

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

President Kay called the Meeting to order. Roll call was taken. Others present were Vice President Moll; Trustees Philippon, Lawler, and Meunier. Treasurer Woollacott, General Manager Frasier, Assistant General Manager Douglas, Finance Director Knowles, and Mr. Sewall of E&P Development, Inc.
Absent: Trustee Ivery.

AGENDA ADDITIONS: None

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on February 12. A motion was made by Trustee Philippon seconded by Vice President Moll 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 February 28, 2018.

ASSISTANT MANAGER'S REPORT:

Topsham Filtration Facility Update

The District had its third workshop with CDM Smith reviewing treatment alternatives and architectural approach. Assistant General Manager Douglas distributed and reviewed tentative floor plans and site map to the Board.

Level of Service Report Card

Assistant General Manager Douglas reviewed the District's Level of Service Report Card. The District continues to show improvement.

Main Extension Requests

Assistant General Manager Douglas noted that several customer main extension and service requests of late need significant modifications to meet good engineering practices. The District is working to help designers and owners understand the benefits of using proper system design criteria, materials, and construction standards on the developer's side of the water supply connection.

GENERAL MANAGER'S REPORT:

Old Portland Road, Brunswick Property

General Manager Frasier attended the closing and signed documents on the District's behalf for the property on Old Portland Road, Brunswick that was sold to Northeast Mechanical and Energy.

101 Bath Road, Brunswick

Alliance Energy operates the property on 101 Bath Road, Brunswick. General Manager Frasier sent an email to Alliance Energy in regard to purchasing the property.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

18-03 Request for Additional Abatement

Mr. Sewall, owner of E&P Development, Inc., is requesting an additional abatement for his property at 177 Bath Rd., Brunswick. He had a very large leak that caused an increase in his November water bill. Mr. Sewall was granted a once in a lifetime abatement of \$1,116.21, on December 28, 2018, according to the District's abatement policy.

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Mr. Sewall's request for an additional abatement failed for lack of motion from the Board.

SECOND INVITATION FOR PUBLIC COMMENT: None

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

NEXT MEETING:

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

Respectfully submitted,

Linda Deacetis
Recording Secretary