

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
March 14, 2022

President Ivery called the Meeting to order. Roll call was taken. Others present were: Vice President Meunier, Trustees Lawler, Philippon, Kay, and Moll, General 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 February 14. A motion was made by Vice President Meunier and seconded by Trustee Lawler 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 February 28, 2022. The District is prepared to file for rates at the end of the week. A draft of the rate case summary was presented that showed a 15% rate increase. The rate case is driven by the \$17.5 million bond for the new treatment plant issued in 2021. In order for the rate case to have an effective date of June 1, the rate case will need to have a public hearing between April 18 and April 20. The Board selected April 19 at 5:30pm, with the regular meeting to be scheduled on that day at 6:00pm.

ENGINEER'S REPORT:

Lead Service Line Inventory

District Engineer Schofield informed the Board the first batch of letters requesting service line information from customers were sent. There has been a 20% response to date. A reminder letter or postcard will be sent to ensure we get the information needed.

Ductile Iron Pipe Inventory

District Engineer Schofield informed the Board the lead times for ductile iron pipe is currently 6 months. The District placed an order for pipe in February which should be delivered in August in time for planned projects.

GENERAL MANAGER'S REPORT:

Topsham Filtration Facility Update

General Manager Douglas informed the Board construction on the new facility continues to progress throughout the building. Pressure testing and assembly of smaller piping is being done for the treatment process.

Partial Payment Estimate No. 22 for work completed January 16, 2022 through February 15, 2022 in the amount of \$774,766.79 was reviewed and has been paid.

PFAS/PFOA Update

General Manager Douglas informed the Board the District is operating the Jordan Avenue Station conservatively and plan to add to the sampling plan to assure safety. A kickoff meeting was held with Wright-Pierce and CDM Smith hydrogeologists to assist with the investigation. The District has been granted permission from land abutters to test water on their property to aid in the investigation.

General Manager Douglas has sent the Maine Drinking Water Program a grant request for \$155,000 to fund investigations.

Updates to the Fire Protection Rates

General Manager Douglas reviewed with the Board the District the process of updating the methodology and rates for private fire protection. Updating will provide consistency throughout the District in the way customers are billed. The plan has been reviewed by legal counsel and is incorporated in the proposed rate case.

22-04 MOU with Union for Juneteenth Holiday on 2022

A motion was made by Trustee Lawler and seconded by Trustee Kay to authorize the General Manager to sign a MOU with the union to add Juneteenth as a holiday for union covered positions in 2022. There was a unanimous vote in favor of the motion.

Action Items:

A motion was made by Vice President Meunier and seconded by Trustee Lawler to adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (D) to Discuss Labor Contract Issues. There was a unanimous vote in favor of the motion at 6:04 p.m.

A motion was made by Vice President Meunier and seconded by Trustee Lawler to adjourn from Executive Session and return to the Regular Meeting. There was a unanimous vote in favor of the motion at 6:08 p.m.

A motion was made by Vice President Meunier and seconded by Trustee Lawler to adjourn. There was a unanimous vote in favor of the motion at 6:08 p.m.

NEXT MEETING:

There will be a Public Hearing at 5:30 p.m. on April 19, 2022, with the regular meeting following at 6:00 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary