

**NORTHPORT VILLAGE CORPORATION
UTILITIES DEPARTMENT MINUTES**

November 2, 2007

Present: Chairman David Crofoot, Committee Members: Judy Rohweder, Linda Houghton, Jane Strauss, Judy Metcalf (VIA Phone), Superintendent Dick McElhaney, and Office Manager Paul Bartels.

Chairman Crofoot called the meeting to order at 2:30 PM.

Minutes of the previous meeting were approved. (**Vote unanimous**)

Superintendent's Report

Sewer Department

August 2007 Effluent Monitoring Data

During the month of August there were no license exceptions to the NVC discharge permit. It is anticipated the Department will be in full compliance for September 2007 as well.

Scheduled Sewer Repair Work

Work began on Monday, October 1st to remediate I & I discovered in last spring's sewer video inspections and approved at last month's committee meeting. The project to replace a 20 ft section of 4-inch pipe on Oak Street was postponed in order to stay within budget. All other work was completed as planned with the completion of some work going beyond this Friday.

The abutting landowners to the sewer projects have been very cooperative, especially Harry Rosenblum, whose property took the majority of the disruption and excavation. This made the lives of the construction crews much better and all involved wish to thank him and the remainder of those property owners whose lives and property were affected. With all bills in, the cost of these projects was \$30,000, slightly less than the estimate of \$35,000.

Dirigo Engineering submitted a preliminary proposal for engineering and design work for the sewer replacement projects on middle Clinton Ave and North Street proposed to be done at the same time as scheduled road reconstruction by the Village. The proposal did not include a total cost estimate to include construction and other contingencies. Larry Morin, Dirigo has advised a revised estimate is forthcoming. Funds available for sewer main replacement from the budget (lines 7010-S and line 4220-S) would not cover a project of this scope. The Utility Department is seeking cost estimates both from Dirigo and also from local contractors for this work. It presently appears that a temporary construction loan through the DEP State Revolving Loan Fund will offer the NVC better terms and conditions over a conventional bank loan.

Water Department

Belfast Vault Water Meter

The 4-inch main water meter at the Belfast vault will be pulled in November so the Bangor Water District can check its accuracy and calibrate as is necessary. This recalibration is required every two years by the agreement between the NVC and the Belfast Water District.

Utility Applications

The following Sewer Applications were reviewed, **VOTED**, and approved:

<u>Warren & Marilyn Dyer</u>	19 Broadway	Upgrade Sewer Line.
<u>Patricia McIlvane</u>	3 Sea Street	Reroute Sewer connection.
<u>Michael Sobota & Heather Taylor</u>	7 Broadway	Upgrade Sewer Line.

Future Utility agendas will have more information about Utility Applications.

Chairman Appointment

Judy Metcalf moved that David Crofoot be named Chairman of the Utilities Committee. Jane Strauss seconded – **All Voted in Favor.**

Old Business

Billing: Trimesterly utility bills went out on September 15. 35 water customers received shutoff notices for failure to pay within 30 days. The number of delinquents is now down to 4. Fifteen Balance Demand Letters will be sent out November 7th to delinquent sewer users as the first step in the Sewer Lien process.

New Business

Financials

The bills for sewer line I&I repair will be paid first from line 1310-S under working capital which contains \$9,635 held by the NVC general government from the 2006 budget for Phase III repairs, and thereafter from line 4220-S Village Phase III Reserve which contains \$8,656.53 so far unexpended from the 2007 budget. The remaining amounts will be paid from Line 7010-S. This motion was made by Crofoot, Seconded by Metcalf, and passed unanimously.

Budgets for 2008

Superintendent McElhaney presented the first draft of the 2008 Budgets. The assumptions on income are the same as last year, although we might have 3 or 4 new water users. The budget lines for office expense, postage, telephone, and heating oil are decreased to recognize a shift in cost sharing from 3/8, 3/8, 1/4 to 1/3 each for the water utility, sewer utility, and NVC general government. Line item 6340 is budgeted at only \$6,400; this line was much higher in both 2006 and 2007 due to required repairs at the pump station in 2006, and to the sewer outfall pipe in 2007. These expenses are not anticipated in 2008. McElhaney will have a revised Budget over the next two weeks.

Adjourn

Judy Metcalf motioned to adjourn and Jane Strauss seconded – **All Voted in Favor.**