

**BRUNSWICK AND TOPSHAM WATER DISTRICT  
MINUTES OF REGULAR MEETING  
April 12, 2021**

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

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

Absent: President Ivery

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the meeting held on March 8. A motion was made by Trustee Lawler and seconded by Trustee Philippon 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, 2021.

DIRECTOR OF OPERATIONS REPORT:

*Brunswick Flushing*

Director of Operations Cobb informed the Board the District has begun flushing in Brunswick and will take two to three months to complete.

*Taylor 50Hp Well*

Director of Operations Cobb informed the Board that Taylor Station experienced an unexpected motor failure at Taylor Station on March 11, he contacted DL Maher to make necessary repairs. DL Maher pulled the existing motor and have ordered a new one. Redevelopment of the well should begin within the next several weeks.

*Other Projects on the Horizon*

Director of Operations Cobb informed the Board the District will be coordinating with the Town of Brunswick and the Town of Topsham paving projects to raise valve boxes, replace mains, and replace service saddles to help reduce the cost.

ENGINEER'S REPORT:

*Cedar and Hawthorne Main Replacement*

District Engineer Schofield informed the Board the bid opening for Cedar and Hawthorne Streets main replacements was held on March 26, with Crooker Construction being the lowest bidder at \$431,987.40. Materials for the project will be provided by the District per project specifications.

*Summer Street Main*

District Engineer Schofield informed the Board the District will be installing 8-inch ductile iron on Summer Street this construction season. The installation will eliminate two dead ends and keep the main in service during the Frank Wood bridge replacement project.

GENERAL MANAGER'S REPORT:

*Topsham Filtration Facility Update*

General Manager Douglas informed the Board construction on the new facility continues to progress well. The Maine Bond Bank and Maine Public Utilities Commission have approved financing for the second year in two \$17.5 million bonds.

Partial Payment Estimate No. 11 for work completed February 16, 2020, through March 16, 2021 in the amount of \$1,168,301.85 was reviewed and has been paid.

General Manager Douglas informed the Board there would be a walking tour of the new facility for those interested. Those who could not were informed anytime they would like a tour to contact him.

*Solar Project*

General Manager Douglas informed the Board the solar project with Brunswick Sewer District continues to advance. The Town of Yarmouth, RSU 5, and both districts have been allocated solar credits. The District received estoppel certificates that required counsel review and amending to properly protect the District.

*Network Security*

General Manager Douglas informed the Board the District is receiving quotes for a third-party review of the District's network security. The network upgrades timing should work well for the new facility.

*Water Week Film Discussion*

General Manager Douglas will be working with the Curtis Memorial Library on one of their film discussions focusing on water.

ADDITIONAL COMMENTS: None

ACTION ITEMS: None

Second Invitation for Public Comment: None

A motion was made by Trustee Lawler 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 May 10, 2021 at 5:30 p.m.

Respectfully submitted,  
Linda Deacetis  
Recording Secretary