

DATE: December 18, 2013

**Boothbay Harbor Sewer District Board of Trustees Regular Meeting
and Final Draft 2014 Budget Workshop and 2014 Sewer Rate Public
Hearing**

PRESENT:

Jim Stormont
Deryl Kipp
Henry "Ted" Tedeschi
Chris Higgins

Call to Order of Regular Meeting

Jim Stormont called the meeting to order at 5:03 PM.

Review of the Minutes of December 4, 2013

The minutes of the December 4, 2013, meeting was reviewed. After review, Ted Tedeschi made motion to accept the 12/4/13 minutes as presented. Deryl Kipp seconded the motion. Vote was unanimous.

Review of Warrant 1250

Warrant 1250 was reviewed. Deryl Kipp made motion to execute the warrant. Ted Tedeschi seconded the motion. Vote to execute the warrant was unanimous.

60-Day Late Letters – Durfee, Bliss, McNutt (2), Rigas, Hathaway, Trask, Setz, and Buthy:

After review, Deryl Kipp executed the letters.

Plant Operator Position Search:

Chris reported seven applications have been submitted to date and interviews are being conducted. Chris reported a candidate may be selected by January 2014. All of the applications have come from hits via the MWWCA, MMA, NEWWA, and WEF websites. These websites are geared for wastewater employment. Jim Stormont requested that the Board enter executive session, at the end of the regular meeting, to discuss the candidates and the current position opening. All agreed.

Commit 12/10/13 Rates for Collection:

The trustees executed the 12/10/13 billing certificate and authorized the treasurer to collect the assessed rates and fees.

Final Draft 2014 Budget Workshop:

Chris distributed the final draft of the 2014 budget. Chris explained the sheets have been updated with year-to-date revenue and expenses. Chris advised line 5050 (page 3) was updated to reflect a possible unemployment claim. Jim suggested the Board discuss this line item in executive session.

Public Hearing 2014 Proposed Rates:

Jim opened the public hearing for the 2014 sewer use fees. Jim noted the lack of public attendance. Chris advised that he fielded 4 phone calls regarding the proposed rates. Jim asked for a motion to adopt the proposed rates for 2014. Ted Tedeschi seconded the motion. Vote was unanimous.

Old Business:

Chris handed out the final report from Mark Allenwood regarding the Brewery impact and potential mitigation strategies for the Chapel Street pump station. Chris advised Win Mitchell installed a settling tank after the brewery. This should collect the sludge material prior to sedimentation in the pump station. The trustees will read the report.

New Business:

None

Public Comment:

None.

Correspondence:

None

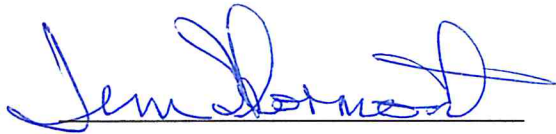
Motion to end Regular Meeting and Enter Executive Session Pursuant to M.R.S.A. Title 1, Chapter 13, Section 405.6.A: Personnel Matters:

Deryl Kipp made motion to end the regular meeting and enter into executive session pursuant to M.R.S.A. Title 1, Chapter 13, Section 405.6.A: Personnel Matters and not to return. Ted Tedeschi seconded the motion. Vote was unanimous.

Handwritten signatures and initials: HW, LEO, BLK

Adjourn Regular Meeting:

The regular meeting adjourned at 5:28 pm.

A handwritten signature in blue ink, appearing to read "Jim Stormont", written over a horizontal line.

Jim Stormont, Chairman

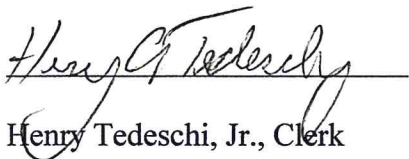
We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted.

A handwritten signature in blue ink, appearing to read "Jim Stormont", written over a horizontal line.

Jim Stormont, Chairman

A handwritten signature in black ink, appearing to read "D. Kipp", written over a horizontal line.

Deryl Kipp, Treasurer

A handwritten signature in black ink, appearing to read "Henry Tedeschi, Jr.", written over a horizontal line.

Henry Tedeschi, Jr., Clerk