

**DATE: February 1, 2017**

**Boothbay Harbor Sewer District Board of Trustees Regular Meeting**

Attendees:

Deryl Kipp – Via Teleconference  
Jim Stormont  
Henry “Ted” Tedeschi  
Chris Higgins

**Regular Business Meeting to Order:**

Trustee Tedeschi called the regular business meeting to order at 5:10 PM.

**Review of the Minutes of January 18, 2017**

The minutes of the January 18, 2017, meeting was reviewed. After review, Trustee Stormont made motion to accept the 1/18/17 minutes as presented. Trustee Tedeschi seconded the motion. Vote was unanimous.

**Review of the Special District Hearing Minutes of January 26, 2017**

The minutes of the January 26, 2017, Special District Meeting was reviewed. After review, Trustee Stormont made motion to accept the 1/26/17 minutes as presented. Trustee Tedeschi seconded the motion. Vote was unanimous.

**Execute Certificate of Vote:**

Pursuant to the acceptance of the minutes of the Special District Meeting held on January 26, 2017, Trustee Stormont made a motion to execute the Certificate of Vote documenting the vote of the district ratepayers for the Union Street Pump Station Project. Trustee seconded the motion. Trustee Stormont executed the Certificate of Vote.

**Review of Warrant 1323**

Warrant 1323 was reviewed. After discussion, Trustee Tedeschi made motion to execute the warrant. Trustee Stormont seconded the motion. Vote to execute the warrant was unanimous.

**Execute 60-Day Late Letters: Boynton, Brewer, Engert, Garrison, Gentry, Giles, Glass, Jolley, Kennon, Latter, Laughland, Lorrain, Mansourian, McClellan, Page, Paquette, Reed, Ross, Russo, Saudek, Shaffer, Thompson, Bowden, and Tupper**

Trustee Tedeschi reviewed and executed the letters.

**Execute 90-Day Late Letter: Sarah Gudroe**

Trustee Tedeschi reviewed and executed the letters.

**Execute Notice and Demand for Payment: Carolin, Harbour Towne Inn, Herringbones (2), Lloyd, Murry Hill Properties, Nadeau, and Stover**

Trustee Tedeschi reviewed and executed the notices.

**Execute Lien Discharge Certificates: Collette & Michael (3), and Shields**

Trustee Tedeschi reviewed and executed the Certificates.

**Execute Entrance Application: None**

**Old Business:**

1. Union Street Pump Station Project – Special District Vote

The superintendent reported the special district meeting held on January 26, 2017, had a quorum with 27 voters. The vote to borrow funding was affirmative. The superintendent reported the minutes and certificate of vote will be forwarded to RD and William Fletcher.

The superintendent reported the contract is being prepared for review by RD.

2. Plant and Collection System Operations

A. PS 16 Pump 2 Rebuild – The superintendent reported number 2 pump had to be removed from service due to the control side showing a failed mechanical seal. The unit was taken to AC Electric in Auburn for diagnosis. The mechanical seal failed. The pump was totally rebuilt at a cost of \$950. This is the first time since 1998 this pump has had an issue.

B. 1/4/17 Non-Compliance Issue – The superintendent reported the District received a “Letter of Warning” for the 1/4/17 TSS exceedance.

C. The superintendent reported Crooker started the Townsend Avenue sewer replacement work on January 30. The superintendent reported today was lost due to the storm. The job is going well and is expected to be completed by February 3.

3. Plant Influent Hydraulic Study – Nothing to report.

4. Website – the superintendent reported continued use of the website. Email (223) and direct debit (132) billing continue to realize savings for the District. The superintendent reported the Facebook page has had a total of 4738 hits since it was started on January 17.
5. Evaluation of Capital Island and Squirrel Island Effluent Odor Study – Ongoing
6. Roundabout Update: See “Old Business, #1” above.
7. Townsend Avenue Sewer Work – The superintendent reported the escrow funds were placed in the First on 1/19. See “Old Business #2.C” above.

### **New Business**

1. Commitment of Sewer User Rates for the February 1, 2017, Billing: Trustee Stormont made motion to execute the commitment certificate and send the rates to the treasurer for collection. Trustee Tedeschi seconded the motion. Vote was unanimous.
2. Arthur Richardson – Oak Street – Abatement Request: Mr. Richardson asked the District to reduce the sewer service fee to his Oak Street property to a Ready-To-Serve status. The reason is the house is empty and the water is shut off at the curb. After discussion, Trustee Stormont made a motion to reduce the sewer fee to “Ready-To-Serve”. Trustee Tedeschi seconded the motion, Vote was unanimous.

### **Correspondence**

1. Cynthia Pitts – Finance charge issues. The Trustees read her emails and took no further action.

### **Public Comment:**

None

### **Executive Session for 78 Crest Avenue Update:**

Trustee Stormont made a motion to enter executive session and not to return to the public meeting pursuant to Title 1, Chapter 13, Subchapter 1, §405.6.C. Trustee Tedeschi seconded the motion. Vote to enter into executive session and end the regular meeting was unanimous. The regular meeting adjourned at 17:39 p.m.

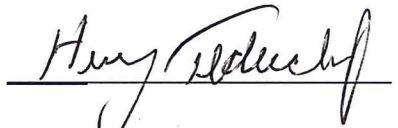

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Deryl Kipp, Chairman

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

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Deryl Kipp, Chairman

  
Henry Tedeschi, Jr., Treasurer  
James Stormont, Clerk