

DATE: October 15, 2008

Regular Meeting Boothbay Harbor Sewer District Board of Trustees

PRESENT:

Alden Jordan
Jonathan Draper
Chris Higgins

Call to Order:

Alden Jordan called the meeting to order at 6:00 PM.

Review of the Minutes of October 1, 2008

The minutes of October 1, 2008, were reviewed. After review Alden Jordan made motion to accept minutes of 10/1/08, as presented. Jonathan Draper seconded the motion. Vote in favor was unanimous.

Review of Warrant(s) 1123

Warrant 1123 was reviewed. After review, Alden Jordan made motion to execute warrant as presented. Jonathan Draper seconded the motion. Vote to execute warrant was unanimous.

Lien Notices:

The Trustees reviewed the lien notices for Arthur Richardson, The Larsen Group, and the Estate of Yvonne Geeve. After review, Jon Draper executed the Notices for mailing.

Lien Certificates:

The Trustees reviewed the lien certificates for Edwin Rogers and Elizabeth Nessmith. After review, Jon Draper executed the Certificates for mailing.

Execute Quitclaim Deed:

After review of the record, Alden Jordan made motion to execute quitclaim deed for Larry Reynolds, Bay Street. Reynolds' bank paid off all liens after the District foreclosed on the property. Jon Draper seconded the motion. Vote was unanimous. Deed will be returned to Bill Logan's Office for recording.



Review Audit Services Contract:

The Trustees reviewed the contract for William Brewer to perform audit service for the District's finances for the 2008 fiscal year. After review, the contract was executed. Mr. Brewer has been performing audit service for the past several years.

Gully Line Easements:

The District is still outstanding three easement documents for the Gully Line. Bill Logan sent a final letter of request for the execution of the easements. If they are not received then Bill Logan will proceed with the judgment process in Superior Court. During the last meeting, a unanimous vote was taken to proceed with the process.

Sea Street Construction Update:

Chris reported that the project is about 4 days behind schedule due to ledge issues. The water line is in and the line was charged. A leak was found and had to be repaired. A solid sleeve coupling was not tight. The sewer portion has started. The 100-foot repair at the bottom of Sea Street hill has been completed. The crew set the new manhole for the old gravity line relocation. They will be working on that this week. The 36-inch pipe was constructed using extrusion welding and not butt fusion. The 6-inch trash pumps and hose were ordered from Sun Belt rentals. The equipment should be here this week for bypass work to allow for the installation of the 36-inch line across Sample's lot.

Chris reported that Bill Logan drafted the easement for the gravity line relocation for Signal Point. The draft was sent to Bill Hamblen, President of the Signal Point Association for review. Chris advised that possible negotiation might have to occur with Signal Point because of potential lost land value due to the easement. We will have to wait and see. Chris reported that a portion of the parking lot would have to be repaved next spring after the construction is completed. The District will await Signal Point's review of the document.

4-Corners Project:

Chris reported that only one of the remaining four owners contacted him. The Thornton's called and indicated that they were not interested if they had to hook. However, they were in favor if they did not have to hook and a stub was placed for future use. Chris asked for direction for the development of a cost estimate. Alden directed Chris to open discussions with the Yacht Club for potential access. Jon Draper agreed. Discussions will take place prior to the District seeking assistance from Wright-Pierce for a cost estimate.



3RD Quarter Budget Review:

The District budget was reviewed for the 3rd quarter. Chris reported that several line items will be over the budgeted amounts. All salary lines are adequate.

Plant electricity will be over by year's end. This is due to demand charges and fuel adjustment charges from the supplier. Chris is going to look into the possibility of VFD installation on the aeration blowers in order to reduce the demand charge for summer time use. He will also check into Efficiency Maine grant programs to see if there is any money available to assist.

Plant heat line is over and will be over by year's end. The tanks are full and should not need refilling until after the 1st of the year.

The sodium hypochlorite line is over. The disinfection season is over and no more money will be spent. A hole in the discharge line was discovered underground outside of the loading dock. Every time the pump came on, a portion was injected into the ground and caused the usage to increase. An adjustment to this line will be made because of an incorrect application of coding for an invoice payment. The adjustment will be about \$2,300.00.

The pump station maintenance line is over and is due mostly in part to the Footbridge station. A new pump had to be purchased, a rebuild of the other pump occurred, and a complete rebuild of the station infrastructure was required due to deterioration that was not known.

Engineering and Legal fee lines are over. However, reimbursement for some expenses have not yet occurred. The lines will be revisited at year's end.

Old Business:

Chris reported that he received a letter from the Humane Society indicating that they have removed their two sump pumps from the sewer. Chris sent them a letter thanking them for their prompt attention. Chris also reported that he has not heard from Alan Tilton yet regarding his sump pump.

Chris forwarded a copy of Warren Health and Safety Consultants preliminary safety audit results. There are 32 minor items that need attention. Most of the items were administrative and or housekeeping. Most of the items have been corrected. The remainder will be addressed on an ongoing basis. See report (Safety File)

Handwritten signatures in blue ink.

New Business:

Chris forwarded a memo to the Board regarding potential changes in the Septage Rules for Wastewater Plants. DEP is proposing changes that will affect the way plants handle septage. A public hearing is scheduled for November 6, 2008, in Augusta. Chris is preparing testimony for the hearing.

Chris informed the Trustees that he has been asked to serve on the Board of Directors for the Maine Wastewater Control Association. He will serve as the chair of the membership committee. Both Alden and Jon supported his participation.

Chris informed the Trustees that November 5, 2008, will be the date of the Special District Meeting for authorization by the voters to allow for the borrowing of up to \$450,000.00 for the centrifuge project. The meeting will take place at the town of Boothbay Harbor meeting room at 6:00 PM. Alden Jordan made motion to approve the borrowing of \$450,000.00 for the dewatering project pending the outcome of the vote at the special district meeting on November 5th. Jon Draper seconded the motion. Votes was unanimous.

Chris informed the Trustees that the first budget workshop will be on the 2nd meeting in November, the second workshop will be on the 1st meeting of December and the public hearing will be set for the 2nd meeting in December.

Chris informed the Trustees that he will be meeting with Vic Krea on the 24th at 11:00 at the District office to discuss the current user fee structure and possibly review it to perhaps reallocate costs to the proper classes of users.

Public Comment:

None

Correspondance:

The letter to Stu Kay, Topsham Sewer District was reviewed. The letter dealt with the 2 spare pumps and generator.

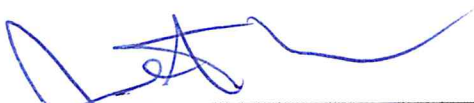
A letter to St. Andrews Village was reviewed. The letter dealt with the results of the last District meeting with them regarding grease and food issues.

Adjourn Meeting:

Alden Jordan made motion to adjourn meeting. Jonathan Draper seconded motion. Vote to adjourn was unanimous. Meeting adjourned at 7:30 P.M.


Alden Jordan, Chairman

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


Alden Jordan, Chairman
Jonathon Draper, Treasurer.