointed who would act in the absence of the General Manager. This position would be hired from in-house. The duties and responsibilities of the AGM position would be in addition to the job duties and requirements of an employee's current position. After discussion pertaining to compensation and additional duties, a motion was made and duly seconded.

VOTE: Unanimous to approve the appointment of an AGM.

Moriarty will schedule a meeting with Board Members Sypitkowski and Palmer, who volunteered to be on the Interview Committee along with the District's HR consultant to develop a process, compensation, and timeline for the position.

Bond extensions: Currently, bonds for the Ozone project, the State Street project and the BIA expansion project are in interim status. A decision must be made by September 16th as to whether to make them permanent or to extend the interim status for one year. Finance Manager Silva's recommendation is to extend the interim status of the three bonds. After Board discussion, a motion was made and seconded.

VOTE: Unanimous to extend the interim status of the three bonds.

Terms and Conditions Revision: Department Heads are reviewing the revisions to the Terms and Conditions. The changes will be summarized and reviewed by the Board before being sent to the Public Utilities Commission (PUC) for approval.

BIA security: Repairs will be made to gates and perimeter fencing and additional signage will be put in place. New protocols were enacted to ensure staff safety while on site. Bangor PD has been notified of occurrences and a No Trespass order is currently on file.

Submersible Meter Installation: Moriarty explained that in an effort to remove the necessity to enter confined spaces, twelve submersible meters were installed. The installations removed the need to enter eight confined spaces saving \$8,000 per year in life safety costs. The units have a fifteen-year life expectancy. Life safety personnel were on hand to monitor operations for safety, and the work was accomplished in two days.

Board Correspondence: as distributed. Moriarty noted that despite drought conditions, the lake levels at Floods Pond continue to be in the normal range.

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 5:04 p.m.

Ralph Foss, Clerk

Patricia Hamilton

John Hwalek

Gerry Palmer

Robert Sypitkowski

Michael Timpson