

13 October 2009

MEMORANDUM

From: Manager  
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 22  
SEPTEMBER 2009**

The Board of Trustees convened at 1900 hrs. In attendance: Trustee Pinkham (Chair), Trustee MacPhee, (Vice Chair), Trustee Curtis (Treasurer), Jon Ziegler, Manager, Bob Raudenbush, Administrative Manager (AM). Guest: Mr. Jim Lord P.E., Dirigo Engineering; Mr. John Van Orsdell, Boothbay. Absent: Trustee Carter (Clerk), Trustee Marston.

1. The minutes of the 8 September 2009 trustees meeting were approved.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
2. Warrants 50, 51, & 52 were approved.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
3. Trustee Pinkham recognized Mr. Lord who provided the board with a briefing on the status of the East Boothbay Water Maine Rehabilitation project. The project was ready to bid with the plans & specifications being reviewed by Rural Development (RD) and the manager. Mr. Lord reported that the paving agreement with the Maine Department of Transportation (DOT) for Route 96 would require the signatures for winter maintenance from the towns of Boothbay and Boothbay Harbor. He went on to elaborate paving issues with town of Boothbay Harbor remained in that the town was requiring a full overlay of all roads under its jurisdiction even though that policy was not in its ordinances. The board endorsed a meeting with the town manager of Boothbay Harbor, Mr. Lord, trustee Curtis and the manager to clear the air.
4. The manager reported the completion of the Adams Pond Dam Rehabilitation project and his satisfaction with the product delivered by Barry Concrete. The manager stated Reny Construction still had work to complete prior to demobilization. The manager asked the board for permission to pay Barry concrete and not make them wait until the 13 October 2009 meeting. The manager went on to inform the board awaiting payment may cause hardship and that there had been no change orders to the project. The \$43,780.00 bid price, already approved by the board, was the upcoming submittal. The board approved the manager paying Barry Concrete early.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
5. Trustee Pinkham recognized Mr. John Van Orsdale who addressed the board and thanked them for dealing with Mr. Brian MacDonald's idea for *3 Dams Project*. Mr. Van Orsdale thought it was a bad idea to raise the lake level as it would surely invade his, and other property owners, property and residence. He also made an offer of future help if the board thought it was needed.

6. The AM reported that income to date was 90.7% of expected while expenses were at 104%. He went on to state that this was not unexpected due to the inordinate summer rainfall effecting the tourist industry and agricultural/horticultural water demand coupled with a very aggressive maintenance plan. Even with this news the AM reported that the district was not in financial trouble yet.
7. The manager reported that all that remained of the Montgomery Road Water Main Rehabilitation project was a full width overlay as dictated by the town of Boothbay Harbor and acceptance of the Jordan Road water main. The Jordan Road main extension was structurally ready for acceptance but a small balance remained on the jobbing portion of the main.
8. The AM reported the district had scheduled vaccines for hepatitis at the request of the distribution employees who sometimes come into contact with sewerage. In addition the district was keeping apprised of H1N1 “pig flu” vaccines and would make them available to district personnel once available.
9. The manager reported the Boothbay Fire Chief had requested the district provide a parking area adjacent to the newly completed Adams Pond Dam for drafting purposes in the event of a fire on Dover Road. The manager stated that if the town Boothbay installs a drive through gate on the property the district would construct a suitable parking area for drafting. The board concurred with this arrangement.
10. The manager reported the status of the following:
  - a. Treatment Plant Operational Problems –The manager reported the treatment plant was operating at very good efficiency with no noted water quality problems.
  - b. Sodium Hypochlorite – The manager reported the pilot study to begin the week of the 21 September 2009.
11. The manager reported the district had completed all of the seasonal upgrades in Boothbay, requiring road openings on town roads to be paved in 2009 as complete. The manager reported he had received only one complaint from a resident on Back River Road questioning the need of the district to replace out-dated galvanized water main ahead of paving.
12. The manager updated the board that the district was to meet with the DOT regarding the Knickerkane Bridge on 30 September 2009 in Brunswick, Maine. The manager stated he would report status back to the board at the next meeting.
13. The manager informed the board that a statewide issue concerning paving was now taking place. The manger stated that the district was not the only entity in the state being taken advantage of with regards to paving requirements. The manager discussed that if the towns were to require full overlay for each road opening within the district, the cost of maintenance would go up significantly. The manger stated the Portland Water District was getting hit hard by several towns in its district and that the matter most likely would get settled by legislation or in court.
14. There was no update concerning the source water assessment program (SWAP) update.
15. The manager reported the master plan was nearing completion with trustee comments and that the executive summary would be ready by the next meeting.

16. Trustee Curtis told the board and staff that he would be leaving early for the *Boothbay Region Water District, Southern Division*, on 11 October 2009 and would conduct business from there until April.
17. The meeting was adjourned at 1957 hr.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler  
Manager