

22 February 2005

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER
DISTRICT MEETING 9 FEBRUARY 2005
**MINUTES FOR 9 FEBRUARY 2005 BOOTHBAY REGION WATER DISTRICT BOARD
OF TRUSTEES MEETING**

The Board of Trustees convened at 1400 hrs. In attendance: Trustee Pinkham (Chair), Trustee Curtis (Treasurer), and Trustee McNelis (Clerk). Administrative Manager (AM) Bob Raudenbush, Manager Jon "Ziggy" Ziegler. Guest: Mr. Jeff Preble, Wright Pierce Engineering. Absent: Trustee MacPhee (Vice Chair), Trustee Carter

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. The minutes of the 13 January 2005 meeting was approved.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
3. The board approved warrants 4, 5, 6, 7 & 8
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
4. The manager provided the board an update of the Route 27 effort. It was reported the Community Development Block Grant (CDBG) had been denied. The manager reported he had been in contact with Mr. Levy, Maine Rural Water Association (MRWA) and reported the district would be meeting with staff members of Senator Olympia Snowe to discuss further funding options.
5. The manager reported the final bid documents for the Murray Hill water main replacement were complete and ready for advertisement. The board authorized the manager to release the bid documents. The tentative schedule for the main replacement/upgrade was reported to be 8 March 2005 bid opening, construction late April 2005 with conclusion late May 2005.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
6. The manager reported the district had received authorization to continue its efforts for establishing a permanent intake at Knickerbocker Lake. The manager reported he had received a grant for \$280,000 and a loan of \$391,000 with an interest rate not exceed 4.5% from Rural Development (RD). The board authorized the manager to enter into this agreement and begin preparations for the new intake.
Trustee McNelis motioned, Trustee Curtis second, vote: unanimous
7. The manager reported the Union Court replacement project was moving ahead. It was reported that Neal Reny & Son Inc. had won the town of Boothbay Harbor bid for excavation services and would be the supporting entity in the main replacement. The manager reported the cost for the project would not exceed \$50,000.
8. The manager reported he had had contact with Mr. Tom Bennett concerning several subdivisions currently under consideration in Boothbay and Boothbay Harbor. To date no

formal requests had been made for approval. The board reviewed the approval process for subdivisions and authorized the manger to implement said policy.

Trustee Curtis motioned, Trustee McNelis second, vote: unanimous

9. The administrative manager (AM) reported on the East Boothbay Water District (EBWD) loan consolidation. He reported the manager had, upon authorization of the board, signed loan documents to consolidate the former (EBWD) which amounted for \$206,0000 with the First National Bank of Damariscotta at a rate of 4.15 % saving the district \$17,000.00 over the life of the loan.
10. The manager reported that he had ordered the replacement of the Squirrel Island water main for 2006 in accordance with majority vote of the board. He went on to relate the district had taken great care in determining the legality of ownership of the main and determined that it was the property of the district. Therefore, the manager reported Mr. Chuck Fuller would “patch” the main for one last season and replace it in the winter of 2005/2006.
11. The manager reported the district had begun to raise the pH of the finished water form 8.0 to 8.6 as determined by the Maine Department of Health and Human Services. This raise in pH is in response to the violation in lead concentration recorded in the second half 2004 lead testing program. The board instructed the manager to keep them informed as to the effectiveness of this strategy.
12. The board considered an abatement request by Ms. Katherine Nelson for the sum of \$295.00. The board rejected the request stating the problem is still on going.
13. The manager petitioned the board to join the E. J. Prescott Value Added Service Program which would be a “just in time” service for the district eliminating many inventory problems. The trustees debated the idea. Trustee Curtis reminded the trustees the program had been tried by the Air Force and had met little success however he recommended it to be tried by the district because of the difference in organization. The board approved a one-year trial of the program.
Trustee McNelis motioned, Trustee Pinkham second, vote: unanimous
14. The AM reported the fieldwork for the annual audit had been completed. It was reported that so far the district was doing well with a complete report to be provided within two-month.
15. The manager reported he had been invited to sit in on the review board for the assistant code enforcement officer for the town of Boothbay in charge of enforcing the new ordinance for land use in Boothbay. The manager reported the town of Boothbay had offered the position to Mr. Jim Betts. The manager concurred on this appointment. The board approved the salary package as recommended by the town of Boothbay.
16. *Trustee Curtis motioned, Trustee McNelis second, vote: unanimous*
17. The board adjourned at 1505 hr.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous

END OF MINUTES.

Respectfully Submitted,
Jonathan E. Ziegler
Manager
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