

DATE: May 15, 2023

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

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

Call to Order:

Trustee Kipp called the regular business meeting to order at 16:54 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.

Meeting URL:

<https://us02web.zoom.us/j/89834634936?pwd=V2N4eG9zbEJiTkcyVkZNVzBXTk5TQT09>

1. Review and Execute Minutes of May 1, 2023:

Trustee Stormont made a motion to accept the minutes of May 1, 2023, as presented. Trustee Hoffman seconded the motion. The vote to accept was unanimous (3-0).

2. Review and Execute Warrant #1466:

Trustee Hoffman made a motion to approve Warrant 1466 as presented. Trustee Stormont seconded the motion. The vote to execute was unanimous (3-0).

3. Execute 60-Day Late Letters: None

4. Execute Demand Notices: Boothbay Region Healthcare

Trustee Stormont reviewed and executed the Demand Notice

5. Execute Lien Discharges: None

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. David Pratt advised the Meadow force main was leaking in front of 150 Townsend Avenue. The superintendent advised that pipe was a 6-inch main made of C900 PVC. The superintendent will contact Hagar Enterprises to initiate repairs.

- 1. Riparian Rights/Seawall Project Work** – The superintendent distributed the updated electrical option concepts. Three options were discussed. After discussion the Board settled on Option 3. The superintendent would advise WP of the decision.

The superintendent forwarded a draft email for the project abutters to the Board for review. The email was informational and also contained information on proposed construction easements. The Board approved the email and Trustee Stormont recommended a meeting date of May 30 at 2:00 p.m. All agreed. The superintendent will forward the email.

- 2. Plant Evaluation** – Nothing to report.

- 3. Sea Water Intrusion** – The superintendent advised the plug was removed from Fisherman's. The superintendent advised the plumbing was isolated over the water and the new pump station is expected to arrive next week. Once installed the remaining plumbing will be connected and that part of the Inn will be operational. The superintendent advised Fisherman's engineer will forward a certification letter to the district advising the system is tight and ready for operation. Once verified, the grout plug will be removed.

- 4. DOT Paving** – The superintendent advised paving was supposed to start on May 9 and 10 on Route 96 from Rt 27 to the Boothbay Town line and on Union from Oak to Atlantic and on Atlantic from Union to Sunset Road. Paving did not happen. No schedule as to when the paving will occur. The superintendent will follow up with Hagar Enterprises.

- 5. DEP Plant and Lab Inspection Report** – The superintendent distributed the report. The inspections went well with some minor clerical updates required. The superintendent the updates had been completed.

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

- 2 Personnel** – Trustee Stormont made motion to enter executive session pursuant to Section 405, 6.A.1, Personnel Matters. Trustee Kipp seconded the motion. The Board entered executive session at 1725 hrs. The Board came out of executive session at 1735 hrs. and returned to the regular meeting. No other action was taken.
- 3. Manhole Rehabilitation Project** – The superintendent reported both crews are making very good progress. The superintendent advised a pay requisition is being drafted and this requisition should exhaust the construction loan funds. This should allow the district to close on the loan and issue the bond.

New Business

1. Maine Power Options Oil and Propane Bid for 2023-2024

The Board reviewed the bid and were pleased with the pricing received. Oil is at \$2.869 per gallon from CN Brown and propane is at \$1.47 per gallon from Downeast Energy. The superintendent advised the electric bidding is currently underway and the district's electric contract expires in November 2023.

2. Town Lien Processing on 2 Properties

The superintendent informed the Board that the Town was starting the lien process on properties at 20 Atlantic Avenue and 9 Park Street. The superintendent advised the properties had outstanding sewer bills of \$148.77 and \$108.81 respectively. The superintendent asked if the Board wanted to protect the district's interest in the properties. The Board decided not to act at this time.

Correspondence:

- 1. Tamara Duncan 42 Howard Street** – The Board reviewed the letter regarding an additional billing unit at the property.

Public Comment: None

Adjourn Meeting:

Trustee Kipp asked for a motion to adjourn. Trustee Stormont made that motion. Trustee Hoffman seconded. The vote to adjourn was unanimous. The trustees adjourned the meeting at 1804 hours.

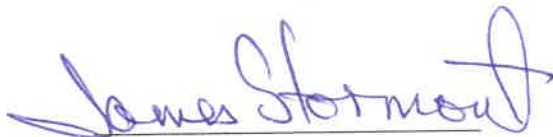

Deryl Kipp, Chair



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