

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
September 14, 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 August 10, 2009. A motion was made Vice President Rossignol and seconded by Trustee Hutchinson 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 August 31, 2009.

ENGINEERING REPORT:

GIS Update

District Engineer Douglas reported that the District is digitally mapping its 7,800 services with 30% completion.

Bath Interconnect Update

District Engineer Douglas reported that the Brunswick and Topsham Water District and the Bath Water District have walked the Harding Plant property and drafted a proposed building/parcel for the engineer at Bath Iron Works to review. Bath Water District has contacted the person who has the land for sale.

Disinfection By-Products

District Engineer Douglas reported that the Jackson Station Upgrades: TOC Removal Chemical Feed System went out to bid on August 26, 2009. There will be a mandatory pre-construction meeting on September 15, 2009 with bids being opened at the District at 2:00 p.m. on September 22, 2009.

ENGINEERING REPORT (continued):

ASSET MANAGEMENT

District Engineer Douglas reviewed the Proposed Service Level Agreement (SLA) for the District and a Proposed Asset Management Plan Schedule. A 95% Draft of the Asset Management Plan was distributed to the Board. A power point presentation of Chapter 5, 6 and 7 was presented.

GENERAL MANAGER'S REPORT:

Federal Aviation Administration

General Manager Frasier reported that the FFA will be taking ownership of the control tower at the Naval Air Station Brunswick when the base closes. The FAA has applied for a main extension to take water from the District. As with the Marine Reserves Center, the FAA does not want to rely on the Navy system given the uncertainties with the ownership and long-term viability of the system.

Frank J. Wood Bridge Main Break

General Manager Frasier reported on the main leak which occurred under the Frank J. Wood Bridge on August 24, 2009. The main is a 12-inch cast iron and was installed in 1932. Arrangements were made with the Maine Department of Transportation (MDOT) to hire their under bridge crane and crew to assist with the Repair. The MDOT has billed the District \$1,584.37 for two men and the crane. The final cost for the repair should be less than \$6,000.00.

Hydrant Snow Removal

General Manager Frasier reported that a meeting was held on September 14, 2009 with Brunswick Fire Chief Labbe and Topsham Fire Chief Brilliant. The capabilities of the District to help in snow removal was discussed. The District will be sending both Fire Departments a letter stating that the District will be willing and able to assist them with hydrant snow removal with a cost per hour charge.

ACTION ITEMS: None

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next meeting will be held on October 19, 2009, 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 Vice President Rossignol to adjourn to Executive Session to discuss legal issues. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Lawler and seconded by Trustee Kay 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 Lawler. There was a unanimous vote in favor of the motion.

Respectfully submitted,

Nancy Bucholdt
Recording Secretary