

23 February 2010

MEMORANDUM

From: Manager
To: Board of Trustees

Subj: **MANAGER REPORT AND MINUTES FOR THE TRUSTEE MEETING 9
FEBRUARY 2009**

The Board of Trustees convened at 1900 hrs. In attendance: Trustee Pinkham (Chair), Trustee Marston (Treasurer), Trustee Curtis, Jon Ziegler, Manager. Guest: Mr. Greg Ireland, Inspector, Dirigo Engineering, Absent: Trustee MacPhee, (Vice Chair), Trustee Carter (Clerk), Bob Raudenbush, Administrative Manager (AM).

1. The minutes of the 26 January 2010 trustees meeting were approved with revisions.
Trustee Curtis motioned, Trustee Marston second, vote: unanimous
2. Warrants 6, 7 & 8 were approved.
Trustee Marston motioned, Trustee Pinkham second, vote: unanimous
3. Mr. Ireland presented to the board a status report on the East Boothbay Water Main Replacement Project. It was reported that the 12" water main had been extended to the southern terminus of Route 96 with an 8" tap and sleeve connection to the existing water main already made. Mr. Ireland went on to report an 8" tap to the Boothbay Marina had been completed and an upgrade to the fire protection system was complete. The 12" water main from the extreme southern limit of the project to East Boothbay center was in process for pressure testing and disinfection.

The 12" water main for Church Street was reported installed and the crew was now mobilizing on School Street to begin the installation to Hodgdon Yachts and Washburn and Doughty. Mr. Ireland reported that Whorff had moved its blasting crew to Beath Road in Boothbay Harbor but had been shut down by the town of Boothbay Harbor. The manager reported that he supported the reasoning and actions of the town of Boothbay Harbor.

The manager provided the board with the only written complaint concerning the project, provided by the town manager of the town of Boothbay and the district's answers to those complaints. The board was satisfied with the district's positions.

4. The board approved the following resolution:

"The Boothbay Region Water District was founded under a Private and Special Act of the Maine Legislature in 2001 to provide potable water service to the residents and businesses in the Towns of Boothbay, Boothbay Harbor and Southport. The District operates and serves under its Charter and the Maine Statutes governing local water utilities.

In carrying out its mission as water utility, the District's Charter and the Maine Statutes authorize the District to undertake construction projects to provide, improve and expand water services to meet the needs of the people and businesses it serves. The District also has the responsibility to maintain its existing lines and water systems. To accomplish these purposes, the District may enter any lands or the public way, pass over excavate and if necessary, flow lands and acquire property.

Maine's winter conditions provide an additional challenge and can significantly limit the efficiencies and ease of construction for projects taking place during winter months. As a result, most of the District's more significant construction projects are scheduled to take place during the warmer months. The District is aware that the optimum construction season overlaps with the time when the communities it serves are busy with summer visitors and tourism activities. The District therefore makes the effort to coordinate, schedule and complete its construction activities so they will limit, as best practicable, obstruction or interference with the travel of residents and tourists and the related impacts on area businesses. In planning construction projects, the District seeks input from and encourages potentially affected communities, residents and business to communicate their concerns and scheduling preferences.

Temporary interruptions and possible inconvenience to residents, businesses and tourists by District construction activities may occur even with the best coordinated, scheduled and executed projects. Such interruptions may be upsetting but unfortunately are unavoidable. The impacts on businesses or residents because of temporary interruptions or inconveniences caused by District construction activities are also not compensable under Maine law.

The District recognizes that sometimes its construction projects may appear to require a significant amount of time to complete properly. The District appreciates the patience of the residents, businesses and tourists and hopes that they recognize that the temporary inconveniences related to District construction projects are greatly outweighed by the resulting safer, expanded and improved water service they provide."

Trustee Curtis motioned, Trustee Marston second, vote: unanimous

5. The manager reported the budget was within parameters.
6. The manager informed the board that on 27 & 28 January 2010 Mr. Greg Kidd, Northeast Water and Wastewater Training provided the annual HAZMAT Refresher including emergency response plan drills, fire extinguisher training and confined space work. The crew was reported current in training
7. The manager provided the board with an update as to the status of treatment plant activities:
 - a. Treatment Plant Operations – The plant is running at very good efficiency with very low flows.
 - b. LT2 Monitoring – Last colony counts was 0, we still remain below average.
 - c. Fluoride Waste –The manager reported that he had mistakenly called the waste from this process a “hazardous waste” at the previous meeting; it was actually a “special waste”. Fluoride is one of three common compounds that are covered as a hazardous material but its waste is non-hazardous. However, the disposal options and procedures were analogous to hazardous waste, especially with regard to cost. The shipment was scheduled for later that week. The disposal cost was reported to be \$500/drum with the possibility of two drums. The generated fluoride waste was approved for disposal in three landfills (two in Texas and one in Utah). The manger again apologized for his previous misstatement.
8. The manager reported normal winter operations for the distribution division.

9. The manager reported the SWAP update was still ongoing and that he was behind with a data call from Ms. Sue Mello. The manager went on to state that she was investigating the status of a mitigation fee paid by a local developer and the disposition of federal 319 grant funding not expended by the town of Boothbay.
10. The manager presented the board with the letter from the state with a determination of the district's system design capacity. This was the completion of the first phase of the Chapter 587 permitting process for water withdrawal from Adams Pond. The Maine Drinking Water Program (DWP) had determined the district had a design capacity 548 million gallons per year (MGY) with a potential to 822 MGY. The districts sources, per the DWP) could yield 922 MGY without government interference but under our current permitting structure only realize 403 MGY. Right now the district withdraws approximately 200 MGY so the manager concluded that the findings were sufficient for long-term.
11. The manger reported he was working on the federal grant application for the Commercial Street Water Main rehabilitation project.
12. The manager reported the Knickerkane Bridge bid opening was coming up and that he would report news as it became available.
13. The manager reported the district was cleaning up easements for the Leach Estate on Beath Road in Boothbay Harbor because water main from the Meadow Brook Wellfield crosses the property and there exists no record of the water main being allowed. The matter had been turned over to Attorney Griffin for easement purposes.
14. The meeting was adjourned at 1937 hr.
Trustee MacPhee motioned, Trustee Carter second, vote: unanimous

END OF MINUTES

Respectfully Submitted,

Jonathan E. Ziegler
Manager