

8 April 2003

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: MINUTES FOR BOOTHBAY REGION WATER DISTRICT MEETING 25 MARCH 2003

MINUTES FOR 25 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" Ziegra. Guests: John Van Orsdell, Knickerbocker Lake Association; Estelle Appel, Chairman, Boothbay Planning Board; Hon. Stephan Hamm, Selectmen, Town of Boothbay; Marian Anderson, Code Enforcement Officer, Town of Boothbay; John Anderson, Town Manager, Town of Boothbay, Carlo Pilgrim, Town Manager, Town of Boothbay Harbor Absent: None

1. Trustee Irving called the meeting to order at 1400 hr.
2. Trustee Irving called for a moment of silence in support of the troops engaged in the conflict in Iraq.
3. Acceptance for the minutes of the 11 March 2003 meeting was approved without change.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
4. The Board approved warrants 15, 16 & 17.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
5. Trustee Irving recognized a contingent from the Town of Boothbay to discuss watershed protection ordinances. Mr. Stephan Hamm, Selectman, Town of Boothbay opened the discussion by stating his presence was to reassure the Board that the Town was "not keeping (the District) out in the cold". Trustee Curtis expressed "a lot of frustration" with the Town of Boothbay's inaction and lack of response to previous letters on this subject. This was followed by Trustee Irving stating "the Board of Selectmen never went on record.... to instruct the Planning Board to address this issue". The Mr. John Anderson, Town Manager, Ms. Estelle Appel, Chairman Planning Board, and Mr. Stephan Hamm, Selectman representing the Town of Boothbay affirmed that work on watershed ordinances would be the first priority after the May Town meeting. When asked if there would be a timetable, none was offered, referencing the uncertainty of the process. The District was asked to create a priority list of concerns to be addressed.
6. Town Managers Mr. Carlo Pilgrim, Boothbay Harbor and Mr. John Anderson, Boothbay were recognized to discuss a letter by Attorney Geoff Hole to CCNET for default of contract giving CCNET until the end of April to either meet the obligations of the contract with the District or cease operations from the Mt. Pisgah Standpipe. After much discussion the Board affirmed its stance. Mr. Pilgrim said he would see if Mr. Rob Johansen, CCNET would be available for the 8 April 2003 Trustees meeting try to resolve any problems that may still exist.
7. The Board recognized the Administrative Manager (AM) to provide a budget update. It was reported that at this time expenses were 14% below projections while revenues were 8% below projections. However, overall the cash flow looked normal for this time of year. The AM also reported a checking account formed during the merger still had a balance of \$7,146.86 and needed to be closed by an authorized signer of which only Trustee Curtis and Irving were. Trustee Curtis took the paperwork to close the account and transfer the funds.
8. The Manager reported he had met with Mr. Steven Reny to discuss the Giles Place main replacement. The

replacement was scheduled to begin 5 May 2003 and all was on-track.

9. The Manager reported that he and the AM had met with Mr. Ken Gosselin regarding the sale of property. The results of that conversation were sent to Attorney Chip Griffin for resolution. Mr. Gosselin also insisted, as a condition of sale that no commercial use is for the property. The District agreed to this clause.
10. The Manager reported the fluoridation project was on track with a bid opening of 8 April 2003 as the next milestone.
11. It was reported the Knickerbocker Lake approval was moving with a draft being prepared by the Maine Department of Environmental Protection. The Manger reported he would provide copies of the proposed permit to the Board as it became available.
12. The AM reported he had met with Mr. Alden Turner and Mr. Conrad McAllister (USDA) concerning the Kenniston Hill Standpipe. Once funded, Mr. Turner would be the point of contact for the Rural Development Agency (RDA). It was reported that the RDA was still awaiting the passing of the federal budget to determine the loan/grant.
13. The Manager reported the DEP had contacted him to revise the policy for replacing home heating oil tanks by expanding it to oil tanks within 1000 ft of Knickerbocker Lake and Adams Pond and streamlining the means testing requirements. The Manager was required to report back to the Board his findings.
14. Trustee Curtis began discussion on the proposed by-law changes as drafted by the AM. At this time Trustee Curtis praised the AM for a "professional job" for completing this document. Trustee McNelis reviewed the indemnification requirements seeing if they were consistent with the Districts insurance policy and Maine Municipal Association (MMA). The AM had researched this question and found it to be consistent. Trustee Irving tabled any action on the by-laws until 8 April 2003.
15. The Board heard a billing complaint submitted in writing by Ms. Lucille Machon, Boothbay Harbor claiming compensation for a freeze that occurred in her service line. The Manager reported he needed to further investigate the claim with the crew. On a separate note, the bill submitted to Ms. Machon by her contractors made reference to frozen District equipment. The Manager reported that this has been a problem with certain contractors making independent judgments of freeze locations without consulting the District. The Board instructed the Manager to change policy that only District personnel determine freeze locations. The Board Tabled further discussion of Ms. Machon's dispute until 8 April 2003.
16. The meeting was adjourned at 1547 hr.

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler
Manager

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