

13 May 2003

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: MINUTES FOR BOOTHBAY REGION WATER DISTRICT MEETING 22 APRIL 2003

MINUTES FOR 22 APRIL 2003 BOOTHBAY REGION WATER DISTRICT BOARD OF TRUSTEES MEETING

The Board of Trustees convened at 1400 hrs. In attendance: Trustee (Chair) Irving, Trustee (Vice Chair) McNelis, Trustee Curtis, Trustee Crawford, Trustee Pinkham, Administrative Manager Bob Raudenbush and Manager Jon "Ziggy" Ziegler. Guests: John Anderson, Town Manager, Town of Boothbay; Richard Spofford, Fire Chief, Town of Boothbay; John Van Orsdell, Knickerbocker Lake Association. Absent: None

1. Trustee Irving called the meeting to order at 1400 hr.
2. The minutes of the 8 April 2003 meeting were approved.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
3. The Board approved warrants 21, 22 & 23.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
4. Richard Spofford, Fire Chief, Town of Boothbay was recognized to address the Board. He requested the Board consider donating the 1995 GMC ¾ ton truck, currently slated for auction to the Boothbay Fire Department so that it can be made into a brush truck. The Board carefully considered Mr. Spofford's request tabling any decision until the 13 May 2003 meeting.
5. The Manager provided the Board a report on the status of the Kenniston Hill Standpipe/ East Boothbay Interconnection project. It was reported that prior to the meeting the Rural Development Agency (RDA) had provided the District with a ceremonial check of \$4,043,000.97 of which \$1,000,000.00 was grant. It was also reported the Manager was setting up a meeting with Harris Golf Inc. to secure land for the new standpipe. The Board set a completion date of April 2005 to complete the project.
6. The Administrative Manager (AM) provided the Board an update on the status of the budget. It was reported that expenses on a linear graph should be at 29% while they were actually at 35%. This was explained to excess costs for turn-on and that the District had taken all of the costs for fluoridation out of the general fund and not yet reimbursed itself through a construction loan. Revenues were expected to be at 29% of budget with actual revenues at 29%. The AM went on to say that the District would expect a spike in revenue within the upcoming month because of seasonal billing.
7. The Manager reported the Fluoridation project was on schedule. He reported a pre-construction meeting had been scheduled for 29 April 2003 between the contractor (T. Buck Construction), Wright-Pierce, the Manager, Chief Treatment Plant Operator and Distribution Foreman. In addition the AM reported the construction loan closing date was scheduled for 6 May 2003 at the Boothbay Harbor Office of First National Bank of Damariscotta.
8. The Board was provided a copy of a contract amendment to CC-Net providing them hosting space on the Mt. Pisgah Standpipe until 30 June 2003. If high speed Internet were not provided for the District at that

time, CC-Net would then be required to remove any equipment at that time. It was reported two (2) signed copies had been sent to CC-Net for signature.

9. It was reported the Environmental Protection Agency (EPA), in conjunction with efforts of the Chief Treatment Plant Operator, had begun a monitoring program in the Adams Pond and Knickerbocker Lake tributaries. The EPA reported a preliminary report would be completed for the Board in the fall.
10. It was reported that Mr. Ken Gosselin, the seller of the 10.6 acre parcel of land the District was attempting to procure requested a clause prohibiting "commercial use" of the property with the exception of District equipment and forest management, be added as a deed restriction in the final sale. The Manager reported he had notified Attorney Carl Griffin III concerning this clause and that it was acceptable to the District.
11. It was reported the Maine Department of Environmental Protection (DEP) would provide a draft copy of the permit amendment for the use of Knickerbocker Lake would be sent to the District for review and comment.
12. It was reported that the seasonal start-up was moving ahead despite many obstacles due to adverse weather conditions. It was reported that it would be completed by 1 May 2003. Additionally the Manager reported he would be billing the Town of Southport approximately \$500.00 for a transmitter that froze due to that systems late March start-up and required for the proper operation of that system.
13. The Manager reported the flow, or lack there of, in Adams Pond was lower than usual for this time of year. He said it was a point of concern because the region was precipitation deficient and the situation would be closely monitored.
14. The Manager reported that Mr. Pat Farrin had invited the Board of Trustees to tour his operation on Farrin Lane, Boothbay on 23 April 2003 at 1400 hr.
15. The Manager reported the Federal Emergency Management Agency (FEMA) had unexpectedly showed up at the District Office. The purpose of their visit was to tabulate damage costs for winter damage and reimburse the District. The AM and Customer Service Representative, being alone in the office quickly tabulated in excess of \$30,000.00 in additional damage caused by the severe winter. FEMA was provided this information and the District is awaiting word for final reimbursement.
16. The AM reminded the Board in accordance with the by-laws, the Board is required to vote for a Chairman, Vice Chairman, Treasurer, and Clerk at the 13 May 2003 meeting.
17. Trustee Curtis polled the Board to nominate the District for the MWUA Excellence in Operation Award. After much discussion, the Board decided to jointly submit the nomination papers.
18. The meeting was adjourned at 1506 hr.

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler
Manager

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