

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
July 8, 2024

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

Absent: N/A

AGENDA ADDITIONS: None

CORRESPONDENCE:

Pejepscot Historical Society sent a thank-you card to the District for participating in the Hidden History Tour.

Tyco Class Action announcement has been received

INVITATION FOR PUBLIC COMMENT: None

MINUTES:

The Board reviewed the minutes of the meeting held on June 10. A motion was made by Vice President Kay and seconded by Trustee Meunier to approve the minutes. There was a unanimous vote in favor of the motion.

The Board reviewed the minutes of the public hearing held on June 10. A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon. There was a unanimous vote in favor of the motion.

ANNUAL PENSION REVIEW:

Daniel Lay and Noah Petrucci of HM Payson reviewed and discussed the pension plan investment portfolio as of June 30, 2024. It was noted that the plan is meeting or exceeding the S&P 500 benchmarks, both short (1 year) and long (since inception) term. There was a review of the sector diversification and goals and how the accounts were allocated between short- and long-term horizon accounts. In open discussions between the Board and HM Payson fee structure (55 basis points vs 70, for accounts in the \$5M range), account funding, allocations, cash management and sector selections were discussed. HM Payson affirmed that all values were net after fees. Fiduciary responsibilities and roles were also reviewed.

FINANCIAL REPORTS:

Director of Finance Knowles reviewed the Financial Reports for the month ending June 30, 2024.

DISTRICT ENGINEER'S REPORT:

Androscoggin River Crossing

District Engineer Schofield informed the board that the directional drilling is complete, and the district will begin installing the ductile iron to connect the HDPE to the main on River Road in Brunswick this month.

Whittier Street, Berry Street, and Bowdoin Street Main Replacement

District Engineer Schofield informed the Board that Crooker Construction has begun installing temporary mains and services in preparation for the main replacement. Replacement of 1400 feet of water main and all service lines within the right of way, including galvanized iron service lines on customer property using Lead Service Line funding from the Maine Drinking Water Program.

GENERAL MANAGER'S REPORT:

Jordan Avenue/Navy Update

General Manager Douglas informed the Board that the bidding process for the PFAS addition on Jordan Avenue is currently open with a bid opening scheduled for Tuesday, July 16th. A non-mandatory onsite meeting took place on June 18th, with CDM, the District, and over a dozen others in attendance.

SECOND INVITATION FOR PUBLIC COMMENT: None

ACTION ITEMS:

24-14 Authorization of Issuance of Bonds (CWD)

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to adopt the resolution as presented. There was a unanimous vote in favor of the motion.

24-15 Engineering Amendment Jordan Station (CWD)

A motion was made by Trustee Glidden-Lyon and seconded by Trustee Meunier to authorize the General Manager to proceed with an amendment to the engineering services agreement for the Jordan Ave Station for Engineering Construction Services. There was a unanimous vote in favor of the motion.

24-16 Engineering Services Cooperative Agreement Phase 2 (CWD)

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to adjourn to Executive Session Per Title 1, MRSA Section 405 (6) (E) to Discuss Legal Issues. There was a unanimous vote in favor of the motion at 6:00 p.m.

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to adjourn from Executive Session and return to the Regular Meeting. There was a unanimous vote in favor of the motion at 6:08 p.m.

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to authorize the General Manager to sign the attached amendment to the ESCA implementing Phase 2. 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. There was a unanimous vote in favor of the motion at 6:08 p.m.

NEXT MEETING:

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

Respectfully submitted,
Linda Deacetis
Recording Secretary