

DATE: August 5, 2015

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Jim Stormont
Henry "Ted" Tedeschi
Chris Higgins
Deryl Kipp
Darrell Gudroe

Call to Order

Chairman Kipp called the meeting to order at 4:59 PM. Trustee Kipp noted the July 15, 2015, meeting was cancelled due to a lack of quorum.

Motion to Enter Into Executive Session Pursuant to MRSA Title 1, §405-A, 6.C – Real Estate Negotiation

Trustee Stormont made motion to enter executive session. Trustee Tedeschi seconded the motion. The Board voted to go into executive session at 5:00 p.m.

End Executive Session and Resume Regular Business Meeting

Trustee Stormont made motion to end the executive session and return to the regular meeting. Trustee Kipp seconded the motion. The Trustees voted to resume the regular meeting at 5:06 p.m.

Review of the Minutes of July 1, 2015

The minutes of the July 1, 2015, meeting was reviewed. After review, Trustee Stormont made motion to accept the 7/1/15 minutes. Trustee Tedeschi seconded the motion. Vote was unanimous.

Review of Warrant 1286 and 1287

Warrants 1286 and 1287 were reviewed. After review, Trustee Stormont made motion to execute warrants 1286 and 1287. Trustee Kipp seconded the motion. Vote to execute the warrants were unanimous.

BRK *HTJ* *VEJ*

Execute Sewer Lien Discharges:

After review, Trustee Tedeschi executed the lien discharges for Town of Boothbay Harbor (2) and Jennifer Brown (1).

Commit Rates for Billing – July 15, 2015 and August 8, 2015 Billings

Trustee Kipp made motion to commit the rates for the July 15 and August 8 billings to the treasurer for collection. Trustee Stormont seconded the motion. The Board vote to commit the rates to the treasurer for collection.

July 2015 Financial Reports:

The superintendent distributed the reports.

The Superintendent advised the Trustees on the following lines:

Revenues – The superintendent explained the y-t-d lines are down \$15,085 and the majority is Year-Round Residential User fees and Entrance Fees. The Entrance Fee line is down due to the postponement of the Phase 3 Golf Course Development. However, St. Andrews Village Inn expansion will net \$7,407 that was not planned for.

5012 – Overtime – is over \$1,310 y-t-d and is due to the early work on the sewer lines during the point repair work and relining project.

5210 – Sodium Hypochlorite – Chemical use is up

5211 – Sodium Bisulfite – Chemical use is up due to hypochlorite use being up.

5214 – Ammonia – May need to purchase another tote to get through the season.

Trustee Kipp inquired on the following line items:

5270 – Outside Labor – the superintendent advised the SymQuest contract for the office equipment is why the line is elevated. This contract was due to the coping machine be replaced. Burgess Computer has influenced the line as well.

5310 – Repair and Maintenance Sewer Lines – Is due to the Spruce Point inn job that was not budgeted for. The superintendent reminded the Trustees the valve towers, excavation and associated paving led to the elevated line.

5330 – Repair and Maintenance of Pump Stations – Was due to the new pump at West Harbor Pond Station and the increased cleaning costs for the Footbridge pump station. This cost will be back-charged to the area restaurants that use this station because of poor grease trap maintenance on their part.

Trustee Tedeschi inquired about line 5430 – Advertising – the superintendent advised this was due to the increased advertising costs for the Office Manage ad and the public notices required for the NPDES renewal process.

Old Business:

The Superintendent reported on the following:

- A. The superintendent advised nothing new to report on the GIS.
- B. Website Development: Nothing to report.
- C. NPDES Discharge Permit Renewal – Nothing to Report.
- D. Grit System – The superintendent reported Mark Allenwood is supposed to have a report due the District for the next meeting outlining the options available to the District for replacement. That report will contain costs for budgeting purposes. The superintendent advised the Trustees Mike Tomacelli was onsite earlier in the week to look at the possibility to place a patch on the lower end of the screw trough. The plan is to place a piece of 1/8 rolled plate steel on the lower section and weld it in place to buy some time until a decision is made as to replace. The earliest that repair can be made is in early September.
- E. DMR QA 35 Audit – The District received the results back from the blind audit. The District passed all six of the unknown parameters. The results will be forwarded to DEP and EPA.
- F. Sludge Can – Trustee Stormont inquired about the status of the sludge can. The superintendent advised Russell Garner is in the Pen-Bay Hospital ICU suffering from two aneurisms. The can needs a tailgate and a partial wall to be installed for completion. The superintendent advised if Mr. Garner cannot complete the work, Mike Tomacelli has offered to finish to the can for the District. The District would need to transport the can from Union to Boothbay Harbor. More info to follow.
- G. Weston and Sampson Collection System Analysis - The superintendent advised the Trustees Steve Broadbent called and inquired on the status of coming up to address the Trustees on the report. Trustee Kipp poled the Board and consensus was not at this time. The superintendent will advise Mr. Broadbent.

New Business:

- A. Juniper Point Station Overflow – July 24, 2015 Report – the superintendent advised the board of the issue and discussed the letter report to the DEP. The station controls have been repaired. No word back from DEP yet on this issue.
- B. Jeff Nichols Property Auction – the superintendent advised the property file is in the hands of Attorney Logan. Mr. Nichols did not maintain the terms of his repayment agreement. An auction date will be set.

- C. Darrell Gudroe Property Auction – discussed in executive session.
- D. Breakwater Pump Station and oak Street Manhole Grouting – the superintendent advised G&G Waterproofing, Fairfield, Maine, grouted the leaking barrel seams of the wet well. In addition, they repaired a manhole on Oak Street that had a leaking trough.
- E. Aeration Columns – SBR 1 – the superintendent advised the columns were ordered. Three stainless steel columns will replace the old leaking galvanized columns. The cost is around \$10,000 and will be paid with proceeds of the maintenance bond.

Public Comment:

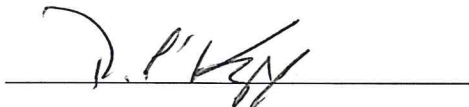
None

Correspondence:

- 1) The Board reviewed the Letter of Warning from DEP regarding the 7/15/15, Total Residual Chlorine issue.
- 2) Footbridge Pump Station User Letter – the superintendent advised the Trustees of the letter to the commercial users. The grease issue in the well has caused the District to use outside resources to clean the station at a frequency greater than what was budgeted for. The Trustees concurred they costs should be passed on and not be subsidized by the remaining system users.
- 3) The Board reviewed the entry fee permit letter to St. Andrews Village Inn for the new expansion project.

Adjourn Regular Business Meeting:

Trustee Kipp asked for a motion to adjourn. Trustee Stormont made that motion and Trustee Tedeschi seconded the motion. The vote was unanimous. The regular business meeting ended at 5:44 p.m.



Deryl Kipp, Chairman

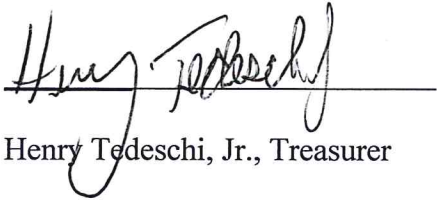


Boothbay Harbor Sewer District Trustee Minutes of August 5, 2015

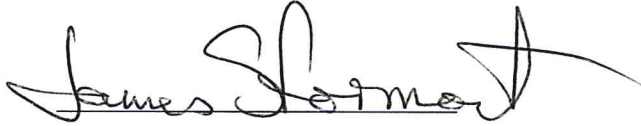
We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.

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

Deryl Kipp, Chairman

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

Henry Tedeschi, Jr., Treasurer

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

James Stormont, Clerk