

**BRUNSWICK AND TOPSHAM WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**October 21, 2024**

President Philippon called the Meeting to order. Roll call was taken. Others present were: Trustees Ivery, Meunier, Glidden-Lyon, 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: MRRA PUC Ruling (CWD)

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

MINUTES:

The Board reviewed the minutes of the meeting held on September 9. A motion was made by Trustee Glidden-Lyon and seconded by Trustee Meunier 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, 2024.

DIRECTOR OF OPERATION'S REPORT:

*River Crossing Main*

Director of Operations Cobb informed the Board that the new river crossing main was activated on October 7. There have not been any drastic changes in operations. The Taylor and Holden stations have a slight effect on each other when the main is open, but it does not significantly impact their performance.

*Water Quality Report: Coliform Results*

Director of Operations Cobb informed the Board the District had two positive coliform samples from August which began a Level I assessment with the Maine Drinking Water Program. Following the assessment guidelines the District determined the positive samples were due to inadequate disinfection of a sample tap. The Level I assessment was submitted and approved and no further testing was required.

DISTRICT ENGINEER'S REPORT:

*Service Line Inventory*

District Engineer Schofield informed the Board that the service line inventory was submitted to the Maine Drinking Water Program on October 15. Of the District's 7,400 customers 1,912 are classified as unknown. Letters will be sent to these addresses stating their service material has not yet been identified.

*Frank Wood Bridge Replacement*

District Engineer Schofield has informed the Board that water main work will begin in January 2025 on the new bridge. Beginning with hanging the insulated pipe below the bridge. The buried water main will be installed in late 2025.

GENERAL MANAGER'S REPORT:

*Brunswick Executive Airport AFFF Spill*

General Manager Douglas informed the Board that PFAS inquiries the District has received over the past six weeks have been significant. The District has been diligent in updating the website and Facebook and handling emails and phone calls. Despite these efforts the District decided to make a Special Water Quality Report that will be sent to all Topsham and Brunswick residents. A proof of the final was reviewed. The District is aiming to have them to residents in 7-10 days.

*Jordan Ave/Navy Update*

General Manager Douglas informed the Board that Shaw Brothers have broken ground at Jordan Avenue today. Flemming, the piling and sheeting subcontractor, will begin on October 28. The slow start to the project is due to subgrade improvements.

*Fluoridation in the News*

General Manager Douglas informed the Board that a U.S. district court judge ruled that community water fluoridation at established optimal levels poses an unreasonable risk to the public health under the Toxic Substances Control Act (TSCA). The American Dental Association (ADA) released a statement reaffirming its "support of community water fluoridation at optimal levels to help prevent tooth decay." An article from a laboratory the District contracts was distributed that provided a more detailed overview.

*Staffing Update*

General Manager Douglas informed the Board that the district has hired four new employees. Two of the new hires will be working in the engineering department, while the other two will be assigned to System Operations. With these new hires, the district will be fully staffed.

*MPUC Ruling on MRRA as a Regulated Utility*

General Manager informed the Board that the Public Utilities Commission (PUC) made an Examiners Report on Midcoast Regional Redevelopment Association (MRRA) finding it operates as a utility which will require them to set their own rates, terms and conditions, and file PUC reports.

SECOND INVITATION FOR PUBLIC COMMENT: None

Action Item: 24-21 Temporary Expanded Abatement Authority (DOK)

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to authorize the General Manager to grant abatements outside the District's abatement policy for customer usage in excess of normal usage amounts up to the reading date of the successful resolution of Sensus leak detection issue. There was a unanimous vote in favor of the motion.

Action Item: 24-22 PFAS Class Action Authorization (CWD)

A motion was made by Trustee Ivery and seconded by Trustee Meunier to authorize the General Manager to take actions on behalf of the District on matters relating to the Dupont, 3M, BASF, and Tyco class action lawsuits to remain responsive and on schedule for receiving settlement funds. There was a unanimous vote in favor of the motion.

Action Item: 24-23 MPUC Rule Change (CWD)

A motion was made by Trustee Meunier and seconded by Trustee Glidden-Lyon to authorize the General Manager to take actions on behalf of the District to bring about rule changes at the MPUC to allow federal grants and low interest loans to be used on customer side services. There was a unanimous vote in favor of the motion.

Action Item: 24-24 Bond Resolution (DOK)

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

Minutes of Regular Meeting

October 21, 2024

Page 4

Action Item: 24-25 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 Philippon 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 Kay for the Office of President. With no other nominations, Chairman Pro-Tem Douglas cast one ballot for Trustee Kay for the Office of President.

Chairman Pro-Tem Douglas asked for nominations for the Office of Vice President. Trustee Moll nominated Trustee Glidden-Lyon for the Office of Vice President. With no other nominations, Chairman Pro-Tem Douglas cast one ballot for Trustee Glidden-Lyon for the Office of Vice President.

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

Vice President Glidden-Lyon asked for nominations for the Office of Treasurer. Trustee Meunier nominated Mrs. Danielle May for the Office of the Treasurer for the year 2025. With no other nominations, Vice President Glidden-Lyon cast one ballot for Mrs. Danielle May for the position of Treasurer for the calendar year 2025.

Vice President Glidden-Lyon asked for nominations for the position of General Manager. Trustee Philippon nominated Mr. Craig Douglas for the position of General Manager for the calendar year 2025. With no other nominations, Vice President Glidden-Lyon cast one ballot for Mr. Craig Douglas for the position of General Manager for the calendar year 2025.

With no other office or positions to be filled, Vice President Glidden-Lyon declared the Election of Officers to be complete.

A motion was made by Trustee Meunier and seconded by Trustee Philippon to Adjourn to Executive Session Per Title 1, MRSA Section 405 (6) (A) to Discuss Personnel Issues and MRSA Section 405 (6) (E) to Discuss Legal Issues at 6:10 p.m.

A motion was made by Trustee Meunier and seconded by Trustee Philippon to adjourn from Executive Session and return to the Regular Meeting at 6:20 p.m.

A motion was made by Trustee Meunier and seconded by Trustee Philippon to adjourn the meeting at 6:20 p.m.

NEXT MEETING:

The next regular meeting will be held on November 18, at 5:30 p.m.

Respectfully submitted,  
Linda Deacetis  
Recording Secretary