

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
May 8, 2023

President Meunier called the Meeting to order. Roll call was taken. Others present were: Vice President Philippon, Treasurer May, Trustees Ivery, Kay, Lawler, and Moll, 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 April 10. A motion was made by Trustee Lawler and seconded by Trustee Moll 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 April 30, 2023.

DISTRICT ENGINEER'S REPORT:

Williams Well

District Engineer Schofield informed the Board the District has reviewed the 90% drawings from Wright-Pierce for the Williams Well. Final plans are expected this month. The pitless adapter has been installed by DL Maher and District crews have installed pipe for the new well toward the existing well house. Larger components have been ordered. Upgrades are expected to start late September or October.

Taylor Wells

District Engineer Schofield informed the Board that DL Maher tried to pump test the 100 horsepower well at Taylor Station but began pulling air before reaching 300 gallons per minute. The well was designed to pump 1,000 gallons per minute but has deteriorated over time. The 50 horsepower well at Taylor was pump tested in 2021 and is only capable of pumping 200 gallons per minute due to deterioration as well. Both wells were installed in 1955. The wells have reached a point where they will need to be replaced in the near future.

GENERAL MANAGER'S REPORT:

Jordan Avenue PFAS Update

General Manager Douglas informed the Board the discussion with the Navy is progressing well. There are two major outstanding items that will be discussed in Executive Session due to legal issues. There is an action item to proceed with the contract if approved.

Highland Green Master Meter Unaccounted for Water

General Manager Douglas informed the Board that Highland Green hired EJP to do a leak detection survey to search for unaccounted for water. Highland Green has supplied EJP with a system map to assist with the process. The investigation is scheduled for the end of the week.

Five River Council Update and Regional Meeting

General Manager Douglas informed the Board the District will be hosting a joint meeting of the members and their Boards on Thursday, May 11, at 5:00 p.m. to share concerns and experiences and tour the facility.

Upcoming Meetings

General Manager Douglas informed the Board he will be attending the American Water Works National Conference in Toronto and will be unable to attend the June 12, Board Meeting, but will be available to call in if necessary. General Manager Douglas will be attending a golf fundraiser on August 14th after some discussion the Board felt it best to move the meeting to Tuesday, August 15th.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

23-06 Request for Abatement

A motion was made by Trustee Lawler and seconded by Vice President Philippon to grant Davis Ct. an abatement of \$3,347.63. There was a unanimous vote in favor of the motion.

23-07 Privacy Policy

A motion was made by Trustee Lawler and seconded by Trustee Moll to authorize to approve the online privacy policy. There was a unanimous vote in favor of the motion

23-08 Rate Adjustment

A motion was made by Vice President Philippon and seconded by Trustee Lawler to approve the rate increase of 18.47%. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Ivery and seconded by Trustee Lawler to adjourn to Executive Session Per Title 1 MRSA Section 405 (E) to Discuss Legal Issues. There was a unanimous vote in favor of the motion at 6:02 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 6:13 p.m.

23-09 Engineering Services Cooperative Agreement

A motion was made by Trustee Lawler and seconded by Trustee Philippon to authorize the General Manager to enter into an Engineering Services Cooperative Agreement for Jordan Avenue Station with the Navy pending the successful resolution of a contract value for the agreement. There was a unanimous vote in favor of the motion.

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

NEXT MEETING:

The next regular meeting will be held on Monday, June 12, at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary