

DATE: April 2, 2018

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp – Video Conference
Jim Stormont
Sam Morris
Chris Higgins

Regular Business Meeting to Order:

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

Review of the Minutes of March 6, 2018

The minutes of the March 6, 2018, meeting was reviewed. After review, Trustee Stormont made motion to accept the minutes as presented. Trustee Morris seconded the motion. Vote was unanimous.

Review of Warrant 1350

Warrant 1350 was 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, Bond, BRT Properties, LLC-Greenleaf Inn, BRT Properties, LLC-Admiral's Quarters, Colette & Michael, LLC Court Street Ventures Inc., U.S. Bank National Association, as Trustee, Field, JSE, LLC - Captain Sawyers Place, Murray Hill Properties LLC, Sarah's Scoop, and Watts

After review, Trustee Stormont executed the letters.

Execute Notice and Demand for Payment: Bouffard, Carroll, Freeman, Oak Street Provisions, Nichols, Roberts, Rubel, Sharon, Shields, and Trottier.

After review, Trustee Stormont executed the notices.

Execute Lien Certificates: None

Execute Lien Discharges: Farrin and JSC, LLC

After review, Trustee Stormont executed the discharges.

Execute Impending Foreclosure Notice(s): None

Certificate of Commitment – April 1, 2018 Billing:

Trustee Kipp made motion to commit the April 1, 2018, billing to the treasurer for collection. Trustee Morris seconded the motion. Vote to commit the rates for collection was unanimous.

Year-to-Date Financial Reports – The superintendent distributed the balance sheet and the P & L reports. The superintendent reported the District is in sound financial position for this time of year. Overall, the expenses are in line with expected expenditure levels for the period.

Old Business:

1. Union Street Pump Station Project – The superintendent reported all are waiting for temperatures to rise so Sargent can return and pave. There is no tentative date set yet. The contract requires Sargent to be complete by May 18, 2018. There was nothing else to report.
2. Plant and Collection System Operations: The superintendent reported normal plant operations since the last meeting. The CSO is still out of work. The advertisement for Temporary Help will be in this week's edition of the Register.

The superintendent reported the collection system crew continues to maintain the screens at St. Andrews Village. The superintendent reported meetings with St. Andrews Village management regarding the station upgrade are ongoing and schedules are trying to be matched for a road trip to view Vaughn Chopper Pumps in York.

AC Electric has repaired the DMR pump and it is scheduled to be in service this coming week.

All other work was routine.

3. Signal Point Odor Issues – Nothing to Report.
4. Plant Influent Hydraulic Study – Nothing to Report.

5. Website – The Office Manager reports DD Customers @ 184, email billing @ 224, savings \$1621.65 YTD, 54 new and 23 returning visitors to the website and 46 hits on the Facebook page since last meeting.
6. Golf Course Phase 2 – The superintendent reported communication with PGC, LLC and the permit and entry fee should be here by April 30, 2018.
7. 2017 Audit – The superintendent reported William Brewer and Associates are waiting for the return of random customer balance inquiries as of December 31, 2017. Hopefully, the audit will be completed in a couple of weeks.
8. Roundabout Project Update: Nothing new to report.
9. Fairpoint/Crooker Damage Claim – Nothing to report since the last meeting.

New Business:

1. Bowker Report - The superintendent opened discussion on the final draft report. The Trustees discussed the merits of the evaluation and the cost estimates for each phase and the total Project. The superintendent asked permission to forward a copy to the President of the Signal Point Homeowner Association. The trustees granted permission. The superintendent will provide a rate impact for the project to be presented at a later meeting.
2. MeDOT Road Opening Permit – The superintendent reported PGC4, LLC will forward the Road Opening Agreement with escrowed funds. PGC4 is awaiting timing of their contractor.
3. District Ballot for Election of Trustee – May 2018 – The superintendent distributed a copy of the specimen ballot for review. The superintendent advised the election will be held at the Boothbay Harbor Town Office on May 4 in junction with the Town's election.
4. District Warrant(s) Town of Boothbay Harbor and Town of Boothbay – The Trustees reviewed and approved the warrants for both Towns. The superintendent advised the warrants will be given to the respective Town Constables for posting. The superintendent will forward copies to the Register for publication.
5. Robert Scanlon – 6 Atlantic Avenue – Sewer Abatement Request – The Trustees reviewed the request. After review, the trustees agreed with the superintendent's decision to deny the request at this time. Mr. Scanlon was asked to provide at least more quarters of water usage going forward from January 25, 2018. Depending on what the usage looks like, the District may or may not grant an abatement.

6. District Charter – The superintendent reported Jim Kastificas has agreed to look at the charter and provide recommendations for amending. Future meeting schedules are being worked out.

Correspondence:

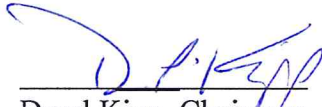
1. Boothbay Region Water District – The superintendent distributed a letter of commendation for the Water District crew during the Union Street Pump Station Project. The trustees approved of the letter.

Public Comment:

None

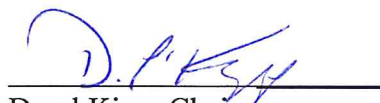
Motion to Adjourn the Regular Meeting:

Trustee Kipp made motion to adjourn the regular meeting. Trustee Morris seconded the motion. Vote was unanimous. Meeting adjourned at 6:05 p.m.

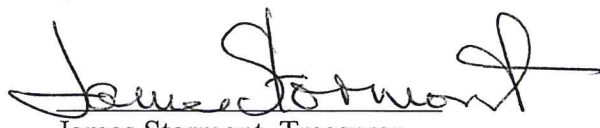


Deryl Kipp, Chairman

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