

NVC UTILITIES MEETING
MINUTES
October 14, 2016

Present

Committee members: David Crofoot, Judy Metcalf, Dick Brockway, Denis Wang, Superintendent Richard McElhaney, Wendy Huntoon, William Paige and Amy Eldridge.

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

Minutes

Dick Brockway moved to accept the minutes of the September meeting, seconded by Judy Metcalf – **Voted and approved.**

Financials:

David C. was pleased to have the financials available and mentioned the line items would be understood better as time allows. Dick M. mentioned that there are some line items showing on the September and recent past financials that were not part of the 2016 Utility budget lines, but will be added into the 2017 budgets as requested by Steve.

Next Meeting date set for November 11, 2016 @ 2:30 PM.

Visitors Concerns

David C. mentioned an email that spoke about an outfall buoy that needs attention and inquired about outfall pipe inspection frequencies. Dick M. suggested to inspect the Outfall every 10 years (2022) and also mentioned getting a better buoy for identifying the location of the end of the Outfall pipe. Bill suggested a big round yellow buoy and had said that the buoy needs to be kept out all year long. A different style buoy was suggested and Bill was asked to check with Hamilton Marine on a buoy. Judy M. is concerned with the buoy situation and wants to make sure Bill or Dick is in contact with Scott Monroe before he pulls his equipment out for the season.

Superintendent's Report:

Dick M. welcomed Wendy Huntoon to the meeting as the Board's newest Trustee. Dick M went over his reports that were distributed electronically. He mentioned that the Village did very well with BOD (Bio-chemical Oxygen Demand) this summer. He also said that the Village did not have any violations for BOD concentration this summer and that we have not had a violation for BOD for 2 years.

Dick M., as an update, informed the group that the Village's wastewater discharge license that expired in June of 2009 has been recommended for renewal by the DEP, but has not been, as of

yet fully reviewed by the EPA. The Discharge licenses needs to be renewed every 5 years. Judy asked if we needed to resubmit to the EPA and Dick M. responded that he has been in contact with the EPA and he submitted in 2014 an updated 301(h) Questionnaire as part of the existing 2009 renewal application and moreover, since that time, has answered additional questions for EPA electronically. No further questions or requests, for additional information from EPA has been asked. The EPA 301(h) permit waives the secondary treatment requirement of the 1972 Clean Water Act.

**SUPERINTENDENT'S REPORT
NORTHPORT VILLAGE CORPORATION - UTILITIES DEPARTMENT**

Delivered by e-mail

October 14, 2016

Sewer Department

August 2016 Effluent Monitoring Data

The NVC Wastewater Treatment Plant (WTP) was in full compliance with its wastewater discharge license in August. There were no license exceedances.

August flow averaged 13,968 gpd compared to 15,226 gpd in 2015. Daily flow ranged from a low of 7,000 gpd to a high of 22,500 gpd during the month. Precipitation for the month was 2.98" versus 1.98" in 2015.

TSS and BOD⁵ averaged 4.9 lbs/day (49 mg/l) and 15.7 lbs/day (155 mg/l), respectively compared to 6.9 lbs/day (55.0 mg/l) and 20.3 lbs/day (160 mg/l) in August of 2015.

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 (ss), and twice per day for total residual chlorine (May thru Sept).

Monthly Performance Table

Parameters	August	July	June	YTD Lo	YTD Hi	YTD Ave	2015 Ave	DEP Monthly Limit	Exceedances
Flow GPD	13,698	17,668	12,470	7668	27859	17,150	15407	<63000	0
Precip Inches	?	3.62	3.24	2.06	5.38	3.42	3.84	n/a	0
TSS lbs/day	4.9	6.3	2.3	1.1	6.3	2.9	3.3	<76	0
TSS mg/l	49	46.6	31.5	7.5	49	25.4	28.7	<145	0
BOD ⁵ lbs/day	15.7	16.6	4.7	3.3	16.6	7.8	8.7	<107	0
BOD ⁵ mg/l	155	124	68.0	21.0	155	75.8	104.6	<203	0
TSS% Removal	80.3	83.9	89.1	80.3	97.4	90.9	89.2	>50	0
BOD% Removal	49.6	57.2	76.6	49.6	92.8	74.4	63.9	>30	0
pH lo	6.7	6.6	6.7	6.6	6.8	6.79	6.92	>6.0	0
pH Hi	6.8	6.9	6.9	6.8	7.2	6.98	7.15	<9.0	0
S.S. ml/l	0.1	0.1	<0.1	0.1	<0.1	<0.1	<0.1	Report	0
TRC mg/l	0.02	0.02	0.02	0.02	0.02	0.02	0.02	<0.052	0
F Col/100 ml	<1	<1	<1	<1	<1	<1	<1.26	<15-ave	0
F Col/100 ml	<1	<1	<1	<1	<1	<1	<1.58	<50-max	0

Note: The last exceedance for flow was *125 months ago (2/2006)*. The last exceedance for fecal coliform was *46 months ago (8/2012)*. The last exceedance for BOD was *23 months ago (9/2014)*.

September 2016 Snapshot

The NVC WTP is expected to be in full compliance with its license limits in September pending the DEP's completed review of the NVC's discharge monitoring report. Flow during the month averaged 7,717 gpd. The report for precipitation as measured by the Belfast Water District (BWD) at their Little River Station was 7.1 inches.

Fall Septic Tank Cleanings

Moore's Septic is scheduled today (weather permitting) to clean out the two septic tank trains used during the summer season. The tanks are cleaned twice per year in spring and fall.

Annual Inspection and Maintenance of Pump Station Back-up Generator

CMD Systems of Hermon, Maine has performed their annual inspection and maintenance of the Shore Road pump stations emergency back-up generator. No issues were noted.

Drinking Water

August 2016 Usage and Water Quality

Water consumption during August averaged 41,506 gpd compared to 37,931 gpd in 2015. No leaks were reported.

The average weekly chlorine residual in the drinking water was .21 ppm/Cl² compared to the recommended goal of >.20 to <1.0 ppm/Cl². The EPA maximum concentration level (MCL) is 4.0 ppm. The monthly coliform water sample test result was negative.

Proposed Utility Budgets for 2017

First drafts of the proposed water and sewer budgets for the 2017 fiscal year have been sent to Board members under separate cover for their comments and recommendations.

Income from user fees once again are expected to be sufficient to cover expenses and long term debt. The placeholder account (default line) for any income that might not be used by year's end for each department is - Account No. 8222-Accrue for Reserves.

The last rate hike for both water and sewer was in 2005.

Staffing Personnel

A question was asked about what the spending limit for the Office Manager was? An amount was undetermined at this time but would be brought up at the Overseers meeting on Sunday.

Rick & Diane Melone Sewer Application:

A review of the Rick & Diane Sewer application was made. Bill said that he would need to keep an eye on the foundation drains, roof leaders and sump pumps to make sure they don't get tied into the sewer. Judy moved to accept the Melone application with the following conditioned of no sub pumps, roof leaders or foundation drains are tied into the sewer. Denis Wang seconded the motion, All approved

Budget for 2017

Dick M. is looking to have a new item line for New Water and Sewer Services drop fees to better monitor these "revenue neutral" customer charges. He also mentioned that our 5 year agreement to review the "Interlocal Agreement" to purchase water from the Belfast Water District expires in March of this coming year and wanted to know if the committee wanted him to renegotiate a new agreement. A suggestion was also made by Judy to have Amy put the agreement renewal on the calendar for the future.

Denis W. asked if the BWD water rates were going to increase and Dick M. did not dare predict. Dick B. asked why the training figure was decreased and Dick M. explained that he made it a two way split with Sewer because usually training is for Water and Sewer combined.

Dick M. mentioned that there are more line items this year in the budgets and informed the group that as a result some of the line items amounts have been shifted away from or distributed into a different line item. David C. asked if there was a pay raise in the budget for employee personnel and Dick M. replied no. Judy asked that raises for employees be added.

Denis W. asked if we have thought about doing an Environmental Risk Assessment for the sea wall. Judy M. expressed that having an Environmental Risk Assessment is a good idea since work was going to be done on the Seawall.

Judy mentioned that the reserve contingencies look adequate for the sewer but she would like to see the reserves contingencies on the water be brought down a little. David C. proposed that we add \$ 150.00 or something more to line item wharf/floats. Dick M. suggested increasing that amount to \$500.00 instead for the outfall buoy maintenance. Dick M. asked if the budget is approved with corrections. All approved of the utilities budget with corrections.

Voted to adjourn at 4:12 PM

Respectfully submitted by, Amy Eldridge