

**NVC UTILITIES MEETING
MINUTES
November 6, 2009**

Present: Chairman: David Crofoot; Committee Members: Denis Wang via telephone, Judy Metcalf via telephone, Jane Strauss, Ned Lightner; Treasurer: Bill Cressey; Superintendent: Dick McElhaney; Office Manager: Paul Bartels.

Chairman Crofoot called the meeting to order at 2:40 PM.

Minutes

Judy Metcalf moved to approve the minutes from the last meeting as revised by Chairman Crofoot, seconded by Jane Strauss, **Voted – All in Favor.**

Budgets

Bill Cressey reviewed some changes to the last draft of the budgets that he and Dick McElhaney have been discussing. One of the items discussed was Bookkeeper expenses. Bill explained that the bookkeeper amount will need to be raised to enable her to perform “clean up” work on expenses that had not been allocated properly over the years. He noted as this work progresses her hours will diminish in 2011.

Another item discussed was the proposed COLA raise for employees proposed by Dick McElhaney. Bill compared NVC with a company he is dealing with in New York and said that they did not give any COLA raises this year and the Overseers would probably not approve the raise. Dick McElhaney questioned the relevancy of comparing a board and company in New York with the NVC and its board in Bayside. Judy Metcalf pointed out that this raise is not only cost of living, but a means of giving recognition to employees of good performance.

Financials

A review of the financials showed a large amount of funds in the Sewer checking account. Judy Metcalf moved that \$60,000 be moved to an interest bearing account at a financial institution prescribed by the Treasurer and Superintendent. David Crofoot seconded - **Voted all in favor.**

Dick McElhaney recommended a separate name be given to the account to distinguish it from the Sinking Fund Reserve. Bill Cressey suggested it be named “Operating Fund Reserve” to which everyone agreed.

The Water checking account also had a large balance. After discussion, Judy Metcalf moved that \$30,000 be moved to an interest bearing account at a financial institution prescribed by the Treasurer and Superintendent, seconded by Ned Lightner - **Voted all in favor.**

A separate account in water similar to sewer will distinguish this amount from the Sinking Fund Reserve in water as well.

Dick McElhanev reminded the Committee that we will be getting a rebate of \$15,000 from the Maine Municipal Bond Bank in December. Judy Metcalf suggested it be co-mingled with money already in the water Sinking Fund Reserve.

SUPERINTENDENT’S REPORT

Sewer Department

September 2009 Effluent Monitoring Data

The NVC was in full compliance of its wastewater discharge license in September. There were no license exceptions.

Flow averaged 8,200 gpd compared to 24,500 gpd in September of 2008. Flow ranged from a low of 3,000 on the 23rd to a high of 15,800 on the 5th.

Precipitation this September totaled 1.94 inches (YTD low) compared to 9.61 inches in September of 2008.

TSS and BOD averaged 2.2 lbs/day (36 mg/l) and 4.7 lbs/day (95 mg/l), respectively.

See performance table below for this month’s comparisons, averages, year-to-date highs and lows, permit limits, and year-to-date violations.

Performance Table

Parameters	September	August	YTD Lo	YTD Hi	YTD Ave	2008 Ave	DEP Limit	Violations
Flow GPD	8200	20300	7719	41300	23990	22642	63000	0
Precip Inches	1.94	4.99	1.94	8.02	4.89	5.10	n/a	0
TSS lbs/d	2.26	6.6	.8	6.6	2.57	2.9	76	0
TSS mg/l	36	46.5	6.0	46.5	20.36	18.5	145	0
BOD lbs/d	4.7	13.7	1.8	13.7	6.48	8.2	107	0
BOD mg/l	95	95.3	15	95.3	49.92	56.5	203	0
TSS % Rem	88	84	84	98	92.9	94.2	50	0
BOD % Rem	68	67.2	67.2	95	84.9	80.3	30	0
pH lo	6.7	6.7	6.5	6.8	6.68	6.7	6.0	0
pH Hi	6.9	6.9	6.9	7.0	6.93	6.9	9.0	0
S.S. ml/l	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	Report	0
F Col/100 ml	0	0	0	0	0	<2	15-ave	0
F Col/100 ml	0	0	0	0	0	2.0	50-max	0

Note: The last NVC Sewer Dept. violation was in February of 2006 which was for flow. No violation for TSS and/or BOD has occurred since August of 2005.

October 2009 Snapshot

The NVC Sewer Department will be again in full compliance with its discharge license in October. Flow will average about 11,000 gpd. Precipitation as totaled by the Belfast Water District at Little River was 5.95 inches or about 2 inches above normal for an October month.

Shore Road Pump Station

Per the committee's recommendation last month, the Department has moved up its schedule to replace the worn wiring on one of the two submersible pumps. Stevens Electric plans to have this done by the end of this November. The Department has asked Stevens to also inventory a replacement check valve and flexible coupling for the NVC as well. The spare parts will be stored in the shore road pump house for later use.

FL-16 Data Logger

The Department has gone ahead and purchased the FL-16 Data Logger for monitoring I&I it trialed last month. Currently the logger is in place and monitoring flow from Cobe Road.

Capstone Outfall Design

Dick Brockway, with Dr. Crofoot's and the Department's blessing has been in contact with professors at Maine Maritime Academy in Castine, Maine to design a retrofit or replacement of the treatment plant outfall pipe. No word to date from either them or UMO, who Mr. Brockway first contacted, of any student decision to pick the NVC submittal for their senior project.

Water Department

September 2009 Usage and Water Quality

Water consumption during September averaged 23,400 gpd compared to 40,100 gpd in August and 23,900 gpd in September of 2008. The average weekly chlorine residual in the drinking water was .05 ppm compared to the recommended level of less than .2 ppm. The monthly coliform test result was negative.

NVC Vault Water Meter

Per the NVC interlocal agreement with the Belfast Water District (BWD), the 4-inch water meter that measures the Village's water purchases from BWD was pulled and taken to the Bangor Water District for an accuracy test on October 21st. The meter passed and was re-installed the same day after a 5 hour turnaround. Meter certification is required every two years.

Seasonal Meter Removals

Bill Paige has reported that the majority (if not all by now) of summer water meters have been brought in from the cold for the winter season. He also noted that 4 of the meters and/or their plumbing that were removed by residents or their private plumbers were damaged or improperly detached. In one case he found that a resident (perhaps innocently) had also installed an outside water spigot ahead of the meter presumably for washing their car and/or watering their lawn. This will be removed before the meter is re-installed next spring and any repair costs incurred by the Department for the damaged meters or the plumbing will be billed to the customer.

It was the view of the Committee that the customers with damaged meters should receive a letter from the Utilities Department telling them about the damage and the possible consequences. McElhaney said he would address the issue.

Adjourn

Next meeting scheduled for December 4, 2009.

Judy Metcalf moved to adjourn Jane Strauss seconded at 3:30 PM, **Voted - all in favor.**

Submitted by Paul Bartels