

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
June 13, 2016

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

AGENDA ADDITIONS: None

CORRESPONDENCE: Customer Letter

The Board reviewed a letter from a customer. Following some discussion it was determined the District is not responsible for damages to customer's plumbing that occurred during a meter installation. The Board also reviewed a reply letter and recommended to send it, as is.

MINUTES:

The Board reviewed the minutes of the meeting held on May 9. A motion was made by Trustee Moll 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:

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

ASSISTANT MANAGER'S REPORT:

Maine Replacement on Chamberlain Avenue

The District has taken the opportunity to do service renewals during the sewer main replacement on Chamberlain Avenue by the Brunswick Sewer District.

Lead Sampling at William-Cone Elementary

The District assisted MSAD 75 with a sampling plan at Williams-Cone Elementary School to ensure sampling was done according to EPA standards. The results were all excellent.

Disinfection By-Product Monitoring

The District continues to make changes in the distribution system to lower by-product values. Reactivating the Church Road Tank altitude valve to push water from Brunswick to Topsham has shown a significant improvement. The results from the on-line analyzer have proven to be very informative.

The District continues to work with Fairpoint and Central Maine Power to get the Oak Street Tank aeration system underway.

GENERAL MANAGER'S REPORT:

AMI Deployment

The District continues to make good progress upgrading meters. To date 3,500 have been installed. At the current pace the installations should be complete in approximately 18 months.

ACTION ITEMS:

16-03 Line of Credit Renewal

The District line of credit, with Bath Savings Institution, has expired. The line can be renewed for an additional year with the signature of the Treasurer and Board President. The District is requesting the Board consider renewing the line to provide operating funds on a temporary basis should it become necessary. A motion was made by Trustee Lawler and seconded by Trustee Meunier. There was a unanimous vote in favor of the motion.

SECOND INVITATION FOR PUBLIC COMMENT: None

NEXT MEETING:

The next regular meeting will be held on July 11, 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 Trustee Ivery to adjourn to Executive Session Per Title 1 MRSA Section 405 (6) (A) to discuss personnel issues and (6) (C) to discuss property issues. There was a unanimous vote in favor of the motion.

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

Respectfully submitted,

Linda Deacetis
Recording Secretary