

**NVC UTILITIES MEETING  
MINUTES  
October 9, 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; Residents: Marge & Dick Brockway.

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.**

**Financials**

Bill Cressey reviewed the bookkeeping practice of the old “Sweep Accounts” and how they now have to be manually distributed in the Utilities accounts. He then reviewed and answered questions on the Financial Reports.

**Budgets**

Sewer – Dick McElhaney discussed various line items of the budget and answered questions. He also answered questions about the \$500.00 New Service fees and expenses in the sewer department and how much of it is reimbursable.

Water – McElhaney reviewed line items of the Water Budget and answered questions. It was pointed out that water purchases should be taken out of current line and moved to a different line item. Bill Cressey reviewed several items and made suggestions that he would like to go over in detail at the next meeting and perhaps recommend approval.

McElhaney discussed several ways to possibly avoid water rate increases. The \$15,000 bond refund was discussed but determined it should be earmarked for the Sinking Fund since we do not have that money in hand yet.

A new meter handling fee is being considered in the water budget to recognize the increasing cost and extra help the Village Agent needs to handle the removal and installation of the 150 or so summer meters each year. While the PUC allows, and the Village “Terms and Conditions” permit such charges, the Department, to date, has not elected to do so. With this new assessment and the addition of 4 more customers over and above the 302 in 2009, operating income to the water department would be increased by 3.7% to offset a 3.4% increase in total expenses. Most of the increase in expense is in the form of a \$3,876 increase to the sinking fund reserve. Establishing new fees for handling meters and bulking up the reserve account is designed to circumvent and forestall for years a growing need for a general rate increase in water fees as the water budget has been running a bit into the “red” over the last two years.

Judy Metcalf stated that we should not make a profit from this but break even, but this would defray some costs that we incur for this service. A suggestion was made that Bill E. Paige be made a Utility Employee to perform this service.

Chairman Crofoot led a discussion about a COLA increase for Dick McElhaney. It was noted that Dick McElhaney's rate of pay had not been adjusted for a number of years despite his excellent performance reviews. Bill Cressey pointed out the average COLA increases in other municipalities.

**Resident's Concerns**

Jane Strauss asked about removing sewer lines from the parks and putting them in the streets. Dick McElhaney pointed out that moving sewer lines would require engineering oversight, which would make it much more expensive than replacing existing lines.

**SUPERINTENDENT'S REPORT**

**Sewer Department**

**August 2009 Effluent Monitoring Data**

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

Flow averaged 20,300 gpd compared to 19,900 gpd in August of 2008. Flow ranged from a low of 13,400 to a high of 74,650 on the 29<sup>th</sup> when 2.03 inches of rain fell.

Precipitation during the month totaled 4.99 inches compared to 4.98 inches in August of 2008.

TSS and BOD averaged 6.6 lbs/day (46.5 mg/l) and 13.7 lbs/day (95.3 mg/l), respectively. Both mass and concentration, while still well below the NVC permitted amounts, were year to date highs and typical of August when the Village population peaks.

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	August	July	YTD Lo	YTD Hi	YTD Ave	2008 Ave	DEP Limit	Violations
Flow GPD	<b>20300</b>	40000	7719	41300	<b>25964</b>	22642	<b>63000</b>	0
Precip Inches	<b>4.99</b>	8.02	2.45	8.02	<b>5.26</b>	5.10	<b>n/a</b>	0
TSS lbs/d	<b>6.6</b>	5.0	.8	6.6	<b>2.61</b>	2.9	<b>76</b>	0
TSS mg/l	<b>46.5</b>	20	6.0	46.5	<b>18.4</b>	18.5	<b>145</b>	0
BOD lbs/d	<b>13.7</b>	13.5	1.8	13.7	<b>6.7</b>	8.2	<b>107</b>	0
BOD mg/l	<b>95.3</b>	56	15	95.3	<b>44.29</b>	56.5	<b>203</b>	0
TSS % Rem	<b>84</b>	93	84	98	<b>93.5</b>	94.2	<b>50</b>	0
BOD % Rem	<b>67.2</b>	81	67.2	95	<b>84.9</b>	80.3	<b>30</b>	0
pH lo	<b>6.7</b>	6.7	6.5	6.8	<b>6.68</b>	6.7	<b>6.0</b>	0
pH Hi	<b>6.9</b>	6.9	6.9	7.0	<b>6.93</b>	6.9	<b>9.0</b>	0
S.S. ml/l	<b>&lt;0.1</b>	<0.1	<0.1	<0.1	<b>&lt;0.1</b>	<0.1	<b>Report</b>	0
F Col/100 ml	<b>0</b>	0	0	0	<b>0</b>	<2	<b>15-ave</b>	0
F Col/100 ml	<b>0</b>	0	0	0	<b>0</b>	2.0	<b>50-max</b>	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.**

## September 2009 Snapshot

The NVC Sewer Department will be again in full compliance with its discharge license in September. Flow averaged 14,000 gpd. Precipitation as totaled by the Belfast Water District at Little River was 1.94 inches or nearly half the normal amount for a September month.

## Seasonal Chlorination/De-chlorination System

Fernie Barton has closed down the chlorination system which is used to disinfect the settled wastewater effluent. The system is operated from May 15 to October 1<sup>st</sup> each year to insure the health and safety of Baysiders who fish, swim, use the beach or otherwise fall into the water. Fernie got us through yet another year without a single license exceedance adding more testimony to the stealth-like work he performs for the Village.

## Board Approved Sewer Work

Work to replace about 390 feet of sewer lines at the bottom of Bayview Park and Oak Street was completed without significant hitch and in a timely fashion. The large tree at the base of the park and adjacent to the sewer line was not impacted.

## Shore Road Pump Station Annual Inspection

The annual inspection and maintenance of the Shore Road pump station was completed on Friday, September 5th. Stevens Pump & Electric replaced a defective high level float alarm and reported that one of the flexible couplings in the discharge piping was leaking a bit. They also noted the wiring to what is the last original pump is becoming very brittle and should be replaced. The Department will keep an eye on both of these items and hopefully get by until next year to schedule this work with the next annual inspection.

**Judy Metcalf moved that wiring repair be performed now and not wait till next year, seconded by Chairman Crofoot – Voted all in favor.**

## Fall Tank Cleaning

Moore's Septic was in the Village on Friday, October 2<sup>nd</sup> to pump out the accumulated sludge in the septic tanks. Nothing unusual was reported and the normal amounts of sludge were removed for disposal and treatment at an off-site treatment facility. The Department pumps the tanks out twice each year in spring and in the fall.

## FL-16 Data Logger

The Department has received, and with the assistance of Dick Brockway, is trialing a data logger for 30 days to monitor and measure I&I. The unit is portable; battery operated and can be placed into manhole inverts to record flow for up to 90 days after which it is then downloaded into a computer for retrieving data. The unit cost is about \$1000 and would be another valuable tool in the Department's arsenal for monitoring I&I now and in the future years to come. If the trial is successful, the Department would ask the committee to authorize the purchase of 3-4 units over the next two years.

**The unit has been tested in the weir at the sewer plant with very good results. We will have it placed in Cobe road for the next 14 days. McElhanev said he is very impressed and we could save a lot of money detecting I&I. Right now he is leaning toward purchasing this unit and possible 3 or 4 in the next two years.**

### UMO Capstone Project Submittal

With again the collaboration of Dick Brockway, the Department has submitted a proposal to the UMO senior engineering class to develop a design and cost to retrofit or replace the treatment plant outfall pipe. A copy of the submittal – Scope of Work- was transmitted to committee members for their review and approval earlier last month. It is attached herewith under separate cover. No word from the students to date.

### Water Department

#### August 2009 Usage and Water Quality

Water consumption during July averaged 40,100 gpd compared to 37,800 gpd in July and 40,800 gpd in August of 2008. The average weekly chlorine residual in the drinking water was .11 ppm compared to the recommended level of less than .2 ppm. The monthly coliform test result was negative.

#### New Water Customer

A six unit apartment complex on Route #1, the former Northport Inn, came on line on Monday, September 21.

#### 2010 Water and Sewer Budget Proposals

Under separate cover, budget proposals were submitted to committee members earlier this week for their review and comments.

Summarily, expenses in the 2010 sewer budget are up only .3 % over 2009 expenses. Income remains flat. Of significance, the line item budget for sewer repairs is increased from \$20,558 in 2009 to \$23,929 in 2010.

### Adjourn

Next meeting scheduled for November 13, 2009.

Judy Metcalf moved to adjourn Denis Wang seconded at 3:45 PM, **Voted - all in favor.**

Submitted by Paul Bartels