

**Bangor Water District  
Board of Trustees  
Minutes of the Regular Meeting  
August 15, 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  
Gerry Palmer  
Robert Sypitkowski  
Michael Timpson

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

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

I. **Public Comment:** None

II. **Administrative:**

**Minutes:** It was upon motion being made and duly seconded, unanimously VOTED: to accept the minutes of the regular July meeting as presented.

**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 both operating revenues and operating expenses came in under budget for the month of July. Silva went on to say that within the operating revenues, a decline in metered water revenue is slightly offset by miscellaneous revenues which are ahead of budget by 13%. On the operating expense side, Silva explained that operations and maintenance (O&M) expenses were slightly over budget, which was offset by depreciation that is under budget. The Treasurer's Report was accepted as presented.

**Progress Report of the General Manager:** The July Progress Report was accepted with minor revisions to formatting.

**Report of the Personnel Committee:** Committee member Timpson indicated that the general manager's contract agreement was finalized and sent to the District's attorney for review. The committee will follow up with the attorney before month's end.

### III. Old Business:

**Engineer's Report:** District Engineer Bourque updated the Board on the following projects:

**BIA Expansion – Pipeline Replacement:** Pressure testing, chlorinating, and sampling of the recently-installed water main is underway on Hildreth/Hildred North. The contractor has submitted a request to extend completion date.

**BIA Expansion – Pump Station and Tank:** Breaker panels and enclosures are installed, broadband connected and security camera mounted, concrete pads for pumps have been poured, louvers for generator are affixed and fencing installation is scheduled. Startup is anticipated during last week of August. The bid opening for the construction of the Cleveland Street standpipe is scheduled for the middle of September.

**Other Items of Interest:**

- Statement of Qualifications (SOQ) was received from the contractor for SCADA work at the treatment plant and the Veazie Energy Recovery Turbine (ERT) project
- Hammond Street Standpipe will leak (as it has for some time now) until new Cleveland Street tank is constructed. There is no benefit to repairing.
- Ozone troubleshooting
- Thomas Hill rechlorination installation plans
- Attended MWUA summer outing

**Large Customer Update:** Auction has again been delayed and has been rescheduled for the end of August. The District continues to follow all Maine Public Utilities Commission (MPUC) guidelines for collection of past due accounts.

**Workforce Update:** Water Service Specialist Dale Fall retired on August 4th from the Service Department. During his 26 years of employment, Fall performed multiple roles within the District. Interviews to fill the vacancy left by his retirement are currently underway. With the addition of a Class 3 Treatment License, Assistant Engineer Bussiere has met all the licensing requirements for his position. Office Manager Baxter was accepted into the Bangor Area Leadership Institute (BRLI) program that will begin in the fall. Seasonal hydrant painter Jack Putnam concluded his duties on August 11<sup>th</sup> to return to university. The remaining painter, Dakota Colson, continues work until the end of the month, after which he begins his college year.

**Corporate Authorization:** Finance Manager Silva indicated that Board approval is required to update the names on the Corporate Authorization Resolution for the District's account with First National Wealth Management. Silva stated that the new form would add Joshua Saucier as the new General Manager and remove Kathy Moriarty. It was then upon motion being made and duly seconded,

VOTED: Unanimously to update the Corporate Authorization Resolution for First National Wealth Management to add Joshua Saucier as signatory on the District's account and to remove Kathy Moriarty.

#### **IV. New Business:**

**Bond Extension:** Finance Manager Silva explained that the bonds for the Ozone project and the BIA Expansion project are currently in interim status. A decision must be made as to whether to make them permanent or to extend the interim status for one year. Silva made the recommendation to extend the interim status for both bonds as both projects are still ongoing. After Board discussion, a motion was made and duly seconded.

VOTED: Unanimously to extend the interim status of the bonds for the Ozone and the BIA Expansion projects until September of 2024.

**2024 District Calendar:** Saucier presented the District calendar for next business year.

**Board package correspondence:** As presented.

There being no further business coming before the meeting, it was upon motion being made and duly seconded

VOTED: to adjourn the meeting at 4:43 p.m.

Ralph Foss, Clerk

Marc Edelman

Patty Hamilton

Gerry Palmer, Chair

Robert Sypitkowski

Michael Timpson