

**BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
February 12, 2018**

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

AGENDA ADDITIONS: None

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on January 8. A motion was made by Trustee Philippon 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:

Finance Director Knowles reviewed the Financial Reports for the month ending January 31, 2018.

ASSISTANT MANAGER'S REPORT:

Topsham Filtration Facility Update

The District had its second workshop with CDM Smith reviewing treatment alternatives and architectural approach. The next workshop is scheduled for March 6.

Disinfection By-Product Presentations

The disinfection by-product study the District conducted for the past two years was presented at the Maine Water Utility Association February Conference and Tradeshow. Assistant General Manager Douglas reviewed the presentation with The Board.

Sid Anthony Award of Merit

General Manager Frasier received the oldest and most prestigious of Maine Water Utilities Awards, the Sid Anthony Award of Merit. The award is bestowed upon a member of the Association who has demonstrated and provided outstanding service to a Maine water utility, outstanding contribution or assistance to other water utility personnel and outstanding contribution to water works practice.

ASSISTANT DISTRICT ENGINEER'S REPORT:

Jordan Avenue Wellfield Upgrades

The Jordan Avenue wellfield is the oldest water source being used by the District. The majority of the wells in the wellfield are turned off due to poor performance or failure. Assistant District Engineer Schofield reviewed the two options the District is considering for replacement of the wells to increase water production from the station. After some discussion, replacing existing wells with new ones and continuing to use the vacuum system at the wellfield would be the best option.

GENERAL MANAGER'S REPORT:

101 Bath Rd., Brunswick Filling Station

The property on 101 Bath Road, Brunswick continues to remain vacant. A bid for auction was held in October; no bids were received. Tranzon, LLC lists the property as "accepting offers". The property has three underground storage tanks that have been designated as out of service and the owner must continue to meet monitoring and inspection requirements. The land is situated in the Town's aquifer protection zone and its permitted uses are limited. There was some discussion to determine if the District should look into purchasing it. General Manager Frasier will gather information to bring before the Board.

MRRA Metering and Billing Request

Midcoast Regional Development Authority requested a proposal from the District stating the cost for the District to read meters and bill services for approximately 100 accounts. Finance Director Knowles and General Manager Frasier met with Steve Levesque, Executive Director, and Tom Brubaker, Public Works & Utilities Manager, on January 23, 2018. A request was made for the District to furnish a contact for their consideration.

Maine PUC Meeting Concerning MRRA

General Manager Frasier and Assistant General Manager Douglas met with Jeff McNelly, PUC Director of Telephone and Water and other PUC staff to discuss the short and long-term status of the water system owned and operated by MRRA. PUC has determined MRRA should be established and regulated as a public water utility. Discussion was held concerning the potential for MRRA to request operational assistance from the District.

Restoration Advisory Board, Former NASB

The District has been asked to attend the next Restoration Advisory Board meeting. RAB members include representatives from the Navy, EPA, Maine DEP, the Town of Brunswick, and local citizens. The meetings are to exchange information and provide input on the cleanup efforts with the members, MRRA, and the community. RAB seeks an understanding on how groundwater use restrictions relate to development of the property. The January 24, meeting was cancelled and has not been rescheduled. General Manager Frasier will inform the Board of the nature and extent of the District's participation.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

18-01 ETTI Authorization

The Board is requested to authorize the General Manager to enter into a contract with ETTI for \$177,414 to install 1,700 of new HDPE suction header as part of the Jordan Avenue upgrades.

A motion was made by Trustee Meunier and seconded by Trustee Ivery to authorize General Manager Frasier to enter into a contract with ETTI. Trustees Ivery, Meunier, Philippon and Kay voted in favor; Trustee Moll abstained.

18-02 Authorization to Execute Documents for Sale of Old Portland Rd., Brunswick Property

The Board is requested to take any action necessary to authorize the President of the Board or the General Manager to execute documents for closing on the sale of the Old Portland Road, Brunswick property.

A motion was made by Trustee Meunier and seconded by Trustee Philippon to authorize the President of the Board or the General Manager to sign closing documents for the sale of Real Estate at Old Portland Road, Brunswick 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 Ivery and seconded by Trustee Meunier to adjourn the regular meeting.

NEXT MEETING:

The next regular meeting will be held on March 12, at 5:30 p.m.

Respectfully submitted,

Linda Deacetis
Recording Secretary