

¹⁹~~17~~
DATE: June 17, 2023

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Trustees Deryl Kipp, Trustee Jim Stormont, Trustee Russell Hoffman, Superintendent Chris Higgins, Wright-Pierce via Zoom – Bryanna Denis, Kettie Cormier, Ron Williams

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 noted the meeting is available on Zoom.

Meeting URL:

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

1. Review and Execute Minutes of June 5, 2023:

Trustee Stormont made a motion to accept the minutes of the June 5, 2023, meeting as presented. Trustee Hoffman seconded the motion. The vote to accept was unanimous (3-0).

2. Review and Execute Warrant #1469:

Trustee Hoffman made a motion to approve Warrant 1469 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: None

5. Execute Lien Discharges: None

6. Execute Lien Certificates: None

7. Execute Notice of Impending Foreclosure: None

8. Sewer Entrance Application(s): None

[Handwritten signatures: ABC and VPS]

Old Business

1. Plant Operations

- A. Plant/Collection System Operations** – The superintendent reported mostly normal operations, maintenance, chemical usage for the plant and collection system since the last meeting.

The superintendent advised the service lateral into the old center café lot in the Boothbay Common was restored for use. The lateral was destroyed during the Roundabout work. Shannon's Unshelled has set up business on the lot. PGC III paid to have the service restored.

- 1. Riparian Rights/Seawall Project Work** – Trustee Kipp turned the floor over to Bryanna Denis and her Wright-Pierce crew. Ms. Denis introduced her team. The Board acknowledged they had previously looked at the façade options and their preference were the Butterfield series. Trustee Stormont asked about pricing. Ms. Denis did not know the cost and will reach out to the vendors and get some pricing. Construction methods and materials were discussed. After discussion the trustees requested WP get pricing on the three product lines discussed and forward the information to the Board for further future discussion.

The superintendent reminded the Board of the June 28 meeting with the Signal Point Homeowner Association Board regarding the sea wall project. Trustee Kipp advised he would not be in attendance, Trustee Hoffman would attend via Zoom, and Trustee Stormont would be in attendance. Ms. Denis advised she would be in attendance.

- 2. Plant Evaluation** – The superintendent advised Wright-Pierce is continuing their modelling work on the outfall. WP has recommended the diffusers and the outfall pipe be inspected. A diving company will be secured to physically inspect the diffusers and the District will contact Vortex, Inc. to video inspect the outfall pipe interior. This work is needed to assist in the hydraulic model verification.
- 3. CIP and Rates** – Ms. Denis advised work on the CIP and future rate impact analyses are ongoing and are awaiting the final plant evaluation so final financial impacts are known and then can be updated.
- 4. Sea Water Intrusion** – The superintendent advised the State of Maine Dept of Health and Human Services has forwarded a letter to Fisherman's demanding they shut down any facilities located over the water until the plumbing issue have been approved by DHHS.

5. **Butler Road Workforce Housing and CMBG Sewer Updates** – The superintendent advised Sebago has submitted drawings for the sewer system and are under review. The superintendent advised the revised flow data and pump selection were also submitted and are under review along with downstream impact to PS 09. Hopefully, we will have completed the review within the next weeks and return with comments.

The superintendent reported he attended a meeting with CMBG, Water District, the YMCA, on June 13. Dan Bryer was not at this meeting. Strategies were discussed for running water and sewer to CMBG and the Barter's Island Road YMCA facilities. The two groups will be working together to secure funding from their donors to pay for preliminary cost estimate development for grant writing purposes.

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

2 Personnel – Nothing to report.

3. **Manhole Rehabilitation Project** – The superintendent reported Insituform has submitted their final pay request for their retainage on the relining portion of the project. That will be submitted to USDA for grant funds and once received, the district will pay the bill. This will close out the relining portion.

New Business

1. **Relining/Manhole Rehabilitation Project Bond Closing** – The superintendent reminded the Board the bond closing for the Relining/Manhole Rehab Project is scheduled for June 22 and that the bond closing will be done via mail. The superintendent will advise when the documents arrive.
2. **Interim Financing – Sea Wall Project** – The superintendent advised the County ARPA funds are now exhausted and requested the Board authorize setting up interim financing for the Sea Wall Project with the First. The superintendent advised 8.5 million dollars should cover the project. The district has roughly 8.2 million in grant funds earmarked for the project. Trustee Kipp made the motion to set up interim financing with the First for 8.2 million. Trustee Hoffman seconded the motion. The vote to authorize was unanimous.
3. **July 3, 2023, Trustee Meeting** – The superintendent asked if the Board wished to meet during this holiday period. Trustee Stormont advised it would be easier to meet on July 5 instead. All agreed to hold the meeting on July 5.

Correspondence:

1. **Carrie Kipfer – Lincoln County Final ARPA Funding Report** – The superintendent distributed the final funding report. The superintendent advised the \$200,000 grant from the County is now exhausted.

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 1820 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