

BRUNSWICK AND TOPSHAM WATER DISTRICT  
MINUTES OF REGULAR MEETING

February 9, 2009

President Philippon called the Meeting to order. Roll call was taken. Others present were Vice President Rossignol, Trustees Hutchinson, Lawler, Kay and Moll; Treasurer Woollacott, General Manager Frasier, Finance Director Knowles and District Engineer Douglas.

ABSENT: Operations Manager Alexander was absent.

GUESTS: Mr. A. Robert Ruesch, Verrill Dana, LLP

AGENDA ADDITIONS: Item No. 09-01 – Proposed Water Rates

MINUTES:

The Board reviewed the Minutes of the Meeting held on January 12, 2009. A motion was made by Vice President Rossignol and seconded by Trustee Hutchinson to accept the minutes as distributed. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Lawler and seconded by Trustee Hutchinson to defer the regular order of business to adjourn to Executive Session to allow Mr. Ruesch to address the Board regarding the BTWD v. Layne matter. There was a unanimous vote in favor of the motion. A question and answer session followed the report.

A motion was made by Trustee Lawler and seconded by Trustee Hutchinson to return to the regular order of business. There was a unanimous vote in favor of the motion.

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS:

Finance Director Knowles reviewed the Financial Reports for the month ending January 31, 2009.

ENGINEERING REPORT:

*Master Plan*

District Engineer Douglas reported that 95% of the Brunswick and Topsham Water District Master Plan has been completed. A workshop will be held directly after the meeting to discuss the Plan.

*Jordan Avenue Well Field*

District Engineer Douglas reported that two rounds of nitrate sampling in the Jordan Avenue Well Fields to identify possible nitrate sources have been completed. One location with higher than normal nitrate levels was identified near caisson well No. 3 between the new and old well fields, with no source being identified. Sampling of the area will be conducted again in the early spring to see if there are any changes.

*Unregulated Contaminants Monitoring Rule (UCMR)*

District Engineer Douglas reported that the District will be required to sample for unregulated contaminants from List 1 in June and December 2009. The District will have to contract with a laboratory for analysis for these contaminants from the District's three facilities. Bids are presently being requested from laboratories to perform the work. The estimated total cost is \$3,000.00.

*Request for Proposals for Filed Deployment of GIS Data*

District Engineer Douglas reported that the District requested and received proposals from Camp, Dresser and McKee (CDM) and TC Technologies for development and installation of software for field deployment of the District's GIS mapping. The bids were evaluated on a qualitative basis and it was decided to award the project to TC Technology.

GENERAL MANAGER'S REPORT:

*Topsham Development, Inc.*

General Manager Frasier reported that Wright-Pierce has submitted a proposal to Topsham Development, Inc. (TDI) for engineering services for preliminary design to extend the water and sewer services to the north side of Route 295. At the present time TDI has not signed the contract.

GENERAL MANAGER'S REPORT (continued):

*Layne Matter*

The Layne matter was discussed during Executive Session.

*Maine Power Options Fuel Bids*

General Manager Frasier reported that Maine Power Options solicited bids in January for 2009 – 2010 heating season. M.W. Sewall of Bath bid \$2.225 per gallon and was the only supplier that bid a fixed price. All other bids were based on a fixed amount over market price. After review and consideration the District accepted M.W. Sewall's Bid.

ACTION ITEMS:

**09-01 Proposed Water Rates**

Finance Director Knowles reviewed the present and proposed water rates. After discussion on the proposed rates, a motion was made by Vice President Rossignol and seconded by Trustee Hutchinson to file the proposed rate case with the Public Utilities Commission. There was a unanimous vote in favor of the motion.

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next meeting will be held on March 9, 2009 at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Lawler and seconded by Trustee Hutchinson to adjourn.

Respectfully submitted,

Nancy Bucholdt  
Recording Secretary