

**BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
May 11, 2020**

Meeting Held via Teleconference

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 April 13. 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 April 30, 2020.

ENGINEER'S REPORT:

Mountain Road Construction

District Engineer Schofield informed the Board the water main construction on Mountain Road is making good progress and the master meter vault has been installed.

New Service and Main Extension Requests

District Engineer Schofield informed the Board the District has received new service line and main extension requests that are being reviewed and corresponding with customers.

Master Plan

District Engineer Schofield informed the Board the Master Plan is being completed and will be available at the June meeting.

ASSISTANT MANAGER'S REPORT:

Solar Power Purchase Contract

Assistant General Manager Douglas informed the Board that the District and Brunswick Sewer District continue to work with their legal counsels on an agreeable contract.

Topsham Filtration Facility Update

Assistant General Manager informed the Board the District has the signed contract from MWH and are waiting for final insurance certificates. The District, CDM Smith and MWH Construction are meeting weekly and preparing to begin the project.

GENERAL MANAGER'S REPORT:

Status Report

General Manager Frasier updated the Board about how the District is managing during the "stay home" provision. The Distribution Crew are returning to their regular work schedule due to an increase in work due to paving and construction.

General Manager Frasier met with Urgent Care of Lewiston and Topsham to discuss re-opening the District safely. Health screening, social distancing, wearing masks and disinfection have been put into place as of May 4.

Five Rivers RWC Capacity Development Grant

General Manager Frasier informed the Board the Five Rivers Regional Water Council have discussed getting a Capacity Development Grant from the Maine Drinking Water Program SRF Program in order to standardize construction terms and conditions to lessen confusion.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

20-10 Treatment Plant Financing (DWK)

The Board is requested to take any action it deems appropriate to make a formal selection of one of the bids for financing the first year of construction. A motion was made by Trustee Lawler and seconded by Trustee Meunier to award the financing to First National Bank. There was a unanimous vote in favor of the motion.

20-11 Authorization to Extend Excused Pay (AJF)

The Board is requested to take any action it deems appropriate to authorize to extend the excused pay revisions of the District's Emergency Response Plan as necessary through December 31, 2020. A motion was made by Trustee Meunier and seconded by Trustee Kay to authorize to extend pay revisions of the District's Emergency Response Plan as necessary through December 31, 2020. There was a unanimous vote in favor of the motion.

20-12 Authorization to Participate in Five Rivers Capacity Development Project (AJF)

The Board is requested to take any action it deems appropriate to authorize the District to participate in the Five Rivers Regional Water District Capacity Development Project at a cost not to exceed \$2,120.00. A motion was made by Trustee Meunier and seconded by Trustee Kay to authorize the District to participate in the Five Rivers Regional Water District Capacity Development Project at a cost not to exceed \$2,120.00. The vote was not unanimous with five votes in favor and one vote opposed.

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 June 8, 2020 at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary