

**DATE: April 17, 2023**

**Boothbay Harbor Sewer District Board of Trustees Regular Meeting & Public Hearing on Septage Rates**

Attendees:

Trustees Deryl Kipp, Trustee Jim Stormont, Trustee Hoffman, 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.

Meeting URL:

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

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

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

**2. Review and Execute Warrant #1464:**

Trustee Hoffman made a motion to approve Warrant 1464 as presented. Trustee Stormont seconded the motion. The vote to execute was unanimous (3-0).

**3. Execute 60-Day Late Letters: Abbe, Benjamin, Bean, Jordan, Boothbay Region Healthcare, Inc., Khalsa, Guru Sangat Singh**

The Trustees reviewed the letters and Trustee Stormont executed the same.

**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): PGC – 54 Grandview Avenue**

The trustees reviewed the application and executed the same. The superintendent advised the application was for the redeveloped old Druce Property.

## **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 DEP will be back onsite to complete the laboratory inspection on April 27, 2023, for BOD and Enterococci. The superintendent reported the plant violated its discharge permit in March for percent removal of BOD. The calculated value for percent removal was 84%, the minimum permit requirement was 85%. The cause was weak influent concentration due to spring runoff. A report was submitted to DEP explaining the violation.

**1. Riparian Rights/Seawall Project Work** – The superintendent advised he had not heard on the four applications for Congressional Discretionary Spending funds. The superintendent distributed the previously sent information regarding the potential electrical relocation as part of the sea wall project. The board found the information confusing and requested the superintendent have Wright-Pierce attend the next meeting to thoroughly discuss.

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

**3. Sea Water Intrusion** – The superintendent advised Tugboat has been repaired and inspected by the Town, the plugs have been removed, and the property is ready for business.

The superintendent advised Fisherman's is still a work in progress and the plug is still in place at the property.

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

**2 Personnel** – The superintendent distributed the superintendent candidate information package that was previously sent via email. The board discussed the information and would like to have the candidate come to an interview. The board directed the superintendent to discuss arrangements with CMA for some time in early May.

**3. Manhole Rehabilitation Project** – The superintendent reported Vortex has completed the cementitious lining work on Union Street and Atlantic Avenue. Green Mountain was onsite today to complete Phase A cementitious work. All the work is supposed to be completed by Memorial Day.

## **New Business**

### **1. Public Hearing for Septage Fee Increase**

Trustee Kipp opened the public hearing to discuss the potential increase in septage fees for the remainder of 2023. The purpose of the increased disposal fee is to recoup the septage portion of the \$38,000 budget shortfall due to the increased sludge disposal fees imposed in February by Casella. The superintendent advised the public hearing was advertised in the Boothbay Register and copies of the notice were sent to all of the haulers who dispose at the plant. It was noted there were no members of the public in attendance nor were there any logged into Zoom. The superintendent advised he had spoken with Martin Page (Page Septic) and Willie Thayer (Ideal Porta Potty) about the proposed increase. Both understood the district's position on the increase. After discussion Trustee Hoffman made a motion to increase the septage disposal fee from \$0.23/gal to \$0.30/gallon. Trustee Kipp seconded the motion. The vote to increase was unanimous (3-0). Trustee Stormont made a motion to close the public hearing. Trustee Hoffman seconded. Voting to close and return to the regular business meeting was unanimous (3-0).

**2. Funds Transfer** – The superintendent asked the board to authorize funds transfer in the amount of \$124,000 from the District's Equipment Reserve Fund to the regular checking account to pay for the new SCADA equipment and control panels for the Lobster Cove, Atlantic Avenue, Breakwater, and Factory Cove Road pump stations. After discussion, Trustee Stormont made a motion to transfer the funds. Trustee Hoffman seconded the motion. The vote to transfer was unanimous (3-0).

**3. Odor Complaints-** The superintendent distributed the odor log commencing April 9, 2023, through April 13, 2023. All of the complaints came from John Hennessey. No other action was taken.

## **Correspondence:**

**1. Maine Municipal Health Trust** – The Board reviewed the regarding the MMA/Anthem TPA selection.

**Public Comment:** None

## **Adjourn Meeting:**

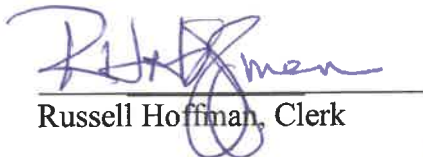
Trustee Kipp asked for a motion to adjourn. Trustee Stormont made that motion. Trustee Hoffman seconded. The vote to adjourn was unanimous. The trustees adjourned the meeting at 1814 hours.

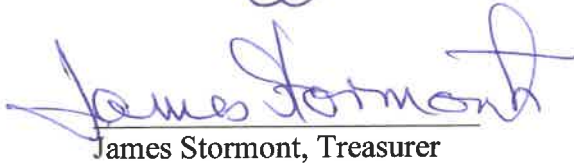
VC  
AK  
BJA

  
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