

24 June 2002

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: MINUTES FOR BOOTHBAY REGION WATER DISTRICT MEETING 24 JUNE 2003

MINUTES FOR 24 JUNE 2003 BOOTHBAY REGION WATER DISTRICT BOARD OF TRUSTEES MEETING

The Board of Trustees convened at 1400 hrs. In attendance: Trustee (Chair) Irving, Trustee Pinkham (Vice Chair), Trustee McNelis, Trustee Curtis, Trustee Crawford, Administrative Manager Bob Raudenbush and Manager Jon "Ziggy" Ziegler. Guests: Mr. Ira Machon, Boothbay Harbor, Mr. John Van Orsdell, Knickerbocker Lake Association. Absent: None

1. Trustee Irving called the meeting to order at 1400 hr.
2. The minutes of the 24 June 2003 meeting were approved.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
3. The Board approved warrants 34, 35 & 36.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
4. The Board recognized Mr. Ira Machon, representing his sister Lucille concerning the freeze of her service during the winter of 02/03. In April 2003 the Board had approved the splitting of costs because it was determined a freeze had definitely occurred on the customers side of the shut off, and may have occurred on the District's side. It was explained that Ms. Machon's plumber had steamed from within her house out 20 feet before he had hit ice. Additionally, when District personnel had been requested to the seen and the service box had been excavated there was water at that point. After listening to this explanation Mr. Machon was satisfied with the District's actions and remuneration of his mother.
5. The Manager reported the land acquisition of the Gosselin property was moving ahead. A Warranty Deed had been completed and was provided to the Board for review. After reviewing the Deed the Board authorized the Manager to proceed and give it to Mr. Gosselin for his review. The Manager further reported that all of the survey work had been completed and now any further revisions would come from Mr. Gosselin.
6. Trustee Irving provided the Board with an update of the most recent activities of the Boothbay Planning Board. He related that the permitting system for subdivisions had become more stringent and did take phosphorous methodology into consideration. He reported that Whale Rock subdivision was passed and that the per acre phosphorous loading had been low enough to be approved by the state. The Davis subdivision was found to be over 3 times the limit and was required to contribute \$20,000.00 to the Department of Environmental Protection for phosphorous remediation projects to protect Knickerbocker Lake. No action was taken on Stonewall Acres because insufficient site work had been completed. Finally, Trustee Irving reported that the Planning Board was now requiring buffer strips, building envelopes and other remediation technologies be utilized, put on the plat plans and recorded in individual deeds.
7. The Administrative Manager (AM) reported to date the District, on a linear graph, should have expended 47% of its budget and had expended 50%. Conversely the District should have taken in 47% of its budgeted revenue and had taken in 55%. The AM reported that the cash flow looked normal. He went on to report the Rural Development Agency would be taking a bond payment of \$6,481.00 electronically for the July bond payment. It was also relayed, as a resolution of the Board, the District would begin the switch to

Quick Books® during the week of July 7, 2003. Additionally, the service hard drive capacity was being increased and 335 hits on the District's website had been recorded. Finally the AM reported that he had heard nothing from the First National Bank of Damariscotta (FNBD) on any loan consolidation.

8. The Manager reported the status of the Kenniston Hill Standpipe/East Boothbay Interconnection project. It was reported that Mr. Andy Noyes, appraiser, had sent the district an update on the Kenniston Hill property appraisal had not changed significantly. The Manager reported that by direction of the Board he would be at Wright Pierce the following day to sign a contract for the first phase of engineering services (of which the Kenniston Hill land boundary survey was included). Finally, the Manager reported that on 1 July 2003 he and a representative of Wright Pierce would be flow testing the East Boothbay system to develop a hydraulic model as part of the project. It was reported a notice for possible red water complaints had been sent to the Boothbay Register.
9. Trustee Irving reported that he had met with Ms. Brenda Blackman, FNBD, to discuss banking options for the Districts reserve cash accounts. Ms. Blackman would be providing a proposal for this in the very near future. However, it was noted that interest rates were very poor and the current arrangement the District is using with MBIA would be hard to compete with.
10. The Manager expressed his concern for the lack of progress of the Fluoridation project. He discussed that the original Gant chart showed T. Buck Construction essentially one week into the project and one week behind. He reported he had called Wright Pierce and expressed that the "customer was not happy". A new Superintendent for T. Buck Construction had been assigned and a new work schedule was to be supplied.
11. The Manager reported the final permit for the use and construction of an intake on Knickerbocker Lake was now completed. The State Revolving Fund (SRF) was analyzed it to be 1.5% less interest than the RDA loan. The Manager also reported that he had been in contact with the RDA and it would be marginal for any grant. Wright Pierce was completing the environmental review that is required for funding by both agencies.
12. Trustee Irving asked the Manager if CC-Net would be on-line by 30 June 2003. The Manager reported he had been in contact with CC-Net and it had been reported that high speed would be installed by that date.
13. The Manager reported that the Federal Emergency Management Agency (FEMA) disaster package had been completed and would be presented to FEMA personnel on the following Friday. The Manager complemented the Ms. Ruth Watts for her work completing this package. It is anticipated the District is eligible for between \$10,000.00 and \$12,000.00 reimbursement.
14. Upon the suggestion of Richard Bredeau the Manager proposed the District invite senior municipal officials of the Town of Boothbay, Trustees and District staff to the Kennebec Water District to tour their facility and meet with Mr. John Van Bourg, Chief Treatment Plant Operator to discuss the challenges of treating very contaminated water and the costs associated. In addition, Mr. Van Bourg would provide his methodology for correcting environmental problems and the District's efforts in watershed protection. After the session the Boothbay Region Water District would treat all participants to lunch at a good restaurant. The Trustees enthusiastically supported this suggestion and instructed the Manager to press on.
15. Trustee Curtis forwarded a negligence complaint filed by Nu-Tek Homes against the Manager for opposing the blasting and installation of a cellar drain into Adams Pond and without insurance survey for the dam. The Manager was directed to contact both the Town of Boothbay and Nu-Tek Homes and invite the parties to the 8 July 2003 Trustees meeting to resolve any issues.
16. The AM reported that only one lending institution had responded to provide short term financing for the Kenniston Hill/East Boothbay Interconnection project, that being FNBD. The Board accepted the terms by FNBD.
Trustee Curtis motioned, Trustee Pinkham second, vote: unanimous
17. The AM provided the Board with a draft Internet use policy. The Board tabled any action until such time as

they have had to review it.

18. The Board entertained a request by Ms. Margaret Branch to downsize her meter from $\frac{3}{4}$ " to $\frac{5}{8}$ " due to her conversion of her business and elimination of apartments at her residence. The Board reviewed her consumption records marking very low use and approved it upon the condition the Manager survey the property and become familiar with its set up and that if apartments are ever reestablished the meter will need to be upgraded.
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
19. The Manager reported he had met with Mr. & Mrs. Cozzi and they had provided the District keys for the new gate they installed on the Knickerbocker access.
20. Trustee Pinkham queried the Manager concerning a bill splitting the excavation costs for a private water line replacement for Ms. Thelma Sherman. The Manager explained and showed the curb stop in question to Trustee Pinkham and explained that severe galvanic corrosion had occurred and that it was leaking on both the private and public side of the valve. Satisfied Trustee Pinkham signed the warrant.
21. Trustee Pinkham directed the Manager to have the field adjacent to the Administrative Building mowed.
22. Trustee Curtis, after reviewing the Internet Use policy motioned for it to pass as written
Trustee Curtis motioned, Trustee McNelis second, vote: unanimous
23. The meeting was adjourned at 1518 hr

END OF MINUTES

[BACK](#)