

**Bangor Water District
Board of Trustees**

**Minutes of the Regular Meeting
September 27, 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
Patty Hamilton
Gerry Palmer
Robert Sypitkowski
Michael Timpson

,being a quorum of Trustees. Absent: Trustee Hwalek. 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 August meeting were approved as written.

Report of the Treasurer: Finance Manager Silva presented an overview of the August financials, first highlighting the month's disbursements and investments and then reviewing the year-to-date revenues and expenses compared to the budget. A review of the budget indicated that both revenues and operating expenses for the month of August came in slightly below budget. The Treasurer's Report was accepted as presented.

Progress Report of the General Manager: After discussion, the progress report was accepted as written.

Report of the Personnel Committee: Trustee Sypitkowski reported that the Committee met with HR consultant Oulton to discuss updates to the GM evaluation process.

III. **Old Business:**

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

Power Line: The subcontractor completed installation of fiber optic cables and BWD is currently awaiting new service setup from cable provider.

BIA Expansion: Foundation and plumbing is complete. Distribution pipe installation is underway with progress slow due to ledge under surface. Storage tank design is continuing.

Ozone Upgrade: Met with project engineer to refine operation. A third-party electrician was called in to optimize the process.

Other Items of Interest:

- Discussion of the replacement of Essex Street standpipe flow controls for its chlorination system
- Evaluation process for the Thomas Hill standpipe fire suppression system
- Installation of a new heating system in the Hawkes building
- Updates on multiple service inspections

Rate Case Update: Moriarty reported that the rate case pro forma is to be emailed to the Board at the end of September. A workshop meeting to review will follow on October 4. A vote on the rate case will be taken at the next regular Board meeting on October 17. Copies of the draft Newsletter including rate case information were given to the Trustees for their review and comment.

Workforce Update: Moriarty stated that with the hiring of a new Accounting Assistant who will begin work in mid-October, BWD will again be fully staffed. She went on to update that in addition to his responsibilities as District Engineer, Josh Saucier was selected by the interview committee as Assistant General Manager and that he will begin in this role at the end of September.

IV. New Business:

Chemical Supply Shortages: Moriarty explained that the Director of Water Treatment was recently notified that bulk fluoride supplier is experiencing logistical issues and will no longer be able to fulfill orders. A purchase of fluoride in 55-gallon barrels was subsequently made through a different supplier and is expected to last approximately 36 days. Additionally, there is approximately a two-week supply of fluoride that remains. This stop-gap measure will allow BWD time to source another bulk fluoride supplier, with the potential for a sharp increase in cost. No other treatment chemicals are affected at this time.

Maine Water Assistance Program: Moriarty presented the Maine State Housing Authority Water Assistance Program that began in mid-September. This program provides a one-time benefit for past due or future balances to homeowners and renters who are experiencing difficulties paying water and sewer bills. It is an income-based program funded by the American Rescue Plan Act. In order to accept funds from this program, BWD must complete a vendor agreement with Maine Housing. A motion was made to endorse the completed vendor agreement with Maine State Housing Authority and was duly seconded.

VOTE: Unanimously, to endorse the Vendor Agreement with the Maine State Housing Authority.

Safety Committee: Moriarty reported that in the first Safety Committee Meeting, officers were elected, and several safety topics were identified and discussed. Subsequent to the meeting, members then met with Department heads to address these topics. The formation of the Committee also provides a discount on Worker's Compensation Insurance rates.

2023 Calendar: Moriarty presented the BWD calendar for the upcoming year.

Thomas Hill Standpipe Tour: The Fall Foliage Tour is on October 5th, 3-6 p.m. and is fully staffed.

Board Correspondence: as distributed.

Other Business: Moriarty noted that the deadline for 2023 State Revolving Fund Applications is September 25th. Application will be submitted for the BIA Pressure Zone Project. Moriarty then reviewed the Board appointment process because several board members have terms that are expiring at the beginning of 2023.

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 5:25 p.m.

Ralph Foss

Patricia Hamilton

Gerry Palmer

Robert Sypitkowski

Michael Timpson