

Lookout Mountain Water District
Minutes of Regular Meeting of Board of Directors
Monday, June 9, 2008
Highland Rescue Team Station

Present:

J. Roscoe, presiding	C. Shea	J. Thurston
C. Young	B. Smith	H. Masini
M. Mancini	R. Cassens	N. Mantegani
D. Ranta	D. Murray	
	L. DeMuth	

B. Siefert excused for travel.

Convened: 8:30 a.m.

1. Minutes. Minutes of the May 12, 2008 meeting were approved as amended [M-Ranta, S-Young, unanimous].
2. Operator's Report. (per written report from Treatment Technology)
 - a) The Upper Beaver Brook influent increased from 383 gpm in April to 878 gpm in May. UBB is 2-4 inches below spillway for May but the goal is now 6 inches. Water is continuing to be released to LM Res.
 - b) FHL augmentation station Stevens recorder was modified as ordered by the Deputy Water Commissioner.
 - c) The PH Master Meter is dead and the manhole is not safe. Ms. Shea needs to send a letter strongly recommending the repair of the meter and commenting that the HOA should do long term planning for a looped system.
 - d) A hydrant near the Treatment Facility was improved.
 - e) The current outflow for filling the LM Reservoir needs to be improved because it is not direct and subject to losses from vegetation; a new ditch should be installed right away for an estimated cost of \$750.
3. Engineering Report.
 - a) Green report: Mr. Green's report dated June 5th was reviewed.
4. Legal Counsel's Report.
 - a) Bennetti: Mr. DeMuth reported that the matter is settled and he is waiting for the closing.
 - b) Treatment Technology Assignment: The form of the Assignment with Consent has been finalized and was signed by Mr. Smith and Mr. McCarty, but still needs to be signed by LMWD.
 - c) Subdistrict A project: LMWD accepts the conveyance of the public portion of the Subdistrict A Facilities from Subdistrict A [M-Ranta, S-Roscoe, unanimous]. Mr. DeMuth will prepare a deed and/or bill of sale accordingly which will include a detailed description of the components conveyed, as requested by Mr. Thurston.
 - d) Lateral Policy/Rockland Mutual Lateral: In order to respond to Rockland Mutual's request, it is apparent that a District-wide policy be established to address all potential scenarios of LMWD Laterals over the long-term. Mr. Roscoe requests Directors and Ms. Shea to submit ideas to Mr. DeMuth by the next meeting, which he will compile into a draft policy for consideration at the September meeting. Note that Mr. Cassens provided as built for the main Rockland Mutual line and Columbine Glen portions of the Rockland Mutual system.
 - e) LCG project: Mr. DeMuth will prepare a letter reflecting LMWD acceptance of the requirements that have been met for active service at the site. .
 - f) Pending Exclusions/Inclusions: Ms. Shea will work with Mr. DeMuth on the filing of outstanding boundary inclusions and exclusions.

5. Administrator's Report. Ms. Shea presented the financial statements of the LMWD for the month ended May, 2008. Ms. Shea is to check into updating distribution system maps through the School of Mines. Ms. Shea reviewed various capital items that were budgeted for 2008.
6. Membrane Filtration Project.
 - a) FEI prepared a punch list for all contractors and the items are being worked through.
 - b) Mr. Smith reports that the new system was operating better but that Siemens has been on site extensively; expected operator training will occur later this week.
 - c) Progress Payments: Contractors (Treatment Technology, Tech Control) submitted invoices and they were approved for payment. Fischer Construction submitted Payment Applications #5 and #6 (Final).
 - d) Mr. Smith and Ms. Shea will work on a credit from Siemens due to all the additional on-site time required but not budgeted due to the system not functioning properly.
 - e) The July meeting will include a site visit to review the new system.
7. 2007 Audit Report. Howard Masini presented and reviewed the 2007 Audit Report (final draft). After the Representation Letter is signed by LMWD, it will be finalized. A proposal was provided for consideration for the audits for 2008 and 2009.
8. Hermanussen/Pine Tree Park. Ms. Shea is to draft a letter to John Hermanussen in response to his proposal to the Board; Mr. DeMuth has reviewed the situation and notes that Lot 1 and Lot 2 must have separate taps and meters if ownership of the two Lots is different.
9. Security Schedule. After reviewing the current needs, it was agreed that Mr. Murray will order the final security changes with Respond Security on the addition at the Treatment Facility; he will also request a proposal on camera monitoring. Ms. Shea will modify the security schedule once this is complete to no visits at the TF, daily visits at the tank site, and no visits to UBB.

Regular Meeting adjourned, 11:54 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary