

**Northport Village Corporation  
Board of Overseers  
Minutes of Meeting: October 10, 2004**

At 9:30 AM on October 10, 2004, President Huntoon convened the meeting of the Northport Village Corporation Board of Overseers in the Community Hall meeting room, with Overseers Metcalf, Brockway, Spollett, Robbins, Allen, Crofoot, Treasurer Sheffield, and Clerk Lagner present. Also attending were Manager Paige, and about 15 residents.

Approval of the minutes was deferred because one Overseer had not received them.

Treasurer Sheffield presented the balances for 9/30/04 as follows:

General Government	
Checking	\$ 3,799.61
Community Hall	774.88
Money Market	<u>28,296.26</u>
Total	\$32,870.75
Water Department	
Checking	\$51,175.65
Petty cash	<u>100.00</u>
Total	\$51,275.65
Sewer Department	
Checking	\$13,149.34
Petty cash	<u>100.00</u>
Total	\$13,249.34

Sheffield distributed copies of the Purdy Powers Audit dated December 31, 2003. Discussion followed about the change required by the new governmental accounting standards for financial statements which feed into the Federal Audit Reports. The 5-year window of opportunity for adopting the new format ends on December 31, 2004, so these changes must now be made to the General Government account (the Water and Sewer Accounts are presently set up correctly). Every single NVC asset, except for land, must be booked as a capital asset to be depreciated. The Board must decide what assets to list and determine the capitalization threshold (the level which defines a "long-term asset"). Purdy Powers suggests a \$10,000 threshold, but this may be too high for the NVC. A tutorial is available to help make this decision and directions about determining asset values. Overseers are asked to study the information and be ready to make this decision next month. Sheffield must provide an end-of-year depreciation spreadsheet, and she asked that Karen begin to work on this document, with a goal of eventually using this format for monthly reports.

Huntoon said that now that the tax lists are published, it is vital that the total valuation of the Village be figured, to see what percentage NVC is contributing to town taxes. Robbins moved, seconded by Allen, to authorize the President of the Overseers to go to the town of Northport to get the financial information (the commitment report, the tax map, and block data) that NVC needs pursuant to the real estate tax structure to allow for the preparation of the correct statements. **Voted.**

After discussion, Crofoot moved, seconded by Metcalf, that we continue to use Malcolm Horton for the Utility (Water and Sewer) audits, and use Purdy Powers for the Village General Fund audit and the federal unified audit, and authorize Sheffield to empower them to do it. **Voted.**

### **Bill Paige**

Paige gave an update on village projects:

1. Upper Main Street culvert replaced; walkway to be done in spring.
2. North Street/Pleasant Street extension still needs attention.
3. Bayview Park: Dye test will be done to check for sewer involvement in the water tracking down the gravel bed beneath the sewer line. Crofoot moved, seconded by Metcalf, that, if testing proves that all we have is a problem of runoff through the gravel bed, that Paige be empowered to arrange for digging a French drain that would lead into an existing storm water drain to take that runoff out of lower Bayview Park. **Voted.**

Snowplowing: Metcalf moved, seconded by Robbins, that NVC hire Paige to use his plow at a rate of \$3,400. **Voted.** Paige reminded the Board that he needs the Title and Bill of Sale for the plow, since the agreement was that the Village buy the plow last year, and Bill would plow without charge for one year, at the end of which Paige would own the plow.

Crofoot moved, seconded by Metcalf, that we post the winter parking ban. Robbins will take on posting notices locally. **Voted.**

Crofoot suggested that Paige continually check the catch basins for leaves, etc. that might be plugging them, in an effort to keep them open. Robbins added that we need to ask the Northport road commissioner for a schedule for cleaning the sewer drains (beneath the grates) in the spring. Ken Vlodek suggested that board members talk with the selectmen regularly to discuss problems.

Robbins asked that a gully on Main Street be re-built.

Wharf light: Still out. It will be turned over to the Safety Committee, as it is a safety issue.

### **Visitors' Concerns**

**Ken Vlodek:** Presented and quoted from materials summarizing the Phase II infrastructure project during which water was extended to the Shore and Bluff Roads. His concern was that recently publicized comments have again raised issues that should have been put behind us. Since the project is completed, NVC should move forward, facing the serious sewer treatment issues ahead.

**Robbins:** Has been asked to request that Overseers consider a change in meeting time, due to the Sunday morning time interferes with church services.

**Street signs:** Ed Williams and Pam have spent time on this. Allen said that first we must contact the state, to differentiate the state streets from the Village streets. Robbins and Allen will work together on an action plan.

Also they will pursue talking with Belfast about borrowing the speed limit signs. Cressey suggested that Bayview Park needs a road sign, which could be accomplished by rotating the sign at the corner of Broadway and Sea Street so another sign could be added to that post.

### **Facilities**

**Brockway:** The work done on the Community Hall office/basement has overdrawn the Community Hall budget. She was told to submit the bills, to be handled by the treasurer as she sees fit. Crofoot added that Brockway and Badershall have continued to finish the project with competence and good will, and at zero cost for labor. "To me, this is what Bayside is all about," he added.

**Allen:** The police car is fixed, and will be stored soon. A letter to Bob Smith thanking him for his work will be sent by Metcalf.

### **Utilities: David Crofoot**

1. Richard McElhaney has been selected as the NVC licensed Utility Operator. He is licensed as a wastewater treatment operator; although experienced with operating water plants, he is not a licensed water operator. The next state exams for water operator will be given in April. Rick Knowlton from Aqua-Maine will back up with his water operator license, assistance, and advice, at least until McElhaney can be licensed. Ferney Barton (Belfast water district employee) will continue to serve the village as he checks the NVC pump station and treatment plant every day, taking samples, recording data, reporting, etc.

Metcalf, seconded by Robbins, moved that the Utilities Department be authorized to continue to negotiate and enter a contract with McElhaney for the wastewater running (looking to you (Cressey) for advice because you have been involved in these interviews as well), the terms of the contract be those required by the state: that it be no more than \$40 an hour, that it be no less than 8 hours a week (concentrated in an 8-hour day) in the office, but have some flexibility for another half day or so. **Voted.**

Metcalf then moved, seconded by Brockway, to authorize the Utilities Department to employ the services of Richard McElhaney in the interim between now and the outcome. **Voted.**

Robbins moved, seconded by Metcalf, to authorize Aqua-Maine to assist our Utilities Superintendent with their licensing to allow us to operate our water system in conformity with federal and state guidelines. **Voted.**

2. Crofoot reported that the September bills were mailed. Neptune spent a day giving software advice, and identified problems with the meter reader. Jane Badershall gave at least 20 hours a week all summer long to maintain the secretarial function

and help Karen take over. Budgets are being worked on, with the goal of finding out if a rate increase is necessary. John Fancy will be asked to return and assist with budget and other issues.

3. Meeting with the DEP is necessary to discuss planning new facilities. Our user base of 230 people will not grow, and thus we cannot afford a 2-4 million-dollar new treatment plant, much less maintain it. Unless the DEP has funds to help us, we cannot go forward, even though the consent decree says we should be designing a plant beginning in January. A meeting with the two voices of the DEP (the financial and the enforcement arms), a representative from Rural Development, and NVC, is being planned for November.
4. Denise Baier, inspector from the DEP, will be reviewing the readings that were interrupted by the lightning strike of the transducer and flow meter. Violations will be decided, based on the reports that have been sent.
5. Fancy has promised to finish overseeing the Phase II punch list projects.

The meeting was adjourned at 11:25 AM.

Eleanor Lagner, Clerk NVC