

DATE: May 21, 2018

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Jim Stormont
Sam Morris - Absent
Chris Higgins

Regular Business Meeting to Order:

Trustee Stormont called the regular business meeting to order at 5:00 PM.

Review of the Minutes of May 7, 2018

The minutes of the May 7, 2018, meeting was reviewed. After review, Trustee Stormont made motion to accept the minutes as presented. Trustee Kipp seconded the motion. Vote was unanimous.

Review of Warrant 1353

Warrant 1353 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: None

Execute Notice and Demand for Payment: None

Execute Lien Certificates: None.

Execute Lien Discharges: Engert

After review, Trustee Stormont executed the discharges.

Execute Impending Foreclosure Notice(s): None

Execute Sewer Entrance Application: None



Old Business:

1. Union Street Pump Station Project – The superintendent reported the paving is complete. The final punch list walk through will be performed the week after Memorial Day. 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 superintendent advised the advertisement for Full-Time help has not generated any more interest.

The superintendent reported pump and panel quotes were submitted to St. Andrews for the pump upgrade. Stevens Electric is to be onsite this week to develop the electrical/mechanical quote.

Rt. 96 Line Condition – The superintendent reported Maine Drilling and Blasting will be onsite this week to perform the ledge probes. The information will be forwarded to Wright-Pierce for the design.

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 @ 185, email billing @ 224, savings \$202.15 YTD, 33 new and 7 returning visitors to the website and 139 hits on the Facebook page since last meeting.
6. 2017 Audit – The superintendent reported we are waiting for completion. Fred Brewer advised the audit is under final review.
7. Roundabout Project Update: The superintendent reported the manholes will be raised after the intermediate course of pavement has been applied.
8. MeDOT Road Opening Permit – The superintendent reported PGC4, LLC has contracted with Jody Lewis to perform the work. Lewis expects the work to be performed on May 31.
9. District Charter – The superintendent reported Jim Kastificas will be available on June 4.
10. Fairpoint/Crooker Damage Claim – Nothing to report since the last meeting.



11. Pier1/Curtis – The superintendent reported the line is scheduled for relining on May 22.

New Business:

1. Dooley Sewer Entry Fee Relief Request – Ann Dooley of 158 McKown Point Road requested the trustees consider waiving the \$1,000 entry fee associated with the account. Ms. Dooley has paid \$2,400 in “Ready-To-Serve” fees since they were instituted in 2006 when the District acquired the sewer system. Ms. Dooley did not contribute to the Juniper Point Association for the construction of the system.

Trustee Kipp opened the discussion advising his position, due to the Ready to Serve Fees paid to date, Dooley should not have to pay the \$1,000 entry fee. Trustee Stormont did not agree as he stated others have paid “Ready to Serve” and then an entrance fee when they connect. Trustee Stormont further indicated this is a policy issue and should be further explored. Trustee Kipp asked how many times does the question come up. The superintendent advised this is at least the second time. The first time was for Hartford on Montgomery Road, which was considered a hardship case. The superintendent advised that system was paid for privately and the District does not carry any debt for that system but does own the DMR station and force main that goes under the harbor.

The trustees discussed several scenarios where customers who are paying read-to-serve could ask for a waiver upon connection. Trustee Stormont discussed a level of 10 years. The superintendent advised Eastern Avenue went online in 2001 and that entry fee is \$2,500. Based on the above scenario, the 10-year requirement would exceed the \$2,500 entry fee.

The superintendent asked the Trustees to consider specific language for a policy and discuss it at the next couple of meetings under a full Board. Once determined, a public hearing could be held to change the District By-Laws to incorporate the policy. Both trustees agreed.

As for Dooley, Trustee Kipp made motion to waive the entry fee due to the time she has paid ready to serve. Trustee Stormont seconded the motion. Vote to waive was unanimous.

Correspondence:

1. Patrick Parson – St. Andrews Village – Maintenance Fee Waiver.
2. Glenn Adams – Sargent Corp. – Thank You
3. Hagar Enterprises – Thank You



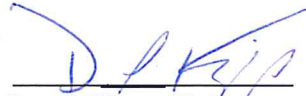
The letters were reviewed with no action taken.

Public Comment:

None

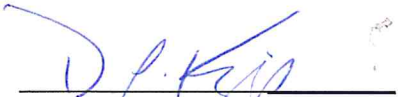
Adjourn Meeting:

Trustee Kipp asked for a motion to adjourn. Trustee Stormont made the motion. Trustee Kipp seconded the motion. Vote unanimous. The trustees adjourned the regular meeting at 1739 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

Absent


Sam Morris, Clerk

James Stormont, Treasurer