

8 May 2007

MEMORANDUM

From: Manager  
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 24 APRIL 2007**

The Board of Trustees convened at 1400 hrs. In attendance Trustee Pinkham (Chair), Trustee MacPhee, (Vice Chair), Trustee Carter (Clerk), Trustee Curtis (Treasurer), Jon Ziegra, Manager. Guest: None. Absent: Trustee Marston, Administrative Manager (AM) Bob Raudenbush.

1. The minutes of the 10 April 2007 trustees meeting were approved.  
*Trustee MacPhee motioned, Trustee Curtis second, vote: unanimous*
2. Warrants 22, 23 & 24 were approved.  
*Trustee MacPhee motioned, Trustee Carter second, vote: unanimous*
3. Trustee Pinkham instructed the board to deliberate on a meter downsize request presented in writing to the board by Mr. Takis Kazakos, Account #0501260 for a reduction from a 3/4" meter to a 5/8" meter. The board approved this request citing work done on the property converting it a single family dwelling from an apartment building.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
4. The manager provided the board with an update as to the status of the Reed Road project. It was reported Dirigo Engineering had completed the survey and will be presenting a work plan and design for this project. The board was reminded Dirigo was quoting very favorable bidding conditions making the completion of the Reed Road Loop a possibility in the fall. .
5. The manager reported the AM was meeting with his surgeon on 25 April 2007 and pending the outcome of that meeting, could be medically cleared for service 26 April 2007.
6. The manager informed the board the pending date for start-up and testing of the Knickerbocker lake Intake was slated for the week of 14 May 2007. The manager reported he had been in contact with Wright-Pierce Engineering and so far all of the contractors would be present for shakedown and start-up exercises.
7. The manager reported on 10 April 2007 he attended a public hearing at the town of Boothbay town office concerning the status of the Route 27 Water and Sewer Main Extension project and the subsequent warrant. The meeting was reported to be lightly attended but the message, other than the towns funding formula, was well received. On 18 April 2007 the manager attended another meeting with the town of Boothbay, Chris Higgins, Wright-Pierce, Mr. Swede Wedberg and Mr. Scott Emery P.E. of Rural Development. The theme of this meeting was the funding formula for grant money had been changed making the project it ineligible for grant money. It was reported the town manager of Boothbay had other grant sources were still in play. The project was on-track for 4 1/8% finding that could be given for 40 years. The environmental assessment (EA) was reported on hold until voting results from the town of Boothbay were known. The manager reported he had completed the required funding documents for the project as required by RD.

8. The manager reported he had been working with Mr. Dave Libby has been in contact with Verizon working on the deed information and the necessary groundwork for the proposal to the town for the proposed cellular tower to be constructed at the Adams Pond site. The manager went on to inform the board he was working through a contract between the district and himself for maintenance and administration of the Verizon contract. The contract between the district and Verizon had been finalized and the manager was awaiting the final version to sign.
9. The manager updated the board to the disposition of the Maine In-Stream Flow Rule currently being considered by the Maine legislature. The rule change was still working through the current session.
10. The manager reported the GIS effort was still on-hold until the return of the AM.
11. The manager reported no change in status with road opening permits with the town of Boothbay. The manager reported attorney Hole had found no further president in challenging the towns' position since his previous report on the subject, citing only a case in York, Maine which had multi-jurisdictional issues.
12. The manager reported he and Dirigo Engineering had discussed the proposed change request by the Boothbay board of selectmen with the selected contractor. The final package requested by the selectmen will be provided to the district in a week. The board asked the manager to keep them informed on the progress of this project.
13. The manager reported there was a preponderance of main breaks, most notably within the channel between Barters Island and Trevett. Divers were reported in process repairing the main feeding Barters Island but the crossing would have to be replaced this summer or fall. The manager instructed Dirigo Engineering to write a specification for eventual replacement of the main. The manager reported this to be a difficult crossing because of the lack of sediment the strong current at tide change. In the managers' opinion, some engineering and forethought than buoyancy calculations was required. Finally the manager reported the system meters were only 20% on, far behind usual seasonal schedules.
14. The manager described the progress of several subdivisions currently under consideration by the district in the towns of Boothbay Harbor and Boothbay.

Sunset Acres – No change in status

Dora Highlands – No change in status.

Boothbay Country Club – No change in status.

15. The meeting was adjourned at 1503 hr.  
*Trustee Carter motioned, Trustee MacPhee second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler, Manager