

DATE: May 17, 2017

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Jim Stormont
Henry "Ted" Tedeschi
Chris Higgins

Regular Business Meeting to Order:

Trustee Kipp called the regular business meeting to order at 4:59 PM.

Review of the Minutes of May 3, 2017

The minutes of the May 3, 2017, meeting was reviewed. After review, Trustee Stormont made motion to accept the 5/3/17 minutes as presented. Trustee Tedeschi seconded the motion. Vote was unanimous.

Review of Warrant 1330

Warrant 1330 was reviewed. After discussion, Trustee Tedeschi 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: Glass, Kennon, Kristoff, Marcotte, Myshrall, Paquette, Russell, Russo

Trustee Tedeschi reviewed and executed the notices.

Execute Lien Discharges: Ross (2), Brown (6)

Trustee Tedeschi reviewed and executed the discharges.

Execute Lien Certificates: None

Execute Foreclosure Notice: None

Execute Entrance Application: None

Old Business:

1. Union Street Pump Station Project – The superintendent reported the easements have been returned by Shane Riley. William Logan sent the documents to the Lincoln County Registry of Deeds for recording. The Project can now go to bid.
2. Plant and Collection System Operations
 - A. Footbridge Station Salt Water Issues– At the last meeting, the superintendent reported the crew videoed the Curtis Block line and found a crack in a bell fitting adjacent to the seawall. The owner has been notified of the issue. Resolution is pending.
 - B. Footbridge Alley Way ROW – The superintendent reported the draft easement for the alley was forwarded to the Maddock's for review.
 - C. MMA Insurance Inspection – The superintendent reported the action plan has not been received yet.
 - D. Juniper Point Start-Up – The superintendent reported AEC Engineering was onsite and has repaired the issues. The station is now operational and online. The SCADA for the station is not working and AEC is working on that.
 - E. West Harbor #2 Pump – At the last meeting, the superintendent reported #2 pump at West Harbor station is at AC Electric for evaluation. The superintendent received the quote for repair vs. replacement. The repair cost is \$3,630 vs \$5,528 for new. The superintendent advised a repair was ordered.
 - F. Disinfection System: The superintendent reported the disinfection system is now operational and will be operating through September 30.
 - G. SCADA System: The superintendent reported issues with the video display being inoperative. The superintendent repaired the system by reinstalling the video driver for the system.
 - H. Massachusetts Road Station High Amp Draw: The superintendent reported an issue with number 1 pump at the station drawing high amperage. This happened last year at this time and the cause was related to high ground water in the conduit. It is surmised there is a nick in the wire and is grounding out. The pump is offline and further investigation is warranted.

- I. Meadow Pump Issue: The superintendent reported number 2 pump guide bracket was broken. Gary Farnham reported the pump fell while putting the pump back into service after removing a plug. According to Farnham, the pump fell three feet, landed on its side while in the slide bracket, a broke the guide flange. A new flange was purchased at \$250.00 and the pump reinstalled. The pump was down for two weeks while the part was ordered. Nobody is sure how the pump fell from the lifting chain.
3. Plant Influent Hydraulic Study – Nothing to report.
4. Website – The office manager reported 32 new visitors to the website since the last meeting. There are now 152 direct debit customers and 230 email customers resulting in a net savings of \$192.97 in postage.
5. Evaluation of Capital Island and Squirrel Island Effluent Odor Study – Ongoing
6. Roundabout Update: Since the beginning of the Project, there have been several issues with the storm drainage layout. The Sebago Technics design has resulted in direct conflicts with district infrastructure. The conflicts have resulted in district force mains being relocated to accommodate the storm drain piping. The superintendent reported the issues were a result of poor design work by Sebago. During the early planning stages, the district supplied Sebago with the area “as-builts” and again marked out district infrastructure during survey work. There should not have been these kinds of conflicts.
7. Townsend Avenue Sewer Work – The superintendent reported the project is complete. The DOT did cost share with the district on some of the paving.
8. 78 Crest Avenue: The superintendent advised the letter of commitment was sent to High ledge as directed. The district is now awaiting word of settlement between the bank and High Ledge.
9. Golf Course – Phase 2 – The superintendent reported he has heard nothing since the last meeting.
10. 19 By Way Update – Still waiting for the draft easement from Logan.
11. Footbridge Alley Way – The superintendent reported the draft easement is the hands of Sewall Maddocks. The district is awaiting a response.
12. Maine State Retirement – As requested by the Trustees, the superintendent distributed the cost for time by-back (attached). The superintendent explained the figures and the obligation by the district to fund the district portion of the buyback was 4197,905. After discussion, trustee Kipp made motion to not

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participate in the buy back. Trustee Tedeschi seconded the motion. Vote was unanimous.

13. USDA RD Union Street – The superintendent reported the easements were received and recorded at the county Registry. Logan will need to forward two documents to RD and the project can go to bid.

New Business:

1. Execution of Easement Release – Now that the easement documents have been received for Union Street, the old easement can be released. The Release document was reviewed. After review, the Trustees executed the release. The superintendent will forward to Bill Logan for recording.
2. Election of Officers for 2017 – 2018 – Trustee Kipp asked for a motion to elect officers for the 2017 – 2018 year. Trustee Stormont made motion to elect Trustee Kipp as Chair, Trustee Stormont as Treasurer, and Trustee Tedeschi as Clerk. Trustee Tedeschi seconded the motion. Vote was unanimous.

Correspondence:

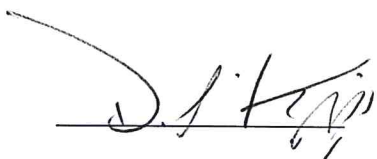
1. **Creswell to High Ledge** – The Trustees reviewed the commitment letter.
2. **Mouse Island Entrance Fee Calculation** – The superintendent reported he was contacted by Eric Wood to derive an impact fee for connection. The attached is that calculation. The superintendent forwarded the calculation to Wood and is now awaiting further word from Mouse island and Wood.
3. **MRWA Salary Survey** – The Trustees reviewed the Survey.

Public Comment:


None

Motion to Adjourn the Regular Meeting:

Trustee Stormont made motion to adjourn the regular meeting. Trustee Kipp seconded the motion. Vote was unanimous. Meeting ended at 5:43 p.m.



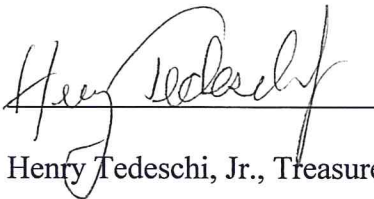
Deryl Kipp, Chairman



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

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

Deryl Kipp, Chairman

A handwritten signature in black ink, appearing to read "Henry Tedeschi, Jr.", written over a horizontal line.

Henry Tedeschi, Jr., Treasurer

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

James Stormont, Clerk