

DATE: September 3, 2019

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

In Attendance:

Deryl Kipp
Jim Stormont
Sam Morris
Chris Higgins

John Hennessey
Alden Jordan



Regular Business Meeting to Order:

Trustee Kipp called the regular business meeting to order at 4:05 PM.

Review of the Minutes of August 19, 2019 Business Meeting

The minutes of the August 19, 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 1385

Warrant 1385 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: Stewart, Western Ave Trust, Bouffard, Curtis House, Durfee, Freeman, Grandview Landing, Lyons, Nichols, Norton, Reed, Rigas, Rodgers, Shields, Splaine, and Wasserman

After review, Trustee Stormont executed the documents.

Execute Notice and Demand for Payment: Begley, Engert, Drisko, Page, Pitcher, and Townsend

After review, Trustee Stormont executed the documents.

Execute Lien Certificates: None

Execute Lien Discharges: Spencer (2), Shields

After review, Trustee Stormont executed the documents.

Execute Impending Foreclosure Notice(s): None

Sewer Entrance Applications: None

Old Business:

1. Plant and Collection System Operations: The superintendent reported there were no issues with plant operations since the last meeting. The superintendent did report that #2 blower was removed from service and taken to AC Electric for evaluation because the unit's lip seals were leaking oil. The seals were changed but would still leak after several days of operation. The superintendent is awaiting their evaluation to determine the next course of action (repair or replace). The superintendent reported Riley Mitchell has received his Grade 1 Plant Operations license and Ed Crocker is going to sit for his on Tuesday, September 10.
 - a. St. Andrews Village Pump Station Upgrade – The superintendent advised Stevens Electric will be back onsite Friday, September 13th to run wire and mount new gear.
 - b. 21 Sea Street Property Line Issues – The superintendent advised Leighton and Associates were onsite to perform the pin work. However, the pins have not been set as of this meeting date.

John Hennessey, 21 Sea Street and Alden Jordan were present to discuss the superintendent's letter of August 6, 2019, and to discuss the driveway, water, and property pin issues.

Trustee Morris started the discussion by asking if the property line has been reestablished. The superintendent responded in the negative and that the District was still waiting for Leighton to set the pin.

Trustee Morris reinforced the objective of determining exactly where the line is before anything else occurs. Trustee Stormont added that it is known that the new fence is on the District side of where the old fence was. All agreed to that.

Hennessey asked how is the sewer district affected if the pins are in place and the fence is found to be two feet inside the property line? Hennessey advised as of three weeks ago, there was trash that was on his side of the line, and may have been on the district, that he had paid to have removed, and there was no issue at that time. That debris had accumulated from the previous owner, Peter Cole. Hennessey went on to say he did not see an issue now that the place is cleaned up. John went on to say that he disputed the contents of the superintendent's 8/6/19, letter. Hennessey said the contents of the letter came from one person's recollection of an informal conversation between he and the

superintendent. The superintendent agreed the contents of the letter were his recollection of the conversation. Hennessey felt the letter was strongly worded and not necessary and that the issue could have been taken care of with a friendly conversation.

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The superintendent reminded all, that prior to any drive construction, he had spoken with Jordan's operator on site and asked him to stay away from the new fence by two feet because the new fence was at least two feet inside of where the old fence line was. In addition, the superintendent advised the operator there was a property pin in the area he was grubbing. The operator advised he had excavated a four-foot pipe with concrete on it. It is assumed that this was the property pin as the old pin could not be located after the excavation. The superintendent advised there was base rock placed up against the new fence the next day after he had spoken to the operator about not doing that. The superintendent advised he contacted Jordan's office and Alden came down to look at the fence line. At that time the operator had already started to remove the rocks from the fence. The superintendent showed Alden the driveway was on top of the old fence by seeing the old fence bases being buried.

Trustee Kipp asked Hennessey why the new drive was installed as he already had a drive into the property. Hennessey responded that he may have to get to the water to pull and work on floats for his business. Trustee Kipp asked if the use was for commercial purposes. Hennessey responded it can be.

Trustee Stormont asked Hennessey about the friendly neighborly conversation about the pin removal and the statement of not paying to replace it. Hennessey advised that statement was a joke. Trustee Stormont did not see the humor in the statement. Hennessey further replied the conversation was lighthearted nor was it official. Hennessey further stated the pin was Jordan's issue as he was the one that ripped it up. Hennessey further stated the pin was pulled up with the stump and was not done on purpose.

Trustee Morris asked the superintendent if he saw the pin when excavated and could the pipe have been an anchor for the telephone pole. The superintendent advised he did not see the excavated pin. Trustee Morris advised nothing can be done until the pin is reestablished.

Trustee Stormont brought up the drainage issue. Hennessey stated there is a ditch between the properties for water. The superintendent advised there is a culvert that handles road drainage and runs on

District property to the harbor. Hennessy asked about the impact of the water on the District's generator as the gen set is 18 inches higher than the ground. The superintendent responded with the drainage from the 21 Sea Street yard ponds on and around the corner fence post and under the generator foundation. The water will saturate the area causing the ground to get soft and destabilize. In addition, the ground will freeze and heave. Currently, the water does not run away from this area, it pools and absorbs into the ground. The superintendent advised the most recent storm caused an 8-inch deep pool of water to occur, which absorbed into the ground.

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Trustee Morris asked the rest of the Board if they had walked the area and inspected it. Trustee Kipp advised he had walked by it, but not inspected it. Trustee Stormont had not walked the area.

The superintendent advised the water to be redirected to the front toward Sea Street where the open end of the culvert is located. Hennessey advised that cannot happen due to the amount of water they get coming down Sea Street Hill and along Sea Street. Trustee Kipp advised the water cannot be funneled toward the District's property. Hennessy stated the water is not funneled toward the District's yard, but to the apparent ditch between the properties. Trustee Morris advised that the site should be inspected. All agreed and all went outside to inspect the area.

Several water routes were discussed, but nothing was determined or agreed to. No other action was taken at this time until the property pins are relocated, and the actual line can be determined.

- c. The superintendent advised DEP was onsite Tuesday, the 29th for their annual 3560 Inspection. The superintendent advised the inspection went very well and the District is awaiting the report from DEP.
 - d. The superintendent advised the office manager reported email customers stand at 260, direct debit customers at 221, for a year-to-date savings of \$355.30. In addition, website traffic was reported at 69 new and 9 returning visitors since the last meeting. The FaceBook page continued to be extremely busy due to the "Water Conservation Tips and Toilet Paper Facts" being posted. That post reached 244 people and engaged 234 people.
2. Odor Issues – Plant Odor Systems – The superintendent reported one odor complaint was received from John Hennessy early last week. The superintendent advised the odor was generated during an off loading of septage by Ideal Septic.

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3. Plant Influent Hydraulic Study – Nothing to Report.
4. Charter Review – The superintendent reported the public hearing notices for this coming September 16th's public hearing for the local charter election has been posted in Boothbay and Boothbay Harbor, and advertised in the Boothbay Register. The superintendent is in receipt of the return notices from the constables. Trustee Kipp reminded the Board he will be absent from the September 16th meeting.
5. Water District Meter Reading Fee - The superintendent reported he has still not received a draft agreement for review yet.
6. Route 96 Project – Nothing to Report
7. Rate Review – Customer analysis is ongoing.

New Business:

1. Execute September 1, 2019, Billing Commitment

After review Trustee Morris made motion to execute the September 1, 2019, billing commitment and have the bills committed to the treasurer for collection. Trustee Stormont seconded the motion. Vote was unanimous.

2. August 2019 Financial Reports –

The Trustees reviewed the reports and were satisfied with the District's healthy financial position. The superintendent reported the 2019 budget is in line with the year-to-date position for all line items.

3. 2020 Budget Workshops/Rates Public Hearing

The superintendent advised the trustees the 2020 Budget workshops and Public Hearing for the Budget and Rates will start on October 7 and 21 with the final workshop and public hearing on November 4.

Correspondence:

1. Hennessy Letter - 21 Sea Street – Property Pin and Drive Issue

The superintendent had distributed the letter to the Board earlier in the month via email. Geoff Smith, Town of Boothbay Harbor – Code Enforcement Officer was copied on the letter. See discussion above in Old Business 1.b.

Public Comment:

None.

Adjourn Meeting:

Trustee Morris made motion to adjourn the regular business meeting. Trustee Kipp seconded the motion. Vote was unanimous. The regular meeting ended at 1640 hrs.

Deryl Kipp, Chairman

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

Deryl Kipp, Chairman


Sam Morris, Clerk
James Stormont, Treasurer