

22 March 2022

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: MINUTES FOR THE TRUSTEE MEETING OF 8 MARCH 2022

The Board of Trustees convened at 1800 hrs. In attendance: Trustee Gamage, Southport (Chairman); Trustee Climo, Southport (Vice-Chairman); Trustee Tharpe, At-Large (Treasurer Trustee Tibbetts, Boothbay Harbor; Trustee Blakeslee, Boothbay Harbor; Trustee Bellows, Boothbay; Jonathan Ziegler, Manager. Guest: Marcia Wilson, Administrative Manager (AM). Absent:); Trustee Anthony, Boothbay (Clerk).

1. The board approved the minutes for 22 February 2022 with revisions.
Trustee Climo motioned, Trustee Tibbetts second, roll call vote: Yea: Climo, Gamage, Tibbetts, Blakeslee, Bellows. Nea: none, Abstained: Tharpe.
2. The board approved payroll for 22 February 2022 & 1 March 2022
Trustee Climo motioned, Trustee Tibbetts second, roll call vote: Yea: Climo, Gamage, Tibbetts, Blakeslee, Tharpe. Nea: none, Abstained: Bellows.
3. The board approved transactions for 21 February 2022 through 1 March 2022
Trustee Climo motioned, Trustee Tibbetts second, roll call vote: unanimous
4. **ADMINISTRATION**– The manager provided the board with Table 1- *Boothbay Region Water District Cash Account Status Report as of 8 March 2022*. The billing to be released on 1 April 2022 had been read and was being tabulated with its value to be reported at the next meeting. In the previous period the district received two (2) new service applications but added no new customers.
 - a. **Website Overhaul** – The AM presented to the board, the new website that had gone online 24 February 2022. The AM described the methodology used in developing the new site as well as its expanded capabilities. This project, other than updating and maintenance, is now considered complete.
 - b. **Boothbay Property Tax Reimbursement** – It was my intention to have had this project complete for trustee review tonight and fell just short. I will provide a copy of this report this week to the board for consideration at the 22 March trustee meeting.
5. **NATURAL RESOURCES** - The following is a written report to the board, authored by the Natural Resource Program Manager (NRPM) – No change in status

Managers Note – On 4 March 2022 Sue, Dan Bryer and I met to discuss accessing ARPA funds dedicated to the town for watershed projects. Another meeting is being arranged by the town of Boothbay to include the Boothbay Harbor Sewer District (BHSD).

Table 1 BOOTHBAY REGION WATER DISTRICT Cash Account Status Report as of 8 March 2022	
Account	Balance
Business Checking	\$ 25,293.49
Deposit Sweep Account	\$ 399,874.46
Liquidity Total	\$ 425,167.95
DESIGNATED FUNDS	
BBH 2007 Sinking Fund	\$ 20,342.57
Land Acquisition Fund	\$ 2,515.09
Capital Reinvestment Fund	\$ 183,152.88
Mt Dora Easement Escrow	\$ 4,789.29
Southport Sinking Fund	\$ 55,988.74
EBB Upgrade 91-20	\$ 62,298.96
Bank of Maine Unemployment CD	\$ 17,348.41
Designated Fund Total	\$ 346,435.94
TOTAL CASH RESERVES	\$ 771,603.89

6. **SAFETY & TRAINING UPDATE** – The manager reported that there had been no safety violations or known missed inspections during the previous period.
- a. **Human Resources (HR)** – No change in status.
 - b. **Training Update** – No additional training other than that previously reported.
7. **TREATMENT DIVISION (TD)** – The manager reported current filter train efficiency continued to improve with filter performance currently at 93% efficiency and clarifier performance remaining at 100% efficiency. Key chemical additions remained at 125% normal for the time of year. For the previous period, finish water production averaged 0.3720 MGD, ahead of that recorded for the same period in 2021 which averaged 0.3269 MGD.

Both Adams Pond and Knickerbocker Lake remain at 100%+ capacity.

- a. **Security Package** – Staff will be contacting the new Southport internet contractor to get on the list after cost review for service to the Thompson Tank.
- b. **2022 Filter Overhaul** – All replacement components and filter media were due to ship from Indiana that week.
- c. **Filter Maintenance** – Filter #1 was completed, tested and put into service on 15 February 2022. This project was now complete
- d. **Knickerbocker Lake Intake Issues** – No change in status

8. **DISTRIBUTION DIVISION (DD)** –The manager reported normal winter operations continued with all job orders, as well as all regulatory required programs reported to be current. As previously reported the DD had been in search of the reason for abnormally high flows found heading to East Boothbay. Since the previous meeting a complete leak detection survey had been completed for the distribution system in East Boothbay showing no leaks. At this point, the manager believed due diligence had been completed with the meter reading in April possibly showing the problem. Trustee Blakeslee inquired if East Boothbay meters could be read earlier with the manager explaining due to the sequential software that would be difficult, if not impossible.

Additionally, with a positive break in the weather work is beginning on seasonal water mains for planned improvements had begun.

Lastly, in support of the offshore wind project we are in the process of completing another, immense Digsafe mark out showing a new path for the proposed electric line.

9. **5 RIVERS REGIONAL WATER COUNCIL** – No change in status.
10. **LAND ACQUISITION UPDATE** –No change in status
11. **CAMERON POINT SEASONAL WATER MAINS** – No change in status.
12. **OCEAN POINT WATER MAIN LOOPING PROJECT**-No change in status.
1. **ALTERNATIVE FILTER WASTE DISPOSAL STUDY** – On 4 March 2022, the manager informed the board that he had forwarded the last of comments to *Dirigo Engineering* and expected a final report by the next trustees meeting at which time *Dirigo Engineering* would provide the board a presentation and field questions as to the various course of actions.
13. **STONE COVE ROAD SEASONAL WATER MAIN EXTENSION PROJECT** – No change in status
14. **KNICKERBOCKER ROAD SEASONAL WATER MAIN LOOPING PROJECT** – No change in status
15. **SOLAR ENERGY** –No change in status
16. **FLUORIDE STATEMENT** – The manager reported that as of that morning, he had instructed all employees to refer all those with questions concerning district fluoridation directly to him for resolution and not to answer questions from either the “pro” or “anti - fluoride” groups now within the region. He went on to explain that over the past two weeks, there had been at least two instances where activists on both sides of the issue had, or were currently attempting, to recover information covertly without his consent or knowledge, or shape the districts message to favorably reflect their sides position.

The manager then relayed that after conferring with my industry colleagues, the rhetoric, claims and predictions of doom, from both the pro and anti-camps, would most likely intensify. Since the regions last experience with this question, fluoride groups had exponentially increased, all resorting to many diverse tactics including, but not limited to, paid newspaper adds, public television ads and questionable telephone/social media campaigns.

Chairman Gamage informed the board that since the towns of Boothbay and Southport will allow the question on an upcoming ballot, the town of Boothbay Harbor must also allow the question as well, which was now scheduled for November 2022.

The manager queried the board to ascertain if they thought the statement already published was sufficient regarding district operations. After considerable board discussion the manager was instructed to periodically publish the districts fluoride position in the *Boothbay Register*, increasing the frequency of publishing during late summer all the way to the election.

17. The meeting was adjourned at 1854 hr.

Trustee Climo motioned, Trustee Blakeslee second, roll call vote: unanimous.

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegra
General Manager

PAGE LEFT INTENTIONALLY BLANK