

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
April 13, 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, Director of Operations Cobb, and District Engineer Schofield.

Absent: N/A

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the meeting held on March 9. 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 March 31, 2020.

ENGINEER'S REPORT:

Winter Street Main Replacement

District Engineer Schofield informed the Board there was a conflict with the cast iron water main on Winter Street and the new storm drain and 125 feet of main needed to be replaced. The District will cover the cost of the materials.

Mountain Road Construction

District Engineer Schofield informed the Board water main construction has begun on Mountain Road. It was determined this would be the time to install a master meter to quantify flow on Evergreen Circle. The cost will be split evenly between the District and Highland Green.

ASSISTANT MANAGER'S REPORT:

Solar Power Purchase Contract

Assistant General Manager Douglas informed the Board that the District and Brunswick Sewer District have made a decision to consolidate the legal counsel to one firm and have selected Pierce Atwood. Revision Energy and Pierce Atwood will be meeting the week of April 13.

Topsham Filtration Facility Update

Assistant General Manager informed the Board bids were received and opened on March 31. The lowest bidder was MWH Constructors and CDM Smith has delivered a recommendation of award. The District anticipates a Notice to Proceed being issued on May 1.

Frank Wood Bridge Update

Assistant General Manager Douglas informed the Board the MDOT utility coordinator for the project Rick Paraschak has sadly passed away.

GENERAL MANAGER'S REPORT:

Pandemic Emergency Response Plan

General Manager Frasier updated the Board about how the District is managing during the "stay home" provision.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

20-08 Awarding of the Topsham Filtration Facility contract (CWD)

The Board is requested to take any action it deems appropriate to authorize the General Manager to award the Topsham Filtration Facility to the low bidder MWH Constructors. A motion was made by Trustee Lawler and seconded by Vice President Ivery to authorize the General Manager to award Topsham Filtration Facility to MWH Constructor. There was a unanimous vote in favor of the motion.

20-09 Authorization of Topsham Filtration Facility Engineering and Inspection Services (CWD)

The Board is requested to take any action it deems appropriate to authorize the General Manager to retain CDM Smith for engineering and inspection services for the Topsham Filtration Facility. A motion was made by Trustee Lawler and seconded by Trustee Kay to authorize the General Manager to retain CDM Smith for engineering and inspection services for the Topsham Filtration Facility. There was a unanimous vote in favor of the motion.

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SECOND INVITATION FOR PUBLIC COMMENT: N/A

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

NEXT MEETING:

The next regular meeting will be held on May 11, 2020 at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary