

**BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
January 9, 2017**

President Philippon called the Meeting to order. Roll call was taken. Others present were Vice President Kay, Trustees Lawler, Ivery, and Meunier; General Manager Frasier, Asst. General Manager Douglas, and Director of Operations Cobb. Absent: Trustee Moll and Treasurer Woollacott.

AGENDA ADDITIONS: None

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on December 12. 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.

INVITATION FOR PUBLIC COMMENT: None

FINANCIAL REPORTS: None

ASSISTANT MANAGER'S REPORT:

Jackson Station Preliminary Design

Blueleaf has begun setting up for the Jackson Station Piloting Study. Assistant General Manager Douglas noted it would be a good time to consider engineering firms for the preliminary design, plans, specifications, and bid package. The District will request qualification packages from interested firms and make a selection after reviewing the information received. After some conversation the Board agreed to start the process. Assistant General Manager Douglas will bring pre-qualification paperwork for next month's meeting.

Water Main Projects for 2017

The District has three water main projects planned for this year: 1,500 feet on Union Street from Pleasant Street to Mill Street, several hundred feet of 12-inch in the area of Homeplace, and 400 feet of 2-inch main on Douglass Street.

GENERAL MANAGER'S REPORT:

Bath Water District

General Manager Frasier and Trevor Hunt, Bath Water District, have made some progress for possible collaboration. After meeting with Brian Tarbuck, Superintendent, and Ken Knight, Chairman of the Board of Trustees, of the Greater Augusta Utilities District it was recommended discussing the matter with Judy Wallingford, President of the Maine Water Co. General Manager Frasier, Vice President Kay, and Mr. Hunt will meet with Ms. Wallingford on January 11, 2017.

Bath Road, Brunswick Filling Station

The former Puffin Stop convenience store and filling station on Bath Road has been closed for over a year. The property is in Zone 1 of the Town's Aquifer Protection Zone and was a non-conforming use. The property can now only be redeveloped as a permitted use. The District has received an informal inquiry from the Town Planning and Development Office as to whether or not the District would be open to discussion to allow Special Permit uses. After some discussion the Board agreed to consider Special Permit uses.

ACTION ITEMS:

17-01 Collective Bargaining Agreement

A motion was made by Trustee Lawler and seconded by Trustee Meunier to accept the proposed amended contract between the District and AFSCME Council 93 Local 1458-08 and authorize the President of the Board to sign the contract on behalf of the District. There was a unanimous vote in favor of the motion.

17-02 Rate Study

A motion was made by Vice President Kay and seconded by Trustee Ivery to authorize General Manager Frasier to contract with Horton, McFarland & Veysey to conduct a rate study and file documents per PUC regulations on behalf of the District. There was a unanimous vote in favor of the motion.

SECOND INVITATION FOR PUBLIC COMMENT: None

A motion was made by Trustee Lawler and seconded by Trustee Meunier to adjourn to Executive Session Per Title 1 MSRA Section 405 (6) (A) to Discuss Personnel Issues.

A motion was made by Vice President Kay and seconded by Trustee Meunier to adjourn from Executive Session and return to the regular order of business.

A motion was made by Vice President Kay and seconded by Trustee Meunier to adjourn the regular meeting.

NEXT MEETING:

The next regular meeting will be held on February 13, 2017 at 5:30 p.m. A motion was made by Vice President Kay and seconded by Trustee Meunier to adjourn. There was a unanimous vote in favor of the motion.

Respectfully submitted,

Linda Deacetis
Recording Secretary