

**BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
March 9, 2020**

President Moll called the Meeting to order. Roll call was taken. Others present were: Vice President Ivery, Trustees Philippon, Lawler, Meunier, and Kay; Treasurer May, General Manager Frasier, Assistant General Manager Douglas, and District Engineer Schofield.

Absent: N/A

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the meeting held on February 10. A motion was made by Trustee Lawler and seconded by Trustee Meunier to approve the minutes. 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 February 29, 2020.

ENGINEER'S REPORT:

Master Plan Update

District Engineer Schofield discussed the Master Plan with the Board.

ASSISTANT MANAGER'S REPORT:

Telemetry Radio Upgrade

Assistant General Manager Douglas discussed the need to upgrade the District telemetry radios with the Board. The upgrade would allow Jackson Station and the new Topsham Filtration Facility to operate simultaneously during the start-up procedures.

Solar Power Purchase Contract

The District and the Brunswick Sewer District have received proposed contracts from Revision Energy for a joint siting. Contract language is being reviewed by legal counsel for both parties.

Topsham Filtration Facility Update

Assistant General Manager Douglas informed the Board the project plans are out to bid. The bid opening has been moved to March 31, 2020 after receiving feedback from contractors. To date, there are four general contractors that are on the plan holder list.

Topsham Pressure Zone Update

The District met with Wright-Pierce to discuss the preliminary design for a pressure zone in Topsham with elevated water storage. The Mountain Road project is expected to be completed at the end of the year. A preliminary design would account for the size of the main under the proposed road.

Frank Wood Bridge Update

The District had a conference call with Maine Department of Transportation to discuss the schedule for replacing the Frank Wood Bridge. The District is anticipating the water main will be installed in 2022.

GENERAL MANAGER'S REPORT:

Brunswick Comprehensive Plan

General Manager Frasier and Assistant General Manager Douglas met with Brunswick Town Planner Matt Panfil to discuss the Comprehensive Plan Update. After discussing some concerns, Mr. Panfil reassured the District will have the opportunity to participate in the policy development process.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

20-03 Telemetry Radio Upgrade (CWD)

The Board is requested to take any action it deems appropriate to amend the capital plan to include \$25,000 for hardware, software and programming upgrades to the SCADA telemetry system. A motion was made by Trustee Lawler and seconded by Vice President Ivery to approve to amend the capital plan. There was a unanimous vote in favor of the motion.

20-04 Preliminary Design Report High Pressure Zone (CWD)

The Board is requested to take any action it deems appropriate to authorize the District to retain engineering services for a preliminary design report for a high-pressure zone in Topsham. A motion was made by Trustee Meunier and seconded by Trustee Lawler to authorize the District to retain engineering services with Wright-Pierce for a preliminary design report for a high-pressure zone in Topsham. There was a unanimous vote in favor of the motion.

20-05 Bond Resolution (DOK)

The Board is requested to take any action it deems appropriate to authorize the staff and the Treasurer of the district to execute documents encumbering up to \$35,000,000 for acquiring financing for the construction of the new Topsham Filtration Facility. A motion was made by Vice President Ivery and seconded by Trustee Meunier. There was a unanimous vote in favor of the motion.

Adjourn to Executive Session Per Title 1, MRSA Section 405 (6) (E) to Discuss Legal Issues. A motion was made by Trustee Lawler and seconded by Vice President Ivery to adjourn to Executive Session. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Lawler and seconded by Trustee Meunier to adjourn from Executive Session and return to the Regular Meeting. There was a unanimous vote in favor of the motion.

20-06 Solar Power Purchase Agreement (CWD)

The Board is requested to take any action it deems appropriate to authorize the District to enter a Solar Power Agreement. A motion was made by Vice President Ivery and seconded by Trustee Lawler to authorize the District to enter a Solar Power Agreement. There was a unanimous vote in favor of the motion.

SECOND INVITATION FOR PUBLIC COMMENT: N/A

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

NEXT MEETING:

The next regular meeting will be held on April 13, 2020 at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary