

**NORTHPORT VILLAGE CORPORATION
UTILITIES DEPARTMENT MINUTES
March 7, 2008**

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

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

Jane Strauss moved to approve the minutes from the last meeting (David Crofoot seconded). (**Voted – All in Favor**)

Superintendent’s Report

Sewer Department

January 2008 Effluent Monitoring Data

The Department began another year without a license exception.

Flow averaged 26,100 compared to 17,900 GPD in January 2007. Precipitation totaled 2.76 inches compared to 2.28 inches in January 2007.

January 2008 TSS and BOD averaged 1 lb/day (7 mg/l) and 2 lbs/day (17 mg/l).

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	January	December	YTD Lo	YTD Hi	YTD Ave	2007 Ave	DEP Limit	Violations
Flow GPD	26100	18606	26100	26100	26100	20619	63000	0
Precip Inches	2.76	4.66	2.76	2.76	2.76	4.06	n/a	0
TSS lbs/d	1	1	1	1	1	2.8	76	0
TSS mg/l	7	7	7	7	7	19.8	145	0
BOD lbs/d	2	2	2	2	2	8.9	107	0
BOD mg/l	17	15	17	17	17	69.1	203	0
TSS % Rem	97	96	97	97	97	92.4	50	0
BOD % Rem	93	91	93	93	93	76.5	30	0
pH lo	6.8	6.8	6.8	6.8	6.8	6.72	6.0	0
pH Hi	7.1	7.0	7.1	7.1	7.1	7.1	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	n/a	n/a	n/a	n/a	n/a	<1.2	15-ave	0
F Col/100 ml	n/a	n/a	n/a	n/a	n/a	4.0	50-max	0

February 2008 Snapshot

The NVC was in full compliance of its discharge license in February. Flow averaged 38,076 gpd. Precipitation totaled 7.42 inches.

Ted Berry, Inc. Camera Inspection Proposal Follow-Up

Matt Timberlake, Vice President of Operations for Ted Berry, Inc. confirmed the cost estimate for videoing selected sewer lines this spring. Ted Berry discounted the cost of the truck mounted sewer cleaner from \$1375/day to \$275/day. Therefore the cost to do the inspection will be the cost of the CCTV inspection unit at \$1975 plus \$275 for the sewer cleaner or \$2250 – an \$1100 discount. Matt promises to give the NVC available dates in April/May to complete the work.

Interim Funding Discussions with DEP

There is no new information regarding DEP, Steve McLaughlin's proposal of a \$750,000 state grant to fund the replacement of the outfall.

Financial Application with the Maine Municipal Bond Bank

An application for a loan of up to \$200,000 from the MMB has been filed. The Department feels the cost to replace sewer lines on Clinton Ave and North Street will probably be closer to \$125,000 and is still waiting for a proposal from Ted Berry, Inc before revising the actual money amount needed. The MMB was told that the NVC will nail down the number before April 1. Below is the Bond Bank's schedule for its Spring Issue:

- 2/6 – Application deadline
- 3/12 – Application Approval
- 4/1 – Preliminary opinions and loan agreements due from bond counsel
- 4/21 – MMBB pricing
- 4/24 – MMBB sale meeting
- 5/14 – Final documents due from bond counsel
- 5/21 – Pre-closing
- 5/22 – Closing – Bond proceeds available (1: 00 pm)

USDA RD Loan/Grant Application for \$430,000

Lew Sirois of the USDA RD called to inform the NVC that the next step in the loan application for money to make infrastructure improvements is to submit a Preliminary Engineering Report with updated project costs and an Environmental Report. He was told that this would be reviewed with the Board at their March meeting. It may make sense for the NVC to put this application on hold for now pending the possible \$750,000 grant from the DEP to replace the outfall. Furthermore the NVC may need to revise the application to perform project work other than just sewer replacement and for co-mingling with DEP funds.

Shore Road Pump Station

Ted Stevens Pump and Electric was called in on late Tuesday night, February 19 to make repairs to the pump station controls. A low level alarm relay circuit board burned out and blew a fuse to the automatic controller which operates the on/off cycling of the pumps.

Fernie Barton operated the station manually for about 3 hours until the contractor arrived. Beverly Crofoot discovered the high water alarm and called Fernie by pager and directly at his home. The cost for material and labor to make the repair was \$755.

It was agreed that citizens not familiar with pager systems might not know how to leave a message when phoning to report an emergency situation. Their phone number is the numeric message that should be given. Signage for this will be added to make things clearer. Hedges seem to be blocking the view of the emergency red light. This will be brought up at the Overseers meeting to Bill Paige for a possible remedy.

Water Department

January 2008 Usage and Water Quality

Water consumption during January averaged 11,147 GPD compared to 11,720 gpd last month. The average weekly chlorine residual in the drinking water was .04 ppm compared to the recommended level of less than .2 ppm. The lone monthly coliform test result was negative.

Utility Applications

Nothing to report

Financials

Financials were discussed, no action taken.

Old Business

Billing and Collections:

Bartels reported that approximately 20 shut-off notices were sent out February 15th. He also reported that past due amounts were paid for Deacon (property sold) and a large portion of Elaine Smith's debt.

Karen Hoikala requested that a portion of her sewer debt be forgiven since she has not used either water or sewer for a number of years. Request was discussed but no action taken.

Adjourn

Jane Strauss moved (Judy Rohweder seconded) to adjourn at 3:30 PM –**Voted, All in Favor.**