

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
September 11, 2023

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

Absent: N/A

AGENDA ADDITIONS: None

CORRESPONDENCE: Notice of Proposed Class Action Settlement

General Manager Douglas discussed the Notice of Proposed Class Action Settlement with the Board. The District will seek legal counsel on the matter.

INVITATION FOR PUBLIC COMMENT: None

MINUTES:

The Board reviewed the minutes of the meeting held on August 15. 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 August 31, 2023.

DISTRICT ENGINEER'S REPORT:

Androscoggin River Crossing

District Engineer Schofield informed the Board the installation of the 16" ductile iron main for the Androscoggin River Crossing has begun. The installation of the HDPE pipe under the river is expected to begin in late September.

Maine Street Sidewalks

District Engineer Schofield informed the Board that the District has completed replacing hydrants, service lines, and service line valves on Maine Street. The District coordinated with local businesses to minimize the impact and the project went very well.

Williams Well

District Engineer Schofield informed the Board that Express Electric and I&C Systems Engineering have submitted pricing for the Williams Well project. Submittals have been reviewed and materials have been ordered.

GENERAL MANAGER'S REPORT:

Jordan Avenue PFAS Update

General Manager Douglas informed the Board the District has received an executable contract from the Navy.

Annual Trustee Report

General Manager Douglas reviewed the 2020 and 2021 Annual Report of the Trustees with the Board.

October Board Meeting

General Manager Douglas informed the Board due to Indigenous People's Day being on Monday, October 9, the October Board meeting will be moved to the following Monday, October 16.

Highland Green Meter Unaccounted for Water

General Manager Douglas informed the Board that Highland Green has successfully located a leak and has made the repairs, significantly reducing their unaccounted-for water. Several illegally connected irrigation systems have been found, and more will likely be located.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

23-12 Annual Report of the Trustees 2020 & 2021 (CWD)

A motion was made by Trustee Lawler and seconded by Trustee Moll to approve the 2020 & 2021 Annual Report of the Trustees after review by District staff of Trustee terms. There was a unanimous vote in favor of the motion.

23-13 Request for Abatement (DOK)

A motion was made by Trustee Lawler and seconded by Trustee Moll to approve the abatement for MSAD 75 in the amount of \$4,234.68. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Moll and seconded by Trustee Ivery to adjourn to Executive Session Per Title 1 MRSA Section 405 (6) to Discuss Personnel Issues and Section 405 (6) (E) to Discuss Legal Issues. There was a unanimous vote in favor of the motion at 5:49 p.m.

A motion was made by Trustee Ivery 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 at 6:05 p.m.

23-14 Engineering Services Cooperative Agreement (CWD)

A motion was made by Trustee Lawler and seconded by Trustee Moll to authorize the General Manager to enter into contract via the phased ESCA negotiated with the US Navy. There was a unanimous vote in favor of the motion.

The Board recognized Trustee Lawler for her 7 terms and 21 years of service to the District, Board and its customers. He was presented with a desktop crystal waterdrop that commemorates her years of service.

A motion was made by Trustee Lawler and seconded by Trustee Moll to adjourn the meeting. There was a unanimous vote in favor of the motion at 6:05 p.m.

NEXT MEETING:

The next regular meeting will be held on Monday, October 16, at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary