

DATE: September 16, 2019

**Boothbay Harbor Sewer District Board of Trustees
Public Hearing for District Referendum Vote on Charter Revisions
Regular Business Meeting**

In Attendance:

Deryl Kipp - Absent
Jim Stormont
Sam Morris
Chris Higgins

Lynette Page
Chris Hoskeer
Julie Hoskeer

It was noted that Chairman Kipp was absent from the meeting and that 2 trustees are required for a quorum. Trustee Stormont made motion for Trustee Morris to act as Chair Pro-Temp for the Public Hearing and the Regular Business meeting to follow. Trustee Morris seconded the motion. Vote was unanimous in favor.

Public Hearing on District Referendum Vote on Charter Revisions

Chair Pro-Temp Morris called the public hearing to order at 5:02 p.m. The superintendent distributed the specimen referendum warrants for the Town of Boothbay and Boothbay Harbor. The superintendent explained the purpose of the referendum is to vote on the sewer district charter revisions enacted by the legislature and signed into law by the governor on June 18, 2019. The superintendent advised the trustees the district has two years from June 18, 2019 to hold a referendum vote. The first opportunity for the vote is November 2019.

Trustee Stormont made motion to issue two warrants for a district wide referendum vote, one for the Town of Boothbay and the other for the Town of Boothbay Harbor, calling residents qualified to vote in town affairs, for each respective town, to meet on November 5, 2019, at each town's polling place, during polling hours, to vote on the June 2019 charter revisions. Trustee Stormont included the issuance of each warrant to the respective town constables for posting. Trustee Morris seconded the motion.

Trustee Morris opened the floor for discussion. Lynette Page asked about the charter revisions. The superintendent discussed the revisions section by section for the public. After discussion, Trustee Morris moved the question to vote. Vote was two in favor and none opposed with one trustee absent. The referendum warrants passed. The superintendent will distribute the warrant articles to each town constable for posting.

Trustee Morris asked for a motion to close the public hearing. Trustee Stormont seconded the motion. There was no discussion. Vote two close the hearing was unanimous with one vote absent. Trustee Morris thanked all for attending. The public hearing ended at 5:27 p.m.

Regular Business Meeting Called to Order:

Trustee Morris called the regular business meeting to order at 5:30 PM.

Review of the Minutes of September 3, 2019 Business Meeting

The minutes of the September 3, 2019, business meeting was reviewed. After review, Trustee Stormont made motion to accept the minutes as presented. Trustee Morris seconded the motion. Vote was unanimous.

Review of Warrants 1386

Warrant 1386 was reviewed. After discussion, Trustee Stormont made motion to execute the warrant. Trustee Morris 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: Murry Hill Properties and US National Bank

Trustee Stormont reviewed and executed the lien documents.

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 there were no issues with plant operations since the last meeting. The superintendent did report that the #2 blower evaluation revealed significant repair was needed to rehab the unit. The superintendent advised the cost estimate to be in the 5K range. A new unit is approximately 12K. Based on the cost difference the unit will be rebuilt.
 - a. St. Andrews Village Pump Station Upgrade – The superintendent reported Stevens Electric was onsite Friday, September 13th to run wire. The superintendent expects at least two more visits to get the station online.

Handwritten signature and initials in blue ink, located on the right side of the page. The signature appears to be 'S. H.' with a checkmark to the left.

- b. 21 Sea Street Property Line Issues – The superintendent advised Leighton and Associates has not set the pins as of this meeting date.
 - c. The superintendent advised DEP was onsite Tuesday, the 29th for their annual 3560 Inspection. The superintendent distributed the favorable report for review. No action was taken
 - d. The superintendent advised the office manager reported email customers stand at 260, direct debit customers at 221, for a year-to-date savings of \$363.55. In addition, website traffic was reported at 44 new and 8 returning visitors since the last meeting.
- 2. Odor Issues – Plant Odor Systems – Nothing to Report
 - 3. Plant Influent Hydraulic Study – Nothing to Report.
 - 4. Charter Review – See Public Hearing section above.
 - 5. Water District Meter Reading Fee - The superintendent reported he has still not received a draft agreement for review yet.
 - 6. Route 96 Project – The superintendent distributed RUS Bulletin 1780-27, Loan Resolution for the Route 96 Sewer Replacement Project. The trustees reviewed the Bulletin. After review, Trustee Stormont made motion to enact the following resolution. Trustee Morris seconded the motion,

BE IT RESOLVED that the Board of Trustees of the Boothbay Harbor Sewer District, Boothbay Harbor, Maine approves and accepts in all respects, a proposed loan in the amount of \$596,000 at an interest rate not to exceed Two and Three Quarter percent (2.75%) for a period of forty (40) years, from USDA Rural Development, for the purpose of replacing and extending sewer lines in the Route 96 Sewer Replacement Project in accordance with Loan Resolution (Public Bodies) RUS Bulletin 1780-27 and a proposed grant in the amount of \$254,000 in accordance with Grant Agreement RUS Bulletin 1780-12 and the Resolution of the Board of Trustees to authorize the Board Treasurer, and Board Clerk to deliver all documents, and to take any and all actions necessary to carry into effect such financing, including, but not limited to, Form RD 400-1, Equal Opportunity Agreement, and Form RD 400-4, Assurance Agreement.

RUS Bulletin 1780-27 was presented and voted upon as follows:

YEAS 2 NAYS 0 ABSENT 1

The "Resolution of the Board of Trustees of the Boothbay Harbor Sewer District, Boothbay Harbor, Maine" pertaining to the Rural Development Grant was presented and voted upon as follows:

YEAS 2 NAYS 0 ABSENT 1

The superintendent advised a certified copy of the minutes will be sent to USDA Rural Development.

7. Rate Review – Trustee Stormont asked about the status of the review. The superintendent advised he would check with Wright-Pierce. Trustee Stormont advised he would like to see something for the upcoming 2020 budget workshops.

New Business:

- 1. 2019 Audit Agreement with William Brewer and Associates**

The superintendent advised the 2019 Audit Agreement with Brewer and Associates, Bath, ME is in place. A copy of the agreement will be sent to Rural Development for their records.

Correspondence:

- 1. DEP 2019 3560 Inspection Report**

The superintendent had distributed the report.

- 2. Rural Development to FSD Law – Rt 96 Bond Closing Instructions.**

The Trustees reviewed the closing instructions letter.

Public Comment:

None.

Adjourn Meeting:

Trustee Morris made motion to adjourn the regular business meeting. Trustee Stormont seconded the motion. Vote was unanimous. The regular meeting ended at 1804 hrs.

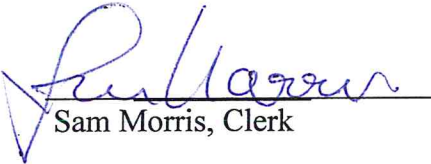
ABSENT

Deryl Kipp, Chairman


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

ABSENT

Deryl Kipp, Chairman



Sam Morris, Clerk



James Stormont, Treasurer