

Minutes

NVC Utilities Committee Meeting
February 12, 2021

Meeting opened at 2:30 pm by ZOOM

In attendance:

Committee Members: Crofoot, Metcalf, Novotny, Wilt; Absent: Brown
Superintendent McElhaney, Bill Paige, Nina Richard
Also: Dan Webster, Jim Coughlin, George & Barbara Schwall

Minutes of the January 15 meeting: **Motion to approve**, Metcalf, 2nd Novotny; Vote 4:0 in favor; **approved**.

Application for Sewer Connection Permit: The application for a connection of a house to be built on lot 42.8 of the Kelly Cove Subdivision was reviewed including plans to connect to the existing line. Bill Paige has reviewed the lot and grounds and Dick McElhaney reiterated to the lot owners that conditions of connection forbid the connection of roof, perimeter or basement drains to the sewer collection system.

Motion to approve: Metcalf, 2nd Novotny: Vote 4:0 in favor; **approved**.

Crofoot will sign the permit and forward to the Overseers for approval.

Review of Financials: Nina Richard provided 2020 Profit and Loss statements for both Utilities. Expenses largely conformed to budget. The sewer Utility finished the year with a \$30,000 surplus. Current balances in Sewer checking account (\$26280) and reserves (\$91801) are reassuring that the Utility will be able to complete the wastewater project with available funds in hand.

Nina Richard stated that, in future, a monthly report that included budget lines would be made available to Utilities Committee meeting.

Office assistant position: Novotny presented the recommendations of the NVC Personnel Committee that recommended the hiring of an office assistant to work on a contracted basis in the Community Hall for up to 12 hours/week at a rate of up to \$20/hour. Courtney Byrnes who already works for NR Accounting and is already familiar with Village accounts has been identified. Payment for her work will be allocated 50% to General Government and 25% each to Water and Sewer Utilities. Funds will be reallocated from already existing budget lines.

Motion: by Novotny, 2nd by Metcalf; Vote 4-0: **approved** this recommendation which will be forwarded to the Overseers.

Motion by Metcalf, 2nd by Novotny: To engage Purdy Powers to perform audits of both Utilities and to prepare the annual PUC report of the Water Utility. Vote: 4-0; **approved**.

Superintendent's Report (appended): There were no license violations or problems with the operations of the Wastewater Utility.

Wastewater Treatment Building: It is estimated that the new tank will be installed , V-notch weir installed, all monitors installed and calibrated, and all work by Blaine Casey will be completed by March 3rd. Most items on the punch list are finished. Plans are to take delivery of hypochlorite and to begin year-round chlorination/dechlorination and pathogen measurement as soon as the plant is completed.

Expenses for **change orders** including the new tank, were reviewed.

Motion by Novotny, 2nd by Metcalf: To authorize Crofoot to sign for change orders upon approval by engineer; Voted: 4-0; **approved**.

Final ground preparation will be performed by Farley.

Cosmetic finishing of the new building: Wooden treatments of the base of the building, front stairs, and any other cottage-like details will be performed in the spring. Metcalf will write a letter to Dick Brockway and Rob Sherman requesting their design input. The Committee was in favor of a door paint color to match the color of the Wharf shelter.

Metcalf reminded that Bill Paige's hourly pay rate for water and sewer was approved at the January Trustees' meeting, and has been processed retroactive to January 1, 2021.

Next meeting: Friday, Mar 12, 2021 at 2:30 pm by Zoom.

Meeting adjourned at 3:40 pm.

Respectfully submitted,

David D. Crofoot, Chairman

February 12, 2021

Utility Department Monthly Operating Report

Sewer Department

December 2020 Effluent Monitoring Data

During the month there were no exceedances or violations of the special or standard conditions of the MDEP or EPA discharge permit or license.

WTP Monthly Performance Table

Parameters	Oct	Nov	Dec	YTD Lo	YTD Hi	YTD Ave	2019 Ave	DEP Limit	YTD Exceedances
Flow GPD	6050	7253	24919	5757	27243	12718	13917	<63,000	0
Precip inches	5.18	4.67	6.44	0.87	6.44	3.17	3.76	n/a	0
TSS lbs/day	1.3	2.3	1.7	0.8	2.9	1.6	2.2	<76	0
TSS lbs max	2.5	3.3	2.0	1.0	4.0	na	na	report	0
TSS mg/l	37.3	31.8	14.4	6.7	37.8	23.2	23.4	<145	0
TSS mg/l max	54	48	27	10.0	54	na	na	report	0
TSS % removal	87.2	89.0	95.1	87.0	97.7	92.7	92.2	>50	0
BOD lbs/day	6.5	5.6	4.6	2.1	13.5	6.3	5.3	<107	0
BOD lbs max	9.6	8.4	7.2	3.4	24.9	na	na	report	0
BOD mg/l	187.5	91.4	34.3	34.3	202.5	81.1	62.7	<203	0
BOD mg/l max	210	190	55	40.0	250	na	na	report	0
BOD % removal	35.3	68.5	88.2	30.2	87.9	69.7	78.4	>30	0
pH low	6.5	6.6	6.5	6.5	6.7	6.6	6.6	>6.0	0
pH high	6.7	6.7	6.7	6.7	6.9	6.9	6.9	<9.0	0
St solids ml/l	0.2	<0.1	0.1	<0.1	0.2	0.13	0.1	report	0
TRC mg/l max	.02	na	na	.02	.03	.02	0.02	<0.3	0
Fecal cfu ave	8.94	na	na	8.94	17.62	11.34	3.37	<14	1
Fecal cfu max	<10	na	na	<10	170	20.24	6.81	<31	1
Entero cfu ave	5.32	na	na	5.32	15.85	12.23	na	<8	4
Entero cfu max	<10	na	na	<10	1110	40.65	na	<54	2
Entero cfu max	<10	na	na	<10	1110	40.65	na	<54	2
Hg ng/l ave	na	14.4	na	na	na	14.4	20.7	33.4	0
Hg ng/l max	na	14.4	na	na	na	14.4	20.7	50.1	0

Note: The last exceedance for flow was 176 months ago (2/2006). The last exceedance for BOD was 74 months ago (9/2014). The last exceedance for fecal coliform was on July 31, 2020. The last exceedance for enterococci ave was September 31, 2020. The record annual average low for flow was 12,017 gpd in 2017.

Blane Casey Chlorination Building Request for Payment Totals as of February 12, 2021

Date	REQ #	Contract AMT	Prior Work Completed	Work This period	Completed To Date	% Completion	Balance to Finish	Retainage Balance
09/30	001	\$227,650	\$0.00	\$11,057.90	\$11,057.90	4.86 %	\$216,592.10	\$552.90
10/31	002	\$227,650	\$11,057.90	\$15,528.71	\$26,586.61	11.68 %	\$201,063.39	\$1,329.34
11/30	003	\$227,650	\$26,586.61	\$100,517.06	\$127,103.67	55.83 %	\$100,546.33	\$6,355.20
01/05	004	\$227,650	\$127,103.67	\$61,286.34	\$188,390.01	82.75 %	\$39,259.99	\$9,419.54

Drinking Water Department

December 2020 Usage and Water Quality.

Purchased water for the month averaged 15,631 gpd compared to 14,687 gpd for the same month in 2019. The weekly free chlorine residual in the drinking water ranged from 0.29 - 0.33 ppm/Cl² compared to the recommended goal of >.20 to <1.0 ppm/Cl². The EPA maximum concentration level (MCL) not to be exceeded for chlorine residual is 4.0 ppm.

The monthly total and e-coli water sample test results were both negative. There were no reported or discovered leaks in the water distribution system.