

**ETTI BEGINS EMPLOYEE WELLNESS PROGRAM: New Employee Fitness Facility**

ETTI takes employee wellness and fitness seriously, not only as a reflection of the company but also to ensure the safety of employees during a strenuous workload. That is why ETTI has built a new state-of-the-art fitness center at its facility in Lisbon Falls open to all employees 24/7. The facility houses over 20 pieces of equipment, ranging from weight lifting and muscle toning to cardiac fitness.



In addition to the fitness center, ETTI has signed up with the Wellness Counsel of Maine to help guide each employee in their own quest for optimum health and wellness. Each employees needs are different so each individual will have unique goals and targets. ETTI has established a commitment to make health and fitness a priority to employees. Healthier Decisions: Less Absenteeism and Loss Time, Higher Morale, More Productive Work Days, Improving the Quality of Life for our Employees.

**DID YOU KNOW?**



One Out of 20 People Have an Extra Rib.

Most people have 26 bones in each foot, but some people have 28. These extras are found on the bottom of the foot just behind the big toe.

**ETTI PRESENTS THEIR NEWLY DESIGNED WEBSITE: Check it Out! [www.hdd-etti.com](http://www.hdd-etti.com)**

Earlier this year, ETTI took on the task of redesigning and revamping their website (which can be found at [www.hdd-etti.com](http://www.hdd-etti.com)). This project includes endless research, viewing a large quantity of websites, to obtain ideas for content and design, as well as researching the perfect company for the job.

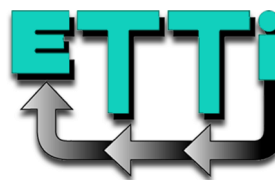
ETTI wanted to make sure they were going to have a modern and clean design for their new website, hoping it would help reflect on who they are as a company. The website came out looking great; it has the capability to have an excessive amount of information for the user without seeming cluttered and overwhelming.

Some of the new items on the website include:

- **Videos:** Including the new company video, and equipment videos
- **Newsletters:** Current and Archive
- **Gallery/Albums:** Including Facility, Equipment, Projects, and even Outings
- **Events/Updates:** ETTI can post events and updates to keep the public informed as needed
- **Employee Login:** There is an employee login page that enables them to view news, events, posts, and a calendar



So what are you waiting for?! Check it out today! [www.hdd-etti.com](http://www.hdd-etti.com)



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**ENTERPRISE NEWS**

Fall 2010



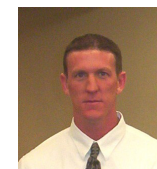
**PROJECT SPOTLIGHT: Freeport/Pownal Gas Main Project**

By Bruce Hubbard, Vice President of Operations

In June of this year, we were invited by Maine Natural Gas to bid the largest project in ETTI's 15 year history. Once the bids were opened, we were the apparent low bidder. In a short period of time, we needed to get our teams in place to start installing 48,900 lf of 6 and 8" gas transmission main from Pownal to Freeport. To make this project more challenging we were faced with some new tasks; 32,000 lf of pipe was to be installed by open cut method, 17,400 lf of pipe was to be installed by horizontal directional drilling which included railway bores, the crossing of I-295, and numerous wetland crossings. This was a grand total of 50 bores. It is now the third week of September and as I sit to write this article, I am pleased to say that all pipe is installed with a couple of minor connections to be finished; all of this without one reportable accident. As I look toward the near future, we can predict the first week of October to bring us all the final testing completed. By early November, we should have natural gas flowing to downtown Freeport and the LL Bean Facilities. To broaden our horizons, Maine Natural has given ETTI the contract to continue gas to 4 LL Bean facilities and two schools for another 11,524 lf of 6", 4", and 2" gas main.



I would like to extend a heartfelt thanks to all that have worked so hard at making this project a success. Most of all we would like to thank the owner of Maine Natural Gas for allowing us to be the contractor and to be a part of these great efforts and expansions.



**PRESIDENT'S MESSAGE**

By: Scott Kelly, President

**A thank you to our customers / clients & employees:**

In the face of a difficult economy, which every contracting firm has had to endure the last 2 ½ years, ETTI was still able to capture a positive season as a result of our loyal clients. We continue each year to have exceptional companies entrusting ETTI with their specialized trenchless construction services and that deserves a sincere "thank you"! We will continue to strive toward improving the company each year and making our relationship with our customers as strong and positive as possible. A special thank you goes out to all of our employees who have dedicated themselves to this company yet again in 2010 and allowing us to tackle some very difficult projects. Each of your efforts have built an abundance of confidence from the office to go out after any project!



**INCREASING PRODUCTIVITY AT WORK** By: Michelle Hoffman Office Manager/CFO

There are numerous values to becoming more effective and increasing productivity at work. In addition to making you feel better about your job it will make you a more valued employee. That means job security. But learning how to become more productive at work is not easy if you don't do it the right way. Here are some secrets to increasing productivity at work.

- The primary secret to increasing productivity is to love what you do. If you want to come to work each day and are enthusiastic about it the total of work you will complete will be off the charts.
- Complete the most difficult tasks in the morning. Generally, everyone is at their best in the morning. We are refreshed-it is a new day. It is always best to tackle the toughest jobs early in your work day, that way you do not have to dread them and keep putting them off all day long.
- Make a list! If you want to accomplish many tasks in a day you need to have a road map. Start the day off and take a couple minutes to write down each task that needs to get done. Put the most difficult ones and the most important ones at the top of the list. As you go through your day cross off each task as you finish them. This will prompt you to keep accomplishing more.
- Take light breaks during the day. It is impossible to work at your peak for hours on end. We get tired, our mind gets fatigued and our bodies get stiff. To avoid this and keep your productivity at its highest, every hour to hour and a half take a quick break. Whatever your job is, walk away from it for just a few minutes. This will clear your mind and fresh your body. After a short break get right back to work and you will be amazed how this increases the level of your work output and even creativity.
- Get organized! Organize your work area. No matter what your job is, if the area you work in is orderly you will get more done. Everything should have a place and you should know where to find it. Take a little extra time and get your work area organized and you will find how this will increase productivity and work efficiency dramatically.
- Focus on one task at a time. Multi-tasking is not always the answer to being more productive. Just like the saying, "One day at a time," we should do "One task at a time."
- Avoid Distractions. If it very easy to be distracted when we are working. Allowing yourself to be distracted and get involved in anything that takes you away from your work can be the biggest problem with trying to become productive.

**GIVE THESE SECRETS A TRY AND BECOME A MORE VALUED EMPLOYEE!**

**HEALTH TIPS**



Start your morning with a glass of water with fresh lemon juice squeezed into it. Paradoxically, lemon juice helps to promote healthy alkalinity in your body. Almost instantly, you will feel calmer and better able to handle stress. Lemon juice also helps you to absorb minerals, so be sure to drink it when you take any nutritional supplements.



**ETTI SAFETY REPORT 2010** By: Ryan Dionne Safety Officer

With another busy season behind us, we should all be proud of what we've accomplished - not only in finishing a large project but doing it without any lost time injury. The current hours without any lost time is over 180,000 and counting.

The Freeport job has been a great success, but not without its challenges - such as night work on I-295, busy traffic on Rt. 1, and long hours. These challenges kept us on our toes. Thanks to Jim Lemieux's crew for working as a team with Shaw Brothers and for making this long project a safe one.

Jason Bowie's crew, with all your new crew members to ETTI, has completed some tough projects as well. Thank you to all of the new crew members for adopting our safety policies, you have done a great job fitting in with the team. Keep up the great work.

Whether you're at Cape Cod or at the U.S.Border, Drill Crew One (Brian Chase's crew) has done the job and returned home safely. Dealing with new contractors and putting on the miles is a big hurdle that your crew overcomes week after week. Thanks for your tireless efforts. You make it look easy.

For Drill Crew Two (Joe Jones's crew), it didn't matter if we were drilling, digging, fusing, or anything else, safety was always first. With high pedestrian and truck traffic, poor utility locating, and tough drill setups, getting pipe installed safely was a real challenge. Thanks for staying diligent moving signs, barricades, cones, and plates. It all paid off without a single incident. Great job.

Last but not least, thanks to the office for helping us provide a safe work place, not only by purchasing more cones, barricades, and pipe, but also for providing the proper training we needed to work safely.

**A WELL-DESERVED "THANK YOU"** By Scott Kelly, President

In sports the team on the field with the best players and coaching usually comes out on top. The same holds true for a large construction project with some difficult challenges including a very tough time schedule, shallow ledge, river crossings, wetland issues, a major highway crossing and having to handle the business and traffic of downtown Freeport. Rallying a great team for the field was necessary to come out on top of the challenges with positive results. Our team certainly not only hit the difficulties head on but made the challenges look fairly routine.

When faced with a large 10 mile natural gas line project of 8" pipe from Pownal to Freeport, Maine it became obvious a "get it done" attitude & team would be needed to complete this scope in only a few short months with stringent natural gas construction specifications. On behalf of all ETTI employees, I would like to thank the crews from **Shaw Bros** who assisted in completing 6.5 miles of the project by open cut method with ETTI completing the remaining 3.5 miles by directional drilling. The **Shaw Bros** team mobilized two state of the art rubber tire units with a host of other support equipment and exceptional leadership by superintendent Dave Doucette that made all the difference. Also a thank you to Bob Brady, Mark Barnes and Jon Shaw for the endless support from the office. **Shaw Bros** team assisted ETTI in producing an exceptional project for Maine Natural Gas that we are proud to have been awarded, which was also completed well ahead of schedule. ETTI finished the 3.5 miles of directional drilling 4 weeks ahead of a tough schedule with Shaw Bros again completing a very difficult schedule 2 ½ weeks ahead on the open cut portions.

Other notables include the **Ted Berry Company** who provided vacuum trucks to the directional drill crews, **Cloutier Landscaping** for the seeding portion of the restoration efforts, **Wright and Pierce Engineers** for the exceptional design work, and the **Maine State Police** who kept our crews safe on the I - 295 crossing we completed at night. We couldn't be happier about the final project and the team we had in place to tackle this project. My sincere "Thank You " goes out to all the subs who provided ETTI with professional support services!



**ETTI TEAM ADDITIONS: NEW FACES**



**Justin Desrosier**  
Gas Crew



**Tyler Hammond**  
Drill Crew/Hardscape Crew



**Jim Daigle**  
Equipment Operator



**Jason Grant**  
Gas Crew



**David Chase**  
Drill Crew



**Rodney Bergeron**  
Gas Crew

**A Better Well-Being**

Don't dwell on all the things that went wrong. Train your brain to think about solutions. What can you do about the problems you encountered? What actions can you take, starting today?