

BRUNSWICK AND TOPSHAM WATER DISTRICT  
MINUTES OF REGULAR MEETING  
August 10, 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, District Engineer Douglas and Operations Manager Alexander.

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the Minutes of the Meeting held on July 13, 2009. A motion was made by Trustee Lawler and seconded by Vice President Rossignol to accept the minutes as distributed. There was a unanimous vote in favor of the motion.

AGENDA ADDITIONS: None

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS:

Finance Director Knowles reviewed the Financial Reports for the month ending July 31, 2009.

ENGINEERING REPORT:

*GIS Update*

District Engineer Douglas gave a GIS update with a power point presentation. The District is presently 25% through digitally mapping the 7,800 water services.

*Disinfection By-Products.*

District Engineer Douglas gave a power point presentation on the pilot plant study at the Jackson Station and highlighted the progress to date for deciding how to achieve compliance with the Stage 2 Disinfectant and Disinfection By-Product Rule. A discussion on the decision to convert to chloramines or continue developing a TOC removal process was held by the Board to take necessary action on Action Item 09-12.

ENGINEERING REPORT (continued):

*Asset Management*

District Engineer Douglas gave a brief presentation on the preliminary draft of Chapter 4, Service Level Agreement of the Asset Management Program. A workshop will be held in the near future to discuss the Asset Management Program after the District's input into the document.

GENERAL MANAGER'S REPORT:

*Marine Reserve Center*

General Manager Frasier reported that the design for the Marine Reserve Center main extension is in progress. The main will be a 12-inch diameter and run along Route 24 to Coombs Road and onto the site. It was the consensus of the Board for the District to continue to investigate the possibility of the District to operate and maintain private water systems.

*MRRA/Navy Water System*

General Manager Frasier reported that the District has had no contact with MRRA concerning services that may be offered by the District to assist in the operation of the Navy water system. Mr. James Cohen of Verrill-Dana has confirmed that he is willing and able to serve as the District's attorney.

*Union Contract Negotiations*

General Manager Frasier reported that AFSCME Council 93 has made a written request for collective bargaining for wages, rates of pay and other conditions of employment. The contract with the Union states that negotiations must begin no later than 60 days before the current contract expires. The negotiations committee will consist of President Philippon, Vice President Rossignol and General Manager Frasier.

ACTION ITEMS:

**09-12 Authorization for Solicitation of Bids**

A motion was made by Trustee Hutchinson and seconded by Vice President Rossignol to authorize the issuance of plans and specifications for the solicitation of bids for improvement to the Jackson Station to reduce total organic carbon. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Kay and seconded by Trustee Lawler to adjourn to Executive Session to discuss Action Item No. 09-13 - Request for Authorization to Purchase Land and Executive Session Item - legal issues. There was a unanimous vote in favor of the motion.

A motion was made by Vice President Rossignol and seconded by Trustee Hutchinson to adjourn the Executive Session and return to the regular order of business.

ACTION ITEMS (continued):

**09-13 Request for Authorization to Purchase Land**

A motion was made by Vice President Rossignol and seconded by Trustee Moll to authorize the expenditure of monies for purchase of a parcel of land on Bath Road, Brunswick. 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 September 14, 2009, at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Vice President Rossignol and seconded by Trustee Hutchinson to adjourn. There was a unanimous vote in favor of the motion.

Respectfully submitted,

Nancy Bucholdt  
Recording Secretary