

February 7, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: John Arsenault                      Chris Higgins  
          Horace Lee                            Dennis Hallinan  
          Alden Jordan                        Bruce Engart  
          Vic Krea

Signed Warrent #808 in amount of \$12,807.45 and  
                  #809 in amount of \$49,534.77

Discussed offer to Dennis Hallinan for use of land for pump station. Offer from District \$1,000.00 entrance fee and \$500.00 toward service connection. Offer was agreed to by Dennis Hallinan.

Pole for panel to stay at panel level and extend a "flagpole style" pole for signal antenna. Also underground power from CMP to panel placed underground across Eastwoods property.

Bruce Engert's property and proposed pump station agreed to with Bruce Engert. Pump station may be placed in roadway and elect. panel and pole placed at south end of property line.

Chris Higgins plans to meet with Boothbay Region Refuse District on the acceptance of the plant sludge to be processed at their location. We agree to install a building to hold the sludge for processing. Wright Pierce to estimate cost.-

Board decided to pay time and  $\frac{1}{2}$  for emergency calls to employees. They have choice of pay or time off.

Motion made and seconded to join the Maine State Retirement. All 3 Trustees voted in favor.

The district sets a limit on the amount of compensation to residence owners for use of their land for pump stations, pipes, etc. Limit is : NO ENTRANCE FEE CHARGE and \$500.00 toward their cost for hook up construction as of 2-7-96, at the time of connection.

Voted to give all employees a 2.5% salary increase. Retroactive to Jan. 1, 1996.

Reviewed letter from Chris to DEP REF: BHSD #ME0100064 State#2150. NOW IN DEP FILE TOP DRAW.

Reviewed copy of letter to William Baily-District Loan Specialist from Henry Hurford REF: BHSD Single Audit Report Years Ended 12-31-94 and 1993. We also received copies of these audits. (NOW IN FHA FILE, TOP DRAW.)

Sharon spoke to Jolly about copy machines purchased from Barter:  
Cost \$300.00    Cleaning \$98.00    Estimate cost to repair \$400.00 with no guarantee. Too old a machine. (Jolly wanted this information). Chris said what few copies they would need he could come to the office to make. He brought our other machine back.  
(Horace to speak to Barter).

Reviewed letter from Chris to Maine State Retirement to be a participant in M.S.R.S. (NOW IN ME. ST. RET. FILE, TOP DRAW).

Sharon was to check with Mark Googins Verrill & Dana to see if the Special Meeting announcement was in the paper long enough. This was a meeting about the Atlantic Ave. Ext. We ran the add 12-21-95, 12-28-95, and 1-4-96. Googins said this was great. Sharon also posted copy at P.O. and Town Office ,both Boothbay Harbor.

Reviewed letter from Chris to DEP REF: Dec.95 Monthly Operation Report,ME0100064. NOW IN DEP FILE TOP DRAW.

Reviewed letter from Chris to US E.P.A. REF: Seeking minor NPDES discharge permit modification. (NOW IN EPA FILE TOP DRAW).

Reviewed letter from Logan to David Eastwood REF: BHSD pump station easment.(NOW IN ATLANTIC AVE. EXT. FILE, TOP DRAW).

Reviewed letter from WP to L. Smith, town mgr., Boothbay Harbor, REF: Atlantic Ave. Extension & Eastwood property. (NOW IN ATLANTIC AVE. FILE, TOP DRAW).

Reviewed copy of letter to Kathleen M. Bean from Logan REF: Easement from Bean to BHSD. Also attached was a letter to Logan from Bean.(NOW IN ATLANTIC AVE.FILE, TOP DRAW).

Reviewed letter to DEP from Chris REF: Monthly Discharge Report.(NOW IN DEP FILE,TOP DRAW).

Reviewed letter from Patricia Merrill, Country Club Rd., REF: Ready to serve charge she feels she should not have to pay. Horace had Sharon send P.Merrill a copy of the BHSD Charter. (NOW IN MISC, FILE, 2ND DRAW).

Reviewed letter to DEP from Chris REF: 1995 Annual Municipal Sludge Utilization Report. (NOW IN DEP FILE, TOP DRAW).

Reviewed letter from Dabney Lewis(Code enforcement Town BBH) stating BH Planning Board approved proposed sewer extension of Roads End, Factory Cove Rd., Breakwater and Atlantic Ave.(NOW IN ATLANTIC AVE. TOP DRAW).

Reviewed letter from Logan to Peter Rice,Wright Pierce,REF: Ms. Bean not interested in having pump station located on her land. (ATLANTIC AVE. FILE, TOP DRAW).

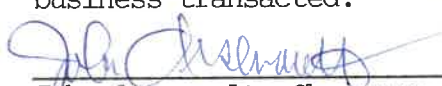
Reviewed letter from Logan to Dennis Jumper REF: Eastwood/BHSD Agreement between Eastwood and BHSD about easement for pumping station. (NOW IN ATLANTIC AVE. FILE,TOP DRAW).

Reviewed letter from S.S.Logan REF: Bills opinion regarding status Roads End along Bean and Engert property lines. (NOW IN ATLANTIC AVE FILE, TOP DRAW.)

Reviewed letter from CMP REF: Polyphase Contract WO#35-1573.Feb. 7,96 at this meeting Horace Lee filled out and we returned to CMP. (NOW IN CMP FILE, 2ND DRAW.)

  
Alden Jordan, Clerk

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

  
John Arsenault, Chairman

  
Horace Lee, Treas.

  
Alden Jordan, Clerk

February 21, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: John Arsenault      Loretta B. Emerson  
         Horace Lee           Jim Main  
         Alden Jordan        Paulette Brown  
         Vic Krea

Signed Warrent #810 in amount of \$10,139.91

Discussed problems at Fullerton Street with residents. Residents at Fullerton Street have sewer problems. Line freezes and is root bound. Wright Pierce (Vic Krea) stated that if monies are left over from current sewer project they could be used for reconstruction of new line. Sewer District will ask Town of Boothbay Harbor to temporary fix the line until money becomes available.

Alden Jordan resigns as of February 21, 1996 because of Conflict of Interest in the bidding on possible subcontract work on the Atlantic Avenue Sewer Extension project.

Reviewed letter to Vic Krea from Chris: REF: Seasonal Disinfection Requirements. NOW IN WRIGHT PIERCE FILE BOTTOM DRAW.

Reviewed letter to Maine State Retirement from Chris dated 2-9-96. REF: BHSD Participation. NOW IN MAINE STATE RETIREMENT FILE TOP DRAW.

Reviewed letter dated 2-12-96 to Mr. & Mrs. Dennis Hallinan from Soule, Soule & Logan. REF: proposed Easement and Easement Agreement. Vic Krea wants copy of signed Easement. NOW IN ATLANTIC AVENUE FILE TOP DRAW.

Reviewed letter dated 2-9-96 from Central Maine Power. REF: \$150.00 refund to us in accordance with the three phase contract. This is revenue CMP received from our Lakeview Road Pump Station. Henry Hurford told me to credit electricity so I did. NOW IN CMP FILE 2nd DRAW

Reviewed letter to Logan from Eastwood dated 2-8-96. REF: Conditions about pump station of Eastwood property. NOW IN ATLANTIC AVENUE FILE TOP DRAW.

Reviewed letter from Wright Pierce to Hans Holtan, Foreman of Public Works Town of Boothbay Harbor dated 2-16-96. REF: Atlantic Avenue Sewer Extension. NOW IN ATLANTIC AVENUE FILE TOP DRAW.


Reviewed Addendum # 1 from Wight Pierce dated 2-16-96. REF: Bidding & Contract requirements & Contract Specifications for Atlantic Avenue Sewer Extension. NOW IN ATLANTIC AVENUE FILE TOP DRAWER.

Reviewed letter dated 2-21-96 to Wright-Pierce(Allenwood) from Chris REF: BHSD WWTF Upgrade. (NOW IN WP CORR. BOTTOM DRAW.)

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Alden Jordan, Clerk

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

  
John Arsenault, Chairman

  
Horace H. Lee, Treas.

  
Alden Jordan, Clerk

March 6, 1996

Regular Meeting Boothbay Harbor Sewer District.

PRESENT: John Arsenault      Chris Higgins  
          Horace Lee  
          ✓ic Krea

Signed Warrant # 811 in amount of \$33,175.01

Voted to award contract for Atlantic Avenue Sewer Extension to SCI Group, Inc. for \$608,566.00 and issue notice of award. (COPY OF AGREEMENT NOW IN ATLANTIC AVENUE FILE TOP DRAW.)

Preconstruction conference for Atlantic Avenue Extension to be held March 19, 1996 at Sewer District Office at 10:00A.M.

Authorized Chris to investigate telephone service for office and plant.

Reviewed letter dated 2-20-96 from Soule, Soule & Logan REF: Tavenner Account. (NOW IN TOM TAVANNER FILE 2nd DRAWER)

Reviewed letter from FHA dated 2-20-96 REF: Community Programs Loan Borrowers. Voted to have Alden Jordan serve out Henry Saffords position as clerk.

Reviewed letter from Wright-Pierce to US Dep. of Agriculture dated 2-28-96. REF: B.H.S.D. Construction of Atlantic Avenue Extension. (NOW IN ATLANTIC AVENUE FILE TOP DRAWER)

Discussed having copy machine repaired by Glen Cole of Mt. Vernon. Hold in file until Trustees decide what to do.


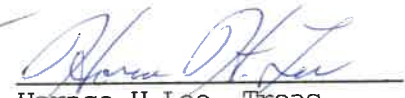
Reviewed letter dated 3-6-96 to DEP from Chris REF: BHSD Monthly Discharge Report. (NOW IN DEP FILE TOP DRAW).

Reviewed letter dated 3-6-96 to Atlantic Communications from Chris. REF: BHSD Frequency Application and payment. (NOW IN FREQUENCY APP. FILE TOP DRAW.)

Voted to adjourn 8:30 PM.

  
Horace H. Lee, Sec. Pro Tem.

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

   
John Arsenault, Chairman      Horace H. Lee, Treas.

*attached.*

Excerpt from the  
Boothbay Harbor Sewer District  
Trustees' Meeting  
March 6, 1996

VOTED:

That the Boothbay Harbor Sewer District (the "District") is hereby authorized to enter into an agreement with SCI Group, Inc. to commence and construct the Atlantic Avenue Sewer Extension, the agreement to be substantially in the form submitted at this meeting, and filed with these minutes (the "Agreement"); and the Chairman (and, in his absence, the Treasurer) of the Board of Trustees of the District is hereby authorized to (i) execute and deliver the Agreement on behalf of the District, and (ii) do such further acts and execute such other documents as he may deem necessary to effectuate the Agreement.

A True Copy.

Attest: *William Jordan*  
Clerk, Boothbay Harbor Sewer District

March 20, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: Horace H. Lee                      Chris Higgins  
          Alden Jordan                      Mike Harrison  
          Vic Krea                              Harry Pecton

Signed Warrent #812 in amount of \$22,903.61.

Harry Pecton, representing Saint Andrews Hospital's New Housing project. Requested information from Board on the Entrance Fee's and acceptability of the District to accept the new units. The Board stated that a charge of \$500.00 each unit would be assessed and that the pumping station on the meadow could handle the flow. They requested for a letter, from the Board, to the Boothbay Harbor Planning Board be sent stating the District's approval. Sharon sent one out 3-21-96, signed by Chris. COPY IN ST. ANDREWS FILE, TOP DRAW.

Sharon to take financial statement from District for short term financing for the new sewer project "94-95" to Key Bank, Meadow Office, ATT: Cathy Barter. DONE. 3-21-96.

Bids received for financing were:  
Key Bank. Lump Sum 4.07% annual  
Peoples's Heritage Lump Sum 5.18%  
Fleet Bank 4.35 fixed

Sharon to open new checking at Key Bank for this project when loan money is received.

Contact with S.C.I. Const. Co. We voted to sign the contract with S.C.I. pending approval by The Bonding Attorney.  
We voted to sign "The notice To Proceed" after we sign the agreement.

Bill Logan needs to look into The Maine State Retirement Assoc. and monies paid to the Town of Boothbay Harbor for our employees.

Board approved the "simplex" fire alarm system plan "B".

  
Alden Jordan, Clerk

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

  
John Arsenault, Chairman

  
Horace H. Lee, Treas.

  
Alden Jordan, Clerk

April 3, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: John Arsenault, Horace Lee, Alden Jordan  
Chris Higgins, Vic Krea.

Signed Warrent #813 in amount of \$16,364.90

Trustees informed Sharon that David Brown, Maddocks Rd. & Lakeview has given to the garage apt. She is to take this off his billing. DONE

Vic Krea stated that we have officially signed the contract with S.C.I. cont. Co. Inc. as of April 1, 1996. Notice to proceed was also signed.

Penta Corp. has requested for final payment on sewer plant. (Retainage amount). Vic suggested to release partial amount of \$71,718.26 and withhold \$20,000.00 for punch list items attached to payment request. The Trustees signed pay request #19 for FHA.

Blasters for S.C.I. and the sewer project are having problems with the homeowners, allowing video's of the interior of their homes for the Insurance Co. Trustees suggested that videos be taken and passed to the owners for there property and produced only in case of damage.

Water Dept. owes us \$152,650.00 for their share of the Rt. 27 sewer project. Vic has sent a letter to the Boothbay Harbor Town Manager stating that this is how Farmers Home wants it processed.

Vic stated that there is a problem with the condition of the existing water main on Roads End, and the possibility of "someone" replacing it if there are "too" many breaks occured by blasting. Board decided to wait and see.

Trustees voted not to join the Maine State Retirement plan-because of the \$100,000. and unfunded liability we would inherit.

Sharon instructed to pay Tom Marshall \$40.00 for the computer course he attended. (DONE).

Reviewed letter dated 3-13-96 to Chris from Me. St. Retirement (NOW IN M.S.R. FILE-TOP DRAW).

Trustee stated that McKenna account has to remain in file, same as everyone else.

Reviewed letter dated 3-11-96 from Verrill & Dana REF: RECD financing (NOW IN V&DANA TOPDRAW)

Reviewed letter dated 3-20-96 from Carl Griffin III REF: Reunification Committee meeting on 3-26-96 at 8:30 AM at Boothbay Town Office. (NOW IN REUNIF. FILE TOP DRAW.)

Reviewed letter to David Coffin from Chris dated 4-3-96 REF: March 1996 Monthly Discharge Report. (NOW IN DEP FILE-TOP DRAW).

Reviewed letter dated 3-21-96 from Chris to Me. St. Retirement REF: Toms Retirement. (NOW IN ME. ST. RET. FILE-TOP DRAW).

Reviewed letter dated 3-22-96 from Chris to Harold W. Bishop Ins. Agency REF: Bond Issue Atlantic Ave. Sewer Extention. (NOW IN AT.AVE. FILE TOP DRAW.)

Reviewed letter dated 3-22-96 from Chris to William Bailey (FHA) REF: Atlantic Ave. Sewer Extention Project Documentation. (NOW IN ATLANTIC AVE FILE TOP DRAW).



Reviewed letter dated 3-22-96 from Chris to Bill Logan REF: RECD Documentation for Atlantic Avenue Sewer Extention Project. (NOW IN ATLANTIC AVENUE FILE-TOP DRAW).

Reviewed letter dated 3-21-96 from Chris to William Bailey (FHA) REF: Fidelity Bond, Boothbay Harbor Sewer District. (NOW IN FHA FILE -TOP DRAW).

Reviewed letter to Alden Turner, Rural Ec. & Community Development dated 3-28-96 from Chris REF: Fiscal Year 1995 Year End Report for BHSD (NOW IN FHA FILE-TOP DRAW.)

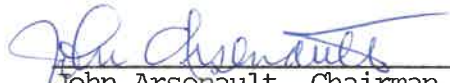
Reviewed letter from Mark Googins dated 4-1-96 REF: Scott Contractor & BHSD relating to Construction Atlantic Ave Extention. (NOW IN ATLANTIC AVE FILE-TOP DRAW.)


Reviewed letter to Logan dated 4-3-96 from Chris REF: Application to open Town Way Atlantic Ave. Extention. (NOW IN AT. AVE. FILE-TOP DRAW.)

Reviewed letter to Logan dated 4-3-96 from Chris REF: ME ST. RET. (NOW IN ME. ST. RET. FILE.

  
Alden Jordan, Clerk

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

  
John Arsenault, Chairman

  
Horace H. Lee, Treas.

  
Alden Jordan, Clerk



April 17, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Horace Lee  
John Arsenault  
Chris Higgins  
Elliott Winslow

Signed Warrent #814 in amount of \$8,270.75.

Reviewed letter dated 4-5-96 from Chris to Wayne Brown, REF: Thanking him for letting them visit him and speaking concerning use of the Districts biosolids as ammendment to his crops. (NOW IN BIOSOLIDS FILE TOP DRAW).

Reviewed letter from Goggins(Verrill & Dana) dated 4-4-96 REF: Superseding Opion of that of April 1, 1996. (NOW IN V&D FILE, TOP DRAW).

Winslow here, checking information for pumping sewage from navy ship on Windjammer Days. Voted to accept septage @ \$80.00 per 1000 gallons or any part there of.

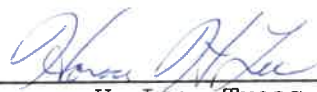
Discussed Maine State Retirement Funds.

Voted in favor to adopt I.C.M.A. retirement compensation plan #4298. Plan attached with minutes.

  
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Horace H. Lee, Pro Tem.

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

  
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John Arsenault, Chairman

  
\_\_\_\_\_  
Horace H. Lee, Treas.

\_\_\_\_\_  
NOT PRESENT  
Alden Jordan, Clerk

May 1, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Horace H. Lee  
John Arsenault  
Alden Jordan  
Chris Higgins  
Vic Krea

Signed Warrent #815 in amount of \$98,429.45.

Reviewed letter Logan dated 4-22-96. REF: Bruce Engert & BHSD/Roads End proposed easement. NOW IN TOP FILE UNDER EASEMENTS.

Reviewed letter from Logan to be reviewed on Bruce Engert. NOW IN TOP FILE UNDER EASEMENTS.

Coast Guard Station-need to check on number of increase units going in the new station (completion "97"). What to charge? What do we want to do on motels, etc. We don't want to forget this. Sharon I can check with Dabney on the Coast Guard.

Sharon-Have a no parking sign placed out front on Sea Street.

Call Dabney on Coast Guard.

We approved S.C.I. payment request for \$103,000.00 for the month of April payment request #1.

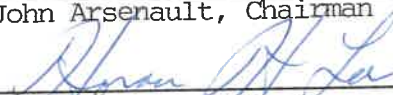
Change order #1 from S.C.I. Water Dept. request for C-900 pvc when crossing water mains-we approved change order cost \$800.00.

The Board will meet Tuesday May 7th with the Water Dept. on the Roads End situation. Water Line Breaks, etc.

Chris has found a problem in our sludge-high BOD and COD -possible problem with the alum coming from the water plant.

  
\_\_\_\_\_  
Horace H. Lee, Treas.

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

\_\_\_\_\_  
John Arsenault, Chairman  
  
\_\_\_\_\_  
Horace H. Lee, Treas.

  
\_\_\_\_\_  
Alden Jordan, Clerk

May 15, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Horace Lee  
Alden Jordan  
Jon Marsh  
Chris Higgins  
Vic Krea  
John Arsenault

Signed Warrent #816 in amount of \$14,901.31.

Voted to elect Alden Jordan:Chairman, Horace Lee:Treas. and Jon Marsh: Secretary.

Agreed NOT to donate funds to beautification of stations.(Pumping Stations).

Roads End Project:SCI will replace waterline -\$42,000.00 - Water System will reimburse \$17,000.00 to Sewer District. We will pay balance. Water Dept. has agreed to install temporary water.

Agreed not to with-hold money from Penta in regard to Neal Reny. Claim that Bob Burns owes him \$1,651.48. Trustees felt these 2 parties should resolve issue.

Chris Higgins-Progress report.

Reviewed letter from Chris Higgins to Laurie Smith REF: Commercial Street Pump Station control Panel. (NOW IN T OF BBH FILE 2ND DRAW).

Vic called 4/2/96 and said we charged West Harbor Resort \$1,000.00 for each room and the restaurant was based on water usage which was equal to 4 units making a total of \$32,000.00 entrance fee paid.


Reviewed letter to David Coffin (D.E.P.) dated 5/7/96 from Chris REF: BHSD Monthly Operations Report. (NOW IN DEP FILE TOP DRAW).


Reviewed letter dated 5/7/96 to Wayne Brown(Brown Homestead, Inc.-Nobleboro) REF: Laboratory results of soil samples collected from his fields on our visit with him. (NOW IN SOIL SAMPLES FILE-TOP DRAW).

Reviewed letter dated 5/29/96 to Penta from Wright Pierce REF: Subcontractor invoice (Neal Reny). RESULTS DISCUSSED ABOVE. (NOW IN NEAL RENY FILE 2ND DRAW)..

  
Alden Jordan, Chair.

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

  
Alden Jordan, Chair.

  
Horace Lee, Treas.

  
Jon Marsh, Clerk

June 5, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Alden Jordan  
Horace Lee  
Jon Marsh  
Chris Higgins  
Vic Krea

Signed Warrant #817 in amount of \$391,441.56.

Discussed Terry Lewis sewer line, copy of letter to Lewis from Chris now in Terry Lewis Lien file in back of 2nd draw.

Arlene Wilson wants telemetry pole removed. Alden will speak with her about alternative.

Discussed Ken Gosselins concerns about Road to pump station, needs work, gravel etc. Chris will investigate.

Neal Reny still claims District should go good on bill against Bob Burns. We don't feel responsible. This is between Reny & Burns.

\$310,188.03 pay request by S.C.R. Discussed finances available and now to best make money work-interest, etc.-\$113,900.00 to be withdrawn from First National Bank and put in money market account. Sharon is OK to pay amount owed S.C.R.

Vic recommends water system pay \$17,000. for their share of Roads End Water line.

Board discussed Boothbays responsibilities to District as to amount of tie ins to sewer and concerns as to amount allotted on Feb. 10, 1993. We voted to send letter to remind Boothbay of their obligation. COPY OF LETTER NOW IN TOWN OF BOOTHBAY FILE, 2ND DRAW.).

1996 Operating Budget -was reviewed by board & options available to reduce '96 short falls. June 4, 1996 (by superintendent) letter of recommendations to be incorporated into these minutes. Board voted to consider options at June 19, meeting.

Belt malfunction on press discussed-missing a replacement belt that was supposedly sent to replace worn belt. Chris said new belt was not received. Records of belt being sent are not clear. -no P.O. or record of belt being shipped. Also no insurance.

Albert Setz, St. Andrews Lane, to be billed 2 units starting immediately.

Trustees agreed to accept \$1,500.00 as payment in full on Arthur Richardson accounts on Sea St. property.

Reviewed letter to David Coffin dated 5/2/96 from Chris REF: Lab incubator had frozen, the prior weeks influent and effluent samples. NOW IN EQUIPMENT LOSS TOP DRAW.

MEMORANDUM to Trustees from Chris REF: Equipment loss.

Memo to Thomas Marshall from Chris REF: NAPCO Sterilizer Unit. NOW IN EQUIPMENT LOSS FILE-TOP DRAW.

Reviewed letter to Brenda Welch, ME. ST.RET. REF: BHSD Plan Participation. NOW IN ME. ST. RET. FILE-TOP DRAW.

Approved entrance applications in name of Paul & Hannah Weitzel, 7 Pinkham Cove and Robert Warren, Rt27, Boothbay. \$1,000.00 each was paid for Entrance.

Page 2 of Regular Meeting of Boothbay Harbor Sewer District for June 5, 1996.

  
Alden Jordan, Chair.

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

    
Alden Jordan, Chair. Horace H. Lee, Treas. Jon Marsh, Clerk

June 19, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Alden Jordan  
Horace Lee  
Jon Marsh  
Chris Higgins

Signed Warrent #818 in amount of \$340,202.15.

Trustees instructed girls to make sure windows were closed before leaving office.

Approved the following entrance applications:

Frances H. Bayon, 7 Breakwater Rd., \$1,500.00 ent. fee paid for house & cottage.  
Richard Higgins, 4 Pinkham Cove Rd., \$1,000.00 ent. fee paid for house.  
Joseph Bodich, 143 Atlantic Ave, \$1,000.00 ent. fee paid for house.

Reviewed letter to Laurie Smith, B.H. Water Co., from Chris REF: \$17,0000.00 owed for use toward installation of new water line on Roads End.(NOW IN TOWN OF BBH FILE 2ND DRAW).

Reviewed Douglas Carter account and trustees said Chris would let us know what to do. SEA PIER. \$180.00 when open \$90.00 when closed.

Reviewed letter from Chris dated 6/7/96 REF: Pager #207-821-7458 to make him available at all times. (NOW IN MISC. CORRES. FILE 2ND DRAW.)

Reviewed minutes of 6/6/96 Atlantic Avenue Sewer Extention-Progress Meeting #2. (NOW ATTACHED UNDER THESE MINUTES.)

Reviewed letter dated 11-15-94 from Philip Sewall(Zip-Lube) REF: Bills for cleaning sewerage. (NOW IN MISC. CORRES. FILE 2ND DRAW).

Reviewed letter from Terry Lewis dated 5-9-96 REF: His connection into town sewer. Chris found Lewis to already tied in. (LETTER NOW IN MISC. CORRES. 2ND DRAW).

Copy machine bought from Bob Barter, trustees said to see if Glen Cole, from Mt. Vernon, me wants to buy or sell for us. Trustee do not want to fix it.

Chris to write letter to Nellie Baker stating we are not responsible for line in question.

Reviewed letter from SS&Logan dated 2-24-94 REF: BHSD/Chester Davis. (MISC. CORES. FILE 2ND DRAW).

Reviewed letter from Verrill & Dana dated 1-11-95 RE: Adams Pond Project (NOW IN ADAMS POND FILE TOP DRAW.)

Chris to check on grease trap at Marios to see if it was ever installed. Chris to report at next meeting. (MISC CORRES. 2ND DRAW.)

Reviewed letter from Wright Pierce dated 2-9-93 REF: Reports of Subsurface Investagation. (NOW IN WP FILE BOTTOM DRAW.)

BUDGET: Chris projects \$21,042.00 funding shortfall for operation 1996. Trustees reviewed options to remedy shortfall for short & long term. Discussion was held on options: sludge disposal, fringes benefits & personnel.

Operating expenses discussed original budget & plans to operate new plant. Cost overruns of sludge disposal will continue. This represents 10% of operating budget. Motion was made to accept Superintendents Recommendation to eliminate Operators Position which would save \$16,483.00 this year and \$32,966.99 in 1997. Alden made motion to eliminate position of operator-Horace seconded. Voted in favor 3-0 to eliminate position: effective Friday June 28, 1996, due to current shortfall. Trustees agreed to severance pay of \$50.00/month per year of service plus any unpaid vacation or sick time at operators current rate of pay plus any unused compensation time. This is contingent on return of all District Property and signed acceptance of this package, by operator.



Alden Jordan, Chairman

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



Alden Jordan, Chair.



Horace H. Lee, Treas.



Jon Marsh, Clerk



July 3, 1996  
Regular Meeting Boothbay Harbor Sewer District

PRESENT: Horace Lee                      Chris Higgins  
          Alden Jordan                    Vic Krea  
          Jon Marsh

Sharon instructed to go buy tape recorder for taking minutes from.

Opened bid for modifications to pump station -CONDON ELECTRIC was only bidder at \$106,067.00. Board agreed that this is over budget and decided to send back out to bid.

Pay request #3 \$116,727.18 to S.C.I. approved, 7-2. Change order for electrical #3, \$12,281.5 approved 7-2-96.

Board voted to bill Water Co. for #1,543.00-change order for extra pipe that they asked for- Factory Cove. Vic will take care of this.

Discussed Water leaks related to sewer project etc. Water System requested new line because of excessive breaks at Factory Cove. S.C.I. appears to have acted in good faith and should not be held liable. Vic will write letter stating Board will wait until spring and see how line holds up through winter.

Debbie Murray application for entrance fee: Board will allow quarterly payments at \$250.00.

Tom Tavenner delinquent Sewer Bill- Board voted to sell property. Agreed to auction in 90 day Bill Logan will notify and handle foreclosure.

Agreed to replace Wanda Pinkhams windshield that was broke by lawn mowing at plant by rock. take care of this.

Letter dated 6-20-96 from Chris to Nellie Baker stating line in question is not our responsibility as it a private line but we would be happy to help maintain line at owners expense. NOW IN FULLERTON ST. FILE TOP DRAW.

Reviewed letter dated 6/20/96 to Douglas Carter from Chris stating \$180.00 open quarters and \$90.00 closed qaurters. NOW IN MISC. CORR. 2ND DRAW.

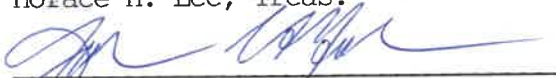
Following Entrance Apps. Approved:  
Mary Jane Lightbown, Pinkham Cove \$1,000.00 paid.  
Christine Bruen, 8Pinkham Cove, \$1,000.00 paid.

  
Alden Jordan, Chairman

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

  
Alden Jordan, Chairman

  
Horace H. Lee, Treas.

  
Jon Marsh, Clerk

July 17, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: Horace Lee                      Vic Krea  
          Alden Jordan                    Chris Higgins  
          Jon Marsh                        Eric Labelle  
   Laurie Smith

Signed Warrent # 820 in the amount of \$166,956.69.

Reviewed letter dated 7-10-96 to Bill Logan from Chris Higgins REF: Tavenner Property.  
(NOW IN TOM TAVENNER FILE 2ND DRAW WAY IN BACK.)

Reviewed letter dated 709096 to Maine Dept. of Labor from Chris REF: Thomas Marshall  
Unemployment Claim. (Now in Toms File 2ND DRAW.) Sharon spoke to Henry Hurford about  
this and he said we don't pay anything until we get billed.

Approved the following Entrance Applications:

1. Barbara Wilson, 138 Atlantic Ave., \$1,000.00 fee paid.
2. David & Ruth Eastwood, 1 Breakwater Rd., \$1,000.00 fee paid.
3. Deborah Murray, 126½ Atlantic Ave., \$250.00 paid and rest to be billed qaurterly  
3 more times.

Sharon instructed to deposit \$17,000.00 from Water Co. into Construction account  
D.

Laurie Smith here to discuss Lobster Cove & Factory Cove Roads.  
Vic research with FHA about reconstruction of water line.

Trustees discussed sludge disposal and options.

Sharon instructed to call Carlos Pilgrim at Boothbay to see if there was any  
type of assistance they could give Virginia Barlow, 86 years old old for her  
ready to serve charge (NOT CONNECTED IN), which she feels she can not afford to pay.  
FINDINGS:


Carlos said the only way they could assist her is if she came in voluntarily  
and filled out a General Assistance application, but then he felt sure she  
would not qualify.

Sharon, told she was not to work any more than 20 hours a week in office and she  
will not be being paid for the 3½ hours extra that she put in on 7-15-96.

  
Alden Jordan, Chairman

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

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

  
Horace H. Lee, Treas.

  
Alden Jordan, Chairman  
  
Jon Marsh, Clerk

August 7, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Horace Lee                      Chris Higgins  
Alden Jordan                  Sharon Grant  
Vic Krea

Signed Warrent #821 in amount of \$22,727.82.

Voted to pay Penta \$20,000.00 for final payment on project.

Reviewed letter dated 7-19-96 to Tindall & Callnan from Chris REF: Patrice Wheeler property, 10 School St. (Now in Top File Under School St.)  
Sharon now has an application for Entrance for 8-14-96 meeting.

Complaint from Patricia Merrill about her ready to serve charge. Trustees said she could contact Bill Logan thru her lawyer. NOW IN PATRICIA MERRILL FILE 2ND DRAW.

Louis DeRice-In asking why he has to pay  $\frac{1}{2}$  rate even when he has no water on and Trustee told Sharon, as per charter, he would would to continue to oat the  $\frac{1}{2}$  rate.

Sonny Simmons was inquiring if he could possibly (THE TRAILER PARK), go to metered account instead of being charged \$90.00 per unit. Chris will investigate. He new has 20.00 units @\$90.00=\$1,800.00 a quarter. We got a full years reading of his water usage and he had used 108,900 cubic feet of water which at the rate of 3.36 would equal \$3,569.04 for a full year.

Signature cards were signed on the 3 checking accounts at Key Bank so now Horace and Alden can sign the checks.

Lien release was signed by Horace as Russell Piercy, Lakeview Rd, WBBH account has been paid in full.

Approved the following entrance applications:

1. Arlene Wilson, 9 Factory Cove Rd., BBH      \$1,000.00 fee paid.
2. Carol Wright, 7 Factory Cove Road, BBH      \$1,000.00 fee paid.

Sharon wanted to know IF Trustees wanted to transfer \$ 8000.00 from Fleet Bank holding account (NON INTEREST BEARING) to the Gov. Flêet Bank Savings. She was instructed to call Vic.

FINDINGS: Vic said to transfer the \$8,000.00 to the Gov. Savings.

Sharon told by Trustees she would get paid for the 2 $\frac{1}{2}$  hours of work done at home, but is now not to take any home any will get paid for work done here.

\_\_\_\_\_  
Alden Jordan, Chairman

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

\_\_\_\_\_  
Alden Jordan, Chairman

\_\_\_\_\_  
Horace Lee, Treas.

\_\_\_\_\_  
NOT PRESENT  
Jon Marsh, Clerk

August 21, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: Horace Lee                      Vic Krea  
          Jon Marsh                      Clarence Brewer  
          Chris Higgins                McKola Bidanac

Signed Warrent #822 in amount of \$29,416.34

Clarence Brewer here to discuss insurance bill on work done on his line while doing new line down Atlantic Avenue Extension, This was tabeled as Alden was not here to discuss with other trustees. ALSO reviewed letter to Brewer from Chris NOW IN SCI TOP DRAW.

McKola Bidanac (91 Townsend Ave. Old Procter Building) here to discuss his bill. Trustees voted to charge him for 2 units (store & apt.). \$90.00 each unit when he is here and ½ rate each quarter he is not here.

Discussed Crane Assoc. Contract on Biosoilds. Waiting to hear from Bill Logan.

Approved the following Entrance Apps:

1. Patricia Wheeler, 10 School St. \$1,000.00 paid.
2. Philip Slayton, 2 Factory Cove Rd. \$1,000.00 paid.
3. Kevin Miller (McEvoy House) 16 Roads End. \$1,000.00 paid.
4. Elaine Alexander, 13 Roads End, 2 Units House & Cottage, 1,000.00 paid and \$500.00 to follow. *\$500.00 pd 8/23/96 scg*

Reviewed letter to Harold Simmons from Chris stating that he would continue to be charged \$90.00 per unit. NOW IN MISC. CORR. 2ND DRAW.

Reviewed letter to Spruce Point from Chris dated 8/10/96 REF: Pump Station#535-0162613-013 Chris said this was changed to Boothbay Harbor Sewer District 8/13/96. NOW IN SPRUCE ~~POINT~~ *POINT* FILE TOP DRAW.

Reviewed letter to Condon Electric from Chris dated 8/13/96 REF: They may proceed with upgrade project detailed in Project Specifications pursuant to the revision at their office 8/1/96 and contained in revised proposal 8/1/96. Project Cost:  
Original \$96,425.00  
less cred \$15,843.44  
Revised total \$80,581.56


NOW IN CONDON ELECTRIC FILE 2ND DRAW.

Reviewed letter from Logan to Carl W. Stintson Esq. REF: Engert/BHSD easement. NOW IN EASEMENT FILE TOP DRAW.

Reviewed letter dated 8/13/96 to Thomas Marshall from Me. St. Ret. Sys. NOW IN TOMS FILE 2 DRAW.

  
\_\_\_\_\_  
Horace H. Lee, Pro. tem.

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

  
\_\_\_\_\_  
Horace H. Lee, Treas.

NOT PRESENT  
Alden Jordan, Chairman

  
\_\_\_\_\_  
Jon Marsh, Clerk

September 4, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Alden Jordan  
Horace Lee  
Jon Marsh  
Chris Higgins

Signed Warrent #823 in the amount of \$452,142.29.

Approved entrance application in name of Paul Stucki, 1 Factory Cove Road. Entrance fee in the amount of \$1,000.00 was paid 8/23/96.

Alden and Horace have now both signed the signature cards for the 3 savings accounts at First Federal Savings & Loan.

Reviewed quit claim deed with covenant on Eric & Leah Fichtner, Gilead Street.  
(NOW IN SAFE WITH OTHERS.)

Reviewed Easement from Arlene I. Wilson to Boothbay Harbor Sewer District.( NOW IN SAFE WITH OTHERS).

Reviewed letter from Paul Driscoll from Norman, Hanson & Detroy to Chris, REF:  
McGoldrick Bros. Blasting Services v. BHSD and Scott Construction, Inc. D/b/a SCI Group Inc. (NOW IN NORMAN, HANSON & DETROY FILE - TOP DRAW).

Clarence Brewer - Trustees agreed to give a free entrance fee to compensate for broken water line on 29 Roads End, during sewer line replacement project. Break was 7 ft. From curb stop to break, at 29 Roads End. Board voted to give alternative of \$250.00 to cover break- Chris will correspond with Mr. Brewer with proposal choices.

BID FOR TELEMETRY SYSTEM:

Coastal Communications \$42,259.20.

Atlantic Communications \$39,462.20.

Board reviewed and award will be done at next meeting. Chris will also review.

  
Alden Jordan, Chairman

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

    
Alden Jordan, Chairman      Horace H. Lee, Treas.      Jon Marsh, Clerk



September 18, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: Alden Jordan, Horace Lee, Jon Marsh, Chris Higgins and Vic Krea.

Signed Warrant #824 in amount of \$23,935.60.

Approved the following Entrance Applications:

George McEvoy (Old Boothbay Town Garage), Boothbay, \$1,000.00 paid.

Walter Welch, 6 Factory Cove Rd., BBH., \$1,000.00 paid.

Reviewed letter to Clarence Brewer from Chris dated 9/5/96 REF: Roads End Property Water Line Damage Claim. (NOW IN FILE UNDER C. BREWER - TOP DRAW).

Board voted to withhold \$1326.40 from Scott's Retainage, based on Clarence Brewer's claim. Also voted to hold \$15,000.00 - Based on McGoldence lawsuit.

Board agreed to give Bruce Engert 1 free Entrance Fee \$1,000.00. Send letter to that effect, contingent on his granting right of way. Also, voted to give Henry Norweb 1 free Entrance Fee in exchange for right of way.


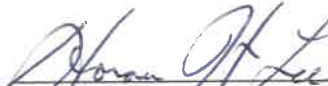

Board ACCEPTED bid by Atlantic Communications for \$39,462.20, for Telemetry Contract, for Pump Stations.

Board agreed to purchase gift for John Arsenault.

Board discussed Water District discharge of excessive alum, etc. and options available to Sewer District. Agreed to send letter expressing our concerns to system.

  
Alden Jordan, Chairman

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

    
Alden Jordan, Chairman      Horace H. Lee, Treas.      Jon Marsh Clerk

October 2, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: Horace H. Lee, Jon Marsh, Alden Jordan, Vic Krea and Chris Higgins

Signed Warrant #825 in the amount of \$48,825.71.

Approved the following entrance applications:

Arthur Seeley, 137 1/2 Atlantic Ave., BBH \$1,000.00 fee paid.

Christopher Loy, 5 Factory Cove Rd., BBH \$1,000.00 fee paid.

Rudolph Lukas, 137 Atlantic Ave., BBH \$1,000.00 fee paid.

Reviewed letter to Fishermans Wharf, REF: R. A. Webber bill in the amount of \$255.00 for cleaning and removal of an obstruction from their sewer line. (NOW IN MISC. COR. FILE-2ND DRAW.)

Reviewed letter to Coffin (D.E.P.), REF: Boothbay Harbor Sewer District ME 0100064 dated 9/20/96 from Chris. (NOW IN DEP FILE-TOP DRAW).

Reviewed letter to Paul Driscoll Norman, Hanson & Detroy dated 9/24/96 REF:

McGoldrick Bros. Blasting Services/vs Boothbay Harbor Sewer District & SCI.

A. Lien

B. Suit (Newall Wilson fence). NOW IN TOP DRAW UNDER SCI.

Reviewed letter from Logan to Alden Turner -District Loan Specialist dated 9/27/96, REF: Boothbay Harbor Sewer District Final Title Options & an Attorneys no litigation certificate. (NOW IN S.S. & LOGAN FILE - TOP DRAW).

Reviewed letter dated 9/5/96 to Alden Turner-District Loan Specialist from Logan REF: BHSD preliminary title option. (NOW IN S.S. & LOGAN FILE - TOP DRAW).

Reviewed letter from Logan to Chris dated 9/27/96 REF: Bio-Solids Removal Contract. (NOW IN S.S. & LOGAN FILE - TOP DRAW).

Reviewed letter to Chris dated 9/27/96 from Logan, REF: Aluminum Monitoring. (NOW IN TOP DRAW UNDER ALUMINUM MONITORING).

Reviewed letter to Board of Trustees dated 9/27/96 from Logan, REF: Charter Changes. (NOW IN TOP DRAW UNDER CHARTER). Board agreed to have Logan proceed with charter update.

Kevin Miller, Permit #199 Roads End and Elaine Alexander, Permit #200 Roads End still owe \$500.00 each for additional entrance fee. They should be notified.



Sharon instructed to file Contractors Affidavit - Atlantic Avenue Sewer Extension. (NOW IN TOP DRAW UNDER ATLANTIC AVE. EXTENSION).

Board approved TIME EXTENSION & BALANCING on Change Order #5.

\$108,789.05 pay request #4 was approved to S.C.I. / \$13,191.88 2% of total to be held 1 year \$17,400.00 is being withheld until liens & "Punch List" is completed.




Substantial Completion Certificate was approved by board.

Trustees approved \$1,500.00 Roads End Sewer & Water Entrance Fee / \$1,000.00 sewer \$500.00 water.

Bill Henry Norweb \$2,500.00 / \$1,000.00 for main dwelling & \$500.00 for additional units, replacement of waterline \$500.00. Credit same for use of land \$1,000.00. TOTAL BALANCE DUE \$1,500.00 from customer.

Bill Bruce Engert \$1,000.00 for sewer connection & \$500.00 for water line. Credit same \$1,000.00 for easement. BALANCE DUE \$500.00 from customer.

  
Alden Jordan, Chairman

    
Alden Jordan, Chairman    Horace H. Lee, Treas.    Jon Marsh, Clerk

October 16, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT: Horace Lee, Jon Marsh and Chris Higgins

Signed Warrant #826 in the amount of \$20,890.60.

Reviewed letter from Logan to Tavenner, dated 9/27/96. REF: Sewer Lien. (NOW IN TAVENNER FILE, BACK OF 2ND DRAW).

Reviewed letter from Chris to Kevin Crane, Crane Environmental Associates, REF: Biosolids. (NOW IN BIOSOLIDS FILE, TOP DRAW).

Reviewed letter from Chris to Logan, dated 10/11/96 REF: Charter Changes. (NOW IN CHARTER FILE, TOP DRAW).

Reviewed letters dated 10/11/96 to Kevin Miller and James Alexander, Roads End, from Chris stating each still owed \$500.00 entrance fee because of new water line. (NOW EACH LETTER IN WITH ORIGINAL ENT. APP., IN ENTRANCE APPLICATION BOOK, 3RD DRAW).

Reviewed letter from Alberta Rowes son H. Harvey Harrington, stating we should get more resident connections so bills won't be so high. (NOW IN MISC. CORR. FILE 2ND DRAW).

Approved entrance application i/n/o Rolf Ardolfsson, 11 Factory Cove Rd., \$1,000.00 fee was paid 10/09/96.

Discussed Fullerton St. Extension, Vic and Chris recommended work to be started and completed in May '97. Mike Haskell and Helen Brewer were present from Fullerton Street, wanting to know status of proposed extension. Chris assured Mrs. Brewer that District would keep her line free this winter.

Reviewed Chris's Employment Agreement and voted to table until next meeting in front of full board.

Reviewed correspondence and "HOUSE KEEPING" changes.

Chris requested Computer Station.


Trustees voted to increase JoAnne to \$8.80 per hour.

  
\_\_\_\_\_  
Horace H. Lee, Pro Tem.

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

NOT PRESENT

Alden Jordan, Chairman

  
Horace H. Lee, Treas.

  
Jon Marsh, Clerk

November 6, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Alden Jordan  
Horace H. Lee  
Jon Marsh  
Chris Higgins  
Vic Krea  
Bill Logan

Signed Warrant # 827 in the amount of \$130,290.03.

Approved the following entrance applications:

Eugene Kelley, 134 Atlantic Avenue, \$1,000.00 fee paid.  
Kenneth Benoit, 4 Factory Cove Road, \$1,000.00 fee paid.  
Newall Wilson, 10 Roads End, \$1,500.00 fee paid.

Reviewed several letters to District from Dennis Jumper, REF: Thomas Tavenner property and Public Auction Notice. Trustees discussed the former Tavenner Real Estate and options. Voted to accept \$15,000.00 to buy back deed by Mr. & Mrs. Frank King.

UNANIMOUS. Letters are now in Thomas Tavenner file for further reference.

Trustee voted for Sharon to transfer \$13,000.00 from Fleet Bank, none interest bearing account, to Fleet Bank Government Savings Account.

Reviewed letter from Logan dated 10/14/96 REF: Aluminum may be added to TABLE 4-A (page 11) and the District is required to go to public hearing. Chris will need to send Logan a copy of minutes of meeting indicating that the ordinance was amended. Bill Logan advised Board that a Public Hearing on Charter Changes must be held. LETTER NOW IN TRUSTEES FOLDER, TOP DRAW.

Trustees discussed policy regarding charge for accessibility to sewer (READY TO SERVE)

and criteria we should use. Board voted if sewer goes by property a "READY TO SERVE" fee will be charged, regardless of proximity of house.

Board discussed Biosolids Contract.

Reviewed letter to Logan from Chris dated 10-29-96 REF: Ready to Serve Charge. NOW IN CHARTER FILE, TOP DRAW.

Reviewed letter to Chris from Crane Environmental Assoc., REF: Comments on

Recommendations on Contract. NOW IN CRANE ENVIRONMENTAL FILE, TOP DRAW.


Reviewed letter from Verrill & Dana to Chris, REF: Charter Changes. NOW IN CHARTER FILE, TOP DRAW.

Reviewed letter to Elaine Alexander from Chris, stating that she still owes \$500.00 for Roads End for installation of new water line as part of the sewer construction project. NOW IN MISC. FILE, 2ND DRAW.

  
Alden Jordan, Chairman

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

  
Alden Jordan, Chairman

  
Horace H. Lee, Treas.

  
Jon Marsh, Clerk

November 19, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Horace Lee  
Alden Jordan  
Jon Marsh  
Chris Higgins

Signed Warrant #828 in the amount of \$57,987.11.

Tom & Pricilla Tavenner were present to discuss bills, liens, etc. Board agreed to accept \$15,000.00 from Tavenner if King's will break contract with District. Alden will discuss details with Dennis Jumper to consummate deal.

McSeagull's bill for \$35.00 will be looked into by Chris.

Discussed proper procedure for Charter Amendment ( collection of liens) . Chris will have Bill Logan write letter to Harbor Selectmen outlining changes.

Chris will communicate with Town to find money that was paid for Tom Marshall's retirement that was never used.

Discussed 1997 Budget and Rate Structure and metering possibilities.

Sharon instructed to take \$12.00 out of Petty Cash to re-imburse herself for wrapping Jolly's gifts.

Reviewed letter from Logan dated 11/5/96 Ref: Legislation/Charter Changes.  
NOW IN TOP DRAW(CHARTER).

Reviewed letter to Jumper dated 11/7/96 from Chris, Ref: Former Tavenner Real Estate.  
NOW IN THOMAS TAVENNER FILE, 2ND DRAW.

Reviewed letter to Chris from Logan dated 11/5/96 Ref: Ready to Serve Charge.  
NOW IN CHARTER FILE, TOP DRAW.

Reviewed letter to Laurie Smith from Chris dated 11/15/96, Ref: Transfer of RECD Funds to BHSD \$152,650.00. NOW IN TOWN OF BBH FILE, 2ND DRAW.

Approved the following Entrance Applications:

Heather Brewer, 132 1/2 Atlantic Ave., \$1000.00 fee paid.

Barbara Hall, 136 Atlantic Ave., \$250.00 fee pd. With other 3 \$250.00 payments to be billed quarterly.

Page 2 of 11/19/96 Meeting

Reviewed letter to Keith Varner, Esq. Dated 11/14/96 from Dennis Jumper, Ref: Thomas Tavenner. NOW IN THOMAS TAVENNER FILE, 2ND DRAW.

Reviewed letter from Chris dated 11/8/96 to James Cohen of Verrill & Dana, Ref: Charter Changes. NOW IN CHARTER FILE, TOP DRAW.

Reviewed letter from Chris dated 11/8/96 to Crane Environmental Associates, Ref: BHSD Biosolids Contract. NOW IN BIOSOLIDS FILE, TOP DRAW.

  
Alden Jordan, Chairman

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

  
Alden Jordan, Chairman

  
Horace H. Lee, Treas.

  
Jon Marsh Clerk



December 4, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Alden Jordan

Horace Lee

Jon Marsh

Chris Higgins

Signed Warrant #829 in the amount of \$82,875.68.

Reviewed copy of letter to Scott Adams from Jumper dated 11/21/96 REF: King's payment on Tavenner account. NOW IN TAVENNER FILE, 2ND DRAW.

Reviewed letter from Logan dated 12/2/96 to Trustees REF: Proposed Sewer District Charter Amendments. NOW IN CHARTER FILE, TOP DRAW.

Approved entrance application i/n/o E. G. Norweb, 33 Roads End. \$2500.00 payment was made 12/2/96.

Neal Reny was present and had questions about entrance fees on Roads End. Alden explained background and circumstances as to how some "breaks" were allowed for Engert and Norweb. Health questions were raised by Reny about Engert's current system. Reny also wanted to know why sewer could not handle all waste generated by water system adequately. All questions of Reny's were answered by Chris and Trustees to his satisfaction.

Reny also was curious as to how Bids were awarded to engineers- namely Wright Pierce and why no other engineering firms were not sought. We explained that in the past, the Trustees, were "comfortable" with Wright Pierce. This also was explained to Reny's satisfaction.

Trustees voted to set Dec. 17, 1996 as date for Public Hearing on Charter Changes.

  
Alden Jordan, Chairman

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

    
Alden Jordan, Chairman      Horace H. Lee, Treas.      Jon Marsh, Clerk

December 18, 1996

Regular Meeting Boothbay Harbor Sewer District

PRESENT:

Alden Jordan

Horace Lee

Jon Marsh

Chris Higgins

Signed Warrant #830 in the amount of \$13,200.47.

Reviewed letter dated 12-3-96 to Chris from Enterprise Electric REF: Atlantic Avenue Extension NOW IN ATLANTIC AVE. FILE-TOP DRAW.

Reviewed letter dated 12-4-96 to Chris from Pre-Cast Concrete Products of Maine, Inc. REF: Situation that developed with SCI Group Inc. And recent extension in Boothbay Harbor. (Roads End, Factory Cove, Atlantic Avenue, & Breakwater). NOW IN SCI FILE -TOP DRAW.

Horace wanted Sharon to just put in a reminder that HUD will be applying for sewer and buildings on Fishers Hill. # of units, etc. Keep on top of this.

Reviewed letter to BHSD from Town of Boothbay in favor of charter revisions. NOW IN CHARTER FILE - TOP DRAW.

Reviewed letter to Chris from Wright Pierce dated 12-9-96 REF: Atlantic Avenue Project Service Connections.

Reviewed letter to Bill Logan dated 12-12-96 REF: BHSD Charter Amendment. NOW IN CHARTER FILE-TOP DRAW.

Reviewed copy of letter to Ken Honey, Representative, District 58 from James Cohen REF: An Act to Conform the Lien Procedures within the Charter of the BHSD to the Statutory Lien Procedures available to Sanitary Districts. NOW IN CHARTER FILE-TOP DRAW.

Board voted unanimously to accept Crane Environmental Associates Inc. Proposal Contract #006009 as written.

Board voted Christmas Bonuses- \$100.00 Chris and \$50.00 to all other employees.

Discussed 1997 Budget- effective Jan. 1, 1997 Board voted 3% increase for all employees of Sewer District.

Discussed personnel policies and Chris's recommendations.

Page 2 of 12-18-96 meeting

Board authorized Chris to interview for Operator's position. Board will have final approval.

Board voted 3% increase in addition to original cost of living increase to Chris, effective January 1, 1997. (6% total).


Board discussed staggering Districts billings in thirds instead of all at the beginning of the same quarter.

  
Alden Jordan, Chairman

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

  
Alden Jordan, Chairman

  
Horace H. Lee, Treas.

  
Jon Marsh, Clerk