

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
March 11, 2024

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

Absent: Vice President Kay

AGENDA ADDITIONS: None

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

MINUTES:

The Board reviewed the minutes of the meeting held on February 12, 2024. A motion was made by Trustee Ivery 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 February 29, 2024.

DISTRICT ENGINEER'S REPORT:

Williams Well

District Engineer Schofield informed the Board that work at the Williams Well has been completed. The well will be placed into service after the redevelopment of the 150-horsepower Taylor well is finished.

Whittier, Berry, and Bowdoin Main Replacements

District Engineer Schofield informed the Board that the Town of Brunswick has shared their paving schedule with the District. The schedule includes a full-depth rebuild of Whittier St., Berry St., Bowdoin St., and Atwood Lane. These streets have six-inch cast iron water mains from 1940, which have a history of main breaks. The District has prepared plans to replace 1,360 feet of six-inch cast iron, 140 feet of two-inch galvanized iron, and 27 domestic service lines, which will be included in the town's project. The bid opening for the project is scheduled for April 5, 2024.

GENERAL MANAGER'S REPORT:

Jordan Avenue/Army Update

General Manager Douglas informed the Board that the District expects to receive the 60% drawings from CDM on March 15, 2024, and the bid opening is still scheduled for July 16. The District is looking to award the project within 90 days. The PFAS levels in the aquifer are being monitored, and the media in the PFAS treatment system for the lower field is set to be replaced in April.

Pension Plan-Administrative and Investment Plan Charter

General Manager Douglas informed the Board that Betts Gorsky of Verrill Dana LLP, amended the District pension plan to conform to current regulations. The plan will be reviewed annually and updated when changes occur in the law and IRS guidance. This is the Trust Agreement. As a result of these changes, the District reviewed the Plan Charter. The Plan Charter outlines how the Trust Agreement is administered, including the actions of the staff, Trustees, and District service providers.

AWWA Washington DC Fly-In

General Manager Douglas discussed with the Board he had been offered to be the Maine representative for AWWA Fly-In. He would meet with members of the Maine delegation to discuss important issues such as PFAS, lead services, and cyber security. The Board felt it is important to keep the Maine delegation informed about the issues in the water sector and supported General Manager Douglas's participation. Due to the timing, he will miss next month's meeting.

Customer Lead Service Line Replacement Program

General Manager Douglas shared with the Board the District's draft proposal to the Drinking Water Program for a pilot program aimed at replacing galvanized customer service lines. The Drinking Water Program offered support for the pilot program, from the BIL-LSL funding which would offer 55% forgiveness and 45% at a 0% interest loan, the caveat being the District would have to fund the entire project. Staff suggested that a pilot program might be in order to investigate the feasibility and actual expenses associated with the District running and managing such a program. Trustees and staff discussed the matter at length and the options and alternatives.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

24-07 Annual Report of the Trustees 2009, 2010, & 2011

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to approve the 2009, 2010, and 2011 annual Reports of the Trustees. There was a unanimous vote in favor of the motion.

24-08 Pension Plan Resolution

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to adopt the attached pension plan resolutions. There was a unanimous vote in favor of the motion.

24-09 Pilot Galvanized Requiring Replacement Program

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to direct staff to develop and implement a pilot for galvanized requiring replacement program to be District funded under the BIL-LSL program. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Ivery and seconded by Trustee Glidden-Lyon to adjourn the meeting. There was a unanimous vote in favor of the motion at 6:00 p.m.

NEXT MEETING:

The next regular meeting will be held on Monday, April 8, at 5:30 p.m.

Respectfully submitted,
Linda Deacetis
Recording Secretary