

22 November 2005

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MINUTES FOR BOOTHBAY REGION WATER DISTRICT MEETING 25 OCTOBER  
2005 & 8 NOVEMBER 2005

**MINUTES FOR 8 NOVEMBER 2005 BOOTHBAY REGION WATER DISTRICT BOARD  
OF TRUSTEES MEETING**

The Board of Trustees convened at 1400 hrs. In attendance: Trustee MacPhee (Vice Chair), Trustee McNelis (Clerk), Trustee Curtis (Treasurer) & Administrative Manager (AM) Bob Raudenbush. Guest: Mr. Jeff Preble P.E., Wright-Pierce Engineering. Absent: Trustee Pinkham (Chair), Trustee Carter, Manager Jon "Ziggy" Ziegra.

1. Trustee Pinkham called the meeting to order at 1400 hr.
2. A request by the AM to defer the minutes of the 25 October 2005 meeting to the next meeting was granted.
3. The board approved warrants 63, 64 & 65  
*Trustee MacPhee motioned, Trustee Curtis second, vote: unanimous*
4. Trustee MacPhee recognized Mr. Preble who was asked to explain the Knickerbocker Lake Intake project cost overrun. Mr. Preble began by stating the bid would have to be accepted, rejected or modified within sixty days. Then he went into a cost comparison, stating the original bid was \$179,000.00 over cost projections by Wright-Pierce Engineering, not taking into account for monies already expended by the district. He explained if the generator was removed from the project it would save \$32,000.00. Mr. Preble stated there may be savings with the power installation with the final cost estimate to be provided around Thanksgiving. Another savings Wright-Pierce identified was changing the pump manufacturer which would result in a \$10,000.00 savings. And again it was reiterated the district would have to eat all of the soft costs.

Mr. Preble went on to further describe savings in eliminating security fencing. Trustee McNelis inquired about installing a modular structure. Trustee Curtis asked if Wright-Pierce had looked into the use of a Butler Building instead of a stick-built structure. Because of the many questions still lingering around options and cost overrun, the board opted to defer voting on accepting the bid until a further date. The board instructed Mr. Preble to get hard numbers from Central Maine Power (CMP) and to get together with T-Buck to compare alternatives.

A consensus opinion was reached the generator could be deferred until fiscal year 2006 or 2007. After much discussion in addition to Mr. Preble returning with CMP data he was instructed to:

1. Explore the cost differential between a prefabricated building and stick built; and
2. pursue other cost savings.

5. The board took a request made by Mrs. Jane Holman, 110 Grand View Avenue, Boothbay Harbor, and Act # 0901630 to downsize her meter from 3/4" to 5/8". The request was granted.  
*Trustee McNelis motioned, Trustee Curtis second, vote: unanimous*
  
6. The AM presented the board with a request by Coastal Riders ATV Club to take over maintenance and surveillance of trails on district property. The AM reported that if permission was granted, Coastal Riders would maintain the trails to state erosion control standards. After some discussion the board instructed the AM to draft a permission letter with added points upon acceptance the board will grant permission.
7. The AM reported the Signal Point Condominium Association owed approximately \$17,000.00 in overage for one of its meters for the third quarter of 2005. The board heard from the customer service representative who described the circumstances concerning the discovery of the leak, which was determined to have occurred at Signal Point Marina, and who at Signal Point was notified. Trustee Curtis motioned a letter be sent to the Signal Point Association outlining the average bill and how much the leak overage was. He also instructed the AM to copy the letter to Wottons Marina and the Signal Point Marina Association. In the letter the AM was instructed to include the problem was caused by removal of meters feeding the marina and Wottons. It was asked to stress Signal Point has no way currently of determining if leaks exist without meters. For their own good they should reinstall meters throughout the complex.
  
8. The meeting was adjourned at 1445hr.  
*Trustee Curtis motioned, Trustee McNelis second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,  
Jonathan E. Ziegler  
Manager