

DATE: January 18, 2021

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Deryl Kipp
Sam Morris - Absent
Jim Stormont
Jay Warren
Chris Higgins

Regular Business Meeting Call to Order:

Trustee Kipp called the regular business meeting to order at 16:58 hours. All materials were sent to the Trustees prior to the meeting. All materials were available to the public upon request. The superintendent advised, due to the Covid-19 Pandemic, the District offered virtual attendance via Zoom.

The following are the sign in credentials to attend virtually:

Meeting URL:

<https://us02web.zoom.us/j/86248340076?pwd=YTF0cE1PK0hmM0dkK3dLVkE4Q3QvUT09>

Meeting ID: 862 4834 0076

Passcode: 553454

The superintendent noted no members of the public are connected to the meeting.

As a reminder, masks are to be worn at all district meetings and six feet distancing shall be maintained at all times.

Review of the Minutes of January 4, 2021, Business Meeting

The minutes of the January 4, 2021, regular business meeting was reviewed. It was noted Trustee Morris reviewed and signed the minutes earlier in the day. After review, Trustee Stormont made motion to accept the minutes as presented. Trustee Kipp seconded the motion. Vote to accept (2-0) was unanimous.

Review of Warrant 1418

Warrant 1418 was reviewed. It was noted Trustee Morris was in earlier in the day and reviewed and signed the warrant. After discussion, Trustee Stormont made motion to execute the warrant. Trustee Kipp seconded the motion. Vote to execute the warrants was unanimous (2-0).

Execute 60-Day Late Letters: BRT Properties, Carolin, Conley's Garden Center, Cox, JSE, LLC, Moore, Nathan's Pharmacy, Ronan, and Schadler

Trustee Stormont signed and executed the Letters.

Execute Notice and Demand for Payment: Katama Acquisitions, Nichols, Rubel, Splaine, and Trask

Trustee Stormont signed and executed the demand notices.

Execute Lien Certificates: None.

Execute Lien Discharges: None

Execute Impending Foreclosure Notice(s): None

Sewer Entrance Applications: None

Old Business:

1. Plant and Collection System Operations: The superintendent reported mostly normal plant operations since the last meeting. The last storm event did not cause any power outages at area pump stations. The crew responded to 4 alarm calls and pulled two pumps, (2 Footbridge) due to plugging with wipes. 6 wet wells were cleaned.
 - a. The formal PAA trial is about complete. Results to date have not improved.
 - b. PFAS Update – Nothing to report.
 - c. Garage Bay Odor Scrubber Status: Nothing to report.
 - d. Rate Review Memo – Discussion tabled.
 - e. Website Traffic – The office manager reported a year-to-date postage savings of \$58.30 from email and direct debit billing. Direct Debit customers stand at 242 and email customers at 306.
2. Blower Evaluation – Nothing to Report.
3. Relining 2 Project – The superintendent reported the executed documents from last meeting were submitted to Rural Development. The superintendent advised last meetings minutes, once executed, will be sent to both William Fletcher (Bond Counsel) and USDA Rural Development. The superintendent advised the Project has been advertised and there has been some interest in the Project. The superintendent noted the bids will be opened at the office on February 11, 2021.
4. Personnel – The superintendent advised he forwarded the Boards comments unto the attorney. The superintendent also advised the drug and alcohol

section is still under revision and will be submitted for review when completed.

New Business:

1. Sam Morris Resignation/Jay Warren Appointment

The superintendent advised that Trustee Morris tendered his resignation from the Board effective January 18, 2021, due to relocation out of the District. Trustee Stormont commented that Trustee Morris did a superb job and will be missed. Trustee Kipp concurred. After discussion, Trustee Stormont made motion to accept Trustee Morris's resignation effective immediately. Trustee Kipp seconded the motion. Vote to accept with regret was unanimous (2-0).

The superintendent introduced Jay Warren as a candidate for Trustee to fill the vacancy left by the resignation of Trustee Morris. Jay introduced himself, gave his background, and advised he was thankful for consideration and wished to serve on the Board. Trustee Stormont and Kipp thanked Mr. Warren for his interest. After discussion, Trustee Stormont made motion to appoint Jay Warren to fill the remainder of Trustee Morris vacated term. Trustee Kipp seconded the motion. Vote to appoint was unanimous (2-0). The superintendent reminded Mr. Warren that he was required to get sworn in by the Town Clerk. In addition, Mr. Warren will be required to take out nomination papers for election this May to serve the remainder of Trustee Morris's term.

Correspondence:

1. Smithwick – Hahn Cove Road:

The trustees reviewed the letter from the office manager to the Smithwick's regarding the discovery of an additional unit at their Hahn Cove Road property. This unit was not previously billed.

The Trustees took no other action.

Public Comment:

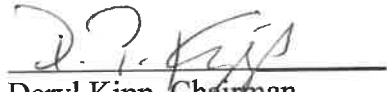
None

Adjourn Meeting:

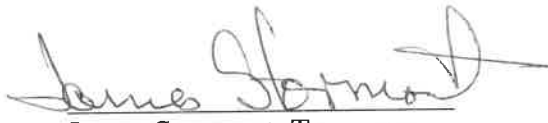
Trustee Stormont made a motion to adjourn. Trustee Kipp seconded the motion. Vote unanimous. The trustees adjourned the regular meeting at 1733 hours.


Deryl Kipp, Chairman

We, the undersigned, do hereby waive notice of the above meeting and do agree to the business transacted and certify these minutes are true and accurate.


Deryl Kipp, Chairman


Jay D. Warren, Clerk


James Stormont, Treasurer