

DATE: January 8, 2014

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Jim Stormont
Deryl Kipp
Henry "Ted" Tedeschi
Chris Higgins

Call to Order of Regular Meeting

Jim Stormont called the meeting to order at 5:00 PM.

Review of the Minutes of December 18, 2013

The minutes of the December 18, 2013, meeting was reviewed. After review, Ted Tedeschi made motion to accept the 12/18/13 minutes as presented. Deryl Kipp seconded the motion. Vote was unanimous.

Review of Warrant 1251 and 1252

Warrants 1251 and 1252 were reviewed. Deryl Kipp made motion to execute the warrants. Ted Tedeschi seconded the motion. Vote to execute the warrant was unanimous.

60-Day Late Letters – Finocchiaro (2), Hicks, Field, Carolin, Myette, Wilson, Boathouse Bistro, Captain Sawyer's Place, Watts, McNutt, Harbor Towne, Inn, Christopher (2), Ronan, Nadeau, Barnard, Collette & Michael:

After review, Deryl Kipp executed the letters.

Execute 90-Day Late Letters – Wakelin, Cusumano, Murry Hill Properties, Myshrall, Brewer, and Spear:

After review, Deryl Kipp executed the letters.

Execute Demand Notices – Garvey, Rossi, Gudroe, Paquette, and Brewer:

After review, Deryl Kipp executed the Notices.

Execute Foreclosure Notice - Bank of America (Garvey):

After review, Deryl Kipp executed the Notice.



Adoption of the 2014 Budget:

Chris presented the final 2014 budget document. After review, Jim Stormont asked for a motion to adopt the 2014 budget. Deryl Kipp made motion to adopt. Ted Tedeschi seconded the motion. Vote was unanimous.

Assessments and Commitment of Rates for 2014:

Jim Stormont asked for a motion to assess and commit the 2014 rates. Deryl Kipp made a motion for the Treasurer of the Boothbay Harbor Sewer District to assess any rate, toll, rent, or other charges, as required for the operation of the District, effective January 1, 2014, pursuant to an affirmative vote of the Board of Trustees conducted at a publically held meeting, dated December 18, 2013, at 27 Sea Street, Boothbay Harbor, Maine. Said schedule of rates shall also be committed to the Treasurer of the District for collection, effective January 1, 2014. Schedule of rates are attached hereto and made part of this record. Ted Tedeschi seconded the motion. Vote to assess and commit was unanimous.

Commit 1/17/14 Rates for Collection:

The trustees executed the 1/17/14 billing certificate and authorized the treasurer to collect the assessed rates and fees.

Final 2013 Financial Reports:

The final Monthly, Quarterly, and Balance Sheets dated as of December 31, 2013, were handed out for review. Chris reported that some adjustments to the depreciation lines will change based on adjustments by the accountant. After review, Jim noted some minor discrepancies in some of the line items on the revenue page of the financial reports and the 2014 budget. Chris will check the reports and generate a new corrected budget sheet for inclusion at the next meeting.

2013 Audit:

Chris advised that Brewer and Associates would be in to start the audit. Brewer will be notified when Henry Hurford is done with his adjustments.

PS 9 Panel Upgrade:

Chris advised that letters have been sent to all the users along the user corridor. The public notice will be published in the Register. The hearing will be January 22, 2014.

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Handwritten initials

Plant Operator Position Search:

Chris reported a candidate has been selected and a job offer tendered. Chris advised John Mitroka has accepted the position pending a successful physical. The tentative start date is January 27, 2014.

Coastal SEES Collaborative Research Grant (Kelp):

Chris reported Clarkson is submitting a grant application to SEES. Chris advised

Campbell Street Project:

Chris asked for a final on the Campbell Street Project with the Water System. The Board advised the Project would not be done at this time. Chris will advise Wright-Pierce, the Water District, and the Town that the District will not participate.

Commercial Street Relining:

Chris asked the Board if they are still interested in pursuing the relining project. The Board reached consensus to investigate the current costs associated and report to the Board at the next meeting.

Old Business:

Chris advised the he spoke with Vic Krea to look at the heating system. Chris advised the office furnace failed and the burner electrodes broke. Parts are not available for the unit. The Board concurred with looking into the heating system.

New Business:

Deryl advised he would be gone from January 18 through the 26th and most of February. Chris advised that he would be gone from February 17 through the 27th.

Public Comment:

None.

Correspondence:

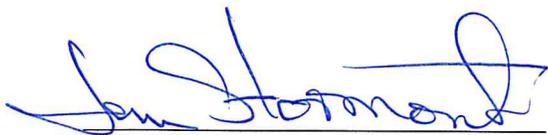
None

Adjourn Regular Meeting:

The regular meeting adjourned at 5:55 pm.

HMT

YOS



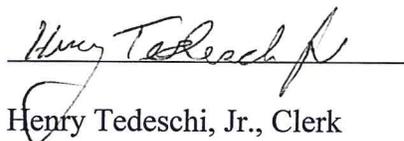
Jim Stormont, Chairman

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



Jim Stormont, Chairman

Deryl Kipp, Treasurer



Henry Tedeschi, Jr., Clerk