

26 July 2005

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER
DISTRICT MEETING 12 JULY 2005

**MINUTES FOR 12 JULY 2005 BOOTHBAY REGION WATER DISTRICT BOARD OF
TRUSTEES MEETING**

The Board of Trustees convened at 1400 hrs. In attendance: Trustee MacPhee (Vice Chair), Trustee McNelis (Clerk), Trustee Curtis (Treasurer), Administrative Manager (AM) Bob Raudenbush, and Manager Jon "Ziggy" Ziegra. Guest: None. Absent: Trustee Pinkham (Chair), Trustee Carter.

1. Trustee MacPhee called the meeting to order at 1400 hr.
2. The minutes of the 14 June 2005 meeting was approved with amendments.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous
3. The board approved warrants 35, 36, 37, 38, 39 & 40
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
4. Trustee MacPhee recognized the manager who provided the board an update on the Murray Hill Water Main Replacement project. The manager reported since the previous meeting the main had been installed to Route 96 from station 38 + 00 and was now tied in. It was reported the final section of main was awaiting disinfection results but had passed the required pressure testing procedures. Whorff Inc. was attempting to meet the substantial completion date and set a completion date 26 July 2005 so that the majority of the remaining payment could be made at the August construction meeting. Services were reported being tied in and complete just shy of the Hodgdon Yacht facility. Paving was reported to be commencing later in the week with the binder course being applied to Murray Hill Road Extension and Presley Drive.
5. Trustee McNelis proposed the district move the electrical meter at the Boothbay Chamber of Commerce (COC), at district expense, to a position directly behind the existing pressure reducing valve, consistent to plans provided to the COC July 2004 and responded to February 2005. Because of the elapsed time since the conclusion of the contract that installed the meter, the manager was instructed to move the meter at the districts expense using the most economical means at hand.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous
6. Discussion on the second quarter review was tabled until the 26 August 2005 meeting so that the trustees could further review the second quarter report provided by the administrative manager.

7. The manager reported the Knickerbocker Lake Intake project was still in review with the town of Boothbay. He reported that the matter would be taken up again by the Boothbay Planning Board on 19 July 2005. At issue was the district did not use the correct application form for the original submission and did not show specific reasoning for proposing the intake building be 25 feet from the shore of the lake. A revised package was developed and delivered to the town of Boothbay on 7 July 2005 for review. It was reported no comment had been received from the town on the revised application.
8. The manager described the progress of several subdivisions currently under consideration by the district in the towns of Boothbay Harbor and Boothbay.

Dora Highlands - This approved project had not submitted any plans for review as of the meeting. However it was reported the manager had met with the developer's engineer and discussed some specifics for the installation.

High Ledge - It was reported the developer, Mr. Neil Ward had filed a complaint with the Maine Public Utilities Commission (PUC) challenging the district's main extension policy. A copy of the district's response to Mr. Ward's complaint to the PUC was provided to the board for review.

Weiner Subdivision – No change in status

Sunset Acres – The manger reported that this developer had contracted with the district for a main extension and was still awaiting approval from the town of Boothbay Harbor.

Boothbay Country Club – No change in status

St. Andrews Village Phase II – This project was put on hold due to lack of funding by St. Andrews Hospital.

9. The manager reported the lead and copper samples had been completed on-time and were at the laboratory awaiting analysis.
10. The manager reported he had been invited to a meeting at the Maine Department of Environmental Protection (DEP) concerning the new proposed sustainable water use rules. The manager went on to inform the board that it appears the new rules would be based on "safe yield" of Adams Pond. The manager reported that this would not allow sufficient volume to meet existing needs without DEP intervention. The addition of Knickerbocker Lake was discussed and because of current DEP restrictions on water withdrawal it helped the aggregate allowable withdrawal. The manger finished by informing the board that the rules are only proposed and the current definition of safe yield has not been adopted. If a safe yield definition is adopted based on an average year instead of a sever drought year the allowable water withdrawal limit for the district will be much greater and more acceptable.
11. The board of trustees considered an abatement request made by Robert and Mary Keely, account number 1403370 for an inadvertent usage of their seasonal service. The board discussed that this overage was not a result of the negligence of the district and did not constitute a financial hardship for the Kelly's. Trustee Curtis motioned to deny the request. *Trustee Curtis motioned, Trustee McNelis second, vote: unanimous*

12. The board of trustees considered an abatement request made by Paul and Joni Sherman, account number 0300695 for \$845.00 for an overage resulting from an outside spigot left on while the property was unattended. The trustees felt that this was not the fault of the district, was not a catastrophic failure and did not cause undue financial hardship. Trustee Curtis motioned to deny the abatement.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
13. The board of trustees approved a request by the Spruce Point Inn to stay on seasonal water through 31 October 2005. The manager was instructed to review the damage deposit amount and revise for 2006. Trustee McNelis motioned in favor of the request.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous
14. The board voted to go into Executive Session to discuss personnel matters at 1501 hr.
15. The board came out of Executive Session at 1527 hr.
16. The board approved an Agreement between the Boothbay Region Water District and Teamsters Local 340 for the period 0001 hr. 21 July 2005 through 31 December 2007 with any additional pay benefits retroactive to 1 January 2005.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous
17. The meeting was adjourned at 1530 hr.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous

END OF MINUTES

Respectfully Submitted,
Robert Raudenbush for
Jonathan E. Ziegler
Manager