

**BRUNSWICK AND TOPSHAM WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**December 12, 2022**

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

Absent: N/A

AGENDA ADDITIONS: None

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

**MINUTES:**

The Board reviewed the minutes of the meeting held on November 14. A motion was made by Trustee Moll and seconded by Trustee Kay to approve the minutes. There was a unanimous vote in favor of the motion.

**FINANCIAL REPORTS:**

Director of Finance Knowles reviewed the Financial Reports for the month ending November 30, 2022.

**DISTRICT ENGINEER'S REPORT:**

*Maine Street, Brunswick Sidewalks*

District Engineer Schofield informed the Board the Town of Brunswick plan on replacing the sidewalks along Maine Street to Pleasant Street in 2023. Before the town project, the District will be replacing hydrants, valves, and services as needed.

*TTHM Data*

District Engineer Schofield informed the Board the TTHM levels in the distribution system have dropped by 73% since the Holden Station began producing water. TTHM levels are well below the regulatory limit of 80 parts per billion.

*Jordan Avenue Report*

District Engineer Schofield distributed the final report from Wright-Pierce for their work at Jordan Avenue. Their work identifies the runway area of the former Brunswick Naval Air Station as the likely source of the PFAS plume.

GENERAL MANAGER'S REPORT:

*Holden Treatment Station Update*

General Manager Douglas informed the Board that MWH obtained substantial completion on December 1. The District insurance will be paying \$35,000 for the replacement of the Holden Well pump.

*PFAS/PFOA Update*

General Manager Douglas informed the Board the PFAS numbers are below detection. At Jordan Avenue Station the numbers are a result of decreasing demands from the source, and the improved operation of the treatment system.

*Health Insurance Changes*

General Manager Douglas informed the Board about the changes in the Maine health insurance market. The POS program the District participated in no longer exists, therefore the District will be participating in an HMO plan with a 6.24% increase. The HMO Plan is the closest to the plan the District currently has.

*Union Status*

General Manager Douglas informed the Board district employees voted to no longer have union representation. The vote was four against and three in favor of keeping the union.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

22-14 2023 Operating Budget

Director of Finance Knowles reviewed the 2023 Operating Budget with the Board. After some discussion, a motion was made by Trustee Kay and seconded by Trustee Lawler to approve the 2023 Operating Budget. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Lawler and seconded by Trustee Moll to adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (A) to Discuss Personnel Issues, and Title 1 MRSA Section 405 (6) (E) to Discuss Legal Issues. There was a unanimous vote in favor of the motion at 5:52 p.m.

A motion was made by Trustee Lawler and seconded by Vice President Philippon to adjourn from Executive Session and return to the Regular Meeting. There was a unanimous vote in favor of the motion at 6:19 p.m.

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

**NEXT MEETING:**

The next regular meeting will be held on January 9, at 5:30 p.m.

Respectfully submitted,  
Linda Deacetis  
Recording Secretary