

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – JULY 7, 2016 at 7:30 AM**

The meeting was called to order at 7:30 a.m. by President Hodsdon.

Trustees present: Al Hodsdon, President; Karl Dornish, Vice-President; J. Michael Talbot, Treasurer; Allan Fuller, Clerk; Jeff Earickson, Assistant Treasurer; Joan Sanzenbacher, Trustee; Gary Coull, Trustee; Bill Boucher, Trustee; Patricia Gorman, Trustee; Mark McCluskey, Trustee

Trustees absent: None

Trustee Boucher joined the meeting at 7:35 a.m.
Trustee Talbot left at 8:30 a.m.
Trustee McCluskey left at 8:50 a.m.
Trustee Coull left at 8:50 a.m.
Trustee Dornish left at 8:55 a.m.

Also present: Jeff LaCasse, General Manager; Jefferson Longfellow, KWD Engineer; Matt Zetterman, KWD Director of Water Quality; Benny LaPlante, KWD Distribution Superintendent; Sue Markatine, Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

None

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF JUNE 16, 2016.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' Meeting of June 16, 2016," seconded by Trustee Dornish.

Vote: 8 in favor, Trustee Sanzenbacher abstained, motion carried.

ITEM 3: FINANCIALS

A. ACCOUNT WARRANT

July 7, 2016

CHECKS RELEASED		Check	Dollar
Vendor	Description	Date	Amount
Postmaster	Bulk Mail Postage-Billing	06/15/16	299.22
Critical Alert	Bimonthly Pager Service	06/15/16	112.11
Earthlink Business	Monthly Telephone Service	06/15/16	319.97
Grainger	Eyewash Bottles/Gloves	06/15/16	196.27
Wex Bank	Monthly Vehicle Fuel Usage	06/15/16	1,367.97
Hammond Lumber Company	Brushes for Hydrant Painting	06/15/16	21.20
K L Jack & Company Inc.	Vest Style Harnesses-2	06/15/16	790.00
Joseph's Sporting Goods	Employee Clothing	06/15/16	107.97
Kennebec Auto Service	Oil Change-Tk 5	06/15/16	31.05
LifeSavers Inc.	Defibtech Lifeline AED Package/CPR Microkit Storage Cabinet/Decal	06/15/16	784.51
M C Disposal Inc./DBA CMD	Monthly Portapotty Rental & Rubbish Removal	06/15/16	163.00
Maine Labor Group on Health Inc.	Haz-mat Refresher Training-5 Employees	06/15/16	185.00
Maine Water Works Supply	1 1/2" Meter Flange Kit	06/15/16	29.46
Treasurer, State of Maine	Work Zone Traffic Control Class-7 Employees	06/15/16	165.00
Workplace Health	Hepatitis B Shot & Blood Work-1 Employee	06/15/16	134.00
MaineToday Media	Main Flushing Notices	06/15/16	181.50
McGee Construction LLC	Final Retainage-Central Ave, Waterville	06/15/16	8,482.92
Morning Sentinel	Annual Subscription Renewal	06/15/16	244.29
Motor Supply Company	Bench Vise/Brake Parts Cleaner/Silicone Gasket	06/15/16	268.72
Northern Safety Company Inc.	Nylon Knit Gloves	06/15/16	115.12
Fanado Pelotte	Backhoe/Excavator/Wheelers-Various Locations	06/15/16	4,652.51
Pike Industries Inc.	Ledge Stone	06/15/16	220.05
Harry J. Smith Company	Wheel Hub Oil Cap/Wheel Hub Oil	06/15/16	15.50
Staples Credit Plan	Binders/Headphones/Sharpie Pens/WD My Passport Ultra Timecards/Wireless Keyboard/Mouse	06/15/16	185.10
C H Stevenson Inc.	Cold Patch	06/15/16	2,752.00
Thayer Corporation	Quarterly Service Agreement	06/15/16	305.68
Total Quality Machine & Fab.	Surface Scourer Line Welding-WTP	06/15/16	140.00
Tyler Technologies Inc.	Annual System Support Agreement	06/15/16	5,499.43
Walmart Community/GEMB	Batteries/Car Charger/Beverages/Paper Goods/Vinegar Distilled Water	06/15/16	116.09
Ware-Butler Inc.	Grinder Cord	06/15/16	14.99
Whittemore & Sons	Pavement Saw Repairs	06/15/16	223.57
Kennebec County Reg. of Deeds	Lien Filing Fee-5 Properties	06/16/16	110.00
Alere Escreen	Random Drug Testing-1 Employee	06/22/16	62.00
Business Card-Bank of America	Kaspersky Total Security & Laptop Battery-Amazon Annual Membership Dues-AWWA/Google Apps-Google	06/22/16	415.12
BNY Mellon Corporate Trust	2004 Bond Principal & Interest	06/22/16	38,150.55
Fastenal Company	Safety Glasses-24	06/22/16	116.76
Hach Company	Nutrient Agar with MUG/Light Bulbs for Spectrometer-WTP	06/22/16	300.18
Harcross Chemicals Inc.	Sodium Hypochlorite/Hydrofluorosilicic Acid-WTP	06/22/16	8,435.54
Hussey Communications Inc.	Monthly Internet Service	06/22/16	212.00
J & S Oil Company Inc.	Diesel Fuel	06/22/16	364.94
K L Jack & Company Inc.	Tissue	06/22/16	62.13
Gerald MacKenzie Inc.	Pavement Patches-Various Locations	06/22/16	3,783.60

Maine Municipal Emp. Health Trst.	Monthly Health Insurance	06/22/16	22,374.38
Maine Oxy Spec Air Gases & Tech.	CO2 Exchange	06/22/16	36.54
Maine Water Works Supply	Adaptors/Piping/Couplings/Gate Box Tops/Covers/Socket Butterfly Valve/Hydrant Operating Nuts/Gaskets/Saddle	06/22/16	5,408.57
Northeast Laboratory	Water Testings	06/22/16	550.00
E. J. Prescott Inc.	3/4 Inch Meters-2/1-1/2 Inch Meters-2	06/22/16	1,263.40
Quality Supply Corp.	Backflow Preventer Tester Class-1 Employee	06/22/16	675.00
Somatex	Qualified Rigger/Qualified Signalperson Training-5 Emps.	06/22/16	1,500.00
Staples Credit Plan	Ink/Binder Clips	06/22/16	110.06
Sullivans Waste Disposal	Refund Overpayment of Hydrant Repair Payment	06/22/16	10.00
Super Shoe Stores Inc.	Employee Boots	06/22/16	154.99
Time Warner Cable	Monthly Internet/Telephone Service	06/22/16	232.34
The Turf Doctor North	Grub Protection-Cool Street	06/22/16	100.39
VWR International LLC	Buffer Tabs/Potassium Chloride/Solution Bottles Membranes/Fluoride Standards-WTP	06/22/16	874.59
Winslow Supply Inc.	Pipe	06/22/16	28.32
Wright-Pierce	Fall Protection Design Services/WAPS Services	06/22/16	32,621.24
The Low Impact Hydro Institute	Phase 1 M-4 Recertification Review	06/27/16	2,000.00
Postmaster	Bulk Mail Postage-Billing	06/28/16	643.20
Bluetarp Financial Inc.-Aubuchon	Keys	06/29/16	5.97
Boy Locksmith	Decode Key for Biting	06/29/16	30.00
T W Clark LTD	Release of Retainage-Brook St-Fairfield	06/29/16	7,164.61
Freddie's Service Center	Muffler & Starter-Tk 4	06/29/16	460.65
Home Depot Credit Service	PH Probe-WTP	06/29/16	18.78
J & S Oil Company Inc.	Diesel Fuel	06/29/16	455.42
Kennebec Equipment-FF	Compactor Maintenance & Repair	06/29/16	152.77
Maine Water Utilities Association	Bimonthly Meeting-1 Employee	06/29/16	35.00
Maine Water Works Supply	Service Boxes/Rods/Couplings/Credit-for Base	06/29/16	1,463.64
Treasurer, State of Maine	Public Utilities Commission Annual Regulatory Fee	06/29/16	17,109.00
Motor Supply Company	Diesel Ex Fluid/Car Wash Fluid/Synthetic Grease	06/29/16	109.88
Pike Industries Inc.	Cold Patch	06/29/16	2,184.30
E. J. Prescott Inc.	1 Inch Meters-2/1 1/2 Inch Meter-1/Horns/Backflow Prevs.	06/29/16	3,934.07
Quill Corporation	Copy Paper/Binders/Pads/Stapler	06/29/16	237.52
Runyon Kersteen Ouellette	Professional Audit Services	06/29/16	2,000.00
Staples Credit Plan	Copy Paper	06/29/16	127.96
United States Cellular	Monthly Cell Phone Service	06/29/16	80.78
United States Cellular	Monthly Data Hot Spot Service	06/29/16	97.80
Verizon Wireless	Monthly Data Service	06/29/16	131.00
Walmart Community/GEMB	Paper Goods/Beverages	06/29/16	109.24
City of Waterville	Excavation Permit	06/29/16	138.85
McGee Construction LLC	Main Replacement-Union Street-Waterville	06/29/16	89,280.00
C H Stevenson Inc.	Cold Patch	06/29/16	2,542.16
TOTAL WARRANT			\$276,589.44

Motion by Trustee Earickson, “to ratify the total warrant of checks released for \$276,589.44”, seconded by Trustee Talbot.

Trustee Earickson noted the payment made to Thayer Corporation for the quarterly service agreement and asked for a further explanation. Mr. LaCasse responded that this is for the regularly scheduled maintenance of the heating, ventilating, and air conditioning system at the Business Office on Cool Street.

Vote: Motion carried unanimously.

B. March and April Financial Statements

As part of their packets, the Trustees were provided with a copy of the March and April financial reports, and a brief review of the April financials was conducted. The 2016 metered sales industrial revenue, of which the Huhtamaki Manufacturing Plant is the primary customer, is above 2015 by \$42,316. Contrary to this, the 2016 metered sales commercial revenue is below 2015 by \$15,178. Overall, the 2016 year-to-date net operating revenues are above 2015 by \$17,318.

The 2016 year-to-date net operating expenses are below 2015 by \$20,963. The 2016 year-to-date employee pensions and benefits category is above 2015 by \$49,765 chiefly due to the new requirement of recording the MainePERS employer contribution as a monthly expense. The 2016 materials and supplies category is below 2015 by \$31,499. However, due to various projects and emergencies, this expense is expected to increase, and this will be reflected in the May and June financial reports. Although fuel prices per gallon have been slightly higher in 2016, the 2016 transportation expenses are below 2015 by \$13,889 due to having less vehicle repairs to date.

The 2016 year-to-date M-4 revenue is slightly above 2015, by \$1,725. As of late, M-4 has not been generating a great deal due to little precipitation and resultant low river flow.

Overall, the 2016 year-to-date net operating revenues are above 2015 by \$38,281, and the 2016 year-to-date net income is above 2015 by \$47,771.

Regarding the cash-flow report, Mr. LaCasse will have the line item for the MainePERS re-formatted on the report to reflect the actual balance of these funds. In order to increase interest return, Trustee Hodsdon suggested placing some of the MainePERS funds in certificates of deposits (CDs), adding that the term years can be staged in order to meet KWD's financial obligations.

In reference to the funds in the account reserved for tank related projects, because a few tank cleaning and maintenance projects have recently been completed, these reserve monies will be reduced. Mr. LaCasse also explained that in early 2017 the granular activated carbon (GAC) reserved funds will be utilized. The present batch is losing potency and growing closer to the end of its useful treatment standard and replacement will be necessary. Mr. LaCasse stated this is the last step of the WTP processing succession and is an extremely important filtering process in order to remove contaminants. Trustee Coull asked for further details regarding the scope of the GAC project. Mr. LaCasse explained a company which specializes in this field will actually extract the old GAC and replace it with new GAC for the six filters. KWD monitors and analyzes the effectiveness of the GAC on an annual basis and this is only the second time it will be necessary to replace the GAC since the WTP was put on-line. Trustee Earickson asked if it would more prudent to stagger the replacement of the GAC over a period of time instead of all at one time. Mr. LaCasse explained one reason to conduct the total replacement is due to the fact that the GAC decay rate for all six filters is similar. Secondly, this is a project which requires a specialized contractor, and there will be savings achieved by having only one mobilization cost. Trustee McCluskey asked if all six filters are on-line collectively. Mr. Zetterman responded that although the process would work utilizing only a few filters, it is more efficient to run all six together as the start-up process for the individual units is quite involved and can create a spike in the turbidity reading.

C. Final Audit Report for 2015

As part of their package, the Trustees were provided with a copy of the KWD Audited Financial Statements for fiscal year ending December 31, 2015. Provided to the Board at today's meeting was a copy of the KWD representation letter in connection with the audit of the financial statements addressed to the KWD auditors, Runyon Kersteen Ouellette (RKO), and signed by Mr. LaCasse and Betty Hastings, KWD's Financial Manager. Also provided to the Board at today's meeting, per Government Auditing Standards requirements, was a copy of the letter from RKO addressed to the Board of Trustees regarding its responsibilities and audit findings. Mr. LaCasse suggested that the Trustees take the opportunity to review these documents and present any questions at the next meeting. Trustee Earickson requested copies of the two letters be included in the electronic transmission of the Board packet for the July 21st meeting.

D. Maine Municipal Bond Bank Acceptance

The Trustees were provided with letters from the Department of Health and Human Services (DHHS) Drinking Water Program granting approval for the plans and specifications of the Western Avenue Pump Station (WAPS) capital upgrade and from the Maine Municipal Bond Bank (MMBB) granting approval for the request of a loan up to \$3,300,000 to be funded from the Drinking Water State Revolving Loan Fund (DWSRF) Program for the WAPS capital upgrade. Subsequently, DHHS has authorized \$1,500,000 for the first phase of the project, of which 10 percent (\$150,000) is to be forgiven subject to compliance with and/or DHHS and DWSRF requirements. The interest rate for these funds is 1 percent. Mr. LaCasse explained that although the loan approval amount is \$3.3 million the DWSRF will only allow funding of up to \$3.0 million for the two years expected life of this project. In consideration of the 90 percent completed plans and specifications for the WAPS received from Wright-Pierce and the fact that there is some principal forgiveness, Mr. LaCasse does not anticipate the project cost reaching the \$3.3 million mark. It is unknown at this time if there will be funds available in 2017 for any principal forgiveness for the second phase of this project.

Trustee Fuller noted that on page three of the MMBB document there is a reference to a 5 percent service fee charged by the MMBB for each debt service payment of the loan and a 1 percent project management fee charged by the DHHS for the original amount borrowed. Mr. LaCasse stated this is a standard charge for administrating the loan. Discussion then ensued regarding the totality of the surcharges throughout the life of the bond, as these amounts will definitively drive up the total borrowing amount. Mr. LaCasse will ask the MMBB for confirmation of the percentage rate amounts and compile a projection report to present to the Board at the next meeting.

E. Report on Implementation of Audit Recommendations

Mr. LaCasse is in the process of compiling this report addressing each of the recommendations of KWD's auditing firm, RKO, and will present it to the Board for review at a future meeting. At the request of a Board member, at today's meeting the KWD organizational chart was provided to the Trustees to further aid in their understanding of the flow of the District.

F. Other

None

ITEM 4: MOTION ISSUES

A. Resolution(s) From Bond Counsel Regarding Bond Issuance

This prospective motion is postponed until the next meeting to allow for the assessment of the aforementioned fees of the MMBB and the DHHS.

B. Dump Truck Bid

The Board was provided with the bid tabulations per the KWD specifications for the dump body truck. Four vehicle dealers responded to the bid solicitations with one dealer providing several different options. The recommendation from Mr. LaCasse and O & M Department was to grant the bid to the lowest cost proposal from Daigle and Houghton, Inc. for Option Four, Western Star 4700SF with the body supplier being H. P. Fairfield. Mr. LaPlante commented that this particular dump truck has an automatic transmission which eases the driving operation, and with respect to safety, the driver can concentrate more so on the road rather than the gear-shifting. Trustee Earickson was curious if this vehicle has back-up cameras. Mr. LaPlante responded it does not, and there would be an additional cost to add these cameras. Typically dump trucks are not equipped with these cameras as they are very difficult to keep clean. Dump trucks and many other commercial trucks are equipped with the loud back-up beepers when the vehicle is placed in reverse. Trustee Hodsdon inquired the number of commercial driver licensees employed by KWD, and Mr. LaCasse replied there are seven.

Motion by Trustee Sanzenbacher, “to award the bid for the dump body truck to Daigle and Houghton, Inc. for Option 4, the Western Star 4700SF with the body supplier being H. P. Fairfield, for the net amount after trade allowance of \$84,950.00”, seconded by Trustee Gorman.

Vote: Motion carried unanimously.

C. Paving Contractor Bid

Mr. LaCasse informed the Trustees that Gerald MacKenzie, Inc., KWD’s current contractor, and Pavement Plus, Inc. submitted bids for the excavation paving. Essentially, this bid is for pavement replacement related to excavation repairs. At times, this work can require more manual than machine labor. If desired, KWD can utilize the bid process for major projects which fall outside of this scope of work. Both bidding companies were very close in price, with Gerald MacKenzie, Inc. being slightly lower in cost for the pavement per square yard. In addition, Gerald MacKenzie, Inc. prices were at the same cost as the previous year. KWD has been satisfied with the work provided and response time by Gerald MacKenzie, Inc., and Mr. LaCasse recommended awarding the bid to this company.

Motion by Trustee McCluskey, “as recommended by the General Manger, to award the 2016-2017 excavation paving contract to Gerald MacKenzie, Inc.,” seconded by Trustee Coull.

Vote: 9 in favor, Trustee Earickson abstained, motion carried.

D. Fuel Bid Results (WTP through MPO)

At the June 16th meeting, the Board authorized Mr. LaCasse to review the Maine Power Options fuel oil program pricing and to accept the lowest bid for fuel oil for the WTP facility (approximately 12,000 gallons) for the 2016-2017 heating season. All the bids were fairly competitive with the low bidder being Dennis K. Burke, Inc. Mr. LaCasse accepted this bid at the fixed price of \$1.790 per gallon. Dennis K. Burke, Inc. has been KWD's supplier for the past few years, and KWD has been very satisfied with the reliability of this company.

E. Other

None

ITEM 5: TRUSTEES

A. Comments, Concerns, Ideas

Trustee Dornish referred to an issue which had transpired in 2015, asking if KWD had heard further from the customer who had damage to a finished basement when it flooded due to a water main break. A claim for the cleanup for this basement was submitted to the Maine Municipal Association, KWD's insurance carrier, and was denied due to the Maine Tort Claims Act. Because this customer indicated he planned to bring legal action against KWD, Trustee Dornish asked if this had ever transpired. In response to the question, Mr. LaCasse stated he has not heard further from this customer, and, to date, no suit has been filed.

Trustee Boucher stated that he recently attended a Global Positioning System and Geographic Information System Seminar, and Mr. LaPlante did a great job as a speaker at this event.

B. Other (Election Notices)

Mr. LaCasse has alerted the appropriate municipalities of the upcoming Board openings for the general election and has informed them that there are no longer term limits; therefore, presiding Trustees are eligible to run for re-election. In review, terms expiring this year are as follows: Trustee Earickson and Trustee Talbot from Waterville; Trustee Dornish from Winslow; Trustee Hodson from Fairfield; and Trustee Coull from Vassalboro.

ITEM 6: DEPARTMENT OPERATIONAL REPORTS

A. Water Treatment Plant Update July 7, 2016

Four things have really set the tone for the last month at the water treatment plant, 1) receiving the laboratory on-site assessment report; 2) a finished water odor issue that has led to a string of complaints; 3) a large fluoride spill; and 4) lead testing at the local elementary schools.

The laboratory on-site assessment report was right in line with our expectations. We had a good handle on what we needed to change in the lab leaving the on-site assessment but it was good to have things in writing. We have 30 days to respond with a plan to correct any deficiencies and we are

well on our way. A couple of things to remember (which the inspectors pointed out to us) are that we hadn't had a lab inspection in 6 years and that the two inspectors were both new to our lab and they have their own way of doing things.

After receiving several complaints last month we realized that we had an odor issue that was originating at the treatment plant and that the odor is a musty or earthy smell. The smell isn't overpowering but someone with a sensitive sense of smell may pick up on it without much effort. A musty or earthy smell is commonly associated with decayed organic matter in the water. We haven't had much for odor or taste complaints since the water treatment plant went online because granular activated carbon (GAC) does such a good job at removing organic matter. With that said, our GAC is near the end of its useful life and we had an algae bloom in the spring. This seems to have created a perfect storm of conditions for an odor problem. We have made several adjustments to the treatment process to reduce the odor but it will take a while for this water to reach everyone in the system. It is important to point out that while odor problems can be a nuisance for some customers the water is still completely safe to drink and that odor isn't regulated by the EPA or the Maine Drinking Water Program.

The hydrofluorosilicic acid (fluoride) spill was discovered on June 17th at 6:30am when plant staff arrived for the day. The containment berm had 15 inches of fluoride in it and the fluoride was leaking out of the berm into the environment and back into the building in several locations. We brought in Environmental Projects Inc. to clean up the fluoride and to help us identify where the problem started. Originally they thought the problem was a leaking valve but it turns out the problem originated from a pump housing coming apart after three of the bolts that held it together broke apart. The Department of Environmental Protection was involved as well but their level of concern was pretty low once they saw that we were neutralizing the fluoride with lime. Other than the approximately 1500 gallons of the fluoride that was lost there was damage to parts of the driveway, concrete walkway, entryway carpet, and lawn. We will be implementing alarms on the chemical tanks to help us identify leaks sooner and will be coating the wall of the containment berm that failed and allowed the leak to leave the building.

On a more positive note all 15 samples that were taken from the 5 schools that participated in our lead testing program passed with flying colors. The schools that were tested were: George J. Mitchell School, Albert S. Hall, Mount Merici, Kennebec Montessori School, and Winslow Elementary School. These results are very encouraging and are further proof that the Kennebec Water District is doing a great job with corrosion control.

Matt Zetterman, P.E., Director of Water Quality

Mr. Zetterman provided the Trustees with a slideshow presentation detailing the aforementioned large fluoride spill, the clean-up efforts, and the damage it created. Trustee Earickson inquired if there was a disruption in the fluoride percentage level for the public's drinking water. Mr. Zetterman answered affirmative, but following the Drinking Water Program guidelines, because the level will be normal within a 30 day period, customer public notification is not required. During the discussion of the containment room which houses the fluoride, Mr. Zetterman explained there are fans for ventilation and a green light is activated signifying these fans are operating. Mr. LaPlante, who worked previously at the WTP, commented that because the light is activated by the fan motor, there could be a false green light if there is a broken belt and the fan is not functioning. Therefore, the WTP staff always checks for the green light and listens for the fan before entering the

room. Trustee Fuller made the suggestion to set up a webcam for this area which would display if the fans were actually operating before entering the room.

Trustee Hodsdon inquired if there is a possibility that this damage and subsequent repair could be covered by the KWD insurance. Mr. LaCasse has contacted the insurance company and two adjusters have inspected the damages. As of today, he has not received notification if the claim will be approved or denied. Mr. Zetterman and Mr. LaCasse are in the process of compiling the report of damages and related repair costs. KWD has not received the bill from Environmental Projects, Inc. as of yet, but it is expected to be quite pricey as they had several employees at the WTP for a whole day. Just a few of the other estimates are as follows: 1) \$4,500 chemical replacement cost; 2) \$1,300 wall coating cost; 3) \$1,300 pump and piping replacement cost.

In regards to the above-mentioned lead testing at the elementary schools, it was good news that the samples taken from cafeteria sinks and drinking fountains all proved to have great results. The staff at the schools which have been tested to date were very appreciative of KWD's involvement and support regarding this matter. Trustee Hodsdon suggested sending these results to the Drinking Water Program to alert them that KWD is being proactive regarding the current concerns of lead in drinking water across the country. KWD will continue this testing for other schools in its service territory at some point during the next school session.

B. Operations & Maintenance Update July 7, 2016

June has flown by quickly. We have been using our shared electronic "Task List" for a while now and it has proven to be a very useful tool. It is essentially a "To-Do" list specifically designed for our operations. Other supervisors have been given access to add and view tasks needed to be completed. It has helped to recall dates and personnel on specific jobs, to aid with Finance Office questions, and has helped keep track of when Dig Safe requests are marked, called in, and then matured for the actual dig. We also have the ability to highlight and prioritize tasks, like repairing a S/B that was called in by a customer as opposed to one the employees notice while completing another task. I can now count the Dig Safe Locate Requests we have been asked to perform with 4 clicks of the mouse button, 98 for the month so far with more on the list. We have had a few leaks this month, 2" in Vassalboro, 8" in Winslow, and a 16" in Waterville which was 16' to the top of the main. We have replaced a couple broken valves and are preparing to repair two more. We are also planning to install a new valve in 1st Rangeway that will lessen a 70 home shutdown to around 35. We are excited to acquire a new Dump Truck, but unfortunately it will have to stay parked where the current one is in the tent in the lower yard as there is no room in the garage.

Benjamin LaPlante, Distribution Superintendent

Supplementing the above information, Mr. LaPlante stated that in addition to the major project being conducted on the First Rangeway and Mathews Avenue, two main breaks occurred within the last several hours. Benny commended the O & M crew for their actions of completing the fixes for the main breaks expeditiously and for continuing with the project.

Mr. LaPlante also gave kudos to Dave Folsom, Crew Supervisor, for passing his Class 3 Water Distribution Exam, adding that this is a very difficult test.

At the next meeting, Mr. LaCasse is planning a tour for the Trustees at the South Street complex. Mr. LaPlante commented that he is anxious for the Board to view this facility and to see that there are updates needed, one specifically is to the garage. The present garage is too small and cramped to house the majority of the KWD vehicles and equipment.

C. Customer Service and Safety Updates July 7, 2016

Meter

Service news of note:

Domestic and fire services were deactivated at the Weathervane building on KMD. The building is to be torn down.

A meeting was held with EJ Prescott/Sensus concerning the upgrade path for the Meter Data Management software for the next budget year.

Efforts are underway to move items from the Western Avenue Pump Station to 6 South Street in anticipation of the WAPS upgrade project startup.

The transmission in the main customer service vehicle, a 2008 Ford E-150 with 102,000 miles, failed.

Mike O'Brien, Customer Service Manager

ITEM 7: ENGINEER'S REPORT

A. Engineer's Report

China Lake Elevation: 171.5

Stream Flow: 10 cfs

The main on Union Street has been completed up to the intersection of College Avenue. At this point, the main has been pressure tested and disinfected. We are awaiting the results of the laboratory testing to determine if there is any micro-organism growth. If not, the services will be transferred to the new main, then the connection made onto College Avenue. The existing connection at Front Street will be abandoned, and then the road will be turned over to the City for reclaiming and paving. There is a spot where the crews have encountered the expected gasoline contaminated soil at around four feet below grade, but it is now documented. Testing and documentation will have to resume when three of the services are to be installed. The contractor will make full effort to do all of this work on the same day so that KWD will only need one day of mobilization for Environmental Projects Incorporated (EPI).

While the contractor was allowing the main to be disinfected on Union Street, they mobilized to Nelson Street with the larger excavator and had main delivered. While there, they cut the pavement for the new main. Several passer-byers made comments that the street was just paved. Unfortunately, the City of Waterville's paving contractor had shimmed the street despite being told not to do so. To reduce any unfortunate fall-out, I contacted the City's Facebook manager so that KWD's and the City's side of the situation could at least be presented to the public. McGee Construction will start laying main on Nelson Street from Gilbert Street as soon as work on Union Street is completed.

KWD has received the 90 percent plans and specifications for the Western Avenue Pumping Station Upgrade. I have been reviewing them and setting up a series of notes so that Wright-Pierce can make the appropriate changes.

I have had electricians replace the existing failed halogen interior flood lights with new LED flood lights at M-4. The longer life lamps should not have to be replaced in the foreseeable future.

There have been several requests to install new domestic and fire services since the last meeting. I have been working with the property owners or their contractors to get estimates for new work as well as get the ones that are already underway installed.

Jefferson Longfellow, P.E.

In addition to the above, Mr. Longfellow stated that the work involving McGee Construction connecting the Union Street main to College Avenue will likely be conducted at night during the lower traffic period.

Referring to M-4, Mr. Longfellow informed that Board that KWD is employing Maine Industrial Repair Service to conduct repairs to the speed control switches.

Motion by Trustee Sanzenbacher, "to accept all Department Managers' Reports as presented," seconded by Trustee Earickson.

Vote: Motion carried unanimously.

ITEM 8: GENERAL MANAGER'S REPORT

A. Update on Projects (Pump Station, Twin Tanks)

Mr. LaCasse informed the Board that Central Maine Power has furnished KWD with new service agreements due to the upcoming change in configuration of M-4 being separated from the WAPS and the new associated CMP services.

DN Tanks has completed the re-grouting of the East reservoir twin tank which had some crumbling concrete on the top of the rim. Pictures of this were circulated.

B. Cryptosporidium and Giardia Testing and Associated Cost

The Board was informed that in compliance with the Environmental Protection Agency and Safe Drinking Water Act, every several years, independent of its regular testing processes, KWD is required to conduct routine testing for crypto, giardia and e-coli to assess if the KWD treatment processes utilized are effective. This sampling is conducted monthly for two years and will be mailed

to and analyzed by EMSL Analytical, Inc. which had the lowest cost of the three vendors solicited for pricing. The total cost for this testing will be \$12,250.

C. Results of To-Date Lead Testing in Schools

This agenda item was previously discussed under the WTP Update Report.

D. Alewife Restoration Initiative Update

The alewife restoration initiative (ARI) continues to move forward. KWD recently received correspondence from the ARI indicating that the Masse Dam impoundment will be dewatered the week of July 4th in anticipation of the Masse Dam removal in August. Mr. LaCasse visited the site on July 6th and the dewatering had not occurred as of this date. There are numerous residents who continue to protest the removal of this dam. KWD will continue to remain neutral regarding the ARI and will provide scientific data on its own account if appropriate or if requested by the parties involved in this project.

E. Other (FERC Update, Cyanotoxins)

None

Motion by Trustee Earickson, “to accept the General Manager’s Report as presented,” seconded by Trustee Boucher.

Vote: Motion carried unanimously.

ITEM 9: EXECUTIVE SESSION

None

ITEM 10: PUBLIC PARTICIPATION

None

Motion by Trustee Boucher, “to adjourn the meeting,” seconded by Trustee Earickson.

Vote: Motion carried unanimously.

Meeting adjourned at 9:02 a.m.

Sue Markatine, Recording Secretary