



Southern Maine Regional Water Council

SOUTHERN MAINE REGIONAL WATER COUNCIL

Meeting
June 2, 2015

MINUTES

Convene Meeting: President Labbe opened the meeting at 10:05 A.M. at the KKW Water District Offices, Kennebunk, ME.

Roll Call: Present: *President Labbe – Kennebunk, Kennebunkport & Wells Water District*

Vice-President Knowlton – Maine Water – Biddeford and Saco

Secretary/ Treasurer Hodgdon – Kittery Water District

Director Crovo – Portland Water District

Director Lynch – York Water District

Excused: *Director Leach – South Berwick Water District*

Director Parent – Sanford Water District

Others Present: Keith Levasseur – District Engineer – Sanford Water District

Ben Grondin – Intern – Sanford Water District

Michael Rogers – Superintendent – Kittery Water District

Don Neumann – Superintendent – York Water District

Acceptance of Meeting Minutes of the Meeting of 5-12-2015:

Vice-President Knowlton motioned to approve the minutes of the 5-12-2015 meeting as written. Seconded by Director Crovo. Unanimously Approved.

Reports:

- **President's Report:**

1. President Labbe reiterated on a conversation and email he had with Norm Lamie from the DWP. As described in the memo, with respect to our ability to hire more than one consultant and/or conducting more than one study, we will have flexibility as to how we structure the use of the funds approved in the Capacity Development Grant applications received by five of our members.
2. President Labbe reported that the proposed move of the DWP to DEP has been cancelled.

- **Secretary/Treasurer's Report:**

1. Secretary Hodgdon distributed the financial report showing our current bank balance of \$ 10,031.64. ***Vice-President Knowlton motioned to approve the financial report. Seconded by Director Lynch. Unanimously Approved.***

- **Purchasing Co-Op Report:**

1. Director Lynch advised that he continues to have no reported problems with the program to date.

- **Directors Reports:**

1. Director Crovo discussed a report received by the Greater Portland Council Of Governments (GPCOG) outlining the future needs for water in the Southern Maine area. He will send copies of the report to all SMRWC members.

Old Business:

- **ME DWP Grant funding for Hydraulic Modeling Project:**

1. The Council continued the discussion about this project. A memo from President Labbe dated June 1, 2015 was reviewed.
2. The following consensus/action items resulted from today's meeting:
 - The SMRWC will author an RFP for the regional study. SMRWC will act as a consultant services procurement agent on behalf of its members, who will then individually contract with the chosen consultant. President Labbe and Vice-President Knowlton will work with Justin Richardson from KKWWD, Steve Cox from Maine Water Company and Gordon Johnson of the Portland Water District to develop this document. This RFP will be sent to a select group of vendors determined by the Council. A single vendor will be hired to perform all aspects of the studies for the members.

- Each individual SMRWC Member will develop a scope of deliverables that are important to their District and send these to President Labbe by June 30th.
- Each SMRWC member who has a grant pending will share their grant proposal with the other members. These should be forwarded to President Labbe who will distribute them to the other members.
- Part of the study will include updating Section 7 of our 2008 Master Plan and adding water quality issues for each member to this section.
- Long range projections (i.e. 2050) will not be a part of this study.
- The Council would like to have the RFP completed and sent out in July and review the proposals and make a decision on a vendor by early Fall.

New Business:

None

Other Business:

None

Next Meeting:

The next meeting will be called by the President when needed.

Adjournment:

President Labbe adjourned the meeting at 12:02 PM.

Respectfully submitted,

Guy Hodgdon

Guy Hodgdon, SMRWC Sec. /Treas.