



BOARD OF DIRECTORS MEETING

July 14, 2008

MINUTES

Convene Meeting: President Labbe opened the meeting at 1:05 PM at the Portland Water District's Jeff Nixon Training Center.

Roll Call: Present: President Labbe – Kennebunk, Kennebunkport & Wells Water District
Vice-President Neumann – York Water District
Treasurer Mansfield – Biddeford-Saco Water Company
Secretary Hodgdon – Kittery Water District
Director Nadeau – South Berwick Water District
Director Knowles – Sanford Water District
Director Lorfano – Portland Water District

Excused: None

Others Present: Mr. Miller, Mr. Crovo and Mr. Johnson – Portland Water District
Mr. Lynch – York Water District
Mr. Rogers – Kittery Water District
Mr. Parent – Sanford Water District
Mr. Musich & Mr. Williamson – W/P Engineers

Acceptance of the Technical Work Session Minutes: *Director Lorfano motioned to approve the minutes of the Technical Work Session held on 5-6-08. Seconded by Director Knowles. Unanimously Approved.*

Reports:

- **President's Report:** President Labbe informed the Board that the state WARN agreement is currently being reviewed by legal counsel.
- **Treasurer's Report** – Treasurer Mansfield reported that we have spent the following funds:
 - \$ 744 - Directors and Officers Insurance
 - \$ 75 - State Corporate Filing Fees
 - \$ 69,300 - Wright-Pierce services – Master Plan Study

We have received \$100,000 from the MBB for the grant and \$ 1,500 from the Cooperative Purchasing program associate members.

Our current bank balance is \$ 40,771.

It was the consensus of the Board that dues assessment for the SMRWC members is not necessary at this time.

- **Directors Subcommittee Reports:**

Joint Storage Tank Maintenance – Vice President Neumann reports that the contractor for the York Water District has completed painting of their tank ahead of schedule. He is pleased with the quality of work. Mr. Crovo reports that the Portland Water District is set to start painting two of their tanks starting in September.

Cooperative Chemical Purchasing Program – Mr. Lynch reports that one supplier tried to increase his pricing from the contracted price. After negotiations the supplier agreed to honor his original pricing. He also reports that caustic soda may become in short supply and therefore be an allocated supply.

- **Wright-Pierce Master Plan Project Update:**

Mr. Musich and Mr. Williamson from Wright-Pierce provided an update on the progress of the Master Plan. Input was requested from W/P on how to develop the executive summary portion of the Master Plan. W/P will send out a draft of the executive summary to all members to review within two weeks. After review and comment from the Board via telephone and email, a final meeting will be scheduled to review the Master Plan.

W/P has requested a review by the Board for a possible increase to their contract fee. This will be addressed by the Board at the next meeting.

Other Business: Election of Officers for the SMRWC will be on our next agenda.

Next Meeting: The next meeting time, date and location will be provided at a later date via email.

Adjournment: *A motion was made by Director Lorfano to adjourn at 2:50 PM. Seconded by Vice-President Neumann. Unanimously Approved*

Respectfully submitted,

Guy Hodgdon, SMRWC Secretary