

DATE: April 18, 2022

Boothbay Harbor Sewer District Board of Trustees Regular Meeting

Attendees:

Trustees Deryl Kipp, Jim Stormont, Jay Warren, Superintendent Chris Higgins

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.

1. Review and Approve Minutes of April 4, 2022:

Trustee Warren made motion to approve the minutes of April 4, 2022, as presented. Trustee Kipp seconded. Vote to approve was unanimous (3-0).

2. Review and Execute Warrant #1443

Trustee Warren made motion to approve Warrant 1443 as presented. Trustee Stormont seconded the motion. 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: Kevin L. Barter, Capitol Island North Realty Trust, Bruce C Engert, William Robert Reed Irrevocable Trust U/A Dated 09/26/2016

Trustee Stormont reviewed and executed the lien certificates.

7. Execute Notice of Impending Foreclosure: None

8. Sewer Entrance Application(s): 127 Lobster Cove Road

Old Business

1. Plant Operations

A. Routine Operations – The superintendent reported normal operations for the plant since the last meeting.

1. **Riparian Rights/Seawall Project Work** – Boothbay Region Surveyors were here last week finishing their spot survey work on elevations of the plant openings. Their data will be forwarded to Wright-Pierce for inclusion in design efforts. The superintendent advised an application for ARPA funds has been submitted to Lincoln County.
2. The superintendent advised the trustees the #1 sodium hypochlorite tank was installed, piped, and pressure tested by the BBHSD crew. No leaks were encountered.
3. **MeDOT Projects** – The superintendent advised the paving work on Western Ave, Oak Street, and Townsend Avenue will begin sometime during the latter part of May. A pre-construction meeting is scheduled for April 22 at 1:00 via Microsoft Teams.

The superintendent reported Hagar Enterprises is doing an exceptionally excellent job on the Atlantic Avenue drainage work. No broken sewer pipes to date.

4. **DMR QA 42** - The superintendent reported the laboratory audit samples have been received and will be analyzed in the coming weeks and data submitted. The Audit is an annual blind parameter analysis on analytes contained in the District's MePDES permit required by EPA. The Audit closes the middle of June.

 All other operations and maintenance at the plant were routine.

B. Collection System Operations

1. **Footbridge/Mill Cove Station Panel Upgrade** – The superintendent reminded the trustees the new control panels will be installed on April 20 and 27. District personnel installed new conduit for the new floats and level control at Mill Cove. The existing conduits will be used at Footbridge.
2. **Factory Cove (PS 13)** – The superintendent advised all materials to have now arrived for the new electrical upgrade. The new pumps will be installed after district personnel install the new conduits, explosion proof boxes, and pull new wire.
3. **DigSafe Traffic** – The superintendent reported an uptick in DigSafe requests since the last meeting. Most of the requests are for poles and signage. The crew inspected the sewer service installation at 127 Lobster Cove Road.
4. **Seasonal Stations** - The superintendent reported the seasonal stations on McKown Point are now turned on and ready for the season.

C. Website Traffic – Nothing to Report.

2. **Personnel** – The superintendent advised the Collection System Tech position is still advertised with no applicants responding. The position continues to be posted on job sites throughout New England.
3. **Odor Issues** – Nothing to Report
4. **Blower Evaluation** – The superintendent reported no response from Wright-Pierce regarding the review questions submitted by the district as of this meeting date.
5. **Manhole Rehabilitation Project** – The superintendent reported Change Order #1 was executed with Green Mountain. Green Mountain advised they will start their work at the end of September.
6. **Fullerton Street/Tupper Road Sewer Project** – The superintendent reported Wright-Pierce is updating the estimate for the project.
7. **Water/Sewer District Consolidation** – See Ziegra Email under Correspondence
8. **Small Mall Roof Issues** - The superintendent reported he has been in contact with the new property owners and has been assured the issues will be resolved promptly. The Boothbay Harbor Code Enforcement officer is tag teaming to get the issues resolved.
9. **LD 1911** – The superintendent reported LD 1911 was passed by the legislature and the bill forwarded to the Governor for expected signature. This bill essentially shuts down Hawk Ridge Compositing Facility in Unity. The district's sludge will now require landfilling at the Juniper Ridge landfill in West Old Town. The district has yet to see the new tipping fees associated with this change, but it is expected the new fees will increase from the current \$87/ton to somewhere around \$200/ton.

New Business

1. May 6 Election Warrant

The superintendent reported the election warrants were posted in the town and post office in Boothbay, post office in Trevett and East Boothbay, the town office in Boothbay Harbor, the post offices in West Boothbay and Boothbay Harbor, and published in the Boothbay Register.

2. West Harbor Pond Donation

The superintendent presented a donation from the West Harbor Pond Association for the sewer district's continued support with their water quality work. The trustees graciously accepted the donation.

Correspondence: Jon Ziegra – Boothbay Region Water District email

The trustees briefly discussed the email content, some of which, the trustees thought had no place in the email thread regarding consolidation discussions. The trustees directed the superintendent to respond to the email regarding a potential June meeting for potential consolidation discussion purposes.

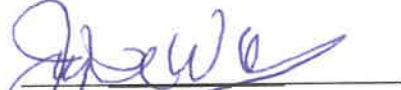

Public Comment: None

Adjourn Meeting:

Trustee Kipp asked for a motion to adjourn. Trustee Warren made that motion. Trustee Stormont seconded. Vote to adjourn was unanimous. The trustees adjourned the meeting at 1743 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
Jay D. Warren, Clerk
James Stormont, Treasurer