

11/20/02

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

David Gaecklein

Robert Muller

Chris Higgins

Meeting called to order 6:10 PM. David Gaecklein opened meeting at 6:10 pm. It was noted that Alden Jordan (chairman) was absent.

Accepted minutes of 11/6/02 meeting. Minutes were reviewed. Bob Muller made motion to accept minutes as presented. David Gaecklein seconded motion. Vote was unanimous. Chris Higgins suggested that the clerk initial each page of the minutes. Bob Muller made motion effective immediately for clerk to initial all pages to certify minutes once approved. David Gaecklein seconded motion. Vote was unanimous.

Signed Warrant #976. David Gaecklein made motion to accept warrant #976 as presented. Bob Muller seconded motion. Vote was unanimous. Warrant #976 executed. Bob Muller reviewed the voided checks from Warrant #975. It was voted that the printer jammed during printing of payroll checks. Bob Muller noted that Warrant #975 had voided checks as numbers 3532, 3533, 3534 and 3535. The actual check numbers were 2532, 2533, 2534 and 2535.

BUDGET 2003: Chris presented first draft of 2003 Budget for review. Overall, budget is up by 6%. The increase in budget is due to new debt retirement for the Eastern Avenue sewer project, increases in health insurance and increase in sewer line maintenance. Chris informed Board that the first Budget workshop will be 12/4/02 and that notice was placed in the Boothbay Register. A final public hearing workshop will be on 12/18/02. Notice of meeting will also be placed in Boothbay Register.

Bob Muller also asked about revenue from marina pump out stations. Chris said that the District does not collect any revenue from pump stations. There are two in town: Carousel Marina and Tugboat Inn. The town has one at the Public Landing, but it is not hooked up yet. Bob Muller recommended that a follow up be made and to contact owners to check on operation of pump out stations. Chris will report next meeting 12/4/02.

NEW BUSINESS: Chris informed Board of Communications Department, from the Town of Boothbay Harbor, bill of \$2500.00, that he reminded Board that Town was suppose to bill District on a quarterly basis and that an annual review of calls was to be made. Chris informed Board the \$2500.00 annual fee was to high because the District does not use the radio system and that all alarms from Districts operations go directly to Districts personal first via pages. Bob Muller and David Gaecklein agreed \$2500.00 for the Communication Department is excessive based on the service received. Chris reviewed letter to Carlo Pilgrim, reminding him of the arrangement with the Town. Chris recommended that a private service could handle Districts calls at a less expensive rate. Bob Muller

recommended that a mailer be sent on the bill to remind people to call the District number with directions to be given on answering machine. David Gaecklein suggested that magnet stickers be printed showing phone number to call so customers can attach them to their phones. Chris recommended that the District wait until review of calls is complete. If review shows that District is paying too much, then District will notify Town that it will not participate in their Communications Center and District will seek another means for after hour service. Board agreed.

NEW BUSINESS: Chris presented Board with the O&M newsletter from DEP. The letter highlighted O&M for plants as part of each plants discharge permit. Chris informed Board that the District complies with DEP's recommendations. The letter also included guidelines for screenings and grit disposal. Chris called Bill Butler of DEP to discuss District's current practices of putting screenings in a bag and disposing them in hopper at transfer site. DEP agrees that practice should continue and is allowed under guidelines.

Chris will send letter to John Anderson, Chairman of the Refuse District, informing him that practice is acceptable. Bill Butler will be sent copy of letter.

Chris informed Board that Wet Weather Operating guidelines needed to be established per DEP. DEP is requiring all plants to do this as part of the license renewal process. Chris will start working on this, this winter.

OLD BUSINESS: Chris presented Board with a letter of response to John Loyd, Jr., Gordon Alexander's attorney. Letter was reviewed and will be sent out on 11/21/02.

MOTION TO ADJOURN: David Gaecklein made motion to adjourn meeting. Bob Muller seconded motion. Vote was unanimous.

Meeting adjourned at 7:45pm.

NOT PRESENT

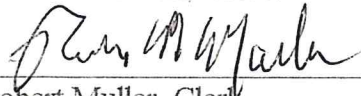
Alden Jordan, Chairman

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

NOT PRESENT

Alden Jordan, Chairman


David Gaecklein, Treas.


Robert Muller, Clerk