

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING

June 14, 2010

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

ABSENT: President Rossignol was absent.

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the Minutes of the Meeting held on May 10, 2010. A motion was made by Trustee Kay and seconded by Trustee Philippon 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 May 31, 2010.

Finance Director Knowles reported on the billing of the sprinkler accounts at the Highlands. At the present, some of the accounts are being charged for a 1 ½ inch sprinkler system instead of a 2 inch system. These systems will be checked when the backflows are tested in the units.

OPERATION MANAGER'S REPORT:

Bath Road Main Break

Operations Manager Alexander reported on the fourth main leak for the year. The leak occurred on May 24, 2010 at 287 Bath Road, Brunswick in front of the Rodeway Inn. The leak was due to wall failure of a stainless repair clamp. The sleeve had been used to couple two pieces of asbestos cement pipe which was installed in late 1970. The spigot ends were cut out and the repair completed with a short piece of 12 inch ductile iron and sleeves.

ENGINEERING REPORT:

GIS Update

District Engineer Douglas reported that the summer intern began on May 17, 2010. Fifty percent of the customer records have been completed with completion of the project by summer's end.

Bath Road Project

District Engineer Douglas reported that Pratt Brothers have completed the water main portion of the work on Bath Road. The temporary main is being removed and the only remaining work is resolution of conflicts between the abandoned main and new storm drain and raising the valve boxes for pavement. The project should be completed by the first week of July.

Energy and Efficiency Audit

District Engineer Douglas reported that a meeting was held with Siemens Building Technology on June 14th to review their energy and HVAC recommendations for the Jackson facility. The District will be including these recommendations in the 2011 Energy Savings Capital Budget.

GENERAL MANAGER'S REPORT:

Union Negotiations

General Manager Frasier reported the first mediation session has been set for 5:30 p.m. on Wednesday, June 16, 2010 at the District Office. A second mediation session has not been scheduled.

Joint Armed Forces Reserve Center Main Extension

General Manager Frasier reported on a meeting held on May 10, 2010 with Gary Brown, Brunswick Town Manager and Anna Breinich, Director of Planning and Development, Steve Levesque and Jeff Jordan from MRRA, and District Staff. The meeting was held to review the main extension for the Joint Armed Forces Reserve Center. The Town of Brunswick expressed objections to the proposed water main extension along Route 24 because it was outside the designated "Growth Area". The Town proposed an alternative route along Coombs Road to Purinton Road, then across Navy property to the project site. The District's position was that the original route down Route 24 was preferred, but that the alternative route appeared to meet District requirements under the Public Utilities Commissions rules.

GENERAL MANAGER'S REPORT (continued):

Joint Armed Forces Reserve Center Main Extension (continued)

A subsequent meeting was held on May 17, 2010 with multiple organizations attending to see if the alternative route would be acceptable to the project owner, The Department of the Navy. The Navy objected and MRRA offered a third alternative whereby the main would follow along Coombs Road to the project site. All parties agreed that the route would be acceptable and the Town of Brunswick assured that a Road Opening Permit would be approved by the Brunswick Town Council even though the route is outside the Town's designated "Growth Area".

MidCoast Regional Redevelopment Authority (MRRA)

General Manager Frasier reported on a meeting held on June 10, 2010 with MRRA to discuss ways in which the District could assist MRRA in the operation of the Navy water system after the Navy vacates in 2011. A discussion was held by the Board on the issue.

NASB Draft Environmental Impact Statement

General Manager Frasier reported on the Draft Environmental Impact Statement for Disposal and Reuse of the Naval Air Station Brunswick. The report examines the environmental impacts of three alternatives. Alternative 1 is reuse and redevelopment of the base as outlined in the recommended plan by the Brunswick Local Redevelopment Authority. Alternative 2 would provide higher residential and mixed-use densities and no re-use of the airfield. Alternative 3 is the "no action" alternative. Impact on the District was evaluated for all three alternatives.

The report states that ownership of the existing Navy system and ongoing management of the system would have to be established before the Navy vacates. It also noted infrastructure replacement would be required for the system to meet District construction standards, and the preliminary cost estimate for doing so is \$9.1 million. In addition, water demand projections were made for full build-out (20 years) of Alternatives 1 and 2. It was reported that the District has sufficient capacity to meet the estimated demands for Alternative 1 and would face a shortfall of 70,000 gallons per day for Alternative 2. Alternative 3 would have no impact on the District.

GENERAL MANAGER'S REPORT (continued):

NASB Draft Environmental Impact Statement (continued)

The Resolution on Guiding Principles on Providing Water Services at Brunswick Landing by the MidCoast Regional Redevelopment Authority and Brunswick and Topsham Water District was distributed to the Board.

Operators Training

General Manager Frasier reported on the Operators Training Program that is being held on Monday and Wednesday mornings for the Distribution and Pumping and Treatment operators. The program is designed to increase job knowledge and skills, and get information to the operators and give them a thorough understanding of the importance of their jobs and of the District's mission.

ACTION ITEM:

10-09 Property and Casualty Insurance Quotes

Finance Director Knowles reviewed the summary sheet for the Property and Casualty Insurance quotes for the period of July 1, 2010 through June 30, 2011. A motion was made by Trustee Lawler and seconded by Trustee Hutchinson to accept the quote from the Maine Municipal Association in the amount of \$29,117.00. There was a unanimous vote in favor of the motion.

10-10 Rate Collection Commitment

Finance Director Knowles reviewed the lien process the District is initiating on various properties in Brunswick and Topsham. After discussion on the process, a motion was made by Trustee Kay and seconded by Trustee Lawler to approve the 2010 Trustee Commitment to the Treasurer. The Commitment states:

In accordance with provisions of the Brunswick and Topsham Water District Charter, By-Laws, Rules and Regulations and Schedule of Rates, the Trustees of the District hereby commit to you, the Treasurer, for collection, the rates, tolls, rents and other charges for the year 2010, as computed and set forth in the accounts on file at the offices of the Brunswick and Topsham Water District.

There was a unanimous vote in favor the motion.

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next meeting will be held on July 12, 2010 at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Kay and seconded by Trustee Philippon 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 Philippon and seconded by Trustee Hutchinson to adjourn the Executive Session and return to the regular order of business. A motion to adjourn was made by Trustee Kay and seconded by Trustee Philippon. There was a unanimous vote in favor of the motions.

Respectfully submitted,

Nancy Bucholdt
Recording Secretary