

**Bangor Water District
Board of Trustees
Minutes of the Regular Meeting
January 24, 2023**

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:

Marc Edelman
Ralph Foss
Patty Hamilton
John Hwalek
Gerry Palmer
Michael Timpson

being a quorum of Trustees. Absent: Trustee Sypitkowski. Trustee Timpson attended the meeting remotely. Also in attendance: General Manager Moriarty, Finance Manager Silva, Office Manager Baxter, District Engineer Saucier and Construction Supervisor Littlefield.

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

I. **Public comment:** None

II. **Administrative**

Minutes: The minutes of the Regular and Special meetings of December 2022 were approved as written.

Report of the Treasurer: Finance Manager Silva presented an overview of the December financials, first highlighting the month's disbursements and investments and then reviewing the year-to-date revenues and expenses compared to the budget. Silva indicated that operating revenues are slightly ahead of budget while operating expenses are slightly over budget for the year. The Treasurer's Report was accepted as presented.

Progress Report of the General Manager: Moriarty reviewed the events of the Christmas Eve windstorm in which rising turbidity due to the strong winds triggered the need for additional samples. During the storm, the treatment facility lost power and the emergency generator failed. Power was restored and the generator repaired before additional measures were needed. She concluded that employees acted appropriately during the incident and that a review of the After Action Report is underway. After comments, the December progress report was accepted as written.

Report of the Personnel Committee: Trustee Hwalek reported that the Committee met with the District's HR consultant and outlined the process and schedule for the hiring of a new General Manager. A discussion of whether the new GM will remain in the "on call" rotation schedule followed.

III. Old Business:

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

BIA Expansion – Pump Station: Interior painting and roof installation is underway. Roofing installation is started but they are slow to come back and finish; however, the roof is sealed with a membrane. Contractor slates physical completion in March 2023 but startup will need to be later due to interdependence with pipeline project.

BIA Expansion – Pipeline Replacement: Pipe installation continues in vicinity of Hildreth Street. Normally winter conditions would have stopped work a month ago but mild conditions have allowed continuation.

BIA Expansion – Tank Project: The consultant has provided 60 percent design review plans. Engineering coordinated review and comments from all operations departments to the consultant.

Griffin Road Pump Station: Awaiting installation of interface that will allow VFD to be operated from treatment plant but otherwise we have redundant operation (two pumps).

Other Items of Interest:

- Legislative activity
- In house pipe projects
- Ozone site visit
- Thomas Hill mixing/chlorination
- Revised metrics
- Emergency plan updates

Workforce Update: Moriarty reported that the Water Treatment Operator position has been posted in-house and no applications have been received thus far. The Vehicle and Equipment Maintenance Tech position was posted in-house and there are two applicants who will be interviewed next week.

IV. New Business:

Fraud Audit Questionnaire: Silva distributed questionnaire that is required for the annual audit. Board members were instructed to review in preparation to discuss at the February meeting.

2022 Leak Summary: Moriarty summarized that there were 45 leaks in 2022 with \$257,305 in costs incurred by the utility. Bangor Water averages 34 non-contractor-related leaks per year. 86% of leaks occurred in pipes that are more than 50 years old.

Construction Department Accomplishments: Construction Supervisor Littlefield presented a retrospective of highlights in his department. Among the jobs performed by the 9-member Construction team were replacement of 16 valves and 11 hydrants. There were 118 valve box and 182 service box renewals. With 22% of the distribution system being at least 100 years old, maintaining pipes, hydrants, valves and services is vital. Capital projects included 2.44 miles of pipe abandonment and the replacement of galvanized water mains on Young Street and State

Street Avenue. In addition, the Construction Department gave support to the Water Quality Department by flushing hydrants, to Engineering through piping projects and evaluation and to Water Treatment by keeping the plant road and treatment facility clear of snow.

Watershed Report: The annual inspection of the watershed revealed that the control program currently in place is effective and proactive. Recommendations were to work towards stabilizing any sources of erosion, manage wildlife as needed and to consider the development of drought and flood preparedness plans.

2022 Write-offs: 2022 write-offs totaled \$990, recovery of bad debt totaled \$807 and abatements totaled \$13,451.

2022 Water Assistance Program Summary: In 2022, the Maine Water Assistance Program provided \$6,481 to 12 customers as a onetime benefit for past or future balances on both water and wastewater bills.

February Annual meeting reminder: The Annual Board meeting will be held on February 21, 2023, at 3:45 p.m. This meeting will include the election of officers, General Manager and Treasurer.

Board package correspondence: As presented

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

VOTED: unanimously, to adjourn the meeting at 5:44 p.m.

Marc Edelman _____

Ralph Foss, Clerk _____

Patty Hamilton _____

John Hwalek _____

Gerry Palmer, Chair _____

Michael Timpson, Vice Chair _____