

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
October 16, 2023

President Meunier called the Meeting to order. Roll call was taken. Others present were: Vice President Philippon, Trustees Glidden-Lyon, Kay, Ivery, and Moll, Treasurer May, General Manager Douglas, Director of Finance Knowles, 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 September 11. A motion was made by Trustee Ivery and seconded by Vice President Philippon 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 September 30, 2023.

DISTRICT ENGINEER'S REPORT:

Androscoggin River Crossing

District Engineer Schofield informed the Board that District staff have completed the installation of 16" ductile iron pipe within a few hundred feet of the connection point on the Topsham side of the river. The HDPE pipe to be installed under the river is on site and the contractor will be mobilizing it in two to three weeks.

Taylor Well Replacements

District Engineer Schofield informed the Board the 50HP and 100 HP wells at Taylor Station have declined to a point where they can no longer be restored or effectively used. The wells provide critical redundancy for the station. District staff are working with Wright-Pierce on a proposal for engineering services for the design of replacement wells.

Wright-Pierce reached out to the District because the test well driller is available the week of October 16 to install test wells and to determine the location of the replacement wells. The cost is expected to be up to \$50,000 based on the Williams Well Project. There is an action item to add the work to the 2023 capital budget.

GENERAL MANAGER'S REPORT:

Jordan Avenue PFAS Update

General Manager Douglas informed the Board the District has executed the Engineering Services Cooperative Agreement (ESCA) with the Navy. A tolling agreement to the government has been submitted on behalf of the District by legal counsel, McLane. The District has executed a contract with CDM for the facility design and a purchase order with Blueleaf for treatment piloting.

The Navy proposed a kickoff meeting for October 23, 2023. The District is proceeding per the agreement as it is time-sensitive.

PFAS Class Action Lawsuits

General Manager Douglas updated the Board regarding the Dupont and 3M class action lawsuits for PFAS. The District and other utilities are scheduled to receive funds if they don't opt out of the lawsuits. The District is planning on opting out in part because the settlement releases the liability from Dupont and 3M and the total financial value to the District will be around \$2.2 million. Presently the District expects to expend \$20 million just on Jordan Avenue. Given the uncertain effects and extent of PFAS contamination, General Manager Douglas feels that opting is the best approach. The decision to opt out needs to be delivered to the courts by December 11, 2023.

Highland Green Meter Unaccounted for Water

General Manager Douglas informed the Board that the Highland Green issue has been brought to a close. The District has issued an abatement due to the unique set of circumstances that unfolded in this situation. A payment arrangement for the outstanding balance for the next eight quarters has been agreed to. In addition, Highland Green will be responsible for their quarterly usage moving forward. The resolve brings the Highland Green customers into parity with the customer base.

Maine Tort Claims Act

General Manager Douglas reviewed the Maine Tort Claims Act with the Board.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

23-15 Annual Report of the Trustees 2018 & 2019 (CWD)

A motion was made by Trustee Moll and seconded by Trustee Ivery to approve the 2018 & 2019 Annual Report of the Trustees. There was a unanimous vote in favor of the motion.

23-16 Pension Plan Amendment (DOK)

A motion was made by Trustee Ivery and seconded by Trustee Kay to approve the adoption Agreement #002 together with the Basic Plan Document. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Ivery and seconded by Trustee Kay to approve the SECURE/CARES/CAA Amendment. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Glidden-Lyon and seconded by Trustee Ivery to approve the Trust Agreement. There was a unanimous vote in favor of the motion

23-17 Taylor Replacement Well Exploration

A motion was made by Trustee Glidden-Lyon and seconded by Vice President Philippon to amend the capital budget to include \$50,000 for the installation of the test wells to site the new wells intended to replace the 100 HP and 50 HP wells. There was a unanimous vote in favor of the motion.

23-18 Request for Abatement (DOK)

A motion was made by Trustee Moll and seconded by Trustee Ivery to approve the abatement of \$1,461.55 to Janet Rousseau, 28 School St., Brunswick. There was a unanimous vote in favor of the motion.

23-19 Election of Officers

In accordance with requirements of Article II, Paragraph 1 of the Brunswick & Topsham Water District By-Laws, the following action was taken for the Election of Officers:

President Meunier turned the meeting over to Clerk Douglas who was designated Chairman Pro-Tem. Chairman Pro-Tem Douglas asked for nominations for the office of President. Trustee Moll nominated Trustee Philippon for the Office of President. With no other nominations, Chairman Pro-Tem Douglas cast one ballot for Trustee Philippon for the Office of President.

President Philippon asked for nominations for the office of Vice President. Trustee Ivery nominated Trustee Kay for the Office of Vice President. With no other nominations, President Philippon cast one ballot for Trustee Kay for the Office of Vice President.

President Philippon asked for nominations for the Office of Clerk. Trustee Meunier nominated Mr. Craig Douglas for the Office of Clerk. With no other nominations, President Philippon cast one ballot for Mr. Craig Douglas for the Office of Clerk.

President Philippon asked for nominations for the Office of Treasurer. Trustee Meunier, nominated Mrs. Danielle May for the Office of Treasurer for the year 2024. With no other nominations, President Philippon cast one ballot for Mrs. Danielle May for the position of Treasurer for the calendar year 2024.

President Philippon asked for nominations for the position of General Manager. Trustee Meunier nominated Mr. Craig Douglas for the position of General Manager for the calendar year 2024. With no other nominations, President Philippon cast one ballot for Mr. Craig Douglas for the position of General Manager for the calendar year 2024.

With no other office or positions to be filled, President Philippon declared the Election of Officers to be complete.

A motion was made by Trustee Meunier and seconded by Trustee Ivery to adjourn the meeting. There was a unanimous vote in favor of the motion at 6:03 p.m.

NEXT MEETING:

The next regular meeting will be held on Monday, November 13, at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary