

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING

November 8, 2010

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

ABSENT: Treasurer Woollacott was absent.

AGENDA ADDITIONS: 10-15 Customer Abatement Request

MINUTES:

The Board reviewed the Minutes of the Meeting held on October 18, 2010. A motion was made by Trustee Lawler and seconded by Trustee Hutchinson to approve the minutes as amended. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Kay and seconded by Trustee Hutchinson to approve the Minutes of the Board of Trustees Special Meeting held on October 20, 2010 at 12:00 P.M. 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 October 31, 2010.

OPERATION MANAGER'S REPORT:

Bath Road Improvements at Medical Center Drive

Operations Manager Alexander reported on the Bath Road water main system improvements that were completed on November 3, 2010. Mid-Coast Hospital was on temporary water service approximately four hours during this scheduled work. In the event that a main break or future improvements on Bath Road are needed, Mid-Coast Hospital will now be provided water service from either the Brunswick and Topsham Water District or the Bath Water District. The removal of the two remaining repair sleeves on Bath Road that were installed during 1978 that failed due to corrosion will be completed during the week.

ENGINEERING REPORT:

HVAC Evaluation

District Engineer Douglas reported that a meeting was held with Wright-Pierce and Efficiency Maine to review the available credits for future upgrades to the District HVAC system. Efficiency Maine credits are based solely on electrical savings of installing premium efficiency equipment versus standard efficiency equipment and retrofitting of existing equipment with more efficient equipment. Based on these credits, there is little advantage to select a heating pump system over a traditional oil fired system. The District will now be looking strictly at renewing the existing equipment with more efficient components.

Mid-Coast Hospital

District Engineer Douglas reviewed a letter dated November 5, 2010 to Mr. Michael Pinkham, CHFM, of Mid-Coast Hospital regarding the pressure fluctuations at the hospital. A meeting will be held with Mr. Pinkham to discuss the pressure fluctuation in detail.

Marine Reserve Center

District Engineer Douglas reported that he has spoken with the inspector for the Marine Reserve Center. Harry C. Crooker & Sons will be doing the site work for the project.

GENERAL MANAGER'S REPORT:

Automated Meter Reading

General Manager Frasier reported on a meeting with Bath Water District and EJ Prescott, both Districts' meter and meter-reading equipment supplier, to review possible scenarios for sharing Automated Meter Reading (AMR) facilities. EJ Prescott gave a presentation on the automated meter reading system with one tower being installed on the Brunswick and Topsham Oak Street Tank and the second tower on the Bath Water District Witch Spring Hill Tank. The program would cost approximately \$1 million and would likely be constructed in phases. The District will be investigating this technology and the possible economic benefits in the coming months.

ACTION ITEM:

10-15 Customer Abatement Request

Finance Director Knowles reported on an abatement request from Terry R. Caldwell, 24 Hanson Drive, Topsham regarding an unusually high water bill in the amount of \$297.00 for the period of July 6, 2010 to October 5, 2010. After discussion on the requested abatement, a motion was made by Trustee Lawler and seconded by Trustee Kay to approve the abatement of one-half of the bill in the amount of \$148.50. 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 December 13, 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 Lawler 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 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 motion.

Respectfully submitted,

Nancy Bucholdt
Recording Secretary