

DATE: August 17, 2016

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Henry "Ted" Tedeschi
James Stormont
Chris Higgins
Steve Gaudette – DMR Facilities Manager
Carl Wilson – DMR Director – Boothbay Harbor Facility

Call the Regular Business Meeting to Order:

Trustee Kipp called the meeting to order at 5:00 PM.

Review of the Minutes of July 6, 2016

The minutes of the July 6, 2016, meeting was reviewed. After review, Trustee Stormont made motion to accept the 7/6/16 minutes as presented. Trustee Tedeschi seconded the motion. Vote was unanimous.

Review of Warrant 1312

Warrant 1312 was reviewed. After discussion, Trustee Tedeschi made motion to execute the warrants. Trustee Stormont seconded the motion. Vote to execute the warrant was unanimous.

Execute Notice and Demand for Payment Letters: Barter/Stover, Dunculus, Inc.

Trustee Tedeschi executed the letters.

Execute Lien Certificates: Brewer, Brown, Sharon, and Shields.

Trustee Tedeschi executed the Notices.

Execute Lien Discharges: Durfee, Barter/Stover, Harbour Towne Inn, Kennon (4), Murray Hill Properties, Townsend, and US National Bank (Durfee).

Trustee Tedeschi executed the Discharges

Execute 60-Day Late Letters: Brewer, Doray, Engert, Gentry, Glass, Graves, JLB Trust, Kane, McLellan, Page, Paquette, Racicot, and Tri-River.

Trustee Tedeschi executed the letters.

Execute Entrance Application – Boothbay Region Ambulance Service – Rt 27 Boothbay.

After review, Trustee Kipp, Stormont, and Tedeschi executed the application.

Execute Certificate of Commitment for August 1, 2016, Billing:

After review Trustee Stormont made motion to commit the billings to the Treasurer for collection. Trustee Kipp seconded the motion. Vote to commit was unanimous and the Trustees executed the Commitment Certificate.

July Financial Reports:

The superintendent distributed the July 2016 Balance Sheet, and the July P & L Statement. The superintendent reported the Cash accounts are adequately funded for this time of year. With the exception of lines previously discussed last month, all other lines are normal and in line with budget.

Old Business:

1. Grit System Update – the superintendent reported the Grit S&L Grit pump is onsite. Work on demo of the old system should start next week.
2. Union Street Pump Station Project – The superintendent reported the Project is in full design and is on track for late fall construction. Pump selection has been made. The station will be reduced to two larger pumps instead of three. This will allow for a smaller footprint, reduced controls, and less piping and valves. Leighton was onsite to perform the easement description work. Rural Development has finally approved the Preliminary Engineering Report and the Environmental Report.
3. Plant and Collection System Operations
 - A. The superintendent reported the District has received several odor complaints from people on West Street at the head of Mill Cove. Trustee Tedeschi also mentioned he could smell sewer-like odors at his property on Perkins Road. Weather during this period was extremely hot (90's) and very humid with little air flow. The mud flats in the cove have been very odorous. The superintendent did advise two new odor scrubbers were installed on the centrifuge vent and the headworks room vent.
 - B. Roads End Pump 2 – the superintendent reported the pump has been repaired and installed.
 - C. Bubbler System Alarms – the superintendent reported the alarms are installed and are operational.

YES

K

AMJ

4. Plant Influent Hydraulic Study – the superintendent distributed the draft report via email. Some data collection is required and drawdown work is necessary to finalize the report.
5. Plant Resiliency Study – Nothing to Report
6. Website Update – the superintendent reminded the trustees to visit the website and advise of any changes they would like to see. The superintendent reported the website is going live on August 22.
7. Sludge Group RFP – The superintendent advised the Southern Maine Sludge group met on August 16, and finalized the RFP for sludge disposal. The RFP is due back from vendors on September 28.
8. Roads End Station Failure - The superintendent reported nothing has been received from DEP on the matter. Stay Tuned!
9. Foot Bridge Station Bushes – The superintendent reported a meeting has been set for discussion between the District, Fiona Dunlap, and the Rowe sisters. The meeting date is August 18.
10. 30-Yard Roll-Off – the superintendent reported, as directed, the can has been ordered and delivery should occur in 3 weeks.

New Business

1. DMR Sewer Abatement Request – Carl Wilson and Steve Gaudette addressed the trustees regarding a very high sewer bill for the DMR facility. The bill was for \$19,769.46 for 197,300 cu ft for the period of April through June 2016.

The superintendent explained David Pratt noticed the increased usage via the District SCADA system for that particular station. The pump station showed elevated run time during the overnight hours and reported this to the superintendent. Pratt further investigated at the station and found a significant amount of clean water entering the station. Pratt further chased the water upstream via manholes and isolated the flow coming from the Lab building. Pratt notified Gaudette and Gaudette investigated within the Lab facility. Gaudette found a hose running. When the hose was secured the flow stopped.

Gaudette verified the scenario to the Trustees. Mr. Wilson explained the bill was a very large chunk of their lab budget and asked if the Trustees would take any consideration for a reduction. The superintendent advised the trustees, although the District did treat the water, but the water was very light in strength compared to typical wastewater.

After discussion, Trustee Stormont offered and made motion to reduce the bill 50%. There was no second and the motion died. Trustee Tedeschi asked the superintendent to come up with cost to closer represent the realistic cost to treat the wastewater. The remaining trustees agreed and tasked the superintendent to calculate a cost to treat the water.

No other action was taken until the cost is calculated. Mr. Wilson and Mr. Gaudette thanked the trustees for their time.

2. The superintendent presented the Trustees with Drawdown 1 for Maintenance Bond 2. The Board reviewed the Drawdown and approved.
3. The superintendent advised the Trustees, Ocean Point Marina has dumped holding tank waste several times without checking into the office. The superintendent advised, the District did have an issue several years back regarding fuel being mixed with the wastewater. The superintendent advised a letter was sent to Ocean Point Marina advising they have been suspended from dumping until they can comply with District procedures. The trustees concurred.
4. September Meeting Date – The superintendent asked the Trustees for the next meeting date for September. The trustees set the next meeting date to September 14 at 5:00 p.m.

Correspondence

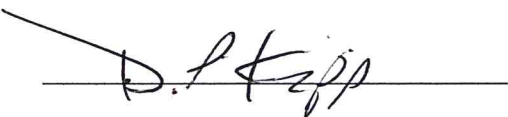
1. Dan Miller – Ocean Point Marina – The trustees reviewed the letter.

Public Comment:

None


Motion to Adjourn the Regular Meeting:

Trustee Kipp asked for a motion to adjourn. Trustee Tedeschi made motion to adjourn meeting. Trustee Stormont seconded the motion. The regular meeting adjourned at 5:54 p.m.

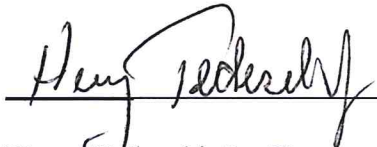

Deryl Kipp, Chairman

Boothbay Harbor Sewer District Trustee Minutes of August 17, 2016

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 blue ink, appearing to read "James Stormont", written over a horizontal line.

James Stormont, Clerk