

25 March 2003

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: MINUTES FOR BOOTHBAY REGION WATER DISTRICT MEETING 11 MARCH 2003

MINUTES FOR 11 MARCH 2003 BOOTHBAY REGION WATER DISTRICT BOARD OF TRUSTEES MEETING

The Board of Trustees convened at 1400 hrs. In attendance: Trustee (Chair) Irving, Trustee (Vice Chair) McNelis, Trustee Curtis, Trustee Crawford, Trustee Pinkham, Administrative Manager Bob Raudenbush and Manager Jon "Ziggy" Ziegler. Guests: Ms. Paula Thompson, Maine Rural Water Association; Richard Bredeau, Chief Treatment Plant Operator. Absent: None

1. Trustee Irving called the meeting to order at 1400 hr.
2. Acceptance for the minutes of the 25 February 2002 meeting was approved with change noting Administrative Manager Bob Raudenbush absent.
Trustee Curtis motioned, Trustee Pinkham second, vote: unanimous
3. The Board approved warrants 10, 11, 12, 13 & 14.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
4. Trustee Irving opened the bids for excavation services for the Giles Place water main replacement. The bids were such:
 - a. N.A. Reny Construction - \$9,000.00
 - b. A. Jordan Construction - \$10,690.00Both bids were determined to be correct and complete. The Board awarded the contract to N.A. Reny Construction.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
5. The Manager reported that Mr. Gosselin had accepted the counter offer of \$75,000 for a 10.6acre parcel of property off the Adams Pond Road. The Manager went on to detail he had contacted Carl R. Griffin, Attorney to make preparations for the land transfer including arranging the survey work required for filing the deed. In addition, it was reported that upon the advice of his attorney, Mr. Gosselin was evicting all commercial leases on the property to make it free of all encumbrances at closing.
6. The Manager reported the final bid package for the fluoridation addition had been completed and approved. He reported the package was advertised and an 8 April 2003 date for bid opening was set. It was also reported the building permit was approved and in place. Trustee Irving was concerned if there would be any bidding requirements similar to that of Davis Bacon Act requirements. It was reported the funding was local/private and therefore no federal or state bidding rules applied.
7. The Manager reported the District had reached a tentative agreement with the Department of Environmental Protection (DEP) for permit modifications for accessing the water in Knickerbocker Lake. The DEP acknowledged there would be no minimum stream flow requirement placed on the District for the reason Knickerbocker Lake has no natural outflow in the summer. However, the District would be responsible for continued surveillance and monitoring of conditions both in Knickerbocker Lake and Campbell Stream.
8. The Administrative Manager (AM) provided the Board with an overview of the current budget.

Expenditures were reported to be 1 % over projected while revenues were 1% below projections. However, after review of historical trending at this time of year the budget looked normal. The AM also reported a bond payment of \$80,728.00 was due 15 April 2003. This bond historically comes in a time of low cash flow and it was most likely going to require a temporary withdrawal from contingency funds.

9. The application to the Rural Development Agency for the Kenniston Hill Standpipe and East Boothbay Interconnection project was reported to be complete. The project was reported to be #1 on the Maine priority list and was waiting funding. It was further reported that funding was tied to the passing of the Federal Budget.
10. The manager reported he met with DEP officials concerning the oil tank replacement grant. The Manager recommended the District opt not to become involved in this program because the scope of work was severely paired down and it would require the District to ask perspective clients “overly intrusive” questions, an activity the Manager did not want to undertake. Trustee McNelis instructed the Manager to contact the State and see what other alternatives there were to not have the District disseminate this information and possibly advertise the program as voluntary.
11. The Manager reported that the Developer of Stonewall Acres was presenting a “final plan” to the Boothbay Planning Board on 17 March 2003. He went on to further show concern that the District had not been provided this plan and that it may go through the Planning Board without sufficient review. The Manager was directed to staff the Planning Board meetings and report any information.
12. The 2002 Boothbay Region Water District Consumer Confidence Report was presented to the Trustees. The Board approved the “two color” version for this addition.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous
13. A bill dispute presented by Mr. Bill O’ Connor, East Boothbay, was presented to the Board of Trustees. In his letter he disputed a five-hour labor bill for finding his service during a recent freeze event. The Manager agreed stating the excessive labor was due to incomplete tie drawings and no fault of the customer. The Board of Trustees concurred and adjusted the labor bill to 1.5 hours at the overtime rate.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
14. Trustee Curtis instructed the A.M. and Manager to review the current by-laws, make proposed changes as necessary and present a draft to the Board to ensure proper insurances for the Board of Trustees was available including errors and omissions and personal indemnification. The AM took this project and stated he would research the issue with the insurance carrier and make the necessary proposed changes to the by-laws.
15. Trustee Irving led a conversation on the current status of any drinking water protections the Town of Boothbay may or may not be considering for both Adams Pond and Knickerbocker Lake. Trustee Irving was very concerned about the lack of progress for any meaningful protections and was now unsure about what the plan of the Town was, if any. After extended debate with District personnel and the Maine Rural Water Association Trustee McNelis motioned the following:
 - a. Trustee Irving sign a letter to Hon. Henry Rowe, Chairman, Board of Selectmen, Boothbay asking if the Town has any intentions of proposing any watershed protections in the My Town Meeting or any other strategy for initiating protections;
 - b. If not, contact Attorney Geoff Hole for other avenues for creating ordinances; and
 - c. Ensure the Town of Boothbay enforces current ordinances and appeal any decisions of the Planning Board in which in the view of the District, drinking water will be impaired, regardless of developer or parties affected.

Trustee McNelis motioned, Trustee Pinkham second, vote: unanimous

16. The meeting was adjourned at 1547 hr.

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler
Manager

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