

**DATE: December 2, 2015**

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

Attendees:

Jim Stormont  
Henry "Ted" Tedeschi  
Chris Higgins  
Deryl Kipp  
Brian Kilgallen – Campbell Creek

**Call to Order**

Chairman Kipp called the meeting to order at 5:03 PM.

**Review of the Minutes of November 18, 2015**

The minutes of the November 18, 2015, meeting was reviewed. After review, Trustee Stormont made motion to accept the 11/18/15 minutes. Trustee Tedeschi seconded the motion. Vote was unanimous.

**Review of Warrant 1296**

Warrant 1296 was reviewed. After review, Trustee Tedeschi made motion to execute the warrants. Trustee Stormont seconded the motion. Vote to execute the warrants were unanimous.

**Execute 60-Day Late Letters: Brewer, Brown, Coffin, Curtis, Cusumano, Durfee, Farrin, Heinerich, McGillivray, Rodgers, Sharon, Shields, Signal Point, Trottier, Upham**

Trustee Tedeschi reviewed and executed the late letters.

**Execute 90-Day Letters: Brewer**

Trustee Tedeschi executed the later letter.

**Execute Sewer Lien Discharges: Theobald**

Trustee Tedeschi reviewed and executed the discharge.

**Execute Demand Notices: Cogswell, Sabins, Doray, Engert, Tibbetts, Timberlake, Juncura, Moore, and Watts**

Trustee Tedeschi executed the demand notices.

**Execute Lien Certificates: Brown, Brewer, Cusumano, Gilpin, Durfee, O'Brien (2), Paquette (2), and Spear**

Trustee Tedeschi executed the lien certificates.

**Execute Notice of Foreclosure: Gilpin and Demers**

Trustee Tedeschi executed the foreclosure notice.

**Execute Certificate of Commitment for December 2, 2015, Billing:**

After review, Trustee Stormont made motion to commit the 12/2/15 billing for collection by the treasurer. Trustee Kipp seconded the motion. Vote was unanimous.

**November Financial Reports:**

The superintendent distributed the reports. The revenue lines were discussed and the superintendent advised the December billing for all lines would bring the totals closer to the budgeted amounts.

**Old Business:**

The Superintendent reported on the following:

- A. Route 96 Sewer Line – The Superintendent reported the line had been repaired by Reny Construction. Approximately 2540 feet of pipe was replaced.
- B. Trustee Compensation: The superintendent reported that he is on the agenda for the 12/14 Board of Selectmen meeting to discuss.

**New Business:**

- A Union Street Pump Station Upgrade – The Superintendent reported a meeting between Wright-Pierce and Rural Development is scheduled for 12/16. A meeting with SRF will be after that. The superintendent distributed two amortization tables for each funding source. It appears the SRF funding package is cheaper over the life of the loan, but the debt payment is higher. After discussion, the Trustees directed the superintendent to pursue the SRF funding as a 1<sup>st</sup> choice.



- B. Town of Boothbay Harbor Foreclosures: The superintendent reported several properties will be foreclosed on 12/18. The superintendent asked if the Board wished to secure the District's interest in some of the properties. After discussion, the board advised the superintendent to check with Bill Logan regarding recovery of the tax payments and if the District can recover the tax payments, then move forward and pay the tax bills to secure the District's interest. The superintendent will check with Bill Logan and advise.

**Public Comment:**

Brian Kilgallen, representing Campbell Creek, addressed the Trustees regarding an abatement request for sewer billing due to an ongoing water leak. Mr. Kilgallen gave the trustees background on the issue and advised the leak has been repaired. Mr. Kilgallen advised the 10-unit building had consistent historical usage below the minimum billing threshold per unit (900 cu ft/qtr/unit). The latest quarterly bill was based on 84,000 cu ft. Trustee Stormont noted the account was billed on an average for the first quarter (\$2,549.82), a minimum bill for the second quarter (\$875.55), received a credit of \$3,258.85 against a bill of \$6,511.68, and was billed \$7,660.80 for the fourth quarter.

After discussion, the Trustees issued a credit of \$4,400.00 for the fourth quarter. The Board would further like to see two additional quarters of water consumption and may consider further discussion at that time.

**Correspondence:**

1. USDA Financial Reporting 2015: The superintendent advised the financial reports for USDA were due by 12/15. The reports will be filed by that day.
2. Daniel Boucher & Kim Villard: Both customers thanked the District for going to electronic billing.
3. Richard Pizer (Sprucewold Lodge): Mr. Pizer has been sent a repayment agreement per his request. Mr. Pizer advised the Office Manager the agreement was not to his satisfaction and would not execute the agreement. Mr. Pizer did not offer an alternative amount in the agreement.

**2016 Budget Workshop – 3<sup>rd</sup> Draft:**

The superintendent distributed the third and final draft of the 2016 Budget, the 10-Year Capital Improvement Plan, and the proposed 2016 Rates. The Superintendent reported the line items were changed based on the recommendations of the trustees from the last meeting. In addition, the "Revenue and Expended Year-To-Date" lines were made current as of 12/02/15. After review and discussion, Trustee Stormont recommended the budget be finalized as is. The remainder of the Trustees agreed. No other action was taken.

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Deryl Kipp, Chairman

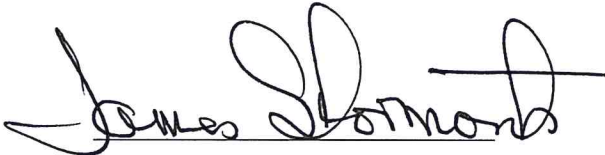
We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.

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Deryl Kipp, Chairman



Henry Tedeschi, Jr., Treasurer



James Stormont, Clerk