

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
September 14, 2015

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

AGENDA ADDITIONS: Item No. 15-07 Request for Abatement

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on August 10. 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 REPORTS:

Financial Director Knowles reviewed the Financial Reports for the month ending August 31, 2015.

ENGINEERING REPORT:

Jackson Station Treatability Study

Jackson Station Treatability Study has been delayed due to an unexpected medical conflict. The study will be launching tomorrow. District Engineer Douglas will have a project status update for October.

TTHM and HHA5 Results Trending Higher

The District has completed the testing of Total Trihalomethanes (TTHM) and Haloacetic Acids (HHA5) sampling in Brunswick and Topsham. Topsham had two locations that were above average. Engineering and Pumping and Treatment will be investigating this event to determine the cause.

These findings reinforce the timeliness of Jackson Station Treatability Study for the District to remain in regulatory compliance. The District should be prepared to engage regulators earlier than anticipated should regulatory compliance become threatened.

Customer Demands Trending

The Engineering Department has an ongoing investigation into the decreasing water demand over the past decade gathering information from Finance Director Knowles and customer billing. District Engineer Douglas shared a slide show and discussed the decrease of water production within the District, specifically within distinct areas. Once the AMI program is fully deployed the District will have a larger look at the system to determine demands.

The District had an issue in July where the SCADA system showed a 10-15 pound drop in pressure at Jordan Ave. Station. This drop caused dirty water in the downtown area of Brunswick. The advanced meters will provide information to see backflow events which will help in locating the issue in the future.

GENERAL MANAGER'S REPORT:

Five Rivers Regional Water Council- Regional Assessment Study

The Five Rivers Regional Water Council has selected Wright-Pierce to conduct the proposed regional assessment study. The Council held a workshop session with Wright-Pierce to clarify the study objectives and refine the scope of work.

Advanced Metering Infrastructure Progress Update

The District is installing approximately forty meter systems per week. To date almost 1,800 meters have been installed. Full deployment should occur in early 2018.

Customer Complaint to PUC Consumer Assistance Division

John and Cheryl Bouchard of Brunswick have filed a complaint with CAD concerning Private Fire Protection charges for a private hydrant that serves their buildings at Oakwood Terrace. The District owns the main and appurtenances but the hydrant is private because it is located on a private road and is not accepted by the Town of Brunswick as a public hydrant. The Bouchard's assert that because the hydrant is not on their property they should not be responsible for the charges and that Ms. Webber should because the hydrant is on her property. General Manager Frasier concluded Mr. Bouchard is responsible for the charges because he constructed the main extension, the hydrant provides fire protection for the buildings he owns, and he has been paying for it from the beginning. Further, the hydrant was located on land Mr. Bouchard owned until he subdivided it. General Manager Frasier notified Mr. Bouchard in a letter dated April 8, 2015. CAD has asked the District to submit additional information by September 16.

ACTION ITEM:

15-07 Request for Abatement

The District received a letter from McKeen St. Learning Center requesting an abatement for the over usage of water resulting from a large leak. After some discussion the Board determined they should abide by the current abatement policy and approve an abatement of \$1505.79. A motion was made by Vice President Kay and seconded by Trustee Meunier to grant an abatement according to stated policies. 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 October 19, 2015 at 5:30 p.m. With nothing more to come before the Board at this time, a motion was made by Trustee Ivery and seconded by Trustee Meunier 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 by Vice President Kay and seconded by Trustee Meunier to adjourn the 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 the regular order of business. There was a unanimous vote in favor of the motion.

Respectfully submitted,

Linda Deacetis
Recording Secretary