

**NVC UTILITIES MEETING
MINUTES
July 12, 2013**

Present: Committee members: Dick Brockway, Ned Lightner; Judy Metcalf by phone; Superintendent Dick McElhaney; D.O. Bill E. Paige; Treasurer Bill Cressey; Office Manager Paul Bartels.

Absent: Chairman David Crofoot; Committee member Denis Wang

Judy Metcalf called the meeting to order at 10:00 AM.

Minutes

Ned Lightner, moved to approve the minutes from the June 7th utilities meetings, seconded by Dick Brockway – **Voted and approved.**

Financials

Review was postponed due to Bill Cressey's absence. The Trustees did discuss the impact on the Utilities' budgets for 2014 arising from the Village's proposed budget of 2014.

Residents' Concerns:

There were no concerns reported.

**SUPERINTENDENT'S REPORT
NORTHPORT VILLAGE CORPORATION - UTILITIES DEPARTMENT
July 12, 2013**

Sewer Department

May 2013 Effluent Monitoring Data

The NVC was in full compliance with its wastewater discharge license in May. There were no license exceedances.

May flows averaged 15,155 gpd compared to 18,303 gpd in 2012 and 12,187 gpd in 2011. Daily flow ranged from a low of 2,600 gpd to a high of 96,700 gpd (high tide event). Rainfall during the month measured 5.08" versus 5.89" in 2012 and 3.12" in 2011.

TSS and BOD⁵ averaged 2.1 lbs/day (28.0 mg/l) and 16.2 lbs/day (151 mg/l), respectively compared to 2.3 lbs/day (18 mg/l) and 4.4 lbs/day (34.4 mg/l) in May of 2012.

Discussion: Dick McElhaney said that, while the NVC had no violation for BOD, it was evident that there was a lab error in the commercial lab's report of a BOD concentration of 420 mg/l on the NVC's 5/21 weekly composite sample. McElhaney noted that this discovery was communicated with the commercial lab that processed the sample and that he would further discuss this with DEP at their next annual inspection of the treatment plant later this summer.

A BOD concentration of 420 mg/l is more typical of raw influent or untreated wastewater, he explained than of treated effluent. The weekly BOD concentrations of the NVC's effluent test results that bracketed the 5/21 report was 50 mg/l and 40 mg/l, respectively, further indicating the 5/21 result of 420 mg/l as an aberration. The NVC Sewer Department believes that the lab mishandled the NVC's effluent sample or the reporting of the BOD test and/or mixed it up with another Utility's influent sample of that same day. The TSS effluent concentrations for May were normal.

See performance table below for this month's comparisons, averages, year-to-date highs and lows, permit limits, and year-to-date (YTD) exceedances. Testing frequency is continuous for flow, weekly for TSS, BOD⁵ and fecal coliform (May thru Sept), daily for pH and settleable solids, and twice per day for total residual chlorine (May thru Sept).

Performance Table

Parameters	May	April	YTD Lo	YTD Hi	YTD Ave	2012 Ave	DEP Monthly Limit	Exceedances
Flow GPD	15155	8250	4047	15155	9635	11004	<63000	0
Precip Inches	5.08	1.89	.86	5.08	2.5	3.87	n/a	0
TSS lbs/day	2.1	.9	.4	2.1	1.2	2.7	<76	0
TSS mg/l	28	15.0	9.7	28	17.4	26.4	<145	0
BOD ⁵ lbs/day	16.2	2.4	1.2	16.2	5.1	7.8	<107	0
BOD ⁵ mg/l	151	44.4	20	151	59.8	77.6	<203	0
TSS% Removal	90.3	94.8	90.3	96.7	94	90.6	>50	0
BOD% Removal	48	84.7	48	93.1	79.4	74.0	>30	0
pH lo	6.8	6.8	6.7	6.8	6.8	6.7	>6.0	0
pH Hi	7.0	7.0	6.9	7.0	7.0	6.9	<9.0	0
S.S. ml/l	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	Report	0
TRC mg/l	.02	n/a	.02	.02	.02	.02	<.052	0
F Col/100 ml	<4.6	n/a	n/a	n/a	<4.6	<4.4	<15-ave	0
F Col/100 ml	<10	n/a	n/a	n/a	<10	<11.4	<50-max	0

Note: The last exceedance for flow was *86 months ago (2/2006)*. No exceedance for pH, TRC, TSS and BOD⁵ has occurred for *92 months (8/2005)*. The last exceedance for fecal coliform was *9 months ago (8/2012)*.

June 2013 Snapshot

The NVC Sewer Department was in full compliance with its discharge license in June. Flow during the month averaged 15,300 gpd. Precipitation as measured by the BWD at the Little River Station was 6.19 inches.

Sewer Improvement Projects (SIP)

PROJECT COST – \$600,000 (loan \$159,874 and grant \$440,126).

TREATMENT PLANT IMPROVEMENTS – Waiting for Sargent (Harlan Pease) to complete the installation of the high tide transducer.

WARRANTY ITEMS – Additional anchors and buoy complete. New Item: waiting to resolve damaged water service line from the Yacht Club to the Wharf.

RD GRANT – The undisbursed balance on the grant to completion is \$2,379.14

In-house Testing for Total Suspended Solids (TSS)

The Collection System Operator (Billy Paige) is now conducting the in-house testing of the final effluent for the concentration of Total Suspended Solids (TSS). The commercial laboratory was charging the Department \$27 per week for this test.

Water Department

May 2013 Usage and Water Quality

Water consumption during May averaged 19,896 gpd compared to 18,489 in 2012 and 16,613 in 2011.

The average weekly chlorine residual in the drinking water was .21 ppm/Cl² compared to the recommended level of >.20 to <1.0 ppm/Cl². The monthly coliform test result was negative. The NVC purchases its water from the Belfast Water District.

Water Leak

The Water Department became aware of a 20 gpm (29,000 gpd) leak in the distribution system on June 19. The leak to an unoccupied seasonal property was found by a neighbor of the property located almost to the end of the water main on the South Shore Road. The discovery was phoned in to the office by Tim Samway on June 22. Given the size of the leak, the Distribution Operator, who had been working overtime for three days in search of the leak, was called in by the Office Manager to close the street valve. The leak was located beneath the dwelling and beyond the Customer's meter. A loss/usage of approximately 100,000 gallons was measured by the meter.

Terms and Conditions

The Water Department's composite draft of its revised Terms and Conditions (T&C) was presented to the Board of Overseers at their July 7th public meeting. The Overseers agreed to accept the T&C as approved by the Utilities Board pending today's (July 12) meeting, providing that:

1. The terms “year round” and “seasonal” are removed from the narrative to insure that all Customers are charged and treated equally;
2. The T&C reflect that the Customer pay all costs associated with bounced or dishonored checks;
3. That more discussion be had on the after hours call-in fee of \$75;
4. The Section 13 policy of the revised T&C allowing Customers, or their hired help, to remove or install the Utility’s meters and operate the curb stops is redacted to be consistent with the “no tampering” rule outlined in Section 24 of the T&C; and
5. The new section created to establish a water charge abatement policy is stricken.

The Maine Public Utilities Commission has ordered all Maine Water Utilities to revise their Terms and Conditions in order to comply with Chapter 660 of the Commission’s new rules. The T&C constitutes a contract between the Customer and the Utility and is intended to conform to the Commission’s rules to insure that the Utility’s Customers are treated fairly and equally and the charges that are established are authorized and reasonable.

Among many things, the T&C establishes application, billing and collection procedures, identifies Utility charges for the work or a service it performs, and defines the disconnection and restoration process for Customers receiving water service that have not paid an overdue water or sewer bill or have not honored an agreed upon payment arrangement.

Note: the new Chapter 660 of the Commission’s Rules now authorizes Utilities to also disconnect water service to their Customers who have a combined water and sewer balance that is overdue. Under the old rules, a disconnection for non-payment of a sewer bill was not permitted. The \$100 proposed total overdue amount in this T&C is arbitrary and inserted for purposes of initiating the discussion to determine what the Board considers is an appropriate amount before a disconnection can proceed.

Finally, a section clarifying both applicant and Utility responsibilities for both the installation, and who pays for the cost of a new service water line and water main extension, is added. The NVC Utility is not authorized by the Overseers to invest in or contribute toward the cost of a new water service line or water main extension.

Judy Metcalf moved to present PUC the Terms and Conditions reviewed and amended in this meeting as recommended by the Overseers and to send the final terms and conditions to the consultant seconded, by Ned Lightner, Voted and approved.

Adjourn

Next meeting scheduled for August 9th at 10:00 AM.

Judy Metcalf moved to adjourn at 11:10 AM, seconded by Ned Lightner, **Voted - majority approved.**

Submitted by Paul Bartels