BRUNSWICK AND TOPSHAM WATER DISTRICT
Minutes of Regular Meeting
Monday, March 9, 2026

President Glidden-Lyon called the meeting to order. Roll call was taken. Others present were: Vice President Ivery, Trustees Moll, Williams, and Kay; Treasurer May, General Manager Douglas, Director of Finance Knowles, and Director of Operations Cobb.

Absent: Trustee Meunier

AGENDA ADDITIONS: None

MINUTES:

The Board reviewed the minutes of the regular meeting held on February 9. A motion was made by Vice President Ivery and seconded by Trustee Kay to approve the minutes. The motion was passed with a unanimous vote in favor of the motion.

CORRESPONDENCE:

- *Joint Standing Committee on Housing and Economic Development*

General Manager Douglas reviewed a testimony letter the District submitted in opposition to the portions of LO 2173 that would remove municipal authority to regulate subsurface wastewater disposal.

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS:

Director of Finance Knowles reviewed the Financial Reports for the month ending February 28, 2026.

DISTRICT ENGINEER'S REPORT:

Jordan Avenue Construction Update

General Manager Douglas updated the Board on construction progress. The contractor has begun flowing water through the system to disinfect pipes and filters. Filter media delivery is expected on March 10, 2026, and filter media conditioning will begin at the end of the month. The electricians and painters remain on site until completion. The contractor projects substantial completion in late April.

As of February, the District has been invoiced $15,687,782.62 by the contractor.

The District plans to have an open house at Jordan Avenue Station this summer after completion.

Taylor Well Project

General Manager Douglas informed the Board that the District has been working with Wright-Pierce to finalize plans and specifications to connect the new well to the existing treatment plant.

In developing the design, it became evident that the integration of the electrical and control components needed to be re-evaluated. The scope of work has been expanded to include new variable frequency drives to provide power to the new and existing wells, and a new control panel for programming of the well controls. The SRF funding is expected to cover these costs. The project is expected to go out to bid in late March or early April.

Tedford Road Project

General Manager Douglas informed the Board that the Town of Topsham plans to fully rebuild the entire length of Tedford Road in 2027. The District is exploring replacing the existing main under Tedford Road, which is approximately 3,200 feet of 8-inch asbestos cement installed in 1947. The main would create a critical loop once Audubon Way is built by Highland Green, and a redundant feed to the east side of Topsham.

GENERAL MANAGER'S REPORT:

Rate Case Schedule

General Manager Douglas informed the Board that the District will begin working with Nick Henry, CPA, on its rate filing. The preliminary schedule to meet PUC deadlines is as follows:

- March - Rate Case Work
- 4/11/26 - Initial Filing, Customer Letter, Public Notice
- 5/11/26 - Public Hearing Followed By Regular Board Meeting
- 5/31/26 - Final Filling
- 7/1/26 - Effective Date

Solar Farm Update

General Manager Douglas updated the Board on the substantial savings the District is receiving from the purchasing of credits at a fixed rate. Last year, the District paid $96,000 for $198,000 in credits redeemed, resulting in a savings of $102,000. In total, the District has saved $310,000 over four years.

Reclassification of District to Class IV Treatment System

General Manager Douglas informed the Board that with the addition at Jordan Avenue Station, the Maine Drinking Water Program has re-evaluated and determined that the District is a Class IV System. The District has one Class IV operator, and the other five operators are Class III. The operators can work under other licenses. The District will work with the technicians to upgrade their licenses.

Additional Items for Discussion

General Manager Douglas reviewed the following subjects with the Board:

- Generative AI Tools- Many businesses are turning to AI, the District wants to avoid it, if possible.
- Fluoride - The District is expecting the issue to come up.
- Future Pressure Zone -TOI did their report, expecting it to happen in the future.
- Annual Employee Appreciation Picnic- The District has submitted a letter stating what the day would consist of to the new owners of Thomas Point Beach.
- Holden Trustee Facility Tour on 4/13- A tour of Holden Station will be available to Trustees after the meeting on 4/13.

ACTION ITEMS:

Item 26-05 Fitness/Exercise Room Policy

A motion was made by Vice President Ivery and seconded by Trustee Kay to adopt the Fitness/Exercise Room Policy as presented. The motion was passed with a unanimous vote in favor of the motion.

SECOND INVITATION FOR PUBLIC COMMENT

A motion was made by Trustee Kay and seconded by Vice President Ivery to Adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (E) to Discuss Legal Issues. The motion was passed with a unanimous vote in favor of the motion at 5:58 p.m.

A motion was made by Vice President Ivery and seconded by Trustee Moll to adjourn from executive session and return to the regular meeting. The motion was passed with a unanimous vote in favor of the motion at 6:12 p.m.

A motion was made by Trustee Kay and seconded by Trustee Moll to adjourn. The motion was passed with a unanimous vote in favor of the motion at6:12p.m.

NEXT MEETING:

The next regular meeting will be held on Monday, April 13, at 5:30 p.m.

Respectfully Submitted,
Linda Deacetis
Recording Secretary