

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
July 13, 2009

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

ABSENT: District Engineer Douglas

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the Minutes of the Meeting held on June 8, 2009. A motion was made by Vice President Rossignol and seconded by Trustee Lawler 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 for the month ending June 30, 2009.

OPERATION MANAGER'S REPORT:

School Street Main Replacement

Operation Manager Alexander reported that the replacement of the six inch cast iron main on School Street, Brunswick began on June 24, 2009. The removal of the old cast iron main and installation of the eight inch ductile iron pipe has been completed. The main and fire hydrant have been put into service with seven more services needing to be connected to the main. The installation and use of temporary services were successful during this replacement project.

Leak on Green Street and Park Row

Operations Manager Alexander reported that a leak occurred on July 5, 2009 at the corner of Green Street and Park Row, Brunswick. The leak was a shear in the six inch asbestos cement main four inches from the six inch mainline valve on Green Street. Removal of the six inch valve with poured joints was repaired with a new six inch mechanical joint valve. This was the second leak for this year.

ENGINEERING REPORT:

GIS Update

Efforts are ongoing to digitally map the District's 7,800 services. Presently 20% of the mapping has been completed. The field laptops have been performing well and feedback throughout the start-up has been positive. One of the biggest difficulties with the GIS conversion is getting data back from the field. Special efforts are being made to ensure that the mapping remains active and accurate.

Disinfection By-Products

General Manager Frasier reported that the Disinfection By-Product Project is still in the study phase with the pilot plant. Discussions have been ongoing with the Drinking Water Program regarding the SRF Funding. An intensive schedule has been outlined with Wright-Pierce and the Drinking Water Program to enable the District to qualify for the SRF funding.

Bath Interconnection

General Manager Frasier reported that a parcel of land adjacent to the present location of the Bath-Brunswick Interconnection has come up for sale. Parcels in this area have been identified by both Bath and Brunswick and Topsham Water District's Master Plans as a good location for a future pump station to enable either District to supply the other in case of an emergency. It was the consensus of the Board to further investigate the possible sale of this Brunswick parcel.

GENERAL MANAGER'S REPORT:

MRRA/Marine Reserve Center

General Manager Frasier reported on a meeting held on June 9, 2009 with the Public Utilities Commission (PUC) to discuss the proposed Marine Reserve Center and the Midcoast Regional Redevelopment Authority's (MRRA) plan to create a utilities district. Attending the meeting were Jeff Jordan, Assistant Director of MRRA; Jon Edgerton from Wright-Pierce, consultants for MRRA; Matt Kaply, PUC attorney for water; Stephani Morancie, PUC water staff; Craig Douglas, District Engineer and himself. Mr. Kaply stated that he would discuss these issues with the Public Utilities Commissioners and suggested that both the MRRA and the District retain legal counsel before moving forward. Contact has been made with Mr. James Cohen of Verrill Dana to represent the District. Pending any conflict of interest, Mr. Cohen and Mr. Bill Harwood, who are well known and highly regarded by water utilities in Maine and have extensive experience with the PUC, have agreed to represent the District.

GENERAL MANAGER'S REPORT (continued):

Topsham Development, Inc.

General Manager Frasier reported on Topsham Development, Inc. (TDI) exploring the extension of infrastructure in the north Main Street and Topsham Annex area. A meeting with TDI was held on June 8, 2009 where the District reiterated it's policy and procedures for main extensions and noted that there are limitations for serving some areas due to elevations. The Board will be kept informed on future development.

Personnel

General Manager Frasier reported that Toby Shipley, a member of the Distribution crew, resigned effective June 18, 2009. There are presently five employees in the Distribution Division and currently the vacant position will not be filled.

Larry Wilson, Customer Service Technician, completed 35 years employment with the District in April, 2009. A "coffee cake gathering" was held with District personnel to thank him for his knowledge, experience and years of service to the District Customers and the District.

Annual Water Quality Report

General Manager Frasier reported that the annual Water Quality Report required by the Environmental Protection Agency was delivered to all postal addresses in Brunswick and Topsham last month.

ACTION ITEMS: None

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next meeting will be held on August 10, 2009, at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Moll and seconded by Trustee Hutchinson to adjourn to Executive Session to discuss legal issues.

A motion was made by Trustee Hutchinson 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 Hutchinson. There was a unanimous vote in favor of the motion.

Respectfully submitted,

Nancy Bucholdt
Recording Secretary