

**BRUNSWICK AND TOPSHAM WATER DISTRICT  
MINUTES OF REGULAR MEETING  
May 8, 2017**

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

AGENDA ADDITIONS: None

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on April 10. A motion was made by Trustee Meunier and seconded by Vice President Kay to approve the minutes. There was a unanimous vote in favor of the motion.

INVITATION FOR PUBLIC COMMENT:

Mr. Peter Murray of 25 Pinewood Drive, Topsham addressed the Board to discuss water damage in his basement he believes was caused by District workers when they changed out his water meter.

FINANCIAL REPORTS:

Financial Director Knowles reviewed the Financial Reports for the month ending April 30, 2017.

ASSISTANT MANAGER'S REPORT:

*Leading Practices in Asset Management*

General Manager Frasier noted American Water Works Association did a study on progress utilities are making utilizing asset management practices. Assistant General Manager Douglas submitted the District's Asset Management Plan to AWWA, they will be publishing and featuring it at the annual conference in Philadelphia this year.

*Lead in School Results*

General Manager Frasier reviewed the Lead in School Results with The Board. The results were excellent.

GENERAL MANAGER'S REPORT:

*Power Failures*

The District experienced a power failure at Jackson Station on April 20 due to an issue at Central Maine Power's pole. Significant damage caused the station to be down until repairs could be made on Friday, April 28.

On April 22, the Taylor well motor failed. Frank Hegarty Plumbing of Buxton performed diagnostic tests on the motor and determined there was no apparent cause. Mr. Hegarty will be setting up a temporary pump but has been delayed due to the weather, and consequently delaying the pilot plant work.

*Public Relations Assistance*

General Manager Frasier and Assistant General Manager Douglas met with Meredith Strang Burgess of Burgess Advertising to discuss the Jackson Station replacement project. Ms. Burgess is putting together a communications plan and proposal for the District's consideration.

ADDITIONAL COMMENTS:

*On-line THM Analyzer Update*

The Online THM Analyzer that the District is renting has proven to be an invaluable piece of equipment for the District. Daily automatic samples are done and the results are very accurate. There is an action item to purchase the analyzer.

*Thomas Point Road Main Extension*

The District has received inquiries about extending the main 3,000 feet on Thomas Point Road for a residential development. After some discussion it was noted the Board voted in 1987 not to invest in main extensions.

*Jordan Avenue Well Field*

The District has had unsuccessful attempts of rehabilitating the Jordan Ave Well Field. There are currently 138 wells connected to a vacuum system that are producing half of what they should be. Replacing the current wells would be costly and labor intensive. The District is looking into gravel packed wells as an alternative.

*Design and Construction Services for New Facility*

The request for Statements of Qualifications for engineering services for the Jackson project have been sent out and are due back by June 1.

**ACTION ITEMS:**

17-05 On-Line THM Analyzer

The Board is requested to take any action it deems appropriate to add \$30,000 to the capital budget for purchase of the on-line THM analyzer.

A motion was made by Vice President Kay and seconded by Trustee Lawler to add \$30,000 to the capital budget for purchase of the on-line THM analyzer. There was a unanimous vote in favor of the motion.

17-06 Property Damage Incident

The Board is requested to take any action it deems necessary.

A motion was made by Vice President Kay and seconded by Trustee Moll to obtain a release from Mr. Peter Murray and pay his claim of \$4097.17 to have Servpro clean his basement due to water damage. There was a unanimous vote in favor of the motion.

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SECOND INVITATION FOR PUBLIC COMMENT: None

A motion was made by Trustee Lawler and seconded by Vice President Kay to adjourn the regular meeting. There was a unanimous vote in favor of the motion.

NEXT MEETING:

The next regular meeting will be held on June 12, 2017 at 5:30 p.m.

Respectfully submitted,

Linda Deacetis  
Recording Secretary