

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
March 9, 2009

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

ABSENT: Treasurer Woollacott and Operations Manager Alexander were absent.

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the Minutes of the Meeting held on February 9, 2009. A motion was made Trustee Hutchinson and seconded by Trustee Moll to accept the minutes as distributed. There was a unanimous vote in favor of the motion.

CORRESPONDENCE: Action Item 09-02

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS:

Finance Director Knowles reviewed the Financial Reports ending February 28, 2009 and the Draft Audit Report for Years Ended December 31, 2008 and 2007.

ENGINEERING REPORT:

GIS Update

District Engineer Douglas reported that 8% of the service mapping of the 7,800 District services has been completed. The District is implementing upgrades to the network in anticipation of the GIS roll-out of the laptops to the Distribution Crew in April.

DBP Update

District Engineer Douglas reported on the Disinfection By-Product Study which has been ongoing during the fall and winter of 2008/2009 to comply with Stage 2 of the Disinfection By-Product Rule. The discussion will continue under Action Item 09-03.

ENGINEERING REPORT (continued):

Jordan Avenue Well Field

District Engineer Douglas reported that the District is designing plans for the replacement of the old Jordan Avenue Well Field to restore it to full capacity. The well field presently is capable of approximately 60% or 600 gpm of its full capacity. The well field restoration is critical to ensure that the District has an ample water supply.

GENERAL MANAGER'S REPORT:

Coombs Expansion of Use

General Manager Frasier reviewed the Coombs Expansion of Use as approved by the Brunswick Zoning Board of Appeals (ZBA). The Eastman's appealed the ZBA decision to the Brunswick Town Council on February 17, 2009. The Town Council voted to not overturn the ZBA decision. Mr. Coombs has subsequently submitted a Management Plan for review and comment, to which the District has responded.

Rate Case Public Hearing

General Manager Frasier reported the Public Hearing for the proposed rate case will be held on March 17, 2009 at 6:00 p.m. at the District Offices. A Special Board of Trustees Meetings will follow the Public Hearing to vote on the proposed rates which will be submitted to the Public Utilities Commission for approval.

ACTION ITEMS:

09-02 Request for Abatement

General Manager Frasier reported on a letter from Mr. Jim Dow on behalf of his mother, Irene Dow, of 6 Pepperberry Path, Brunswick regarding her quarterly water bill in the amount of \$201.85. After discussion on the request for abatement and the District's Policy and Procedures for Abatement of Unusually High Water Bills Due to Unpredictable Leakage, a motion was made by Trustee Lawler and seconded by Trustee Hutchinson not to grant the request. There was a unanimous vote in favor of the motion.

ACTION ITEMS (continued):

09-03 Authorization to Apply for SRF/ARRA Loan

District Engineer Douglas reviewed the request that the Board take any action necessary to authorize the application and obligation of loans from the Drinking Water State Revolving Fund (SRF) and American Recovery and Reinvestment Act (ARRA) for the construction of Disinfection By-Product (DBP) measures (\$663,000) and replacement of the old section of the Jordan Avenue Wellfield (\$600,000). The Board was also requested to take any action necessary to authorize the District to retain Wright-Pierce Engineers for engineering services related to the piloting, design and specification of the DBP measures on a time and material basis not to exceed \$72,000. The contract would ensure the technical and engineering capacity to execute the DBP Project in a manner that would meet the stringent schedule set by the Drinking Water Program. After discussion on the requests, a motion was made by Trustee Lawler and seconded by Vice President Rossignol to continue to pursue both of the projects in a timely fashion. 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 April 13, 2009, 2009 at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Hutchinson and seconded by Vice President Rossignol to adjourn to Executive Session to discuss legal issues.

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

Respectfully submitted,

Nancy Bucholdt
Recording Secretary