

BRUNSWICK AND TOPSHAM WATER DISTRICT
MINUTES OF REGULAR MEETING
October 16, 2017

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

Absent: Treasurer Woollacott

AGENDA ADDITIONS: None

CORRESPONDENCE: None

MINUTES:

The Board reviewed the minutes of the meeting held on September 11. A motion was made by Trustee Lawler 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:

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

ASSISTANT MANAGER'S REPORT:

Selection Committee

The District met with CDM Smith and Stantec to review and answer questions in regard to the Jackson and Taylor Stations Piloting. Interviews will be held on October 30, and are scheduled for ninety minutes with each firm. The committee will meet two days following the interviews to deliberate.

GENERAL MANAGER'S REPORT:

Bath Water District

General Manager Frasier and Trevor Hunt, Bath Water District, would like to schedule a joint Board meeting to discuss pros and cons of collaboration.

Bath Road Filling Station

The former filling station at 101 Bath Rd., Brunswick is listed as a filling station and convenience store up for auction. Bidding opened on September 27, and ends on October 19.

ADDITIONAL COMMENTS: None

ACTION ITEMS:

17-11 Engineer Selection Committee

A motion was made by President Kay and seconded by Trustee Meunier to authorize a selection committee composed of the six Trustees, Treasurer, General Manager, Assistant GM / District Engineer, Finance Director, and Operations Director to select a firm to provide engineering services for Preliminary Design of the Jackson Station Project, and further direct staff to work with the selected firm to bring a contract to the Board for consideration. There was a unanimous vote in favor of the motion.

17-12 Request for Abatement

Brunswick Bay Mobile Home Cooperative is seeking relief from the Board for their high water bills due to several leaks that have since been repaired.

A motion was made by Trustee Meunier and seconded by Trustee Ivery to grant an abatement for \$3,271.91 to Brunswick Bay Mobile Home Cooperative for their high water bills. There was a unanimous vote in favor of the motion.

17-13 Sale of Property

A motion was made by Trustee Philippon and seconded by Trustee Ivery to establish a committee to sell the Old Portland Road, Brunswick property identified as Map 17 Lot 5 via Sealed Bid Auction. There was a unanimous vote in favor of the motion.

The land committee members are General Manager Frasier, Trustee Ivery, and Trustee Meunier.

17-14 Election of Officers

In accordance with requirements of Article II, Paragraph 1 of the Brunswick & Topsham Water District By-Laws, the following action was taken for the Election of Officers:

President Philippon turned the meeting over to Clerk Frasier who was designated Chairman Pro-Tem. Chairman Pro-Tem Frasier asked for nominations for the office of President. Trustee Moll nominated Vice President Kay for the Office of President. Trustee Lawler seconded the nomination and made a motion to cease nominations and directed Chairman Pro-Tem Frasier to cast one ballot for Vice President Kay for the Office of President. There was a vote of four in favor of the motion.

President Kay asked for nominations for the Office of Vice President. Trustee Lawler nominated Trustee Moll for the Office of Vice President. Trustee Meunier seconded the nomination. With no other nominations, Trustee Philippon made a motion to cease nominations. There was a unanimous vote in favor of the motion and President Kay was directed to cast one ballot for Trustee Moll for the Office of Vice President.

President Kay asked for nominations for the Office of Clerk. Trustee Lawler nominated Alan Frasier for the Office of Clerk. Trustee Meunier seconded the motion. With no other nominations, Trustee Philippon made a motion to cease nominations and to have President Kay cast one ballot for Mr. Alan Frasier for the Office of Clerk. There was a unanimous vote in favor of the motion.

President Kay asked for nominations for the Office of Treasurer. Trustee Philippon nominated John Woollacott for the Office of Treasurer for calendar year 2018. Vice President Moll seconded the motion. With no other nominations, Vice President Moll made a motion to cease nominations. There was a unanimous vote in favor of the motion and President Kay was directed to cast one ballot for Mr. John Woollacott for the position of Treasurer for calendar year 2018.

President Kay asked for nominations for the position of General Manager. President Kay nominated Mr. Alan Frasier for the position of General Manager for calendar year 2018. Trustee Meunier seconded the motion. With no other nominations, Trustee Meunier made a motion to cease nominations and to have President Kay cast one ballot for Mr. Alan Frasier for the position of General Manager for the calendar year 2018. There was a unanimous vote in favor of the motion.

With no other office or position to be filled President Kay declared the Election of Officers to be complete.

SECOND INVITATION FOR PUBLIC COMMENT: None

A motion was made by Trustee Lawler and seconded by Trustee Meunier to adjourn to Executive Session Per Title 1, MRSA Section 405 (6) (C) to Discuss Property Issues. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Lawler and seconded by Trustee Philippon to adjourn Executive Session and return to regular meeting. There was a unanimous vote in favor of the motion.

A motion was made by Trustee Lawler and seconded by Trustee Philippon 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 November 13, 2017 at 5:30 p.m.

Respectfully submitted,

Linda Deacetis
Recording Secretary