

8 September 2009

MEMORANDUM

From: Manager  
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 25  
AUGUST 2009**

The Board of Trustees convened at 1900 hrs. In attendance: Trustee Pinkham (Chair), Trustee MacPhee, (Vice Chair), Trustee Curtis (Treasurer), Trustee Marston, Jon Ziegler, Manager, Bob Raudenbush, Administrative Manager (AM). Guest: Ms. Sue Mello, Boothbay Register; Mr. Dennis Brown & Mr. Jim McLeod, Knickerbocker Lake Association (KLA). Absent: Trustee Carter (Clerk).

1. The minutes of the 11 August 2009 trustees meeting were approved.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
2. Warrants 47, 48, & 49 were approved.  
*Trustee Marston motioned, Trustee MacPhee second, vote: unanimous*
3. Trustee Pinkham asked the manager to provide the board a narrative for the report concerning Mr. Brian McDonald's *Three Dams Project* suggestion made at the 14 July 2009 trustee meeting. The manager outlined the regulatory hurdles that would need to be overcome as well as the design criteria needed to complete the project as suggested by Mr. McDonald. The manager then outlined the Army Corps of Engineers design criteria and relative land acquisition costs that would also be needed to maintain minimum base flow while storing enough water for consumptive use. The manager estimated the project would cost approximately \$6,213,000.00. Given the cost, both in financial and political capital as well as the perception of the district preserving Knickerbocker as a playground for a select few the manager's recommendation to the board was to thank Mr. McDonald for his input but take no further action. This drew dissent from the KLA members present who asked the board to keep this "on the table". The board adopted the manager's position.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
4. The board went into executive session pursuant to 1MRSA §405(6) (E) at 1930 hr.  
*Trustee Marston motioned, Trustee MacPhee second, vote: unanimous*
5. The board came out of executive session at 1955 hr.  
*Trustee Marston motioned, Trustee Curtis second, vote: unanimous*
6. The AM provided the board with an overview of the discussion he had at the latest Unified Financial Officers (UFO) meeting concerning estimating the cost of compliance with the new Chapter 587, *In-stream Flow Rules*. The AM reported that no district in the state has a handle on how to determine the cost of compliance for systems that will need a Withdrawal Certificate (i.e. the BRWD). The AM reported a formula was being worked on to relate all cost to minimum base flow. The theory was now incomplete and complex. The board asked the AM to report back after the next UFO meeting.

7. A pre-construction meeting for the Adams Pond Dam Replacement project was scheduled for 27 August 2009 with Mr. Barry Miette, Barry Concrete; Mr. Neil Reny, Reny Construction; Mr. Jim Lord, P.E., Dirigo Engineering and the manager. The intent of this meeting was to review the project and sign contract documents. Reny Construction has already moved equipment into place.
8. The AM reported that revenue figures are at 97% and that expenses are at 100%. These numbers fall well within the projected numbers and no problems are foreseen at this time.
9. The AM had nothing new to report concerning Safety.
10. The manager provided the board with an update concerning the Montgomery Road/Route 96 project. All of the services were now installed and active. The manager went on to explain he was awaiting final reconciliation of the bill for the main extension portion before he recommend to the board accepting the Red Hawk Reach portion of the main. The manager reported he was waiting for the final overlay which will be coordinated by the Public Works Director for Boothbay Harbor in the very near future.
11. The manager reported water main failure occurred on Union Court the previous evening. He went on to show the audience and the trustees the condition of the 1” water main and its tuberculation. The board agreed replacement of this main was a major priority for 2010. The manager reported has contacted the town manager and public works director and was waiting for terms of the town of Boothbay Harbor.
12. The manager reported the status of the following:
  - a. Treatment Plant Operational Problems – The water treatability situation had improved and run times for both the clarifier and filters had been lengthened. The Knickerbocker Pump Station was being readied for operations the following day.
  - b. Sodium Hypochlorite – This project was reported behind schedule but in process.
13. The manager reported no problems with the distribution staff.
14. The status of the Knickerkane Bridge remained unchanged.
15. Ms. Mello provided the board with an update on the Source Water Assessment Program (SWAP) update. She reported that she had inspected a few properties with several others to follow. In addition she informed the board that she and the manager would be hosting a meeting to officially “kick off” the program with affected land owners. That meeting was scheduled for 26 August 2009 at the Boothbay Town Hall.
16. The manager provided the board with a copy of a letter allowing Knickerbocker Group act on the district’s behalf to secure the submerged land lease for the channel crossing proposed at Linekin Bay for the Linekin Bay Resorts.
17. The manager provided the board with a copy of the 95% master plan for review.
18. The meeting was adjourned at 2023 hr.  
*Trustee Marston motioned, Trustee MacPhee second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegra  
Manager