

**DATE: July 1, 2019**

**Boothbay Harbor Sewer District Board of Trustees Regular Meeting**

**In Attendance:**

Deryl Kipp  
Jim Stormont  
Sam Morris  
Chris Higgins

**Regular Business Meeting to Order:**

Trustee Kipp called the regular business meeting to order at 5:15 PM.

**Review of the Minutes of June 17, 2019 Business Meeting**

The minutes of the June 17, 2019, business 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 Warrants 1381**

Warrant 1381 was reviewed. After discussion, Trustee Stormont made motion to execute the warrant. Trustee Morris 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: None**

**Execute Impending Foreclosure Notice(s): None**

**Sewer Entrance Applications: None**

**Old Business:**

1. Plant and Collection System Operations: The superintendent reported there were two issues with residual chlorine in the effluent. The superintendent explained that both issues were due to the sodium bisulfite pump not

delivering an adequate amount of product to dechlorinate the effluent. The first issue was due to an unprimed pump and the second was due to the pump just not pumping. In both cases, the effluent chlorine was tested on subsequent decants until the average was below compliance limits. A new peristaltic pump was installed, and this should alleviate the pump issues. Several heavy rainstorms caused the plant to go into storm flow mode. As a result, the chlorine contact tank had to be cleaned of solids.

- a. St. Andrews Village Pump Station Upgrade – The superintendent reported the conduit has been extended to the new pole.
  - b. Massachusetts Road Pump Station Panel Upgrade – The superintendent reported the project is now completed.
  - c. Service Truck – The superintendent reported the new truck is now being outfitted with tools.
  - d. Footbridge Spare Pump – Pump is on order.
2. Signal Point Odor Issues – Plant Odor Systems – Nothing to Report.
  3. Plant Influent Hydraulic Study – Nothing to Report.
  4. Charter Review – The superintendent reported the bill was signed by the Governor on June 18, 2019. The superintendent advised the warrant questions for this coming November's local elections were sent to Attorney Katsiaficas for review and editing.
  5. Water District Meter Reading Fee - The superintendent reported he has still not received a draft agreement for review yet.
  6. Route 96 Project – The superintendent reported Wright-Pierce examined the bids and recommended T-Buck be awarded the contract. The bids and recommendation were sent to Rural Development for approval.
  7. Rate Review – Nothing to report.

**New Business:**

**1. Maine Power Options Oil/Propane Bid for 2019-2020.**

The superintendent advised the oil/propane contract for the 2019-2020 season was executed with Maine Power Options.

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**2. June 2019 Financial Reports**

The superintendent distributed the balance sheet and budget report to the Trustees. The superintendent reported no surprises with the strong financial position of the district. The expense year-to-date budget position is at 98.6% and the annual budget position stands at 34.5%. The revenue year-to-date position is at 109.4% of budget and the annual position is at 45.1%

**3. Route 96 Sewer Project Interim Financing**

The superintendent advised the trustees the Route 96 Sewer Project required interim financing be established. The superintendent asked the trustees to consider procuring a line of credit for the Project from The First. The superintendent advised the estimate for the Project is \$800,000 and advised that this amount be used as the line of credit. The superintendent reminded the trustees Rural Development funding will pay for the line of credit and a bond issued at Project completion. Trustee Kipp made motion to establish a line of credit for the interim financing of \$800,000 for the Route 96 Project with the First. Trustee Stormont seconded the motion. Vote to establish the line of credit was unanimous. The trustees direct the superintendent to contact Brenda Blackman at the First to start the process.

**Correspondence:**

**1. William Andrews, 20 West St.**

The superintendent distributed the response letter from the district to Mr. Andrews regarding his dispute of 2 units at 20 West St. The superintendent has advised the trustees that no response from Mr. Andrews was received since the mailing.

**2. Casella Organics Rate Increase**

The superintendent distributed the rate increase notice from Casella. The cost per ton of biosolids will increase \$2.10 per ton. The increase is from the recent requirements established by MeDEP due to PFAS issues.

**3. Maine Power Options Capacity Pass Through Letter**

The superintendent forwarded the annual email from Maine Power Options regarding forward capacity and how to shed power to take advantage of the potential savings. The superintendent reminded the trustees the district has been doing this for many years and has saved significant funds by doing so. The District's current electric contract has the prior years savings built into it

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at the rate of \$0.05/Kwh. The superintendent advised the practice will continue into the future.

**Public Comment:**

None

**Adjourn Meeting:**

Trustee Kipp asked for a motion to adjourn the regular business meeting. Trustee Stormont made that motion. Trustee Morris seconded the motion. Vote was unanimous. The regular meeting ended at 1722 hrs.


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Deryl Kipp, Chairman

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

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Deryl Kipp, Chairman

  
Sam Morris, Clerk  
James Stormont, Treasurer