

DATE: December 16, 2015

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Jim Stormont
Henry "Ted" Tedeschi
Chris Higgins
Deryl Kipp - Absent
George Whitten
Janice Beaver

Call to Order

Chairman pro-tempore Stormont called the meeting to order at 5:03 PM.

Review of the Minutes of December 2, 2015

The minutes of the December 2, 2015, meeting was reviewed. After review, Trustee Tedeschi made motion to accept the 12/2/15 minutes as presented. Trustee Stormont seconded the motion. Vote was unanimous.

Review of Warrant 1297

Warrant 1297 was reviewed. After review, Trustee Tedeschi made motion to execute the warrants. Trustee Stormont seconded the motion. Vote to execute the warrant was unanimous.

Execute Sewer Lien Discharges: Paquette (2), Brown, Murray Hill Properties, Spear (2), and Schicchi

Trustee Tedeschi reviewed and executed the discharges.

Execute Demand Notices: Brown, Trottier, Vosburgh, Brewer (2), Curtis, Cusumano, Durfee, Farrin, Sharon, Sheilds, Kennon, O'Brien, Paquette, and Townsend

Trustee Tedeschi executed the demand notices.



Public Hearing on the 2016 Budget and proposed 2016 Rates:

Chairman pro-temp Stormont opened the public hearing on the 2016 Budget and 2016 Proposed Rates. Janice Beaver and George Whitten introduced themselves to the Trustees. The Superintendent noted he received two emails, one from Marie Tupper, and one from Nita Tupper regarding their displeasure with the proposed rate increase. The superintendent also noted, he had received 7 calls from other ratepayers who inquired about the increase, but were satisfied with the reasons for the increase. No inquiries were made from business customers. Trustee Stormont explained the rate increase is to support work that was completed last year and was approved by the voters of Boothbay Harbor at Town meeting. After discussion, Trustee Stormont made motion to approve the proposed rate schedule and budget for 2016. Trustee Tedeschi seconded the motion. Vote to approve was unanimous and the public hearing closed.

Plant and Collection System Operations: Septage Pump Issues, Spruce Point Inn Pump Station Rebuild, Chapel Street Rebuild

The superintendent reported on three issues. The superintendent reported the septage pump is leaking after a rebuild. The rebuild will be investigated. The superintendent reported Stevens Electric will be onsite next week to rebuild the piping and pull pump 2 for rebuild. The superintendent reported number 2 pump had a seal failure and was taken to AC Electric in Auburn for evaluation.

Old Business:

The Superintendent reported on the following:

A. Grit System Update:

The superintendent forwarded the bids for the grit system. The district only received one bid from Sullivan Associates for the conveyor part of the system. The bid was for \$55,000. The estimate for this equipment was \$65,000. The board accepted this bid. The other bids for the pump portion did not come in. Smith and Loveless did not bid and reversed their position. Originally, S&L offered a sales agreement in August in which we based our estimates. The superintendent reported he is meeting Mark Allenwood, Project Engineer, on the 18th to discuss. Trustee Stormont asked the superintendent to ask S&L why they will not submit on the pump. The superintendent will report back after the meeting with the engineer.

B. By-Law Amendment - Trustee Compensation:

The superintendent reported he met with the Boothbay Harbor Board of Selectmen at their December 14 meeting to discuss trustee stipends. The BOS

approved the trustee stipends as presented. The BOS will forward a copy of their minutes when approved. Based on this approval, the superintendent presented the trustees with an amended copy of the By-Laws including the approved changes by the BOS. Specifically, section I.5 was amended to read as follows:

“As approved by the Boothbay Harbor Board of Selectmen at their regularly scheduled meeting on December 14, 2015, each Trustee shall receive annual compensation not to exceed \$1000.00 for their duties as Trustee. The Trustees shall receive an amount of \$41.67 per meeting attended.”

After discussion, Trustee Tedeschi made motion to amend the By-Laws to include section I.5 as submitted. Trustee Stormont seconded the motion and vote to amend was unanimous.

C. Union Street Pump Station Project Update:

The superintendent reported he met with Wright-Pierce today along with Mike Jenkins of Rural Development to discuss the Project. The superintendent reported Rural Development reported a 2.5 percent rate and up to 30% grant. If we get the 30% then RD will be cheaper than SRF.

In preparation of moving forward on funding approval, the superintendent asked the Board to approve the preliminary application to RD. In addition, the Board authorized the superintendent to sign documents on behalf of the district for this project.

D. Aqua-Aerobics PLC Upgrade Update:

The superintendent reported Aqua-Aerobics will be onsite January 18 to start on the upgrade.

E. GIS Update:

The superintendent reported the system is now live. Trustee Stormont saw the system in action and noted the time savings in performing duties.

F. Town of Boothbay Harbor Foreclosure – 8 Summit Road:

The superintendent reported the Town will foreclose on the 17th if the taxes are not paid. The superintendent asked the Trustees if they are interested in paying the back taxes to secure the District's interest in back sewer fees. The sewer fees are \$219.00. Trustee Stormont recommended not to pay the taxes. Trustee Tedeschi concurred.

G. USDA/RD Year-End Financial Reporting:

The superintendent reported the year-end financial reports have been submitted. The only piece left is the annual audit. After the audit is complete, a report to RD will be sent.

New Business:

A. Citect SCADA Data Extraction:

The superintendent reported Dana Webber, Weston and Sampson, will be onsite on the 17th to look at extracting the data.

B. Preparation of Finances for Year-End Adjustments and Audit:

The superintendent reported Henry Hurford has the accounting data for year-end adjustments. Once the adjustments are complete, William Brewer will be contacted advising the District is ready for the audit.

C. Sinking Fund Fulfillment:

The superintendent advised the sinking funds are now fully funded.

D. Coastal Resiliency Study:

The superintendent advised MeDEP has grant funds available to perform a resiliency study regarding sea level rise. The grant requires a 20% match from the District. The budget for the project is not to exceed 25K and a match of 5K from the District. Lincoln County would administer the project in contract with Wright-Pierce. After discussion Trustee Stormont recommended we move forward with the study. Trustee Tedeschi agreed. The superintendent will move forward with the project.

Public Comment:

None

Correspondence:

1. Martha Mayo – Squirrel Island:

The superintendent forwarded the letter. No discussion or action was warranted.

Adjourn Meeting:

Trustee Stormont made motion to adjourn. Trustee Tedeschi seconded the motion. Vote to adjourn was unanimous. Meeting adjourned at 6:30 p.m.




James Stormont, Chairman Pro-Tempore

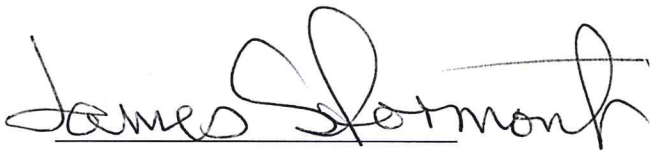
We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.

Absent

Deryl Kipp, Chairman



Henry Tedeschi, Jr., Treasurer



James Stormont, Clerk