

**Bangor Water District
Board of Trustees
Minutes of the Regular Meeting
December 19, 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 Edleman
Ralph Foss
Patty Hamilton
John Hwalek
Gerry Palmer
Robert Sypitkowski
Michael Timpson

being a quorum of Trustees. Also in attendance: General Manager Saucier, Finance Manager Silva, Water Quality Manger Spinney 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 November meeting as presented.

Report of the Treasurer: Finance Manager Silva presented an overview of the November 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 for the month of November total metered sales are behind budget by 8% due to a decline in consumption across all rate classes.

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

Report of the Personnel Committee: Tabled for further discussion

III. Old Business:

Engineer's Report:

- **BIA Expansion – Pump Station:** Corporate Drive Pump Station is up and running well; Crane pump station will be taken offline after final programming is complete; A 75-year warranty on ductile pipe is being requested from the manufacturer.
- **BIA Tank –** Site work is scheduled to begin this week.
- **Other Items of Interest:** Work is continuing to update records and specifications.

Workforce Update: The Construction Department has filled the vacancy for a Utility Worker; Service Technician Phillips has exceeded the requirements for his position by achieving a class III Distribution License; General Manager Saucier recognized three who have achieved years of employment milestones: Treatment Plant Operator Hachey, 35 years, Utility Worker Nadeau, 20 years and Heavy Equipment Operator Getchell, 5 years.

IV: New Business:

Timber Harvest Report: Water Quality Manager Spinney gave a summary of the 2023 Timber Harvest. Thirty-seven acres east of Floods Pond were sustainably harvested using best management practices to protect water quality including road maintenance and erosion control under the supervision of American Forestry Management. Resulting gross revenue from the harvest exceeded expectations due to a greater yield of softwood logs combined with a higher price than expected for pine logs. Additional road improvements due to unusually wet weather and additional cost of transporting timber from the harvest site to higher ground prior to trucking caused the total revenue to be lower than was originally projected. Improvements to a logging road that will be used in subsequent harvests, maintenance of over five miles of property lines and no negative effects on water quality were the objectives that were met during this year's harvest.

Salary and Benefits: Silva advised that the Social Security Administration's Cost of Living Adjustment for 2024 is 3.2% and did not recommend merit increases so as to minimize the effects of the rate case.

Proposed Total Budget: The 2024 total proposed budget was distributed for Board review ahead of the special budget meeting.

Proposed Capital Budget: The 2024 proposed capital budget was distributed for Board review ahead of the special budget meeting.

Rate Case Schedule: Silva presented the schedule for the 2024 rate case for Board review ahead of the special budget meeting.

Executive Session: Chair Palmer then requested an executive session to discuss a personnel matter. It was upon motion being made and duly seconded, unanimously VOTED: to adjourn to executive session to discuss a personnel matter. The Board entered executive session at 5:01 p.m. At 5:22 p.m., the Board came out of executive session and made a motion to adjourn, which was duly seconded and so voted. The meeting was adjourned at 5:24 p.m.

Ralph Foss, Clerk

John Hwalek

Patty Hamilton

Gerry Palmer, Chair

Michael Timpson

Robert Sypitkowski

Marc Edelman