

**DATE: January 17, 2023**

**Boothbay Harbor Sewer District Board of Trustees Regular Meeting**

Attendees:

Trustees Deryl Kipp, Russell Hoffman, Trustee Jim Stormont, Superintendent Chris Higgins

**Call to Order:**

Trustee Kipp, called the regular business meeting to order at 17:00 hours. All materials were sent to the Trustees prior to the meeting. All materials were available to the public upon request.

The superintendent noted the meeting is available on Zoom, but no members of the public are logged into the meeting.

Meeting URL:

<https://us02web.zoom.us/j/89834634936?pwd=V2N4eG9zbEJiTkc5VkZNVzBXTk5TQ09>

**1. Review and Execute Minutes of January 3, 2023:**

Trustee Stormont made motion to accept the minutes of January 3, 2023, as presented. Trustee Hoffman seconded the motion. Vote to accept was unanimous (3-0).

**2. Review and Execute Warrant #1459:**

Trustee Hoffman made motion to approve Warrant 1459 as presented. Trustee Stormont seconded the motion. Vote to execute was unanimous (3-0).

**3. Execute 60-Day Late Letters: Bean, Jordan, MacMahan, Terri, Mitchell, Robert, Snowman, Evelyn L. c/o Lisa Page**

The Board reviewed the letters and Trustee Stormont executed the letters.

**4. Execute Demand Notices: Engert, Bruce, Noonan, Deborah & Christopher Keir**

The Board reviewed the letters and Trustee Stormont executed the letters.

**5. Execute Lien Discharges: Michael Roberts**

The Board reviewed the discharge and Trustee Stormont executed the discharge.

**6. Execute Lien Certificates: None**

**7. Execute Notice of Impending Foreclosure: None**

**8. Sewer Entrance Application(s): None**

**Old Business**

**1. Plant Operations**

**A. Routine Operations** – The superintendent reported mostly normal operations, maintenance, chemical usage for the plant since the last meeting. The superintendent advised the plant was operating on one tank due to the steel replacement work.

**1. Riparian Rights/Seawall Project Work** – The superintendent reported the district received an email from Geoff Smith (Town CEO) (attached) with a response from the town's attorney John Cunningham. The board read the email. The superintendent advised he sent a response email to Geoff Smith regarding the 70% coverage area within the wall making the lot non-conforming. The superintendent advised the lot is already non-conforming and has asphalt covering over 70% of the lot and has been this way since the plant was built in 1963. The superintendent advised the sea wall would not increase the asphalt coverage more than existing. The superintendent advised he has not received a response yet.

**2. Plant Evaluation** – The superintendent reported Wright-Pierce, the district, Julia Latter, BBH Town Manager, and Dan Bryer, Boothbay Town Manager met remotely on January 12, 2023, to discuss possible economic development, zoning issues, and residential expansion and its impact on the treatment plant. Both town managers did not see any significant development in either town that would impact flow/loads to the treatment plant over the next 5-10 years. Wright-Pierce and the superintendent agreed to evaluate the plant on current design and include caveats for possible localized development in the evaluation narrative.

**3. SBR Steel** – The superintendent advised the steel replacement in SBR 1 is completed and the tank back online. The steel in SBR 2 is being replaced today and will be finished on the 18<sup>th</sup> with the tank expected to start filling around noon on the 18<sup>th</sup>.

**4. Centrifuge Issues** – The superintendent reported the new HMI was received and installed. However, the unit was not talking with the control PLC. Andritz

✓  
VCP  
HHJ  
JK

was notified. The district was notified Andritz would be in Searsport for a service call would stop by on the 18th and check it out.

All other operations and maintenance at the plant and collection system were routine.

**2 Personnel – Nothing new to report.**

**3. Manhole Rehabilitation Project – Nothing new to report.**

**New Business**

**1. Mill Cove Pump Station Force Main -** The superintendent reported he received a call of a water leak today at the Mill Cove Station. The water District determined it was not a water main leak. After investigating, it was determined the leak was sewer and determined, with the assistance of the water district, the location of the force main. The superintendent advised resources were secured and the repair scheduled for the 19<sup>th</sup>.

**2. Year End Investment Report from the First –** The trustees reviewed the report.

**3. March Meeting Schedule –** The superintendent advised he would be on vacation for 3 weeks in March and that he would not be physically present for the March 20 meeting. The superintendent did advise he would be able to remote into the meeting. After discussion, the trustees decided to cancel the March 20 meeting unless absolutely necessary. The superintendent advised he would be accessible via phone and email.

**Correspondence:**

**1. Waterfront Park Wastewater –** The superintendent distributed a letter to John O'Connell of the Waterfront Park Group. The Group asked the superintendent to characterize the district's wastewater in comparison to the expected splash pad water. (See the attached). No other discussion or action occurred.

**Public Comment: None**

**Adjourn Meeting:**


Trustee Kipp asked for a motion to adjourn. Trustee Hoffman made that motion. Trustee Kipp seconded. Vote to adjourn was unanimous. The trustees adjourned the meeting at 1732 hours.

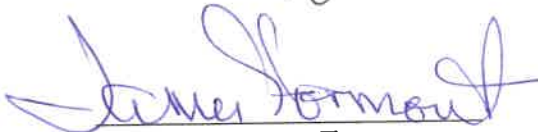
  
Deryl Kipp, Chair



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

  
Russell Hoffman, Clerk

  
James Stormont, Treasurer