

DATE: September 14, 2016

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Henry "Ted" Tedeschi
James Stormont
Chris Higgins
Michael Mayhew

Call the Regular Business Meeting to Order:

Trustee Kipp called the meeting to order at 5:10 PM.

Review of the Minutes of August 14, 2016

The minutes of the August 14, 2016, meeting was reviewed. After review, Trustee Tedeschi made motion to accept the 8/14/16 minutes as presented. Trustee Stormont seconded the motion. Vote was unanimous.

Review of Warrant 1313

Warrant 1313 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: Brewer, Engert, Gentry, Glass, JLB Trust, Kane, McLellan, Paquette, Bowden

Trustee Tedeschi executed the letters.

Execute Lien Certificates: Collette & Michael.

Trustee Tedeschi executed the Notice.

Execute Lien Discharges: Sprucewold Lodge (2).

Trustee Tedeschi executed the Discharges

Execute 60-Day Late Letters: JLB Trust, Bouffard, Brewer, Brown, Connors, Lobster Dock, Farrin, Giles, Hamlin, Lambros, McGillivray, Miller, Sharon, Shields, Taylor, Trottier, Upham.

Trustee Tedeschi executed the letters.

Execute Entrance Application – None.

Execute Certificate of Commitment for September 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.

August Financial Reports:

The superintendent distributed the August 2016 Balance Sheet, and the August 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 old grit system has been demolished and removed. Installation of the mechanical portion has commenced. Electrical should start early next week by Stevens Electric. Start-up is targeted for mid-October
2. Union Street Pump Station Project – The superintendent reported the easement work is completed. The documents are being drafted by William Logan and will be forwarded to Eugene Damon's estate for execution. The Superintendent reported RD has funded the project and the superintendent has executed the loan/grant documents. Official word needs to come from USDA then the District can announce the award. Wright-Pierce is currently working on construction drawings. It does not appear the job will commence this fall. Bid timing will not allow that to happen. Discussion is under way with WP to determine bid timing.
3. Plant and Collection System Operations
 - A. The superintendent reported the District has received another odor complaint from Brian Shaw on West Street at the head of Mill Cove. The complaint was placed on August 26, 2016, at 11:00 a.m. Weather at that time was west winds at 0.5 to 1 mph and had been so since 0930 hrs that morning. The temperature was 83 degrees and very muggy. The tide was dead low at the time of the complaint. The plant is located 0.3 miles due south of Mr. Shaw. District personnel attributed the odor to be from the flats. All other operations at the plant were routine. The superintendent reported MeDOT finally came to Town and finished the LCP project manhole repairs. This is now complete.

4. Plant Influent Hydraulic Study – Nothing to report.
5. Plant Resiliency Study – Nothing to Report
6. Website Update – the superintendent reported the website is now live and passed out the first demographic report.
7. Sludge Group RFP – The superintendent advised the RFP is on the street. 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.
9. Foot Bridge Station Bushes – The superintendent reported Fiona Dunlap and the Rowe sisters have agreed to purchase materials for the fence and landscaping. The District will pull the bushes and install the fence.
10. 30-Yard Roll-Off – the superintendent reported the can has arrived.
11. DMR Sewer Abatement Request – As directed by the Board, the superintendent calculated the cost to treat the excess water from DMR. The superintendent estimated the cost to treat the clean water was \$3,597. This number did not include depreciation, debt retirement, and labor. Based on this estimate the Trustees agreed with Trustee Stormont's proposal to reduce the bill by 50% to an amount of \$9,884.73. The superintendent will notify DMR of the change and a credit will be issued.
12. Clarkson MacroSea 2 Grant – The superintendent reported Clarkson University, in collaboration with, University of Maine and Sintef – Norway, has submitted a grant application for 4 million dollars to study kelp and its economic impacts along with its bioremediation potential. The District will be part of the study if funded. Stay Tuned!

New Business

1. October Meeting Date – The trustees decided to return to two meetings per month for the remainder of the year. The schedule will be the first and third Wednesdays of the month. The superintendent advised budget workshops will start with the first meeting of November and last through the end of December. Trustee Kipp advised he will be leaving for Arizona on November 14. Trustee Stormont advised to move up the budget workshop dates to start on October 20. All agreed.

AK

VPg

2. Evaluation of Capital Island and Squirrel Island Wastewater Odor Issues – The superintendent advised the trustees on odor complaints received from DMR and Durfee on Atlantic Avenue. The odors are coming from the discharge of wastewater from the Spruce Point Inn pump station and the McKown point System respectively. Each system has a long retention force main associated with the lines. The retention time in each main from Capital and Squirrel is causing the wastewater to go septic. When discharged, hydrogen sulfide is liberated causing odors. The superintendent advised Wright-Pierce has been retained to investigate mitigation of the odors from each source. WP estimates the fee to be \$2,900 to perform the investigation. The superintendent advised the cost will be assessed to each user from Capital and Squirrel.
3. Deposit Account Options – the trustees reviewed some new deposit options for savings and reserve accounts. Investment options were reviewed from Capital One. The Board directed the superintendent to discuss with The First prior to pursuing any change in deposits.
4. Brian Shaw – 59 West Street – Odor Complaint – See 3.A. above.

Correspondence

1. Michael Mayhew – Sewer Abatement Request – Michael Mayhew, 60 West Street was present and requested a reduction of his latest sewer bill. Mike explained due to the dry summer this year, he had used an excessive amount of water for outdoor purposes (see attached email). Mr. Mayhew used 4600 cubic feet and his average is 1400. Mr. Mayhew proposed reducing his bill to 2700 cubic feet. The superintendent explained the abatement policy. After discussion, the Board agreed to reduce Mayhew's bill as per request. The Board further directed Mayhew to utilize an outside meter for quantification purposes. Mr. Mayhew agreed and thanked the Board for their consideration.
2. Sebago Technics – Roundabout Utility Conflict – The superintendent presented the potential Roundabout layout. The District and Water System have infrastructure that will conflict with the current design. The superintendent discussed potential rerouting of sewer infrastructure. The discussion is preliminary, but needed to be firmed up in case of a successful vote this fall by the Town of Boothbay. No action taken at this time.
3. Michelle Prince – The superintendent presented the first email request for billing through the website. The response to the website has been favorable.



Public Comment:

None

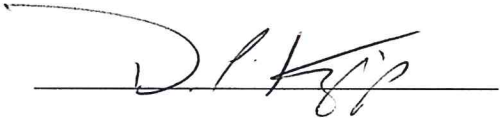
Enter Executive Session for Pursuant to Chapter 13, Sec. 405.6.E, Legal Consultation for 78 Crest Avenue:

Trustee Stormont made motion to enter executive session pursuant to Chapter 13, Sec. 405.6.E, Legal Consultation. Trustee Tedeschi seconded the motion. The Board entered executive session at 5:45 p.m.

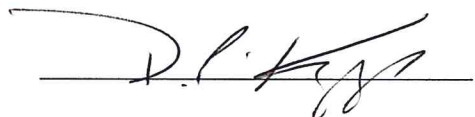
The Board terminated the executive session at 6:15 p.m. and returned to the regular business meeting.

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 6:20 p.m.


Deryl Kipp, Chairman

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


Deryl Kipp, Chairman

Henry Tedeschi, Jr., Treasurer

A handwritten signature in blue ink that reads "James Stormont". The signature is written in a cursive style with a large, stylized "S" and a long horizontal line extending from the end.

James Stormont, Clerk