

BRUNSWICK AND TOPSHAM WATER DISTRICT
Minutes of Regular Meeting
Monday, January 12, 2026

President Glidden-Lyon called the meeting to order. Roll call was taken. Others present were: Vice President Ivery, Trustees Meunier, Moll, Williams, and Kay; Treasurer May, General Manager Douglas, and District Engineer Schofield.

Absent: N/A

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the regular meeting held on December 8. A motion was made by Trustee Meunier and seconded by Vice President Ivery to approve the minutes. There was a unanimous vote in favor of the motion.

CORRESPONDENCE: None

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS:

No report due to end of year close-out.

The Pension Audit reports were distributed.

DISTRICT ENGINEER'S REPORT:

Jordan Avenue Construction Update

District Engineer Schofield updated the Board on construction progress. Progress continues to be steady, including work on process piping, masonry, insulation, electrical, instrumentation, HVAC and painting. Work by these trades will continue for the next couple of months.

A change order was processed, and substantial completion was moved to May 19, 2026. As of December, the District has been invoiced \$14,705,195.79 by the contractor.

Project Status Update

District Engineer Schofield reviewed scheduled projects for 2026:

- Tedford Road main extension, planned for 2026, is likely to be delayed until 2027. The project will be done in conjunction with the Town of Topsham's reconstruction and repaving of 1,200 feet of the road.
- Route 1 Overpass, Maine Street, Brunswick. The District will be working in conjunction with the Maine Department of Transportation's bridge deck and superstructure replacement project on replacing the District's main under the overpass. The District is soliciting a proposal from TY Lin.

- The Engineering Department is anticipating a busy construction season. Developers have proposed several new main extensions, for 2025.

GENERAL MANAGER'S REPORT:

Navy ESCA Update

General Manager Douglas informed the Board that the District is in the process of submitting quarterly and annual reports to the Navy for the ESCA (Environmental Services Cooperative Agreement) work in 2025. The Navy expects to fund Phase III in fiscal year 2026. With the conclusion of Phase II later this year the District will begin the transition to Phase III, a short-term operation and maintenance phase.

Class Action Lawsuit Payouts

General Manager Douglas informed the Board that the District received \$831,038.69 from the 3M settlement in December. Going forward, the District should net annually, an amount that starts near \$125k in 2026 and progressively decreases to \$54k in 2033. The District received its first payment from DuPont of \$247,235.99. The Tyco and BASF settlements are in the release phase of settlement scores. This is the precursor to learning the settlement value.

Jackson Station Abatement and Demolition

General Manager Douglas informed the Board that with Holden Station operations stable, Jackson Station no longer serves a purpose. After extensive discussion, management believes the Integrated Project Delivery (IPD) is the preferred project approach, and 2026 appears to be the opportune time to begin the abatement and eventual demolition.

The District determined that partnering with a general contractor through an IPD agreement could offer several advantages, including a large pool of subcontractor bids, the expertise needed for coordinating sequencing and scheduling, and flexibility between the contractor and the owner to collaborate. There is an action item to begin this process.

Lithium Update

General Manager Douglas reminded the Board that the District has seen a variance of Lithium at Taylor Station from 8 µg/L to 13 µg/L, with the other stations reporting less than 2 µg/L. The District has developed a full-scale investigation protocol and has received a 75% grant worth up to \$10,000 to investigate and pilot potential treatment. There is an action item to spend up to \$13,400 of District funds to leverage \$10,000 in capacity development grant funds.

Bulk Water Sales

General Manager Douglas informed the Board that bulk water accounts and sales continue to increase, and are likely to continue as more water haulers, businesses, and individuals learn about the fill station.

Annual Policy, Facility Inspections and Response Training

General Manager Douglas informed the Board that District staff are conducting the annual facility safety checks, and document and plan reviews. Information learned from incidents over the year, as well as updates from regulatory and legal requirements, will be integrated.

ACTION ITEMS:

26-01 Rate Collection Commitment

A motion was made by Trustee Meunier and seconded by Trustee Kay for the Board to adopt the Trustee's Commitment to the Treasurer and add their signatures, and the Treasurer sign the Treasurer's Certification of Commitment. The motion passed with a unanimous vote in favor of the motion.

26-02 Authorize Development of a Rate Case for 2026

A motion was made by Trustee Meunier and seconded by Vice President Ivery to direct the General Manager to proceed with the development of a rate case for 2026. The motion passed with a unanimous vote in favor of the motion.

26-03 Authorization for Issuance of a Request for Qualifications

A motion was made by Trustee Meunier and seconded by Trustee Kay to authorize General Manager Douglas to issue a "Request for Qualifications for Contractors for an Integrated Project Delivery for the Jackson Station Abatement and Demolition" on behalf of the Board of Trustees. The motion passed with a unanimous vote in favor of the motion.

26-04 Lithium Study

A motion was made by Trustee Meunier and seconded by Vice President Ivery to authorize staff to perform a lithium study at Taylor Station, spending up to \$13,400 of District funds to leverage \$10,000 in capacity development grant funds. The motion passed with a unanimous vote in favor of the motion.

A motion was made by Trustee Meunier and seconded by Trustee Kay to Adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (A) to Discuss Personnel Issues and Section 405 (6) (E) to Discuss Legal Issues. The motion passed with a unanimous vote in favor of the motion at 6:02p.m.

A motion was made by Trustee Meunier and seconded by Trustee Kay to adjourn from executive session and return to the regular meeting. The motion passed with a unanimous vote in favor of the motion at 6:59 p.m.

A motion was made by Trustee Meunier and seconded by Trustee Kay to adjourn. The motion passed with a unanimous vote in favor of the motion at 6:59 p.m.

NEXT MEETING:

The next regular meeting will be held on Monday, February 9, at 5:30 p.m.

Respectfully Submitted,
Linda Deacetis
Recording Secretary

Brunswick and Topsham Water District
Trustees Commitment to the Treasurer
2026

January 12, 2026

Danielle May, Treasurer
Brunswick and Topsham Water District
Topsham, ME 04086

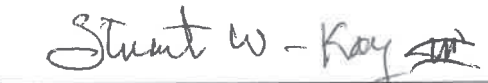
In accordance with provisions of the Brunswick and Topsham Water District Charter, By-Laws, Rules and Regulations and Schedule of Rates, The Trustees of the District hereby commit to you, the Treasurer, for collection, the rates, tolls, rents and other charges for the year 2026, as computed and set forth in the accounts on file at the offices of the Brunswick and Topsham Water District.



Emma Glidden-Lyon, President



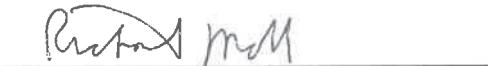
Dave Ivery, Vice President



Stuart Kay III, Trustee



Yvette Meunier, Trustee



Dr. Richard Moll, Trustee




John Williams, Trustee

Brunswick and Topsham Water District
Treasurers Certification of Commitment
2026

January 12, 2026

This is to certify that, in accordance with provisions of the Brunswick and Topsham Water District Charter, By-Laws, Rules and Regulations and Schedule of Rates, there have been committed to me by the Trustees of said District for collection, the rates, tolls, rents and other charges for the year 2026, as computed and set forth in the accounts on file at the offices of the Brunswick and Topsham Water District.



Danielle May, Treasurer