

Long Creek Watershed Management District Governing Board

Agenda – March 15, 2013 – 9:00 a.m. meeting

Location: Sable Oaks Marriott

1. Call to order – 9:05 a.m.

2. Roll call

Dan Bacon, David Russell, John Branscom, Jerry Collett, Brian Goldberg, Craig Gorris (absent), Gerard Jalbert (absent), Ed Palmer (absent), Adam Pitcher (absent), Tom Raymond, Doug Roncarati, Stephen Tibbetts

3. Minutes - Mr. Raymond made the motion to accept the 1-18-13 minutes as presented. Mr. Russell seconded the motion. The motion was approved unanimously.

4. Treasurer's Report

- a. FY2012 Financial Report from the Audit – available on the website

5. Elect Secretary. Mr. Russell made the motion to nominate Mr. Collett as Secretary. Mr. Branscom seconded the motion. The motion was approved unanimously.

6. Technical Advisory Committee Report

- a. Meeting scheduled for March 27, 3 – 5 p.m. at URS to review the Revised Monitoring Plan.
 - Monitoring data 2010-2012 is being evaluated, and monitoring plan revision recommendations will be provided.
 - The draft plan will be out for review in mid-April; final plan will be available in late May.

7. Executive Director's Report

- a. Soley update – Mr. Soley has until April 2nd to execute his PLA and pay \$161,383.42 in overdue fees and late fees
- b. Construction projects
 - Catchment C-08 (Fairchild)
 - Gorham Road/Maine Mall Road
 - Maine Mall
- c. RFP released 3/8 for Stream Modeling Services
- d. website revision – RFP will go out in April or May.
- e. MSBA planting on Blanchette Brook – June 20th (rain date June 25th)
- f. Board appointments – Westbrook public and private seats still need to be appointed; Portland still needs to appoint the nonprofit seat; South Portland still needs to appoint a nonprofit seat.
- g. Logo has been finalized and website revision will incorporate new logo. Logo will be used for stream signage to occur this summer.

8. Items for board input

- a. Insurance - professional liability additional insureds – have received input that carriers will not do this - board agreed that this makes sense to remove as a requirement

- b. Catchment C-08 (Fairchild) - construction process – board instructed ED to explore RFQ to prequalify contractors
- c. RFP timeline – board members signed up as follows:
 - Hydrologic/Hydraulic Modeling – Tom Raymond
 - Gorham Road/Maine Mall Road Engineering – Steve Tibbetts, Dan Bacon & Brian Goldberg
 - Expert Review Panel – Curtis Bohlen & Tom Raymond
 - Monitoring - Curtis Bohlen & Tom Raymond
 - Audit – Curtis – board instructed RFP to be a three year contract
 - C-08 Catchment – construction RFQ – Dave Russell

9. Public Comments. None

10. Adjourn – 10:38 a.m.