

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
August 11, 2025

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

Absent: N/A

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the regular meeting held on July 14. A motion was made by Trustee Meunier and seconded by Vice President Glidden-Lyon to approve the minutes. There was a unanimous vote in favor of the motion.

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS:

Director of Finance Knowles reviewed the Financial Reports for the month ending July 31, 2025.

DISTRICT ENGINEER'S REPORT:

Jordan Avenue Construction Update

District Engineer Schofield informed the Board that much of the structural steel has been installed, and the two anion exchange filters have been put in place. However, the delivery dates for the remaining filters have not yet been finalized. The roof is expected to be completed sooner than anticipated, which will enable the building to be weather-tight and allow for the start of interior work.

The projected substantial completion remains on track. As of August, the District has been invoiced \$8,613,803.00 by the contractor.

Maine Street, Brunswick Bridge Crossing

District Engineer Schofield informed the Board that the Maine Department of Transportation (DOT) plans to replace the bridge on Maine Street over Route 1, starting in 2027 or 2028. The District intends to install a 16-inch ductile iron pipe from the Frank Wood Bridge to the existing 12-inch tee at the intersection of Maine and Mill streets. TY Lin is collaborating with the DOT to design the project plans. The District plans to apply for SRF funding for this project.

GENERAL MANAGER'S REPORT:

Employee Health Initiative

General Manager Douglas informed the Board that several employees are interested in using some of the available extra space for a workout area. A policy needs to be developed to address potential concerns associated with this usage. The Board agreed it was an idea worth exploring, provided a suitable policy is established. The District will seek guidance from other water utilities in formulating this policy. Once it is completed, General Manager Douglas will present it to the Board.

Two Papers Accepted for the Water Quality and Technology Conference

General Manager Douglas informed the Board that the District has submitted several papers to the Water Quality and Technology Conference over the years, and two have been accepted for the conference in November. The conference overlaps with the Board Meeting scheduled for November 10; therefore, General Manager Douglas requested the November meeting be moved to November 17. The Board agreed to change the meeting to November 17.

Navy ESCA and Tolling Update

General Manager Douglas updated the Board that the District is still awaiting the final \$1.6 million award needed to complete the Navy funding for the ESCA work in Phase II. The issues relate to their software update. There is now a work around, the District expects to receive news within a couple of weeks.

General Manager Douglas informed the Board that the tolling agreement between the Navy and the District expires at the end of the year. The District's legal counsel reopened negotiations, and the Navy is willing to extend the tolling agreement.

AFFF/PFAS Class Action Lawsuits

General Manager Douglas informed the Board that an update will be discussed in executive session regarding the legal advice the District has received about the ongoing class action lawsuits.

ACTION ITEM:

25-06 Line of Credit Renewal

Director of Finance Knowles informed the Board that the District's \$250,000 line of credit with Bath Savings has expired and is requesting that it be renewed for two more years. A motion was made by Trustee Meunier and seconded by Vice President Glidden-Lyon to renew the \$250,000 line of credit with Bath Savings to provide operating funds on a temporary basis should it be necessary in the future. There was a unanimous vote in favor of the motion.

INVITATION FOR PUBLIC COMMENT: None

A motion was made by Vice President Glidden-Lyon and seconded by Trustee Meunier 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 5:50 p.m.

A motion was made by Vice President Glidden-Lyon seconded by Trustee Meunier to adjourn from executive session and return to the regular meeting. There was a unanimous vote in favor of the motion at 5:55 p.m.

A motion was made by Trustee Ivery and seconded by Vice President Glidden-Lyon to adjourn the meeting at 5:55 p.m.

NEXT MEETING:

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

Respectfully submitted,
Linda Deacetis
Recording Secretary

