

**DATE: October 2, 2017**

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

Attendees:

Deryl Kipp	Gary Farnham
Jim Stormont	David Pratt
Chris Higgins	Jerry Hull

**Regular Business Meeting to Order:**

Trustee Kipp called the regular business meeting to order at 4:57 PM.

**Review of the Minutes of September 5, 2017**

The minutes of the September 5, 2017, meeting was reviewed. After review, Trustee Stormont made motion to accept the September 5, 2017 minutes as presented. Trustee Kipp seconded the motion. Vote was unanimous. It was noted there was no meeting on September 18, 2017.

**Review of Warrant 1337 & 1338**

Warrants 1337 and 1338 were reviewed. After discussion, Trustee Stormont made motion to execute the warrants. Trustee Kipp seconded the motion. Vote to execute the warrants was unanimous.

**Execute 60-Day Late Letters: None**

**Execute Notice and Demand for Payment: Beaver, Janice(21 Campbell), Blake, Sterling-E-Mail, Capers Deli & Catering & Sewall Maddocks, Carroll Jr., John J. & Deborah M., Farrin, Stephanie, Greenleaf, Albert L. (8 West) (2 Units), Manson, Elizabeth J., Nelson, Edward C., Red Cup Coffee Shop & Murray Hill Properties, Inc., Roberts, Michael A. & Caroline G., Robson, Beth & Julie Huskere (Renter) & Barbara E. Brown, Schicchi, Ludmila Louise-E-Mail, Sharon (Spear), Cynthia B., Shields, Suzanne Leeman, Trottier, Marie A.-E-Mail**

Trustee Stormont reviewed and executed the notices.

**Execute Lien Certificates: Engert, Glass, Kennon, McLellan, Myshrall, and Paquette**

Trustee Stormont reviewed and executed the certificates.

**Execute Lien Discharges: None**

**Execute Entrance Application – Judge – 77 McKown Point Road:**

After review, the trustees executed the application.

**Execute Certificate of Commitment for October 1, 2017 Billing:**

After review, Trustee Kipp made motion to commit the October 1, 2017, billing to the Treasurer for collection. Trustee Stormont seconded the motion. Vote was unanimous.

**Jerry Hull – 63 Bay Street:**

Mr. Hull presented his abatement request for sewer service from 2013 to present due to his inoperable pump station and property damage to his house from alleged District cleaning activities (see-attached documentation). After Mr. Hull presented his case, the superintendent explained the District billing policy per the Charter and By-Laws. Based on that discussion, Mr. Hull was found liable for the sewer fees to date and therefore, no abatement issued. Mr. Hull further discussed issues surrounding a flooded second floor bathroom via the toilet resulting from District sewer line cleaner 426 feet away. Mr. Hull presented his case. The superintendent with other District personnel disputed Mr. Hull's claims. The superintendent further demonstrated, via a video, how the District cleaned sewer lines. Mr. Hull was under the impression the District utilized high pressure air to clean lines, thus forcing air up his sewer 426 foot service, through two tanks, a pump station, past his first floor bathroom and kitchen facilities, and caused water to discharge out of his second floor toilet. The superintendent showed a video demonstrating how a sewer-jetting nozzle worked. The video clearly demonstrated, the cleaning effect of the nozzle created a vacuum and not pressure as Mr. Hull thought. After Mr. Hull was educated on sewer line cleaning and the tools utilized, he left the meeting. No further action was taken.

**Financial Reports through September 30, 2017:**

The superintendent issued the balance sheet and the budget overview with expenditures through September 30 compared to the annual budget amounts. All lines were under the annual budget amounts. The superintendent did report Line 5000 would be over the annual budget due to a cash out of earned time to purchase back time for Maine State Retirement. The superintendent reported line 5210 will be over the annual budget amount due to extra use this past summer for odor mitigation. The superintendent reported line 5270 will be over the annual budget due to generator work and unexpected Pump Station equipment rebuilds. The superintendent reported line 5295 would be over budget by year-end due to unanticipated repairs to the 1-ton. The superintendent reported line 5430 would be over budget to extra advertising for the job posting, the Union Street Project,

and warrant postings. Finally, the superintendent reported the 5620 line would be over due to new employee training.

**Old Business:**

1. Union Street Pump Station Project – The superintendent reported the pre-construction meeting went well. The superintendent reported the traffic flow and tentative schedule for the Project has been posted to the District’s website, Facebook page, the Town’s Facebook page, and website. In addition, the information has been distributed locally and will be published in the Register. The Project will begin after October 11.
2. Plant and Collection System Operations: The superintendent reported typical and normal plant operation. The collection system crew is jetting lines and cleaning wet wells. The superintendent reported pump 2 at Footbridge has a worn volute and while the crew tried to remove it, they broke the discharge line. The station is on one pump.
  - A. Footbridge Alley Way ROW – Nothing to Report
  - B. Bowling Alley Parking Lot – Nothing to Report.
  - C. Signal Point Odor Issues – The superintendent discussed the Wright-Pierce evaluation proposal. Trustee Stormont was concerned with the cost of the evaluation proposal. After discussion, the Trustees tasked the superintendent with seeking a price reduction from Wright-Pierce and solicit other proposals.
  - D. Lab/Operator Position – The superintendent reported Jolene Greer is training and doing a fine job.
3. Plant Influent Hydraulic Study – The superintendent reports data is being collated and about complete.
4. Website – The Office Manager reports 160 direct debit and 233 email customers resulting in a savings of \$315.47 to date. There have been 73 new and 49 returning visitors to the website since the last meeting, 23 new visits, and 268 reaches to the District’s Facebook page since the last meeting.
5. Evaluation of Capital Island and Squirrel Island Effluent Odor Study – The superintendent reports the Sodium Hypochlorite system on the force main is completed and tested. Stevens place the system online in the spring of 2018.

DPK JCS

6. Golf Course Phase 2 – Work on the Sports Pavilion is progressing and a 2018 opening is expected. The superintendent reports the entry application is still outstanding.
7. Roundabout Project Update: The superintendent reports work on the manhole cones is complete and the other manholes lowered and plated until spring.
8. Trustee Charter Questions – The superintendent reported all the documents have been sent to Bill Fletcher for his review and opinion. No word back as of this meeting.
9. Fairpoint/Crooker Damage Claim – Fairpoint and Crooker are still negotiating/contesting the claim.

**New Business:**

1. Execute Interim Financing Document for the Union Street Project with the First:  
The trustees reviewed and executed the documents.
2. 2018 Budget Dates – The superintendent advised the trustees to expedite the budget process due to Trustee Kipp leaving for Arizona. The Trustees agreed to hold workshops on October 16, 23, and 30, with the 30<sup>th</sup> being a combined workshop/public hearing if the budget is ready by that time. The superintendent will advertise the dates in the Register.

**Correspondence:**

1. Boyd, Brown, Greenleaf, and Plummer Letter – The superintendent reported on an issue with a communal sewer line of the above parties. The line is compromised and has roots in two locations. The letter is to serve the parties notice they need to repair or risk issues with their property.

**Public Comment:**

None

**Motion to Adjourn the Regular Meeting:**

Trustee Stormont made motion to adjourn the regular meeting. Trustee Kipp seconded the motion. Vote was unanimous. Meeting ended at 6:47 p.m.

*SK*      *JKS*



Deryl Kipp, Chairman

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



Deryl Kipp, Chairman

Currently Vacant

Clerk



James Stormont, Treasurer