

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING

July 12, 2010

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

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the Minutes of the Meeting held on June 14, 2010. A motion was made by Trustee Hutchinson 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 ending June 30, 2010. A Liens and Lien Cost tabulation sheet was reviewed by the Board. The program seems to have had a positive impact on overdue accounts.

ENGINEERING REPORT:

GIS Progress

District Engineer Douglas reported the digitizing of the customer records is ongoing. The Town of Topsham records are almost complete. The main line valve inspection database has allowed the distribution crew to rate and evaluate mainline valves for field use and the asset management system.

Energy and Efficiency Audit

District Engineer Douglas reported that a request for proposals (RFP) for the HVAC work and system upgrades are being prepared. The District has retained the mechanical group from Wright-Pierce to assist with the specifications and the RFP review. The results of the RFP should be available to be included in the 2011 Capital Budget.

GENERAL MANAGER'S REPORT:

MidCoast Regional Redevelopment Authority (MRRA)

General Manager Frasier reported that the final document of the Resolution on Guiding Principles on Providing Water Services at Brunswick Landing (former NAS Brunswick), Property at McKeen Street and the Topsham Annex has been received from MRRA. The key elements of the Guiding Principles were discussed by the Board with further discussion to be continued under Executive Session.

ACTION ITEM:

10-11 Collective Bargaining Agreement

General Manager Frasier reported that a mediation session was held on June 16, 2010 between the District and AFSCME Local 1458-08 and a tentative agreement for a Contract was reached. The Union membership voted on June 23, 2010 to ratify the agreement. After discussion on the Contract, a motion was made by Vice President Moll and seconded by Trustee Hutchinson to approve the Agreement between the Brunswick and Topsham Water District and AFSCME Local 1458-08. 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 August 9, 2010 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 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 Hutchinson and seconded by Trustee Lawler to adjourn the Executive Session and return to the regular order of business. A motion to adjourn was made by Trustee Hutchinson and seconded by Trustee Lawler. There was a unanimous vote in favor of the motions.

Respectfully submitted,

Nancy Bucholdt
Recording Secretary