

12 February 2009

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 27
JANUARY 2009**

The Board of Trustees convened at 1900 hrs. In attendance: Trustee MacPhee, (Vice Chair), Trustee Curtis (Treasurer), Trustee Marston, Jon Ziegler, Manager, Bob Raudenbush, Administrative Manager (AM). Guest: Ms. Sue Mello, Boothbay Register. Absent: Trustee Pinkham (Chair), Trustee Carter (Clerk).

1. The minutes of the 13 January 2009 trustees meeting were approved with revisions.
Trustee Marston motioned, Trustee Curtis second, vote: unanimous
2. Warrants 3, 4 & 5 were approved.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous
3. The manager reported he had talked with the town manager of Boothbay concerning funding for the proposed water upgrade for water mains in East Boothbay to support expansion of Washburn and Doughty. The manager relayed that this request of \$2.5M was included in H.R. 1 currently being considered by Congress.
4. The manager reported he was scheduled to meet with the Boothbay Harbor public works director 28 January 2009 to complete the necessary paperwork required by the Drinking Water Program.
5. The AM provided the board that the district had only received 47% of the outstanding accounts receivable due to date. The AM was not yet alarmed and explained that the shortfall was due to a billing problem that delayed the first quarter billing by the district by a few weeks. The AM reported that problem had been solved. The AM closed by stating expenses were running approximately 87% of expected.
6. The AM informed the board of the district would be inspected on 4 February 2009 by the Maine Municipal Association (MMA) for safety compliance. The AM explained that this was resulting from the district's high mod rate for workers compensation insurance. A letter announcing the inspection was provided to the trustees.
7. The manager reported on the status of treatment plant winter maintenance:

Ammonium Sulfate – The manager provided the board with official authorization from the DWP for conversion. The manager reported the anhydrous ammonia gas was not longer on-site and that the room conversions, including the installation of the required shower facility have begun. The district was now awaiting parts.

Raw Water Air Scour System – The manager reported he and Mike Tomacelli , owner, Mid-Coast Machine, toured the facility on 21 January 2009. In addition it was reported that Mr. Tomacelli, the manager and Wright-Pierce had a telephone conference to discuss the fix for the system. The issue of dissimilar metals and galvanic corrosion was addressed. The manger reported the district had received authorization to use schedule 10 stainless-steel and Mr. Tomacelli was developing a cost estimate to complete the repair.

Filter Waste Water Recirculation Project - The manager had nothing new to report.

Sewer Lift Station – The manager reported the system started working again. The new float switches are in hand but with the weather was so bad (i.e. cold) after consulting with the chief treatment plant operator and the distribution foreman, the repair was postponed until it warmer weather.

8. The manager updated the board on distribution activities. The crew was in full swing with meter testing and replacement. In addition a leak causing severe icing was being tracked on McKown Point Road. The volume of the leak was small with the potential hazard due to ice high. This was reported as a difficult situation to resolve.
9. The Master Plan was again reported late. The manger informed the board Wright-Pierce would be delivering a first draft and related discussion at the district's 24 February meeting.
10. The manager reported the status of the Knickerkane Bridge project currently underway with the Maine Department of Transportation (DOT). The manager met with DOT officials on 15 January 2009 to discuss lower cost options for hanging the water main. It appeared that DOT was attempting to meet the district's needs. The manager provided a hand sketch of a viable solution. The manager had no cost estimate and would forward one to the board when it became available
11. There was no new development reported concerning the pending Maine Department of Labor citation.
12. As requested the manager provided the board with a copy of LD 2249. The provisions of this bill authorize municipalities to assess annual fees under certain conditions to property owners whose properties are accessed by a private road. It requires excavation contractors working in the shore land zone to ensure that a person certified in erosion control practices is in charge of erosion control practices at the site. It changes the phosphorous compensation fee. It authorizes the Department of Environmental Protection to allow applicants to meet municipal mitigation requirements in lieu of paying a compensation fee. The manager was unsure how the town of Boothbay would incorporate the fees into the code but believed the district should be in full support of the town of Boothbay in enforcing this law to its fullest extent.
13. The AM informed the board that they needed to get applications for the Maine Water Utilities Association (MWUA) trade show and would be sending a sizable portion of the crew for the training credit hours.
14. The meeting was adjourned at 1945 hr
Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegra
Manager

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