

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
April 11, 2016

President Philippon called the Meeting to order. Roll call was taken. Others present were Vice President Kay, Trustees Ivery, and Meunier; Treasurer Woollacott, General Manager Frasier, Assistant General Manager Douglas, Finance Director Knowles, Pumping and Treatment Manager Cobb, and Mark Roy of Berry Talbot Royer.

Absent: Trustee Lawler and Trustee Moll.

AGENDA ADDITIONS: None

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on March 14. 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 AUDIT:

Mark Roy of Berry Talbot Royer discussed fraud risk and management.

FINANCIAL REPORTS:

Financial Director Knowles reviewed the Financial Reports for the month ending March 31, 2016.

ASSISTANT GENERAL MANAGER REPORT:

Engineering Department Staffing

The District has hired an intern for the summer. A candidate for the Assistant Engineer position has been selected and sent an offer letter.

Brunswick Sewer District on Chamberlain Avenue

The Brunswick Sewer District will be replacing the sewer main on Chamberlain Avenue. Due to the depth of the sewer lines and road reconstruction the galvanized and copper services may not hold up. Therefore the District will work with the contractor to replace them during the process.

Emerging Containments

Perfluorooctanesulfonic Acid (PFOS) and Perfluorooctanoic Acid (PFOA) are firefighting and chemical surfactants being found in ground water. This past year the District granted permission to Navy consultants to monitor wells for these chemicals and the results were none reported. The District continues to post information on their website to keep customers informed.

GENERAL MANAGER'S REPORT:

Five Rivers Regional Water Council

Wright Pierce has completed the regional assessment report. The Council has scheduled a joint meeting of Boards of Trustees for May 17, to present and discuss the report. General Manager Frasier will provide the Board with copies of the assessment.

Treatment Staffing

The District is in the process of selecting two distribution employees to become treatment operators to lessen the rotation burden. The candidates will be required to acquire a Class 3 license in both treatment and distribution, however their primary assignment will remain distribution.

Source Water Protection

The State Drinking Water Program contracted with Sevee & Maher Engineers, Inc. to produce a source water protection plan. The District met with representatives of S.M.E. and Mike Abbott from D.W.P. to review the plan. The report included recommendations for emergency response, training, planning and zoning. The District will evaluate the report and use it to enhance protection efforts as appropriate.

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next regular meeting will be held on May 9, 2016 at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Meunier and seconded by Vice President Kay to adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (A) to discuss personnel issues. There was a unanimous vote in favor of the motion.

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

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