

Town of Portland
Water and Sewer Commission
January 3, 2022
7:00 PM
Buck Foreman Community Center – 2nd Floor

Members Present: Dick Cote, Dave Kuzminski, Jim Nursick, Jim Tripp, Jim McCabe

Absent:

Also Present: Public Works Director Robert Shea, Members of the Public

1. CALL TO ORDER

Dick Cote called the meeting to order at 7:03 PM

2. REVIEW AND APPROVE MINUTES

Dave Kuzminski made a motion to approve the minutes of the December 6, 2021 regular meeting. Jim Tripp seconded. All ayes. Motion passed.

3. ACCEPT AGENDA

Jim Tripp made a motion to approve tonight's agenda. Dave Kuzminski seconded. All ayes. Motion passed.

4. CORRESPONDENCE & COMMUNICATION

None

5. REPORT FROM DIRECTOR

Public Works Director Bob Shea distributed a memo to the Commission members which included activity and improvements that were done in 2021 for both the water and sewer divisions. He highlighted some of the activity:

Water

- * New water main installed on Brownstone Avenue is now online
- * The review of engineering firms who submitted portfolios for the hydrogeological study for new water sources is complete. Four firms have been selected to continue in the interview process.
- * The process of installing new meters and transmitters is continuing.

- * A \$50,000 repair project is needed to be done on the reservoir dam. The project will go out to bid this Summer.

Sewer

- * Improvements to our primary pumps and screens have been completed and are on line.
- * Sewer cleaning has been delayed but will hopefully be continued in early Spring.
- * Manhole inspections are continuing

Many safety improvements have been made in both divisions following recent OSHA inspections.

Bob also briefly reviewed the current aging report for water and sewer. He stated that the most critical part of the report are the accounts which are more than 360 days overdue.

Jim McCabe asked Bob what action the town is taking to collect on these accounts. Bob responded by saying the town Finance Director can address the collection procedures. He added that past collection efforts have been successful.

Bob answered some additional questions of the members regarding his report.

There was a brief discussion about the upcoming process of choosing an engineering firm to conduct the hydrogeological study for new water sources.

6. OLD BUSINESS

None

7. NEW BUSINESS

ELECTION OF CHAIRPERSON FOR THE 2022 CALENDAR YEAR

Jim McCabe nominated Dick Cote for Chairperson for the 2022 calendar year.
Dave Kuzminski nominated Jim Tripp for Chairperson for the 2022 calendar year.
Jim Nursick seconded both nominations.

A secret ballot vote was held. Dick Cote was elected Chairperson for the 2022 calendar year by a vote of 3 – 2.

8. COMMITTEE REPORTS/GENERAL DISCUSSION

None

9. PUBLIC COMMENT

None

10. ADJOURNMENT

Jim Nursick made a motion to adjourn. Jim Tripp seconded. All ayes. Motion passed.
Meeting adjourned at 7:24 PM.

NEXT MEETING - February 7, 2022

Respectfully submitted,

Cheryl H. Creem

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Board Clerk