

14 July 2004

MEMORANDUM

From: Manager

To: Board of Trustees

Subj: MANAGER REPORT AND MINUTES FOR BOOTHBAY REGION WATER  
DISTRICT MEETING 25 JUNE 2004

**MINUTES FOR 25 JUNE 2004 BOOTHBAY REGION WATER DISTRICT BOARD OF  
TRUSTEES MEETING**

The Board of Trustees convened at 1300 hrs. In attendance: Trustee Pinkham (Chair), Trustee MacPhee, Trustee McNelis, Trustee Curtis, Trustee Carter, Administrative Manager (AM) Bob Raudenbush, Manager Jon "Ziggy" Ziegler, Guest: None. Absent: None.

1. Trustee Pinkham called the meeting to order at 1300 hr.
2. The minutes of the 11 June 2004 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 AM provided the board with a video montage of the placement of wall panels for the Kenniston Hill standpipe take the earlier day. The manager reported Contract 1 was on schedule and the contractor was preparing for a monolithic pour for the tank roof. It was also reported the electrical poles for the Kenniston Hill site were in place. However Central Maine Power (CMP) had not been on site to provide power. Contract 2 was then discussed. It was reported the contractor would soon be off Country Club Road and working exclusively on Beath Road. The Manager reported he had instructed the contractor to provide 200 cubic yards of rip rap as specified in the contract for use in 319 Grant projects later in the summer.
5. The manager and AM provided the board an overview of ongoing land liquidation efforts. It was reported that by the direction of Trustee Pinkham, the manager had signed a purchase and sales agreement for the Clifford House for the sum of \$340,000. The AM described sale efforts including the inspection of the internal wiring, correction of deficiencies, the status of the septic system and that the cleaning of the cellar by district personnel. Lastly, the Manager reported, by direction he had listed the Ocean Point property with Tindal and Callahan for the asking price of \$39,000.
6. The board then discussed the merits of a lawn mowing contract and whether or not it was practical to have district personnel take over that function. After much discussion it was the feeling of the board to have the present contract remain.
7. The Knickerbocker Intake project was next discussed. The manager stated he had discovered minor items outstanding and the responsibility of Wright Pierce. He also stated that he had successfully motivated the engineers to provide a timely resolution.

8. It was reported the draft agreement for drinking water protection personnel was delivered to the Town of Boothbay for comment. The town gave no timetable for action.
9. The manager reported he had resubmitted the Town of Boothbay bills for ditching damage to district infrastructure and pass due bills for cross-connection inspection. It was reported the town manager would not present the bills to the selectmen without a detailed list of damage and a record of the board of trustees adopting the cross-connection testing fees. Both documents were provided.
10. The AM reported nothing new on the upcoming rate case. Trustee Curtis stated, "How much time does the (contractor) need". Trustee McNelis said a "time line" need be established. The AM was tasked to have a report by the next meeting addressing a strategy for the upcoming rate case.
11. The manager reported he would be meeting with Mr. Steve Levy, Maine Rural Water Association to discuss the legislative initiative/charter change as previously directed by the board. The manager was instructed to keep the board informed.
12. The manager presented the only two options CMP would allow for the placement of the meter for the chamber of commerce (COC) PRV electric meter placement. The manager reported the two options available were not acceptable with Mr. and Mrs. Gosselin. The board suggested going to Mr. David Dudley instead and see if a compromise, including the construction and maintenance of a community message board could be found and report back.
13. The AM provided the board with a draft Key Policy. After review, the board approved the policy.  
*Trustee MacPhee motioned, Trustee McNelis second, vote: unanimous*
14. The board then took on a non-scheduled discussion on water resource management and growth management. The discussion was lengthy including, available resources, municipal planning or lack there of, growth potential and infrastructure needs. The manager was tasked to research current documents and provide the board with available statistics at the next meeting.
15. Meeting was adjourned at 1340hr.  
*Trustee Curtis motioned, Trustee McNelis second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler  
Manager