

**BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
December 14, 2020**

**Meeting held at Jackson Station, 266 River Rd and available
remotely with teleconference due to COVID 19**

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

Absent: None

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the meeting held on November 9. A motion was made by Trustee Philippon and seconded by Trustee Moll 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 November 30, 2020.

ENGINEER'S REPORT:

Williams Well Update

District Engineer Schofield informed the Board the District met with Wright-Pierce at Taylor Station to evaluate and discuss installing a redundant well.

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 walls for the filtration area, piping and footings have been started.

The District approved the Application for Partial Payment Estimate No. 7 for work completed October 16, 2020, through November 15, 2020 in the amount of \$1,041,394.74.

GENERAL MANAGER'S REPORT:

Health Insurance

General Manager Frasier informed the Board the District has renewed their health insurance plan with Anthem for 2021 with a 0.32% increase.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

20-21 Treasurer's Commitment to the Trustees and the Trustees' Commitment to the Treasurer

A motion was made by Vice President Meunier and seconded by Trustee Moll to approve the Trustees' Commitment to the Treasurer and the Treasurer's Commitment to the Trustees. There was a unanimous vote in favor of the motion.

Second Invitation for Public Comment: None

A motion was made by Vice President Meunier and seconded by Trustee Moll to adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (A) to Discuss Personnel Issues. There was a unanimous vote in favor of the motion.

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

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

NEXT MEETING:

The next regular meeting will be held on January 11, 2021 at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary