

DATE: October 7, 2015

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Jim Stormont
Henry "Ted" Tedeschi @ 5:05 p.m.
Chris Higgins
Deryl Kipp

Call to Order

Chairman Kipp called the meeting to order at 5:01 PM.

Review of the Minutes of September 2, 2015

The minutes of the September 2, 2015, meeting was reviewed. After review, Trustee Stormont made motion to accept the 9/2/15 minutes. Trustee Kipp seconded the motion. Vote was unanimous. It was noted the September 16, 2015, meeting was cancelled due to lack of quorum.

Review of Warrant 1291 and 1292

Warrant 1291 and 1292 was reviewed. After review, Trustee Stormont made motion to execute the warrants. Trustee Kipp seconded the motion. Vote to execute the warrants were unanimous.

Execute 90-Day Late Letters: Stover, Brewer (2), Brown, Curtis House, Cusumano, Demers, Durfee, O'Brien, Keegan, Page, Mayhew, Kennon, Murray Hill Properties, Myshrall, Oasis Day Spa, Paquette, Freeman, Latter, Roberts, Sharon, Shields, Theobald, Townsend, Trottier, and Watts

Trustee Tedeschi reviewed and executed the letters.

Execute Demand Letters: Myshrall (2), Brewer, Murray Hill Properties, Watts, Cusumano, Sprucewold Lodge (2), and Theobald

Trustee Tedeschi reviewed and executed the notices.

Execute Sewer Lien Discharges: Murray Hill Properties, Russell, Collette and Michael (5), and Brewer (5)

Trustee Tedeschi reviewed and executed the lien discharges.

Execute Sewer Lien Certificates: Barter/Stover, Spear, Brown, and Roberts

Trustee Tedeschi reviewed and executed the lien certificates.

Execute Certificate of Commitment for 10/1/15 Billing:

Trustee Stormont made motion to execute the Certificate of Commitment for the 10/1/15 billing. Trustee Kipp seconded the motion. Vote to execute was unanimous.

Execute Entrance Applications: William Profit – Lobster Cove Road, Tom Churchill – Old Quarry Lane

The Trustees reviewed and executed the entry permits.

September 2015 Financial Reports:

The superintendent distributed the September 2015 monthly financials and balance sheets. The 4000 line, User Charges Residential, was discussed. The superintendent, as directed, reported back as to the revenue projection levels. The superintendent advised the calculations used for line 4000 were erroneous. The superintendent explained the overages for the maintenance lines. The balance sheet was reviewed.

Old Business:

The Superintendent reported on the following:

- A. The superintendent provided a very brief GIS demonstration on the new iPad. All information is now available to the field crews on a live basis.
- B. Website Development: Pictures have been forwarded to the developer. The Superintendent advised the GIS viewer will be on the website.
- C. NPDES Discharge Permit Renewal – The Superintendent reported comments were forwarded to DEP regarding the new nutrient section. The permit has been issued with the comments included. The new permit did include reduced monitoring frequencies for some parameters.
- D. Grit System – The superintendent discussed the report and costs. In summary, the grit pump and classifier needs replacing. The pump cost is 34,000 and the classifier cost is 65,000. Installation costs are estimated at 58,000 for a Project budget of 157,000. After discussion, Trustee Kipp advised to move forward with a RFP for the equipment.
- E. St. Andrews Entrance Fee – The fee has been paid.

F. 2016 Budget/Rates/Workshop Dates: The superintendent advised the budget workshops will be 11/4, 11/18, 12/2. The public hearing will be 12/16.

G. SBR Columns: The superintendent advised the columns for SBR 2 are here.

New Business:

A. Engagement Letter, William Brewer – 2016 Audit. The Board reviewed the engagement letter. The Board directed the superintendent to execute the letter.

Public Comment:

None

Correspondence:

- 1) The Board reviewed the probationary status letter for Julie Hoskeer. Ms. Hoskeer is now on permanent status.
- 2) Non-Compliance Report for 2-53 MH Overflow of 9/30/15 - The superintendent advised manhole 2-53 overflowed during the recent rainstorm. The area received 3.27 inches of rain. The manhole overflowed for 52 minutes and the volume was estimated at 10,920 gallons.

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 6:06 p.m.

Deryl Kipp, Chairman

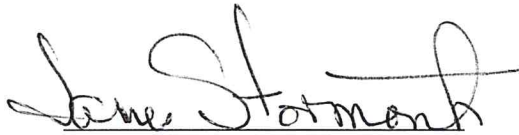
We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.



Deryl Kipp, Chairman



Henry Tedeschi, Jr., Treasurer



James Stormont, Clerk