

30 March 2006

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER  
DISTRICT MEETING 14 MARCH 2006

**MINUTES FOR 14 MARCH 2006 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), Trustee Carter, and Administrative Manager (AM) Bob Raudenbush. Guest: None. Absent: Trustee Curtis (Treasurer) and Manager Jon "Ziggy" Ziegra.

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. The minutes of the 28 February 2006 meeting was approved.  
*Trustee McNelis motioned, Trustee MacPhee second, vote: unanimous*
3. The board approved warrants 13, 14 & 15.  
*Trustee MacPhee motioned, Trustee McNelis second, vote: unanimous*
4. The AM provided the board with a report on the status of the Knickerbocker Lake Intake project. It was reported short term financing was a problem due to legal documents not yet completed by the district's attorney. It was reported that attorney Geoff Hole was on vacation and would not be back until 16 March 2006. The AM went on to relay that he and the manager, in consultation with the chairman transferred \$61,000.00 from the MBIA account to the checking account to pay Central Maine Power (CMP) so that the three-phase power installation could commence on time. This was reported to be completed on 10 March 2006. The board was made aware that the project was moving forward and still on schedule.
5. Trustee MacPhee reported he had met with the town manager of Boothbay to discuss the current road opening policy and the Green Landing Road project in particular. He reported very little progress. Trustee MacPhee directed staff to contact Attorney Hole to develop a proposal to be taken to the town selectmen in order to amend the current town of Boothbay Administrative Code to allow utilities to open roads and replace them to town standards. Finally Trustee MacPhee stated he was on the board of selectmen's agenda for 28 March 2006.
6. The AM provided the board a status report on current efforts on sustainable water use regulations currently under consideration and legislation to protect public drinking water supplies. The AM reported that legislation was forthcoming and the draft language was completed. It was reported the manager had briefed the Boothbay Harbor board of selectmen on 13 March 2006 and asked for their support. The board instructed staff to keep them informed on this issue.

7. The AM reported investigation for a GIS package was on-going. He reported he had met with various service providers and was evaluating software products. In addition he reported that he and the manager had met with the Boothbay town manager to discuss the possibility of the town of Boothbay joining in. It was reported that there was interest by the town of Boothbay to become involved.
8. The AM reported the manager had interviewed several engineering firms that specialize in dam inspection, construction and rehabilitation. It was reported he was waiting a proposal from Kliensmidt Engineering and hoped he would have something by the 28 March 2006 meeting.
9. The AM reported he had been in contact with Strong Chevrolet and reported the new replacement vehicles would be ready by the end of the month.
10. The AM reported the old caustic tanks and their associated piping had been decontaminated and removed. It was further reported that T-Buck Construction had placed the new tanks and was working on the piping and delivery system.
11. The AM 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

Sunset Acres – It was reported phase I water main installation was complete and was constructed to the district's satisfaction.

High Ledge – No change in status.

Boothbay Country Club – Construction of HDPE sanitary loop was in progress and the district inspector reported it was being completed to district standards.

Gordon Alexander – No change in status.

12. The AM reported the district would be hosting a kick-off meeting with the Maine Department of Transportation (DOT) to address the scope of work for improvements along Route 27 adjacent to Adams Pond. This meeting was reported to be happening 15 March 2006 at the district offices.
13. The meeting was adjourned at 1437.  
*Trustee MacPhee motioned, Trustee McNelis second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,  
Jonathan E. Ziegler  
Manager