

11 August 2009

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 28 JULY 2009**

The Board of Trustees convened at 1900 hrs. In attendance: Trustee Pinkham (Chair), Trustee MacPhee, (Vice Chair), Trustee Carter (Clerk), Trustee Marston, Jon Ziegler, Manager, Bob Raudenbush, Administrative Manager (AM). Guest: Mr. Tom Myette, Midnight Oil Absent: Trustee Curtis (Treasurer).

1. The minutes of the 14 July 2009 trustees meeting were approved.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous
2. Warrants 41, 42, & 43 were approved.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous
3. Trustee Pinkham deferred to Trustee MacPhee to introduce Mr. Myette who provided the board with a detailed explanation concerning heating and cooling opportunities for the district using latent heat stored in the district's filter waste-water. Mr. Myette explained the proposed project's principle of operation as well as provided the board with a detailed cost estimate and pay-back schedule. The board asked many questions concerning this concept including manufacturer reliability, maintenance and energy balancing. The board was very impressed with the concept and directed the manager to further investigate this as part of the district's master plan.
4. The manager reported that the East Boothbay Water Main Replacement Project was moving forward. He informed the board that he had been provided a set of 35% drawings from Dirigo Engineering which he was editing. In addition Dirigo was in the process of developing a scope of work for Maine Drilling Specialists to perform ledge probes commencing shortly. The manger informed the board that he had been invited to meet with the Maine Department of Transportation on 30 July 2009 to discuss coordination issues.
5. The manger reported that he was still waiting for a quote from N.A. Reny Construction for the Adams Pond Dam Rehabilitation Project. The manager went on to say that Reny was looking for access to the Adams Pond Dam from both sides as well as temporary electric for pumps. The manager stated he would coordinate and approve those efforts.
6. The AM stated that revenues and expenses are within budget parameters.
7. The AM had nothing new to report concerning the GIS effort.
8. The AM and manager explained that the training for the Boothbay Region Water District Safety Policy was being formulated and would be provided to personnel shortly.

9. The manager provided the board with an update of the Montgomery Road/Red Hawk Reach Water Main Rehabilitation & Extension project. The main was reported installed, had been pressure tested, disinfected and flushed. The district was now awaiting bacteriological clearance before establishment of services. The working pressure of the new hydrant in Red Hawk Reach (highest elevation) is 55 psi.
10. The manager provided the board with an update concerning treatment plant operations. The status of the following was discussed:
 - a. Treatment Plant Operational Problems – The water quality situation was improving until last 2.5” of rainfall on 24 July 2009. The source water quality is poor again dropping clarifier run times to all time lows. No complaints concerning taste odor as of yet.
 - b. Sodium Hypochlorite – All of the materials are on order and in transit. District staff is preparing for totes.
 - c. LT2 Monitoring – The first round of sampling has been completed and the average was reported to be 7.5. The limit is 10.
 - d. Source Water Monitoring - The monitoring continues.
11. The manager reported the main focus of the distribution crew was now revolving around Montgomery Road. The manager went on to report cross-connection control testing and leak detection operations had been temporarily suspended. Essential job orders were still being completed on-time.
12. The manager provided the board with the cost estimates for the hangers for the Knickerkane Bridge. The cost estimates were within \$2,000.00 of each other. Further action was suspended until such time as the Maine Department of Transportation provides the district with a schedule.
13. The manager provided the board with the letter of finding from the Maine Department of Labor (DOL) assessing a fine to the district of \$1,100.00. The manger reported he had talked to the DOL about an appeal stating the fines are for subjective violations and misidentified statutory requirements. The manager was very candid in that if the district appealed the statute gives the DOL commissioner blanket power to increase the fine. Also, knowing the personalities of the DOL involved, the manager explained, the district could expect a punitive inspection if contested. Therefore the manager said the district would pay the fine. The board concurred.
14. The manager reported a public meeting to announce the SWAP was being planned.
15. The board voted to join the Maine WARN.
Trustee Marston motioned, Trustee Pinkham second, vote: unanimous
16. The manger reported that he was drafting a response to the “three-dam project” presented by Mr. Brian McDonald. The manager informed the board that Mr. McDonald had issue with the district’s grant securing and reminded the board that the district will have secured in excess of \$3 M in grant funding over the past 8 years.

17. The meeting was adjourned at 2024 hr.
Trustee Marston motioned, Trustee MacPhee second, vote: unanimous

END OF MINUTES

Respectfully Submitted,
Jonathan E. Ziegra
Manager