

24 May 2005

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER  
DISTRICT MEETING 10 MAY 2005

**MINUTES FOR 10 MAY 2005 BOOTHBAY REGION WATER DISTRICT BOARD OF  
TRUSTEES MEETING**

The Board of Trustees convened at 1400 hrs. In attendance: Trustee Pinkham (Chair), Trustee MacPhee (Vice Chair), Trustee Curtis (Treasurer), Trustee Carter, Administrative Manager (AM) Bob Raudenbush, and Manager Jon "Ziggy" Ziegra. Guest: Mr. George Whitten, Massachusetts Sewer Corporation; Mr. Thomas Tavenner Esq. Absent: Trustee McNelis (Clerk).

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. The minutes of the 26 April 2005 meeting was approved.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
3. The board approved warrants 25, 26 & 27  
*Trustee MacPhee motioned, Trustee Carter second, vote: unanimous*
4. Trustee Pinkham recognized Mr. George Whitten, Massachusetts Sewer Company and Thomas Tavenner Esq.. Mr. Whitten began by contesting the board's earlier decision to deny the Massachusetts Sewer Company's (MSC) request to downsize its meter for the private service main located in Massachusetts Road (private) in Boothbay Harbor from the current two-inch to a proposed one-inch meter. The board explained it had enlisted the services of the Maine Rural Water Association (MRWA) to survey the private water main and verify the meter size as originally recommended by Mr. Whitten's engineer (2"). It was pointed out to the board they has already visited this issue and voted to maintain the MSC meter at two-inches and that the PUC had concurred with this ruling per Telecon. The board explained to Mr. Whitten if he had new evidence he was welcome to bring it back to the board for re-consideration. Mr. Whitten stated he was bringing this matter back to the PUC. The voted to uphold the previous decision that the MSC meter be left at two-inch.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
5. The manager provided the board with an overview of the progress made on the Murray Hill Main Replacement project. He described the on 28 April 2005 he met with Mr. Jim Mann to work out the final language for the Mann Family Trust Easement agreeing to the following:
  1. An internal video inspection of the Mann House by Maine Drilling and Blasting prior to blasting;
  2. Removal of selected trees on the property adjacent to the work site;
  3. Planting of three Alberta Spruce along the hillside adjacent to the house;
  4. Replacement to original condition or better;

5. Correcting longstanding drainage issues by widening ditches and replacing culvert;  
and
6. Replacement of a single Rhododendron (pink or white).

The manager went on to report on 28 April 2005 the district, Wright-Pierce and Whorff Construction held a public meeting at the East Boothbay Fire Station. The meeting was described as well attended. A suggestion was made during the meeting that the district send a letter to all those seasonal people to alert them to the work and recap the meeting. This was reported completed on 29 April 2005 by district staff.

The manager went on to report; to date the water main had been installed on Presley Drive overland to Murray Hill Road Extension. The Presley Drive had been disinfected and flushed and is awaiting bacteriological analysis. Once found clean the services will be tapped and a hydrant will be installed. Paving for Presley Drive is to follow. The contractor is averaging 90 feet per day.

Trustee Carter instructed the manager to look into silt fence issues on his property, which Whorff was using as a lay down, and processing area.

6. After the board had had two weeks to review the first quarter budget, the administrative manager (AM) asked if there were any questions or comments. Trustee Curtis stated he had questions but was able to find the answers in the executive summary. The board praised the AM for the completeness of the report. No further discussion on the matter.
7. The manager reported the preliminary design for the Knickerbocker Intake would be presented to the town of Boothbay Planning Board during its June meeting. The manager went on to report he had contacted the district's attorney and instructed him to contact Mr. Cozzi to ascertain his needs and wants with respect to running three-phase power to the new pump station. The manager informed the board the pump building was going to be proposed at 25 feet from Knickerbocker Lake over objections of the planning board. The reason was explained the suction system would not work any farther away from the water. The manager reported the code enforcement officer wanted the district to say in public it was exempt.
8. The manager reported on the various subdivisions currently under various stages of review and construction.

Dora Highlands Subdivision - The manager reported the town of Boothbay Harbor had hired Underwood Engineers, Portsmouth, New Hampshire, to review the district's findings that there was sufficient pressure, quantity and quality of water to supply this subdivision. It was reported the developer had signed the main extension agreement and given the district a \$2,500.00 deposit on review services. The manager reported this subdivision was still in review by the town of Boothbay Harbor.

High Ledge Subdivision - The manager reported the developer of High Ledge Subdivision was required to construct a 550 ft main extension with the inclusion of a fire hydrant. It was reported the developer was sent a main extension agreement and a request for \$7,260.71 for services. The manager went on the developer has appealed this agreement to the Public Utilities Commission. The town of Boothbay Harbor reported this project approved.

Weiner Subdivision - The subdivision was reported in process and it was reported the contractor would be completing the inspection work on the already installed infrastructure.

Boothbay Country Club Subdivision – The manager reported he had met with the developer’s engineer and discussed preliminary concept design and issued a letter to the developer ensuring sufficient quantity, quality and pressure for the proposed project. The manager did also report the developer had not entered into an agreement with the district and no further action concerning this project would be completed by the district. The status of town approval was not known.

The Pines Subdivision - The manager reported he had met with a developer who had purchased the Pines Motel in Boothbay Harbor. His preliminary design was reported to consist of 14 “high end” homes that would require water and sewer service. This project was purely conceptual and no agreement was reported signed.

9. The manager reported nothing new with regards to security. Trustee Curtis instructed the manager to have the steel bolts on the fences welded now the district had an arc welder.
10. Trustee Pinkham entertained a request for a meter downsize made by Ms. Geremia Burke, Acct # 0901830, for her residence from a 3/4” to 5/8” meter. After reviewing the facts the board approved the downsize.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
11. The manager reported the quality of the raw water in Adams Pond was exceptionally poor this spring due to excessive run-off. The manager presented the board an e-mail he had sent the town possible focusing the new assistant code enforcement officer on this problem as something tangible to focus on. The manager reported both filters were brought on-line prematurely due to high turbidity and filter runs were shortened. The plant was not running at peak efficiency due to the poor water quality.
12. The manager reported he had received complaints on Birch Road, Boothbay Harbor, due to poor water quality. Upon investigation it was found the road was fed on a one-inch galvanized water main well past its useful life. The manager reported he ordered the replacement of 1,000 feet of one-inch galvanized water main with two-inch PE main. The board concurred with the decision.
13. Trustee Curtis moved for the 2005/2006 term the officers of the Boothbay Region Water District be:
  - Harry Pinkham, Chairman, Boothbay Harbor
  - Bernard “Skip” MacPhee, Vice-Chairman, Boothbay
  - Peter McNelis, Clerk, At-Large
  - Lew Curtis, Treasurer, Boothbay Harbor*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
14. The meeting was adjourned at 1516 hr.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler  
Manager