

DATE: March 20, 2013

Regular Meeting Boothbay Harbor Sewer District Board of Trustees

PRESENT:

Jim Stormont Deryl Kipp
Chris Higgins Vic Krea – Wright-Pierce

Leslie Volpe- West Harbor Pond Association

Call to Order of Regular Meeting

Jim Stormont called the meeting to order at 6:05 PM. Michael Feldmann was absent due to vacation.

Leslie Volpe – West Harbor Pond Association:

Leslie addressed the Board and extended the Association's appreciation for the technical assistance given to the group by the District. Leslie presented the Board with check for \$100.00 to help offset the costs of reagents. Jim Stormont thanked Leslie for the donation and acknowledged support for future work.

Vic Krea – Wright-Pierce: Capital Improvement Impacts on Rates

Vic was here to address the Board regarding rates, capital improvements, and their impact on future rates. Chris opened the discussion giving background of historical rate analyses, rate increases, and the need for a formal capital improvement plan going forward. Vic Krea addressed the Board giving his and Wright-Pierce's experience in performing this kind of work. Vic cited examples of other rate analyses/development for facilities of Boothbay Harbor's size. Discussions surrounded other rate and historical operational scenarios. Vic estimated that the rate work should be less than \$10,000 and that the work would be billed on a time and material basis. After discussion, Jim Stormont made a motion for Wright-Pierce to start to work on developing a rate strategy for the next 5 to 15 years. Deryl Kipp seconded the motion. Vote was unanimous.

Election of Officers:

Because of the recent appointment of Deryl Kipp to fill the vacated position of John Roads, the Board needed to elect new officers until town meeting in May. Jim Stormont made motion for the slate of officers to be Jim Stormont, Chair, Michael Feldmann, Treasurer, and Deryl Kipp, Clerk. Deryl Kipp seconded the motion. Vote was unanimous.

Review of the Minutes of February 20, 2013

The minutes of February 20, 2013, meeting was reviewed. After review, Jim Stormont made motion to accept the 2/20/13 minutes as presented. Deryl Kipp seconded the motion. Vote was unanimous. It was noted that there were no meetings held on March 6, 2013. The reason for no meeting was a lack of quorum.

Review of Warrants 1232

Warrant 1232 was reviewed. Deryl Kipp made motion to execute the warrant as submitted. Jim Stormont seconded the motion. Vote to execute the warrants was unanimous.

Old Business:

Chris advised the Board that a meeting with Jim Chaousis regarding the Sidewalk Project will be held on Thursday, March 21. No other action was taken.

Chris advised the trustees that the IDEXX equipment is being purchased Fecal Coliform methodology and associated equipment will be here in April.

Chris advised the Trustees that the 2012 audit and should be completed with report ready by the 4/3/13 meeting.

Chris advised the Board that Crooker will be tying in the Capitol Island force main early next week and that the Village Corporation will be submitting the entry fee prior to use.

Chris advised the Board that once the Capitol Island entry fee is received, the panel replacement work for DMR and West Harbor Condos would be finalized.

Chris asked for approval for Connectivity Point to proceed with the interconnection of voice and data between the plant and the front office for a price of \$11,030.16. The funds will be taken from reserve. The Board approved the expenditure.

Chris advised the Board that he would be meeting with John Kraus, AEC Engineering, regarding communication of alarms from Manhole 2-53 into the SCADA and eventually to personnel. AEC has an inexpensive installation that will be tested on Thursday, 3/21/13.

Chris went over the financial reports ending February 28, 2013. In addition, the balance sheet was reviewed.

mf *JCS*
AK

New Business:

Chris advised two maintenance issues at two pump stations. Chris advised that pump one from both Chapel Street and Factory Cove is out of service. Chapel street pump mechanical seal failed and gouged the shaft requiring some machine work to be performed. The Factory Cove pump failed from moisture wicking down the power lead cord tripping the motor. Both pumps are at Stultz Electric for repair.

Chris reported that the 1989 One-Ton has broken springs, shackles, and spring mounts on both sides of the rear end. Palmer Spring (Portland) quoted a repair of 1,200 to 1,400 for total repair. Chris advised that the District start the search for a newer one-ton. After discussion, the Board directed Chris to start the search.

Public Comment:

None

Correspondence:

None


Adjourn Regular Meeting:

Jim Stormont asked for a motion to adjourn. Deryl Kipp made the motion to adjourn the regular meeting. Michael Feldmann seconded motion. Vote was unanimous. Regular meeting adjourned at 7:56 pm.

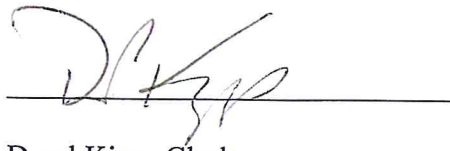
A handwritten signature in cursive script, reading "Jim Stormont", written in dark ink on a white background.

Jim Stormont, Chairman

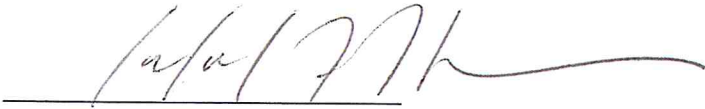
We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.

A handwritten signature in cursive script, reading "Jim Stormont", written in dark ink on a white background.

Jim Stormont, Chairman

A handwritten signature in dark ink, appearing to read 'D. Kipp', written over a horizontal line.

Deryl Kipp, Clerk

A handwritten signature in dark ink, appearing to read 'M. Feldmann', written over a horizontal line.

Michael Feldmann, Treasurer