

**BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
November 9, 2020
Meeting Held via Teleconference**

President Ivery called the Meeting to order. Roll call was taken. Others present were: Vice President Meunier, Trustees Philippon, Lawler, Kay and Moll, General Manager Frasier, Assistant Manager Douglas, Director of Finance Knowles, Director of Operations Cobb, and District Engineer Schofield.

Absent: Treasurer May

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the meeting held on October 19. A motion was made by Trustee Lawler and seconded by Trustee Kay to approve the minutes as amended. 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 October 31, 2020.

ENGINEER'S REPORT:

2021 Main Replacements

District Engineer Schofield informed the Board the District will be replacing cast iron main with ductile iron on Cedar Street and galvanized iron main with cast iron on Hawthorne Street in Brunswick. The main replacements will be coordinated with the Town of Brunswick paving projects to reduce the cost.

Redundant Williams Well

District Engineer Schofield informed the Board that a new well is needed to provide redundancy for the Williams Well. Although the well is operating satisfactorily, it is 70 years old and is critical for maintain good finished water quality for the Taylor Station. The project well will be phased in beginning in 2021. The first phase will be hiring a hydrogeologist to determine the best location.

ASSISTANT MANAGER'S REPORT:

Topsham Filtration Facility Update

Assistant General Manager Douglas informed the Board construction on the new facility continues to progress well. The first wall for the filtration area is up and the new transfer switch has been installed.

CDM Smith has submitted an Application for Partial Payment Estimate No. 6 for work completed September 16, 2020, through October 15, 2020 in the amount of \$705,185.

Solar Power Purchase Contract Update

Assistant General Manager Douglas informed the Board Revision has proposed to assign the solar contract to Solage. Sarah Tracy of Pierce Atwood will review the amendments.

Frank Wood Bridge Update

The Frank Wood Bridge Replacement Project has been placed on hold by the Maine Department of Transportation due to pending litigation.

Topsham Pressure Zone Update

Assistant General Manager Douglas reviewed a report from Wright Pierce detailing a proposed parcel for an elevated tank to serve a high pressure zone in Topsham in the vicinity of Highland Green and the Annex.

GENERAL MANAGER'S REPORT:

Operations Status

General Manager Frasier informed the Board the District will continue operating with caution due to Covid-19. Currently Maine has the highest reproduction number in the nation.

Rate Case Public Hearing

General Manager Frasier informed the Board the Public Hearing is scheduled for December 14, at 5:30 p.m. at the District Office.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

20-20 2021 Proposed Capital Budget

The Board is requested to take any action it deems necessary to approve the Proposed Capital Budget.

A motion was made by Trustee Philippon and seconded by Trustee Lawler to approve the 2021 Proposed Capital Budget. There was a unanimous vote in favor of the motion.

Second Invitation for Public Comment: None

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

NEXT MEETING:

The next regular meeting will be held on December 14, 2020 at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary