

26 October 2006

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER  
DISTRICT MEETING 12 OCTOBER 2004

**MINUTES FOR THE 12 OCTOBER 2004 BOOTHBAY REGION WATER  
DISTRICT BOARD OF TRUSTEES MEETING**

The Board of Trustees convened at 1400 hr. In attendance: Trustee Pinkham, (Chair); Trustee MacPhee, (Vice Chair), Trustee McNelis, (Clerk); Trustee Curtis, (Treasurer), Administrative Manager Raudenbush; and Manager Ziegra. Absent: Trustee Carter. Guests: Construction Meeting Attendees.

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. The board approved the minutes for the 22 September 2004 meeting.  
*Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous*
3. The board approved warrants 56, 57, 58 & 59.  
*Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous*
4. The trustees opened the October Kenniston Hill Standpipe/East Boothbay Interconnection project construction project meeting. Due a technical difficulty the minutes for this meeting will be available for review at the 9 November 2004 trustee meeting. The trustees did order a workshop to review outstanding complaints concerning Macmillan for 19 October 2004.
5. The manager asked the board permission to sign contracts with Wright-Pierce Engineering and USDA to begin design and bid documents for the Murray Hill Main Replacement/Presley Drive Loop project. Mr. Scott Emery, USDA & Mr. Jeff Preble, Wright –Pierce stated it appeared sufficient funding was available in the current grant portion to proceed. The board approved the manager to contract with Wright-Pierce to design and prepare bid documents to complete this project.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
6. The AM reported he had been in contact with Mr. Gordon Labay and the rate case had not been taken up at the most recent PUC meeting. He did inform the trustees Mr. Labay was not concerned and there appeared to be no opposition. Lastly, it was reported the deadline for a citizen petition had passed.

7. The AM presented the 3<sup>rd</sup> quarter budget report. Trustee McNelis asked if there was to be discussion of this document at this meeting. Trustee Pinkham deferred any discussion on this report to the 26 October 2004 meeting giving the trustees time to review the document.
8. The manager reported this to be the final land liquidation report. It was reported the Clifford house had been sold and approximately \$319,000.00 had been deposited in the district bank account. The date of the closing was held on 4 October 2004.
9. The manager informed the board all funding documents were in order for the Knickerbocker Intake project as verified by Mr. Scott Emery, USDA. Mr. Emery stated the funding would be available in FY-05. The manager reiterated he would like to begin this project early in 2005 so that construction could take place at the same time.
10. The manager reported a meeting with the Boothbay selectmen had been scheduled for 19 October 2004 at the Boothbay town hall. This meeting was to include the attorney's for both the town and district and take place in a workshop setting. Trustee Pinkham, Trustee MacPhee, Geoff Hole Esq. and the manager would represent the district.
11. The manager informed the board of a discussion he had with Mr. Chuck Fuller concerning repairs of the Squirrel Island main. The board deferred any commitment of funding until such time as to fully review any further findings by Joe Donahue Esq. No action was taken.
12. As requested the AM reported there was sufficient security funding in the budget to pursue the new proposed key policy. Trustee Pinkham citing a vote had already been taken approving, instructed the manager to proceed.
13. The manager reported on the status of the Lakeside Drive easement and again praised Ms. Ruth Watts for valuable assistance in procuring this easement. The manager then informed the trustees he would begin work on obtaining easements for the Murray Hill project.
14. The AM reported this to be the final report on CC-Net in that they had been evicted from the Kenniston Hill standpipe and the case was now closed. The manager reported the town manager of Boothbay had called that morning complaining he had lost Internet service. As requested by the board, the manager reported he had informed all known customers of CC-Net they would be evicted 9 months earlier.

15. Trustee Pinkham reported on a tabletop exercise he and the manager had attended on 28 September 2004 at Lincoln County EMA. Trustee Pinkham reported he was an observer and the manager was invited to participate. The manager reported it was very useful and reinforced his faith in the district VA. The scenario included a terrorist attack at the Great Salt Bay Water District. The terrorists used 200 curies of Cesium 137 to contaminate the single, unprotected standpipe and then started a fire at the other end of town to draw the contamination into the system. The manager noted communication with all parties was critical. Overall it was reported to be an excellent learning experience.
16. Trustee Curtis motioned to mow the Clifford field only 25 feet from Adams Pond Road, to support snow removal and allow the field to revegetate naturally.  
*Trustee Curtis motioned, Trustee McNelis second, vote: unanimous*
17. The manager reported the DOT had illegally changed its road opening policy to not allow private individuals to obtain road-opening permits for service ties. The DOT's latest position is all permits have to be taken out by the utilities. The manager stated that he and Superintendent Higgins, Boothbay Harbor Sewer District would be meeting with the state to contest this policy in that it is arbitrary and capricious; legal rule making in which stakeholders receive opportunity to comment, has not been completed; and it shifts to much liability to the rate payers of the utilities. The board asked to be kept informed.
18. As part of the district's incremental main replacement program the manager, superintendent Higgins and the public works director for the town of Boothbay Harbor had met to discuss a joint project on Union Court in Boothbay Harbor. The districts are completing cost estimates to present to the various boards for approval.
19. The manager reported Mr. John Van Orsdell concerning aircraft on Knickerbocker Lake had contacted him. The manager reminded the board that aircraft could only be removed from great ponds by ordinances of the town.
20. The board voted to go into executive session at 1542 hr. to discuss proprietary matters.  
*Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous*
21. The board came out of executive session at 1556 hr. and the meeting was adjourned at 1557 hr.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler  
Manager