

9 October 2007

MEMORANDUM

From: Manager  
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 25 SEPTEMBER 2007**

The Board of Trustees convened at 1400 hrs. In attendance Trustee Pinkham (Chair), Trustee MacPhee, (Vice Chair), Trustee Curtis (Treasurer), Jon Ziegler, Manager, Administrative Manager (AM) Bob Raudenbush. Guest: Mr. Geoff Smith, Boothbay Assistant Code Enforcement Officer (ACEO), Ms. Lisa Kristoff, Boothbay Register. Absent: Trustee Marston, Trustee Carter (Clerk).

1. The minutes of the 11 September 2007 trustees meeting were approved.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*
2. Warrants 54, 55 & 56 were approved.  
*Trustee MacPhee motioned, Trustee Curtis second, vote: unanimous*
3. Trustee Pinkham recognized the ACEO who presented the board with a report of activities he had undertaken within the Knickerbocker Lake and Adams Pond watershed during the previous month. The board went over the ACEO's written report noting several education activities the ACEO had taken particularly with excavation contractors and litter problems. Overall the ACEO reported no activity within the watershed that was a cause of great concern. The board thanked the ACEO for his report.
4. The manager reported the Knickerbocker Generator project was still on-track with an expected start date of November.
5. The manager reported that on 11 September 2007 a leaking valve was identified on the Knickerbocker Line. The water main was retested and it was reported still holding pressure. On 13 September 2007 Wright –Pierce notified the district that in three weeks, district personnel would receive valve training for the new and malfunctioning valve in the raw water wet well and that repair would take place at that time as well. The manager reported he would keep the board informed on this project and went to advise the board that the district could use the water in Knickerbocker Lake citing a drop in Adams Pond reserves.
6. It was reported that on 12 September 2007, Trustee Curtis and the manager appeared before the Boothbay Harbor planning board per the requirement of the Boothbay Harbor code enforcement officer. It was reported the planning board liked the presentation given and granted the district permission to complete the Reed Road project. During that meeting they did get clarification that any construction projects in the town of Boothbay Harbor must get planning board. The manager then reported construction started on 17 September 2007. Jordan Construction attempted to work behind the blasters but because the new pipe is so easy to install, Sigler Blasting Inc could not get out in front of him quick enough. Sigler was reported moving on their own, for a week and will be completed soon. Once the blasting complete Jordan Construction reported they would start installing the main. The main was reported fused.

7. The manager reported the no activity by the town of Boothbay in restoring the roadway and guard rails on the Adams Pond culvert.
8. The manager referred to a document by Dirigo Engineering concerning the demolition of the East Boothbay Standpipe. The manager reported the district was quoted the cost next year for demolishing the tank would be between \$12,000 and \$14,000. The method recommended would be to “tip” the tank over. The manger reported the AM was still researching the deeds and the manager had yet to speak with adjacent land owners on this proposal. Trustee MacPhee requested clarification that this proposed cost was in addition to allowing the demolition contractor to retain ownership of the scrap metal. The manager responded in the affirmative to this question.
9. The manager nothing new with the Verizon contract. The board was questioned by Ms. Kristoff as to the nature of this project. Trustee Curtis provided the reporter with a brief history of the project and noted the town of Boothbay had not yet been approached for approval.
10. The manager reported he met with Ms. Amy Winston, Lincoln County Economic Development, on 17 September 2007 concerning the possibility of enlisting her services to write a grant for the possible Sea Street project. The manager reported that he was impressed with her credentials and noted she was a resident of Boothbay Harbor and was very well suited to write the grant application. The manager reported that Ms. Winston thought there is a good chance 75% of the proposed project, to assist in a planned expansion of the Boothbay Harbor Boatyard could be obtained. The manager reported he was in the process of setting up a meeting with Ms. Winston, the town of Boothbay Harbor, shipyard officials, state officials and the district the week of 22 October 2007. Trustee Curtis informed the board that on 24 September 2007 he and the manager briefed the Boothbay Harbor selectmen on the Reed Road grant application and the future of Commercial Street. The manager finished the report he and trustee Curtis let the selectmen know that Commercial Street was necessary in the five to ten year range and that it would be very disruptive construction.
11. The manager informed the board because of the recent unrealistic turnaround for preparation of paving for High Street in East Boothbay by the town of Boothbay. On 18 September 2007 the district had no choice but to get Boothbay Public Works to take care of the paving preparation. The manager informed the board he had thanked the Boothbay Harbor board of selectmen for allowing the district utilize the public works services and went on to inform the board the quality of work far out stripped that of any other entity working in that roadway.
12. As directed the manger reported the signage for the Knickerbocker Lake Intake had been ordered through John Marsh Signs.
13. After brief debate the board decided, for now, to retain the current meeting time.
14. The manager reported nothing new with the current subdivisions under consideration.
15. The board revisited the district’s priority list. A draft list was prepared for consideration.

16. The manager presented the board with a draft presentation he would be giving on 27 September 2007 at a land acquisition seminar in Augusta. The presentation outlined the actions and methodology used by the district in acquiring the Wade/Clifford farm and reselling the farmhouse while retaining the land.
17. The meeting was adjourned at 1505 hr.  
*Trustee Curtis motioned, Trustee MacPhee second, vote: unanimous*

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler  
Manager