

11 October 2005

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER
DISTRICT MEETING 27 SEPTEMBER 2005

**MINUTES FOR 27 SEPTEMBER 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 McNelis (Clerk), Administrative Manager (AM) Bob Raudenbush and Manager Jon "Ziggy" Ziegra. Guest: Mr. Chris Higgins, Superintendent, Boothbay Harbor Sewer District. Absent: Trustee Carter, Trustee Curtis (Treasurer).

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. The minutes of the 13 September 2005 meeting was approved with amendments.
Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous
3. The board approved warrants 54, 55 & 56
Trustee MacPhee motioned, Trustee McNelis second, vote: unanimous
4. Chairman Pinkham combined discussion concerning a recent dispute concerning road opening permits with the town of Boothbay and an address to the board by Superintendent Higgins. Superintendent Higgins opened by making the board aware of, what he termed "extremely unprofessional conduct" of the Boothbay Board of Selectmen as a result of the appeal of a road opening permit denial brought before the Board of Selectmen by the district 26 September 2005. Mr. Higgins went on to inform the trustees that, in his opinion, the trustees should seek an apology for the selectmen's behavior concerning the appeal. Discussion shifted to the status of the road opening appeal. It was reported the Boothbay Board of Selectmen had tabled any further action until attorneys for both sides could discuss the matter, particularly the town's method of "serving notice".
5. The administrative manager (AM) reported gave a brief report on the cash-flow status of the district. It was reported the district had \$400,000.00 in the checking account and \$600,000 in the MBIA account. Along with this the fall billing for public fire protection where reported to be going out within the next two weeks and seasonal overage charges within two months. He reported the district was well funded for the autumn debt payments.
6. The AM reported the new garage doors had been installed and were operating well. In addition, the AM reported the metal surfaces of the buildings that where to painted by Iron One Painting were on hold. Lastly, the Am reported the French doors for the conference room had been installed.
7. The manager reported the Knickerbocker Lake Intake project had been put out to bid. He stated the contractors taking out plans could be viewed on the Wright-Pierce website at

- <http://www.wright-pierce.com>. It was reported the bid opening was scheduled for the trustee meeting on 25 October 2005. As pertaining to easement questions, the manager reported he and attorney Geoff Hole would be meeting Mr. & Mrs. Cozzi, Somerset, New Jersey, on 4 October 2005 to discuss questions pertaining to rights and responsibilities pertaining to the utility easement over lot 148A.
8. Trustee Pinkham reported he had been in contact with Mr. John Druce, Boothbay Harbor to attempt to obtain an easement across his property, located on Spruce Point, to change the location of the shore side meter for the Squirrel Island water main that was reported being replaced during the winter of 2005/2006. Trustee Pinkham relayed Mr. Druce would grant the easement to the district for \$40,000.00 plus legal expenses. The manager informed the trustees, even though the Druce property was a better location for the mainland side of the water main, the amount required by Mr. Druce would increase the overall project cost 133% and recommended this not a wise investment. Instead the manager reported the district's marine contractor had recommended a different weighting and pinning system be installed on the new main at its current location, which should improve the mains performance. The board instructed the manager to continue water main replacement plans at the current location on Spruce Point.
 9. The manager reported the status of Maine Department of Environmental Protection (DEP) rulemaking efforts in regards to sustainable water use. The manager reported he had met with several other utilities in a strategy session for the Maine Water Utilities Association (MWUA). It was reported the DEP would host a series of public hearings in November and December with a promulgation date in early 2006. It was further reported because this was a substantive change in rules it would need to be ratified by the legislature. The manager was reported still evaluating the effect the new rules would have on operations for the district.
 10. As directed the manager had made contact with Mr. George Whitten, Massachusetts Road Sewer Company, and invited him to speak to the board of trustees concerning his proposed rebate. The manager reminded the board they had absolutely no obligation to rebate any amount to Mr. Whitten concerning his meter downsize. Mr. Whitten would be addressing the board 11 October 2005.
 11. The manager reported the 319 Grant work by the district was completed 21 September 2005. N.A. Reny Construction completed the rip-rap installation along the northern shore of Adams Pond. The manager reported he was in contact with the DEP and the reimbursement documents were forthcoming.
 12. The manager described the progress of several subdivisions currently under consideration by the district in the towns of Boothbay Harbor and Boothbay.

Dora Highlands – No change in status

High Ledge – The district met with Rideout Excavation Inc. and it was reported public water was now going to be installed into this subdivision. It was reported Mr. Neal Ward had contracted with Wright-Pierce to compile plans for the main installation.

Weiner Subdivision – Inspection was reported ongoing.

Sunset Acres – Still awaiting cost estimate. The easement documents were with Attorney Chip Griffin and drawn up.

Boothbay Country Club – No change in status was reported concerning this subdivision.

St. Andrews Village Phase II – No change in status was reported concerning this project.

13. Chairman Pinkham stated the following: “I Harry Pinkham make a motion that all bills up to and through the end of 2005 be committed to the Treasurer for collection”. The board approved the motion.

Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous

14. The board approved a meter downsize request made by Ms. Sue Fitzgerald, Account #0900640, downsizing the existing $\frac{3}{4}$ ” meter to a $\frac{5}{8}$ ” meter.

Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous

15. The meeting was adjourned at 1447 hr.

Trustee MacPhee motioned, Trustee McNelis second, vote: unanimous

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegra
Manager