

DATE: March 7, 2012

Regular Meeting Boothbay Harbor Sewer District Board of Trustees

PRESENT:

Michael Feldmann
Jim Stormont

John Roads
Chris Higgins

Call to Order of Regular Meeting

Jim Stormont called the meeting to order at 6:15 PM.

Review of the Minutes of February 8, 2012

The minutes of February 8, 2012, meeting was reviewed. After review, John Roads made motion to accept the 2/8/12 minutes as presented. Michael Feldmann seconded the motion. Vote was unanimous. It was noted that there was no meeting held on 2/15/12, due to a lack of quorum.

Review of Warrants 1207 and 1208

Warrants 1207 and 1208 were reviewed. Michael Feldmann made motion to execute the warrant as submitted. After discussion, John Roads seconded the motion. Vote to execute the warrants was unanimous.

Execute Lien Notices: Sprucewold Lodge (2), Scott, Colette & Michael, LLC, Ladendorff, Mitchell, Pratt, and Walsh

John Roads executed the lien notices.

Execute 60-Day Late Letters: Beal, Merrill, Thal-Larsen, Boothbay Country Club, Beaver, and Nessmith

John Roads executed the letters.

Execute 90-Day Late Letters: Jolley

John Roads executed the letter.

Execute MMA Insurance Renewal Application:

After review, the Trustees executed the renewal form for 2012.

Handwritten signatures of John Roads and Chris Higgins.

Execute Right-Of-Way Certificate for Commercial Street Relining Project:

After discussion, the Trustees executed the certificate for the Relining Project. This is required for RD funding.

Execute Legal Services Agreement for Commercial Street Relining Project:

After discussion, the Trustees executed the Agreement with William Logan to act as District counsel for the Project. This is required by RD. William Logan is already District counsel.

Execute Entrance Application for Cynthia Orne – 134 Lobster Cove Road:

The Trustees executed the application.

Commercial Street/Meadow Pump Station Update:

Chris reported that the pump station at Commercial Street went online on February 10, 2012. Chris reported that the Meadow station went online 2/14/12. Both stations were tested and are within spec. Apex is working on punchlist items and the only major work left to be completed is Commercial Street paving, Whale Park restoration, Meadow Station demolition, and Meadow site work. The final contract date is April 20, 2012.

Eldercare Abatement Request:

Sandra Guibord of Boothbay Green submitted a letter asking for a reduction in their sewer bill due to a running toilet. The typical bill ranges from \$250 to \$600. This bill was \$5,787.60. After discussion, John Roads made motion to reduce the bill to \$1,000. Michael Feldmann agreed and seconded the motion. Vote to reduce was unanimous. The Board directed Chris to forward a letter advising of the one-time reduction and asked to include employee training to reduce the chance of this happening in the future.

Boothbay Water and Sewer Extension:

Chris gave the Board a draft letter from Jeff Preble, Wright-Pierce Engineers, to Jim Chauosis, Town Manager of Boothbay, bringing the project back to life. This project was started in 2006 by Boothbay, but was voted down. No action was taken as this was purely informational.

Old Business:

Chris advised that William Brewer and Associates is done with the audit. No findings were found and Chris handed out the Audit Report.

Handwritten signatures, including a stylized 'mg' and 'JCS'.

Chris advised that the final RFP for sludge disposal is ready. Chris handed out the a copy of the RFP. The RFP is due back to Wright-Pierce the last week in March.

New Business:

Chris advised that he brought in part time help so the crew could start to work on the pump stations on the east side of town. The crew has inventoried required parts on all the stations from Spruce Point to Union Street. Most of the work needed is routine. It was decided to do this work now while weather is good and that will free up time for other infrastructure work to be done during the summer and fall.

Correspondence:

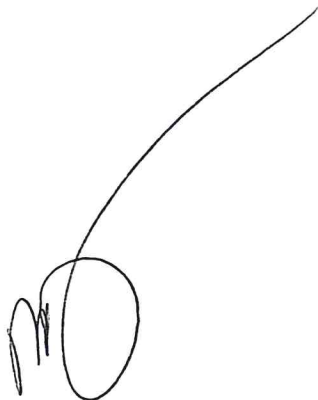
Chris presented cover letters to Rural Development and the Maine Bond Bank for the 2011 Audit Report submission. The submission is required under the funding agreements for both agencies.

Adjourn Regular Meeting:

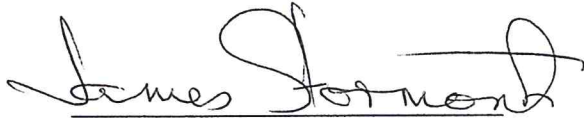
Jim Stormont asked for a motion to adjourn. Michael Feldmann made the motion to adjourn. John Roads seconded motion. Vote was unanimous. Regular meeting adjourned at 7:15 p.m.

A handwritten signature in dark ink, appearing to read "Jim Stormont", written over a horizontal line.

Jim Stormont, Chairman

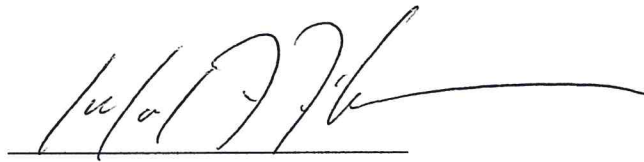
A large, stylized handwritten signature or mark, possibly initials, consisting of a large loop and a long, sweeping line extending upwards and to the right.

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

A handwritten signature in cursive script, appearing to read "James Stormont", written over a horizontal line.

James Stormont, Chairman

John Roads, Treasurer

A handwritten signature in cursive script, appearing to read "Michael Feldmann", written over a horizontal line.

Michael Feldmann, Clerk