

DATE: December 18, 2017

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Jim Stormont
Sam Morris - Absent
Chris Higgins

Regular Business Meeting to Order:

Trustee Stormont called the regular business meeting to order at 5:02 PM.

Review of the Minutes of December 4, 2017

The minutes of the December 4, 2017, meeting was reviewed. After review, Trustee Kipp made motion to accept the minutes as presented. Trustee Stormont seconded the motion. Vote was unanimous.

Review of Warrant 1343

Warrant 1343 was reviewed. After discussion, Trustee Stormont made motion to execute the warrant. Trustee Kipp seconded the motion. Vote to execute the warrant was unanimous.

Execute 60-Day Late Letters: None

Execute Notice and Demand for Payment: None.

Execute Lien Certificates: Colette and Michael

Trustee Stormont reviewed and executed the lien certificate.

Execute Lien Discharges: Beaver, Kennon (4), Nichols (2), and Schicchi

Trustee Stormont reviewed and executed the lien releases.

Execute Impending Foreclosure Notice(s): None

Old Business:

A handwritten signature in black ink, appearing to read 'Deryl Kipp', is located on the right side of the page. The signature is written in a cursive, flowing style.

1. Union Street Pump Station Project – The superintendent reported the Project is progressing. The wet well, valve pit, gravity manhole, and new gravity line is in. The crew is working on the mechanical and prepping the area for conduit installation and electrical work. Discussion have taken place regarding grading of the area due to the wet well height. That issue will be discussed further at the progress meeting scheduled for 12/19. The station is estimated to be online the first week of January 2018.
2. Plant and Collection System Operations: The superintendent reported normal plant operations for most of the month. The superintendent reported he has reached out to Andritz to initiate the rebuild process for the centrifuge.

The superintendent reported the collection system crew continues to maintain the screens at St. Andrews Village. The superintendent reported a meeting with St. Andrews management took place on December 15. The meeting went well. St. Andrews will perform internal investigations and further educate their personnel. In the meantime, the District will continue to maintain the screens twice per week until the frequency can be reduced.

The superintendent reported Pump 2 at Chapel Street is in seal failure. The superintendent advised the last time the pump was rebuilt, some of the journals showed excessive wear and may not be able to be brought back to factory tolerance. The pump will be removed and taken to AC Electric for evaluation. The superintendent estimated a replace cost for the pump to be in the 3 to 4K range.

The superintendent reported cross training of the plant operator in the collection system duties is going very well. The superintendent anticipates the plant operator will be able to take call during the week of Christmas.

3. Signal Point Odor Issues – The superintendent reported Bob Bowker of Bowker Associates was onsite to kick off the odor evaluation work. The superintendent reported he spoke with Chris Dwinal of Wright-Pierce regarding their proposal for the odor work.
4. Plant Influent Hydraulic Study – Ongoing.
5. Website – The superintendent reported Direct Debit customers stand at 166 and email customers stand at 234. Postage savings to date is \$412.98. The superintendent reported 33 new and 21 returning people looked at the website since the last meeting.
6. Golf Course Phase 2 – The superintendent reported no communication with PGC, LLC since the entry fee letter was sent.

Handwritten signature and initials, possibly "J. S. D.", with a checkmark and a large "X" drawn over the text.

7. Roundabout Project Update: Nothing new to report.
8. Fairpoint/Crooker Damage Claim – The superintendent reported no news on the Crooker appeal.

New Business:

1. Steve Teel – Eldercare Network Sewer Entry for Old Kenniston Hill Inn - The superintendent reported he met with Mr. Teel and Adam Tenan of Sargent Corp. onsite to discuss the installation of the new sewer service lateral for the old Inn building. The existing six-inch lateral was located and a path to the Inn was established. Eldercare will be able to utilize the existing lateral and not have to dig up Route 27.
2. Seascape Entry Fee – The superintendent reported he has not received flow data information for impact fee calculation. The superintendent did speak with Ken Cotton, LSE. Cotton is representing Seascape in the matter.
4. First January Meeting Date – The superintendent asked the Board when the first meeting would be scheduled due to the first Monday in January falling on New Year's Day. Trustee Stormont recommended the first meeting be held on January 2, 2018. Trustee Kipp agreed. The superintendent advised the final warrant for 2017 would be available for signature on December 29, 2017. The superintendent advised the Board he would be in Ohio from December 20 to December 27 and back in the office on the 28th.

Correspondence:

1. None

Public Comment:

None

Motion to Adjourn the Regular Meeting:

Trustee Kipp made motion to adjourn the regular meeting. Trustee Stormont seconded the motion. Vote was unanimous. Meeting adjourned at 5:34 p.m.

Deryl Kipp, Chairman

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

Deryl Kipp, Chairman

ABSENT

Sam Morris, Clerk



James Stormont, Treasurer