

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
April 12, 2010

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

ABSENT: Vice President Moll, Trustee Hutchinson and Treasurer Woollacott were absent.

AGENDA ADDITIONS: Cash Report

MINUTES:

The Board reviewed the Minutes of the Meeting held on March 8, 2010. A motion was made by Trustee Philippon and seconded by Trustee Kay to accept the minutes as distributed. 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 ending March 31, 2010. The Final Audit Report for the Years Ending December 31, 2009 and 2008 were distributed to the Board.

OPERATIONS MANAGER'S REPORT:

Green Street Main Break

Operations Manager Alexander reported on two water main breaks that occurred on March 11th and April 5, 2010. Both leaks were located at the rear of 159 Park Row on Green Street in Brunswick and occurred within 30 feet of each other. The main was installed in 1948 and was found in good condition, but this pipeline has experienced twelve failures since 1991 and all but three of these leaks were pipeline shears. A power point presentation of the main on Green Street and the surrounding area was given to discuss the possibility of replacing the water line in 2011 to prevent future water interruptions and increase the system dependability by the installation of a new eight inch ductile iron water main.

ENGINEERING REPORT:

GIS Update

District Engineer Douglas reported that at the New England Water Works Association Spring Conference, a presentation was held of the District's field deployed GIS maps during the technical session. Approximately 40% of the customer records have been entered into the system with completion by summer's end.

American Recovery and Reinvestment Act Project-Jackson Station TOC Removal

District Engineer Douglas reported that T-Buck Construction is completing the final certification and training as of April 8th and is on schedule to meet the May 9th substantial completion deadline. Filter #3 is presently being rebuilt and will be ready to go on line with the new treatment scheme by late May.

Bath Road Project

District Engineer Douglas reported that Pratt Brothers have completed the temporary by-pass for the project area and will be working on the water main the night of April 14th. The District will be providing full time inspection throughout the project.

Insurance Services Office

District Engineer Douglas reported that the Insurance Services Office (ISO) will be rating the fire system in the Town of Brunswick on April 13th as part of their Public Protection Classification (PPC™) Program. The District will be conducting fire flows throughout Brunswick to assist ISO in establishing a rating for the water system.

GENERAL MANAGER'S REPORT:

Union Negotiations

General Manager Frasier reported that a negotiating session was held on March 16, 2010 to try to resolve issues raised when the union membership voted against the Tentative Agreement reached on March 2, 2010. With no progress being made, it was agreed by both parties to pursue mediation. The union filed a request for mediation with the Maine Labor Relations Board (MLRB). MLRB estimated fee for the mediation session is \$900.00, which is shared by both parties. The District paid its share of the fees, \$450.00 on April 8, 2010.

Hydrant Shoveling

General Manager Frasier reported on the yearly snow shoveling of the public fire hydrants for the Town of Brunswick. The Town was pleased with the work.

GENERAL MANAGER'S REPORT (continued):

Marine Reserves/Maine Army National Guard Main Extension

General Manager Frasier reported on the Marine Reserves/ Maine Army National Guard Main Extension Project. The Marines have proceeded with plans to extend the water main and have solicited bids for construction of the main. A discussion was held on recent developments that may cast some doubt on whether or not construction will proceed due to the Town of Brunswick and the Midcoast Regional Redevelopment Authority (MRRA) submitting opposition to the Department of Environmental Protection Agency regarding the main extension project. It was the consensus of the Board that a letter be sent to the Town of Brunswick regarding the District's intent on how best to serve the project.

2009 Annual Report

A draft of the narrative to accompany the Auditor's Report for the 2009 Annual Report of the Trustee was distributed to the Board for review and comment.

New Item – Water Usage and Rate

General Manager Frasier reported on an article entitled "As Water Usage Drops, The Bills Are Increasing". The article was released in the Associated Press and was carried in the Times-Record and Portland Press Herald on April 6, 2010. The story featured the Kennebunk, Kennebunkport & Wells Water District and included stories from communities across the nation.

ACTION ITEMS: None

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next meeting will be held on May 10, 2010 at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Philippon and seconded by Trustee Kay to adjourn to Executive Session to discuss personnel issues. There was a unanimous vote in favor of the motion.

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

Respectfully submitted,

Nancy Bucholdt
Recording Secretary