

DATE: January 2, 2018

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Jim Stormont
Sam Morris
Chris Higgins

Regular Business Meeting to Order:

Trustee Stormont called the regular business meeting to order at 5:02 PM.

Election of Officers for 2018:

After discussion, Trustee Kipp made motion to keep the slate of officers the same as in 2017. Trustee Stormont seconded the motion. Vote was unanimous. District officers are Trustee Kipp – District Chair, Trustee Stormont – District Treasurer, and Trustee Morris, Trustee Clerk.

Review of the Minutes of December 18, 2017

The minutes of the December 18, 2017, meeting was reviewed. After review, Trustee Kipp made motion to accept the minutes as presented. Trustee Morris seconded the motion. Vote was unanimous.

Review of Warrant 1344 & 1345

Warrants 1344 and 1345 were reviewed. After discussion, Trustee Stormont made motion to execute the warrant. Trustee Kipp seconded the motion. Vote to execute the warrant was unanimous.

Execute 60-Day Late Letters: Barter, Bistro, LLC, Boothbay Harbor Shipyard, BRT Properties, Colette & Michael, Field, Harbour Towne Inn, Hennessy, JSE, LLC, Khalsa, Lloyd, Murry Hill Properties, Reinertsen, Ronan, Sarah's Scoop, and Vincent.

Trustee Stormont reviewed and executed the letters.

Execute Notice and Demand for Payment: Carroll, Durfee, Farrin, Keegan, More Betterer, Sharon, and Shields.

After review, Trustee Stormont executed the demand notices.

Execute Lien Certificates: None.

Execute Lien Discharges: None.

Execute Impending Foreclosure Notice(s): None

Old Business:

1. Union Street Pump Station Project – The superintendent reported the Project is progressing. The second progress meeting was held 12/19/17, and the 2nd pay request was reviewed and approved. The crew is working on the electrical. The station start-up is projected for January 4.
2. Plant and Collection System Operations: The superintendent reported normal plant operations for most of the month. The recent cold snap has caused some freezing issues with SBR 2 decanter. The decanter will not open and close automatically, therefore the unit is in the open position. When temperatures warm up the crew will address the issue. The superintendent reports the annual evaluations are completed for all except the Collection System Operator. The CS is expected to return to work on January 8.

The superintendent reported the collection system crew continues to maintain the screens at St. Andrews Village. The superintendent reported submitting a bill for 10K to St. Andrews Village management for District personnel response time to plugging pumps, screen maintenance, and outside service cleaning of the wet well.

The superintendent reported cross training of the plant operator in the collection system duties is going very well. The superintendent reports the plant operator is now in the call rotation.

3. Signal Point Odor Issues – The superintendent reported no new news on this front.
4. Plant Influent Hydraulic Study – Ongoing.
5. Website – Nothing to report.
6. Golf Course Phase 2 – The superintendent reported no communication with PGC, LLC since the entry fee letter was sent.
7. Roundabout Project Update: Nothing new to report.

JCS
Rly
B.K.

8. Fairpoint/Crooker Damage Claim – The superintendent reported no news on the Crooker appeal.

New Business:

1. Seascape Entry Fee – The trustees reviewed the entry application. After review, the permit was executed.
2. Commit Rates for Collection for the January 1, 2018 Billing – Trustee Morris made motion to commit the January 1, 2018, billing to the Treasure for collection. Trustee Kipp seconded the motion. Vote was unanimous to commit.
3. Institute Sewer Use Rates and Fees for 2018 – Trustee Stormont made motion to institute the sewer use rates and fees approved at the 10/30/17 public hearing for use commencing 1/1/18. Trustee Morris seconded the motion. Vote was unanimous in favor.
4. 2017 Year End Financial Reports – The superintendent distributed the year-end financial reports. The superintendent reminded the Board, final adjustments and depreciation figures have not been done yet. All were satisfied with the reports.

Correspondence:

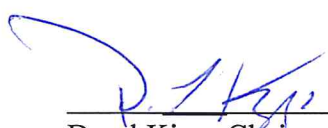
1. None

Public Comment:

None

Motion to Adjourn the Regular Meeting:


Trustee Morris made motion to adjourn the regular meeting. Trustee Kipp seconded the motion. Vote was unanimous. Meeting adjourned at 5:27 p.m.

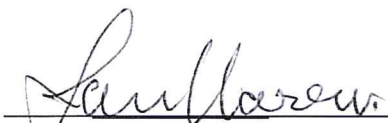



Deryl Kipp, Chairman

Boothbay Harbor Sewer District Trustee Minutes of January 2, 2018

We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.


Deryl Kipp, Chairman


Sam Morris, Clerk


James Stormont, Treasurer