

DATE: May 4, 2016

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp

Henry "Ted" Tedeschi – Absent due to personal business.

James Stormont

Chris Higgins

William Logan – District Counsel

Call the Regular Business Meeting to Order:

Trustee Kipp called the meeting to order at 4:57 PM.

Review of the Minutes of April 20, 2016

The minutes of the April 20, 2016, meeting was reviewed. After review, Trustee Stormont made motion to accept the 4/20/16 minutes as presented. Trustee Kipp seconded the motion. Vote was unanimous.

Review of Warrant 1307

Warrant 1307 was reviewed. Trustee Stormont made motion to execute warrant 1307. Trustee Kipp seconded the motion. Vote to execute the warrant was unanimous.

Execute 60-Day late Letters: Town of Boothbay Harbor, Brewer, Buck, Carmody, Casey, Cressey, Curtis, Doray, Glass, Kane, Kennon, Little Bo Pete's, Lorrain, McLellan, Myshrall, Paquette, Pitcher, Russo, Townsend, and Bowden...

Trustee Tedeschi was absent from the meeting and the letters were not executed at this meeting, but were reviewed.

Execute Lien Discharges for Engert (2).

The discharges were reviewed, but not executed at this meeting. This was due to Trustee Tedeschi's absence.

Execute Certificate of Commitment for 5/1/16 Billing

After review Trustee Kipp and Stormont executed the commitment.

3/16 *HKS*

April 2016 Financial Reports:

The April 2016 Financial reports were reviewed. The superintendent reported line item 5280, New Equipment, is already over-budget for the year. This was due to the replacement of pump 1 at Spruce Point. All other lines were at or below year to date budget.

The superintendent explained the new line accounts 1311 and 1312. Per previous Trustee instructions, 1311 and 1312 were established at the superintendent's recommendation. The proceeds of the auction of the Gilpin property funded the new accounts. The balance of the sale proceeds was placed into line 1310. The superintendent explained The First did not place all of the proceeds of the Richard's account into the CD as intended. About \$30,000 was left in the regular checking. The superintendent advised this amount will be drawn down for the chlorine contact tank work and the Juniper Point Station work.

William Logan – Charter Questions and House Keeping:

Pursuant to Trustee Kipp's request to discuss the charter, Bill Logan was present to address the Board's questions. Discussion surrounded territorial boundaries of the district, residency requirements for trustees, and who constituted a resident of the district. After discussion, Bill Logan will, after further review, forward a letter to the trustees for consideration. No other action was required at this time.

Old Business:

1. Grit System Update – the superintendent reported a meeting is scheduled with Stevens Electric to review the panel installation.
2. Union Street Pump Station Project Update WP/RD – the superintendent reported ledge probes and survey work is scheduled for the week of May 9th. RD is still reviewing the PER.
3. Plant and Collection System Operations – Operations are routine.
4. Plant Influent Hydraulic Study – Nothing to Report – Ongoing
5. Plant Resiliency Study – the superintendent reported the first meeting of the Steering Committee is scheduled for May 9 at 1:00.
6. Website Update – nothing to report.
7. Direct Debit ACH Update – accounts, total now at 99.



New Business

1. Revised Fee Schedule – The trustees reviewed the amended fee schedule proposed by the office manager. After review the trustees amended the schedule to eliminate the returned regular mail fee of \$5.00 per occurrence. All other fees were approved.
2. Maine State Retirement System Participation – the superintendent reported the paperwork was submitted to the System for determination of cost. If all is approved, the earliest participation date is July 1, 2016.

Correspondence

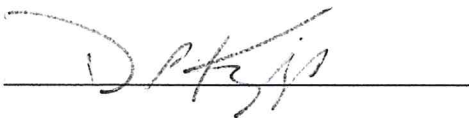
1. Richard Pizer, Repayment Plan Response – The trustees reviewed the voice mail left by Mr. Pizer. The message was left in reference to the letter sent out in April. Mr. Pizer indicated an additional payment will be made on May 20 to bring his account current. The superintendent will follow up with Mr. Pizer via telephone.
2. Soil Prep Letter – the superintendent discussed a letter received by the District regarding diversion of biosolids from Soil Prep to Hawk Ridge for disposal. The superintendent advised the sludge group is meeting to discuss the contents of the letter.
3. Alfred Beauchemin, 150 Atlantic Avenue – the superintendent conveyed a message left with the office manager about the cost of sewer. Mr. Beauchemin, indicated he did not wish to be placed on an agenda, but would drop by at a future meeting at his leisure.

Public Comment:

None

Motion to Adjourn the Regular Meeting:

Trustee Kipp asked for a motion to adjourn. Trustee Stormont made motion to adjourn meeting. Trustee Kipp seconded the motion. The regular meeting adjourned at 6:43 p.m.

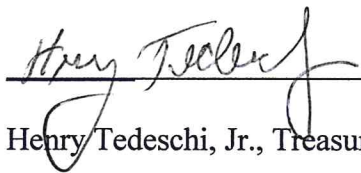


Deryl Kipp, Chairman

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



Deryl Kipp, Chairman



Henry Tedeschi, Jr., Treasurer

James Stormont, Clerk