

23 May 2006

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER
DISTRICT MEETING 9 MAY 2006

**MINUTES FOR 9 MAY 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 Marston, Trustee Carter, Trustee Curtis (Treasurer), Administrative Manager (AM) Bob Raudenbush and Manager Jon "Ziggy" Ziegra Guest: None. Absent: None.

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. The board elected officers for the term expiring May 2007. The following officers were elected
 - Trustee Pinkham, Boothbay Harbor – Chairman
 - Trustee MacPhee, Boothbay – Vice Chairman
 - Trustee Carter, Boothbay – Clerk
 - Trustee Curtis, Boothbay Harbor – Treasurer

Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous
3. Trustee Pinkham and the remainder of the previous board welcomed Trustee Marston wishing him well and stating they looked forward to working with him.
4. The minutes of the 25 April 2006 meetings were approved.
Trustee MacPhee motioned, Trustee Carter second, vote: unanimous
5. The board approved warrants 25, 26 & 27.
Trustee MacPhee motioned, Trustee Marston second, vote: unanimous
6. The manager provided the board an update on the Knickerbocker Intake Project. It was reported representatives from T-Buck Construction, Wright-Pierce Engineering, Prock Marine and the district held a public informational meeting at the Boothbay Town Office on 4 May 2006. The meeting was reported to be lightly attended and no major concerns were raised. The manager reported Prock Marine was mobilizing and would be on-site shortly to launch the intake. It was also reported the majority of blasting was complete and excavation had begun. Trustee Curtis raised the issue of erosion and sediment control. The manager responded the area looked "text book" and the assistant code enforcement officer was making daily, unannounced tours of the site at the districts request. Thus far, no deficiencies were noted.

7. The manager reported he attended the Boothbay board of selectmen meeting on 2 May 2006 to add testimony to a report being provided by Wright-Pierce Engineering concerning the extension of water and sewer, north along Rt 27 from Big Al's the Wen's Diner and then into the industrial park. It was reported the board of selectmen initiated a contract to complete the design of the water/sewer main extension as well as preparing bid documentation, preparing loan grant applications and completing all geotechnical evaluations. Trustees Curtis and Pinkham inquired if the existing gasoline plume, contaminating most of the ground water north of Jordan Construction, was discussed and would construction threaten Adams Pond. The manager responded the board of selectmen had the same concern and had directed Wright-Pierce to study this problem as part of the final report.
8. The manager was directed to meet with the town manager of Boothbay and provide a copy of the proposed change in the administrative code for road opening permits. The goal provided by the trustees was, after legal review, set up a workshop with the board of selectmen and make necessary changes in the code to allow the district to work more freely in the town of Boothbay. The trustees instructed the manager to draft a letter for the signature of the chairman to the Boothbay board of selectman to ensure their level of commitment to this project.
9. The manager reported the Maine Water Utilities Association (MWUA) was using the definition for sustainable yield that was developed by the district in negotiations for new rules with the Maine Department of Environmental Protection (DEP). The manager reported he was asked to take part in those negotiations as well as be present at the signing ceremony 15 May 2006 at the state capital for LD 2070.
10. The AM reported he had received various proposals on GIS and was preparing a report for the trustees comparing the strength of proposals. He reported there were still some open questions that needed to be addressed before any recommendations not only to the board, but to the other partnering entities, could be made.
11. The manager reported the sodium hydroxide system was complete and now operational operating within the parameters of applicable environmental and safety laws.
12. The manager presented the board a cost estimate for \$17,700.00 for the design and permitting work for the Adams Pond Box Culvert project. The manager was very concerned at this cost being overly inflated and asked permission to begin exploring other engineering firms for consultant work.
13. The manager described the progress of several subdivisions currently under consideration by the district in the towns of Boothbay Harbor and Boothbay.

Sunset Acres – The manager reported he had contacted Breakwater Design and Build to discuss the low pressure on the higher lots. Breakwater was told that when they develop the upper properties they will require limited service agreements. This will entail booster stations in the new homes. A long punch list was reported to have been developed by the district and was being addressed by Whorff construction.

Dora Highlands–. On 28 April 2006 the manager met with Tom Bennett to go over the design of Dora. The manager proposed to the board that this project be a test of high density polyethylene (HDPE) water main. It was reported a design was being made.

High Ledge – No change in status

Boothbay Country Club – The phase I pressure test was reported to have failed. The contractor had to hire EJP to locate the leaks which were both on mechanical joints. The leaks were repaired and Phase I passed the retest. The main was then disinfected pending a sample taken on 8 May 2006.

Gordon Alexander – No change in status.

14. The AM presented the board with the annual request by Spruce Point Inn to maintain seasonal service until 31 October 2006 referencing the fund set up by Spruce Point Inn to financially cover the district in the event of freeze damage. The board approved the request.
Trustee Curtis motioned, Trustee Marston second, vote: unanimous
15. The manager reported there were unusual taste and odor complaints being reported at this time. He went on to ensure that it had been researched with the Drinking Water Program and Wright-Pierce. The same problem was happening with Kittery's water supply and was attributed to an early algae bloom as a result of the abnormally warm winter and heavy recent rains. The manager reported the water was analyzed and remained well within legal parameters.
16. The AM reported the seasonal billing was complete and totaled approximately \$480,000.00.
17. The meeting was adjourned at 1504 hr.
Trustee Carter motioned, Trustee MacPhee second, vote: unanimous

END OF MINUTES

Respectfully Submitted,
Jonathan E. Ziegler
Manager