

DATE: April 20, 2020

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Jim Stormont
Sam Morris
Chris Higgins

Regular Business Meeting to Order:

Trustee Kipp called the regular business meeting to order at 4:59 PM. Due to the Covid-19 pandemic, the meeting was held via Zoom. All materials were sent to the Trustees prior to the meeting. All materials were available to the public upon request.

Review of the Minutes of April 6, 2020

The minutes of the March 16, 2020, meeting was reviewed. Trustee Stormont made motion to accept the minutes as presented. Trustee Morris seconded the motion. Vote to accept was unanimous.

Review of Warrant 1400

Warrant 1400 was reviewed. After discussion, Trustee Morris made motion to execute the warrant. Trustee Stormont seconded the motion. Vote to execute the warrant was unanimous.

Execute 60-Day Late Letters: None

Execute Notice and Demand for Payment: None.

Execute Lien Certificates: Kazakos, Murray Hill, US National Bank (3)
After review Trustee Stormont executed the lien certificates.




Execute Lien Discharges: None.

Execute Impending Foreclosure Notice(s): None

Sewer Entrance Applications: None



Old Business:

1. Plant and Collection System Operations: The superintendent reported normal plant operations since the last meeting.
 - a. St. Andrews Village Pump Station Upgrade – The superintendent reported AEC will be onsite April 22, to check the panels for operation.
 - b. SBR – The superintendent advised the Boothbay Register did a fine job on the “wipes” article. The superintendent reported the material removed from the SBR’s was taken to EM Wood’s pit, where the material was lime stabilized to pH 10. The material was loaded into a plastic lined can and hauled to Crossroads Landfill in Norridgewock. The superintendent reported the District has not received an invoice for disposal yet.
 - c. Centrifuge Odor Scrubber – The superintendent reported the electrician has started work.
 - d. Giles Place Bypass Survey – The superintendent advised Boothbay Surveyors were onsite last week to finalize their work.
 - e. PFAS Update – The superintendent reported he has not heard back from DEP regarding approval of the amended Analytical Work Plan. The superintendent noted the next PFAS sampling event will be held in early May.
 - f. Unemployment Claim- The superintendent advised the District received the first unemployment claim installment. The cost was \$44.00 for that particular week.
 - g. Website Traffic –
2. Signal Point Odor Issues – Nothing to Report.
3. Plant Influent Hydraulic Study – Nothing to Report.
4. Route 96 Sewer Replacement Project – The superintendent advised T-Buck started paving today. The plan is to have it completed by this week. The superintendent advised he had received several complaints of for condition of the cross trenches. Me DOT contacted the District regarding the same. The superintendent advised the majority of the complaints came after the snowstorm and the next rain event a day later. The superintendent advised the trenches are tended daily by T.Buck. 
5. Rate Review – The superintendent reported the preliminary analysis is being reviewed with Wright-Pierce. The superintendent hopes the report will be forthcoming soon. 
6. 2019 Audit – Nothing to report. 

7. Blower Evaluation – The superintendent reported he has finished testing the blowers and collecting the additional data required by Wright-Pierce. The superintendent reminded the trustees the new data was collected with the new aeration tubes in place.
8. Relining 2 Project – The superintendent advised he would be submitting the application package for the project this week. The superintendent advised a public hearing was needed for the project within 60 days of the application submission. The superintendent asked the Trustees if they still wanted to wait until June to hold the public hearing. Trustee Kipp advised due to the Covid-19 issue a delay in holding the hearing is still warranted. All agreed to wait until June. The superintendent advised he will schedule the hearing for June 1 pending any further delay due to the pandemic.
9. 2020 Utility Truck – The superintendent reported he reached out to O’Conner to see if there would be a delay due to the pandemic. The superintendent has not heard back.
10. Late Charge Interest Fees – The superintendent asked the Board if the fees would be reinstated as of May 1. Trustee Stormont advised another month extension of the policy to waive the late fees was in order. All agreed to extend the waiver of late fees until June 1, 2020, at which time the policy would be revisited.

New Business:

1. 2020 CWSRF Fiscal Sustainability and Climate Adaptation Plans

The superintendent advised he has heard back from DEP regarding funding. The District was not funded for this cycle. The superintendent will resubmit during the next funding cycle.

2. Massachusetts Road Water Line

The superintendent advised the trustees he had not heard back from Bill Logan regarding the draft letter. The trustees advised the superintendent they were satisfied with the draft letter and instructed the superintendent to forward to the Water District Manager and Board Chair.

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Correspondence:

1. Arthur Richardson Abatement Request – Oak Street:

The superintendent distributed, via email, the request by Mr. Richardson to waive his most recent quarterly bill. The superintendent reminded the Board Mr. Richardson is being billed at “ready-to-serve”. After discussion, the

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Board agreed to keep the bill in place, but waive interest fees per the Covid-19 period policy.

Public Comment:

None

Adjourn Meeting:


Trustee Stormont made a motion to adjourn. Trustee Morris seconded the motion. Vote unanimous. The trustees adjourned the regular meeting at 1735 hours.


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