

28 July 2009

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 14 JULY 2009**

The Board of Trustees convened at 1900 hrs. In attendance: Trustee Pinkham (Chair), Trustee MacPhee, (Vice Chair), Trustee Curtis (Treasurer), Trustee Marston, Jon Ziegra, Manager, Bob Raudenbush, Administrative Manager (AM). Guest: Ms. Sue Mello, Boothbay Register; Mr. Don McPherson, Assistant Code Enforcement Officer, Boothbay; Mr. Geoff Smith, Code Enforcement Officer, Boothbay; Mr. Dennis Brown, Mr. Brian McDonald & Mr. James Obrien, Seasonal Knickerbocker Lake Residents; Mr. Roche and Mr. Nored Seasonal Residents of Sprucewold. Absent: Trustee Carter (Clerk).

1. The minutes of the 23 June 2009 trustees meeting were approved.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous
2. Warrants 37, 38, 39 & 40 were approved.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous
3. The manager introduced Mr. Macpherson as the new assistant code enforcement officer for the town of Boothbay and announced that Mr. Smith, also in attendance had been promoted to code enforcement officer. The board congratulated both individuals on their appointments. Mr. Macpherson's report included erosion issues with the Coastal Maine Botanical Gardens, proposed building at the YMCA camp, Maine Department of Transportation (MDOT) maintenance of the Barters Island Road culvert and general watershed inspection. The board thanked him very much for his report.
4. The manager reported that since the last meeting, Dirigo Engineering has surveyed the entire work area for the East Boothbay Water Maine Replacement project and was now processing that information. The manager went on to report that later this month a blasting company would begin the ledge survey to determine ledge quantity, typically the most expensive single line item in the project.
5. The manager reported he had met with Mr. Barry Meite (Barry Concrete) and Mr. Neil Reny (Reny Construction) to discuss the Adams Pond Dam Rehabilitation project. The cost estimate was reported to be delayed. A major cause of concern was how to restrain the lake with a coffer dam. The manager explained that it was his plan to move the distribution crew as soon as the Montgomery Road project is complete to install the bypass and attempt to drop lake level through August.
6. The AM presented the board with a newly formatted budget report that would allow the board to see the budget performance within the context of how it stacks up to preceding years. The budget was reported to be on target.
7. The AM had nothing new to report with GIS.

8. The AM reported the entire crew has completed air-purifying respirator APR fit testing, physicals and training per Maine Bureau of Labor dictates during the previous week.
9. The manager updated the board as to the status of the Montgomery Road/Route 96 Main Replacement project. The project began 8 July 2009 at the southeast corner of the Small Mall. Since that time the crew had installed approximately 400 ft of main and was now exclusively on Montgomery Road. Two of the three new hydrants were now installed. The manager reported that progress was slowed because of unexpected ledge issues south of Gladys Pratt's home. Maine Drilling and Blasting was reported to be a sub of Reny Construction and was to on-site shortly. The AM had made surveillance trips to the work site and the crew was reported to be working with the proper safety equipment and procedures.
10. The manager provided the board with an update concerning treatment plant operations. The status of the following was discussed:
 - a. Treatment Plant Operational Problems – On 2 July 2009 the region experienced a severe thunderstorm depositing 2.5" of rain in just under one hour. This coupled with biological problems earlier in the week (i.e. beaver) drove the turbidity in Adams Pond up and the pH down. In addition the iron levels were reported to be severely elevated. The water was reported to be very expensive to treat, at one point clarifier runs were down to 180 minutes using a dose of alum at 90% capacity (normal is 330 minutes at 60% to 70 %). The manger reported he had evaluated Knickerbocker Lake but the quality in that water body was as bad if not worse.
 - b. Sodium Hypochlorite -On 7 July 2009 we met with WP and Sullivan and Associates. The pilot study is being set-up now. We will not be purchasing any sodium hypochlorite until the system is ready to go.
 - c. LT2 Monitoring – The first round of sampling has been completed and our average is now 5. The limit is 10. So far so good.
 - d. Source Water Monitoring - The monitoring continues. Both lakes were discharging at higher than normal rates. Metal concentrations were reported to be very elevated. Potential illicit discharges indentified by staff were turned over to the town/Maine Department of Environmental Protection for investigation.
11. The manager explained that the distribution crew's main focus was now Montgomery Road. There was no cross-connection control, leak detection etc.; just essential job orders being completed until manpower could be reassigned from the project.
12. The manager informed the board that the district was awaiting a quote from Coastal Metal Fabrication to ascertain if Mid-Coast Machine's estimate of \$22,756.64 was reasonable for the hangers required at the Knickerkane Bridge. Wright-Pierce (WP) had estimated the project to cost only \$8,000.00. The manager provided the board with a letter from WP to the MDOT iterating the district's wish not to pay for installation, only supplying parts.
13. The manager had nothing new to report on the Department of Labor citation.

14. The manager presented the board with a cost estimate for the source water protection (SWAP) update to be completed by contract. The manager reported that he had scaled back the focus to include only the property within 250 feet of Adams Pond and Knickerbocker Lake. The cost estimate is a total of \$7,819.80 which fit in the source water protection budget. The proposal was presented and a time and materials contract. The manager's hope was to have a public meeting to go over the educational aspects of this. The SWAP will be completed in conjunction with Boothbay CEO and ACEO.
15. A proposal to join the Maine Water & Wastewater Agency response Network (WARN) was recommended by the manager. The manager stated that the district did not really have any choice in that if another disaster were to strike, allowing FEMA reimbursement, the district could only access those funds if it were a member of a WARN and National Incident Management System (NIMS) compliant. The NIMS training can be done on-line and was a goal for the crew on during the next period of rain.
16. The manager reported that he had met that day with Mr. Peter Hunter who was developing a new subdivision called Spruce Point Woods. The subdivision was reported to be located on Atlantic Avenue and could potentially require a short main extension and add 15 new services. A proposed set of drawings were distributed to each trustee.
17. The manager informed the board of the unexpected passing of Mike Nedeau, superintendent of the South Berwick Water District on 2 July 2009. The manager had attended a celebration of Mike's life on 10 July 2009, representing the district. The manager passed along the wishes of the Nedeau family for their appreciation for the support that the water community provided during this difficult time.
18. Mr. Roche and Mr. Nored addressed the board. The address was an appeal for the district to consider installing year-round water service to Sprucewold as part of the district's master plan. Mr. Nored impressed upon the board that there existed a significant fire protection issue that could be alleviated by the district with year round service. The board took the recommendation under advisement.
19. Mr. Brown introduced Mr. MacDonald who spoke independently of the Knickerbocker Lake association who proposed the district build a series of four dams along Knickerbocker Lake, Campbell Creek and Mill Pond to trap maximum water. He proposed earthen dams with geo-textile and estimated the entire job would cost \$500,000.00. He stated that "there was all types of money floating around Washington" and relayed that the district could get a grant to do this. Trustee Pinkham thanked Mr. MacDonald for his input.
20. The meeting was adjourned at 2004 hr.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous

END OF MINUTES

Respectfully Submitted,
Jonathan E. Ziegler
Manager