

23 January 2007

MEMORANDUM

From: Manager  
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 9 JANUARY 2007**

The Board of Trustees convened at 1400 hrs. In attendance Trustee Pinkham (Chair), Trustee MacPhee (Vice Chair), Trustee Marston, Manager Jon “Ziggy” Ziegler. Guest: None. Absent: Trustee Curtis (Treasurer), Trustee Carter (Clerk) & Administrative Manager (AM) Bob Raudenbush

1. The minutes of the 27 December 2006 trustees meeting were approved.  
*Trustee MacPhee motioned, Trustee Marston second, vote: unanimous*
2. Warrants 76 (06), 1 & 2 were approved.  
*Trustee Marston motioned, Trustee MacPhee second, vote: unanimous*
3. The manager reported no change in status. The manger reported the district was still awaiting FCC license.
4. Trustee Pinkham inquired the manager what the status was for the Route 27 project currently under consideration by the town of Boothbay. The manager responded the cost estimate was complete and being reviewed by the Boothbay board of selectmen. He went on to inform the board that he was being interviewed by the *Boothbay Register* concerning the genesis of the project as it relates to activities the district has taken to date, including the amalgamation of the East Boothbay Water District and the Boothbay Harbor Water System.
5. The manager updated the board on sustainable water use. He went on to describe the actions being taken by the various water associations preparing a response for the Maine Public Utilities Commission to their letter of inquiry to the Department of Environmental Protection (DEP) as the new rules pertain to added costs to the various effected districts. The manager informed the board that he would be attending a meeting in Augusta the following day to evaluate a survey of specific districts and estimates of compliance. The board reviewed the districts submission of estimated costs. The manager reported he had met with Representative MacDonald and shared his concerns and was of the belief that Representative MacDonald was a supporter of the districts position.
6. The manager presented the board a copy of the Reed Road preliminary cost estimate prepared by Dirigo Engineering. Because the cost estimate had just been delivered the board delayed any deliberations on this matter until the 23 January 2007 meeting giving all members ample time to review the proposal thoroughly. The motion to table was made by Trustee MacPhee.  
*Trustee MacPhee motioned, Trustee Marston second, vote: unanimous*
7. The Forestry Management Plan was presented to the district. Trustee Pinkham instructed the manager to press on with obtaining approval from the town via the planning board. The manager advised the board he had not reviewed the plan because as with the previous plan, it had been received very recently. Trustee Pinkham inquired if it was the manager’s intention to improve the woodlands adjacent to Adams Pond by contract or with district personnel.

The manager responded that it was more effective to have other individuals complete the removal who are more experienced in forestry.

8. The memorandum of understanding (MOU) for emergency response with Lincoln County EMA was received by the district as the meeting began. Further discussion on this effort was deferred until the next trustees meeting. The board instructed the manager to get the opinion of attorney Geoff Hole.
9. The manager reported on the disposition of 11 Storage Lane. He relayed that Mr. Clayton Pottle was reporting much showings of the property. The oil tank was reported full and the condition of the property was reported to be excellent. The manager reported he had been in contact with the owners of the Coburn House and they were anxious to negotiate for the sale of their sub-division adjacent to their building.
10. The board took up discussion of the 2007 Budget. The manager relayed comments provided by Trustee Curtis, currently residing at his winter residence in San Antonio, Texas. After refining a few items, the board approved the Boothbay Region Water District 2007 Budget as written.  
*Trustee MacPhee motioned, Trustee Marston second, vote: unanimous*
11. The manager described the progress of several subdivisions currently under consideration by the district in the towns of Boothbay Harbor and Boothbay.

Sunset Acres – No change in status

Dora Highlands – Building permits are being issued and construction has begun.

Boothbay Country Club – This project was reported to close to being complete. The district will need to be reimbursed for the fusing machine and was awaiting the “as-built” drawings. The manager was in contact with JJR Associates and had received a Letter of Intent of complete the remaining punch-list items when the construction season warranted.

12. The manager presented the Maine Rural Water Association (MRWA) annual dues invoice to the board and requested the “voluntary activity fee” of \$250.00 be added citing the work they are doing to fight the proposed sustainable use rules by DEP. Even though funding the voluntary fee was not the custom of the board the manager recommended its funding this year for the good work the MRWA was doing. The board concurred with the manager’s request.  
*Trustee Marston motioned, Trustee MacPhee second, vote: unanimous*
13. Mr. Wayne Westling of 6 Presley Drive, East Boothbay requested an abatement of \$1,418.96 for a bill resulting from a leaking toilet while he was wintering in California. The property is currently under the care of Pottle Realty Group. The board was of the opinion Mr. Westling had a problem with Pottle, did not meet the criteria of need and did not take sufficient care to prevent this from happening. The board denied the request.  
*Trustee Marston motioned, Trustee MacPhee second, vote: unanimous*
14. The meeting was adjourned at 1454 hr.  
*Trustee MacPhee motioned, Trustee Marston second, vote: unanimous*

END OF MINUTE

Respectfully Submitted,

Jonathan E. Ziegler  
Manager