

**BRUNSWICK AND TOPSHAM WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**June 10, 2024**

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

Absent: Trustee Ivery

AGENDA ADDITIONS: None

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

MINUTES:

The Board reviewed the minutes of the meeting held on May 13. A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon 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 May 31, 2024.

Director of Finance Knowles reviewed the solar credits with the Board.

DISTRICT ENGINEER'S REPORT:

*Androscoggin River Crossing*

District Engineer Schofield informed the Board that the contractor is on-site and will begin drilling for the final two drills this week. The District is expecting to make the connection in late July.

*Service Line Inventory*

District Engineer Schofield informed the Board the EPA Table for customers has been completed for the service line inventory and will be submitted to the Maine Drinking Water Program by the October 14, 2024 deadline. Currently, there are 164 District-owned service lines and 1,854 customer-owned service lines with materials remaining to be identified.

*Lead and Copper Sampling*

District Engineer Schofield informed the Board that the District had received a notification of a violation of the Lead Consumer Notice in March 2024. This violation had arisen from samples collected between January and June 2023. Although the samples were collected and their results were submitted to the Drinking Water Program, an error was identified in the customer notification letters. These letters had listed an incorrect sample period, thereby causing the violation. Subsequently, the District took corrective action by re-sending letters to customers with the appropriate sampling month.

GENERAL MANAGER'S REPORT:

*Jordan Ave/Navy Update*

General Manager Douglas informed the Board that the District issued plans and specifications for the Jordan Avenue PFAS addition for bidding on June 3rd. The bid opening is scheduled for July 16. The media in the PFAS treatment system for the lower field was replaced in April, and the system is now up and running. There is an action item for the bid.

*Hidden History*

General Manager Douglas informed the Board that the District will participate in the Pejepscot Historical Society's annual Hidden History Tour on Saturday, June 15. Participants will have the opportunity to view displays in the lobby and take a brief tour of the treatment facility.

*PFAS-Class Action Lawsuit*

General Manager Douglas informed the board that filings for settlements have been delayed for another month, now scheduled for August. The District continues to work with their council to maximize claims based on accrued expenses.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

24-12 Pension Plan Amendments

A motion was made by Trustee Glidden-Lyon and seconded by Trustee Meunier to approve the Second Amendment to Adoption Agreement #002. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Glidden-Lyon and seconded by Trustee Meunier to direct and authorize the General Manager to execute the 2<sup>nd</sup> Amendment to Adoption Agreement #002. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Glidden-Lyon and seconded by Trustee Meunier to direct and authorize officers to take any actions to execute the 2<sup>nd</sup> Amendment to Adoption Agreement #002. There was a unanimous vote in favor of the motion.

24-13 Annual Report of the Trustees 2005, 2006, 2007, and 2008

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to approve the 2005, 2006, 2007, and 2008 Annual Report of the Trustees. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Meunier and seconded by Vice President Kay to adjourn to Executive Session Per Title 1, MRSA Section 405 (6) (E) to Discuss Legal Issues and MRSA Section 405 (6) (A) to Discuss Personnel Issues. There was a unanimous vote in favor of the motion at 6:03 p.m.

A motion was made by Trustee Glidden-Lyon and seconded by Vice President Kay to adjourn from Executive Session and return to the Regular Meeting. There was a unanimous vote in favor of the motion at 6:07 p.m.

A motion was made by Vice President Kay and seconded by Trustee Meunier to adjourn. There was a unanimous vote in favor of the motion at 6:07 p.m.

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NEXT MEETING:

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

Respectfully submitted,  
Linda Deacetis  
Recording Secretary