

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

Present: Chairman David Crofoot; Committee Members: Judy Metcalf(via phone), Jane Strauss, Peter Allen, Ned Lightner; Superintendent Dick McElhaney; Office Manager Paul Bartels; Treasurer Bill Cressey.

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

Minutes

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

Visitors Concerns

None Voiced.

SUPERINTENDENT’S REPORT

Sewer Department

December 2008 Effluent Monitoring Data

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

Flow averaged 27,339 gpd compared to 18,600 gpd in December of 2007. The high day was on the 13th at 55,100. The low was 11,800 on the 22nd.

Precipitation during the month totaled 4.73 inches compared to 4.66 inches in December of 2007.

TSS and BOD averaged 1.2 lbs/day (7 mg/l) and 2.8lbs/day (16 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	December	November	YTD Lo	YTD Hi	YTD Ave	2007 Ave	DEP Limit	Violations
Flow GPD	27339	20360	10067	38076	22642	20619	63000	0
Precip Inches	4.73	3.98	2.31	9.61	5.10	4.06	n/a	0
TSS lbs/d	1.2	1.7	1	8	2.9	2.8	76	0
TSS mg/l	7	13	4	44	18.5	19.8	145	0
BOD lbs/d	2.8	4	2	23	8.2	8.9	107	0
BOD mg/l	16	35	11	143	56.5	69.1	203	0
TSS % Rem	98	95	85	99	94.2	92.4	50	0
BOD % Rem	94	88	50	96	80.3	76.5	30	0
pH lo	6.5	6.6	6.5	6.8	6.7	6.72	6.0	0

pH Hi	6.8	6.9	6.9	7.1	6.9	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	0	<2	<2	<1.2	15-ave	0
F Col/100 ml	N/a	N/a	0	<2	2.0	4.0	50-max	0

Note: The last NVC Sewer Dept. violation was in February of 2006 which was for flow.

January 2009 Snapshot

The NVC Sewer Department will be in full compliance with its discharge license for the January 2009 operating period. Flow will average around 8,000 gpd. Precipitation, as totaled by the Belfast Water District at Little River, was 3.20 inches (32 inches of snow).

Water Department

December 2008 Usage and Water Quality

Water consumption during December averaged 12,152 gpd compared to 13,554 gpd in November and 11,720 gpd in December of 2007. The average weekly chlorine residual in the drinking water was 0.07 ppm compared to the recommended level of less than 0.2 ppm. The lone monthly coliform test result was negative.

Application of the Maine Sales Tax

Letters were sent out with the January billing asking water customers to indicate whether their usage is residential or non-residential. The response to this survey has been excellent and the Department appreciates everyone's participation.

Dig Safe System

The Utilities Department received two excavation alerts for the 398-430 Bluff Road area. CMP has contracted Coutts Bros to relocate and/or install two telephone poles on or about February 6.

Financials

Bill Cressey proposed to give Dick McElhaney the responsibility of oversight of the Sewer and Water CD accounts because they need constant attention. McElhaney had no problem with doing that, moved by Ned Lightner and **Voted all in favor.**

Cressey also explained a job definition presented and approved by the Overseers, Budget Holders, which are people assigned to certain areas of the budget that they will oversee on a monthly basis. He would like to assign Water and Sewer Budget Holder to Dick McElhaney. Dick had no problem with that, since he does that now anyway, moved by Ned Lightner – **Voted all in favor.**

Bill Cressey presented the financial reports from December 31, 2008 and January, 2009. A few line item allocations were changed on the P&L, to the agreement of the Board. A new Dashboard report was created to replace the Working Capital report which was also warmly received.

Bill Cressey asked the Board for their input about having Bill E. Paige on the payroll, which will be discuss by the Overseers on Sunday.

Cressey also asked for a recommendation of a cost of living raise for Village employees. Judy Metcalf moved to recommend a raise for Bill W. Paige, Paul Bartels and Fernie Barton, of the Federal COLA rate 2.8 percent, seconded by Ned Lightner, **Voted – all in favor.**

Judy Metcalf moved that the board reconsider Bill E. Paige for the COLA raise after the Overseers resolve his employment status at their next meeting, seconded by David Crofoot, **Voted – all in favor.**

Other Business

Paul Bartels presented a report on the current status of billing collections. He also had a brief discussion about Sewer Liens that will be going out this year.

Bill Cressey introduced the new Statement of Operation, Actual vs Budget report which will be produced monthly. The report will have more meaning as we gain experience month to month.

Adjourn

David Crofoot moved to adjourn at 3:20 PM, seconded by Ned Lightner, **Voted - All in Favor.**

Submitted by Paul Bartels