

**Northport Village Corporation
Utilities Department
September 2, 2005**

Minutes

The September 2nd meeting was convened at 3:00 p.m. Attending were Overseers David Crofoot, Peter Spollett, Judy Metcalf (by phone), Superintendent Dick McElhaney, Village Agent Bill Paige and Secretary Karen Hoedtke.

The minutes of the July meeting were accepted (there was no August meeting).

Superintendent's Report:

Sewer Department

There were no license exceptions during July; flow averaged 49,000 gpd well below the 63,000 gpd permit allowance. July 9th was the high day at 73,725 gals. Precipitation in July was 3.15" compared to 5.46" and an average flow of 25,000 gpd for the same period last year. TSS, BOD, pH and fecal coliform were well within permit limits. McElhaney reported that we will be in violation for BOD concentration during August; this has occurred before in August when there are the most sewer users and the least dilutional I&I. Modification of the treatment plant to allow the addition of chemicals during the summer to settle solids would lower BOD; this option will be discussed at the time of the final design work of the modification of the plant (Phase III).

The DEP inspected the waste treatment plant and pump stations on July 15th. On DEP's recommendation, McElhaney upgraded the daily logs at the pump stations to include weekly checks on the proper functioning of the floats, high level alarm and the propane gas tank level for the back-up generator. DEP questioned the underground propane tank. McElhaney called in a representative of the Maine Propane and Natural Gas Board who inspected the installation and certified its application for underground use. McElhaney confirmed the inspection and certification with the DEP.

The Granston sewer line was successfully rehabilitated by the Ted Berry Company on August 17th with excavation, slip-lining, grouting, plumbing and landscaping taking less than 8 hours. Final cost was about \$5,500. Sargent and Sargent is scheduled to re-contour and stabilize the erosion along the road in front of the property on September 9th and will address the problem at the Cobe/Shore Road manhole.

McElhaney reported that Paige had added rope to the "no swim" buoy to drop the chain to the bottom and allow the buoy to ride properly in the water.

I&I Study Proposals:

Proposals to investigate the remaining sources of I&I have been solicited from the Ted Berry Company and Dirigo Engineering. The present plan to locate the most egregious leaks is to smoke test the system this fall and follow-up with camera inspections where needed and then monitor the flow in the wet months.

Crofoot moved and Metcalf seconded to authorize McElhaney to spend up to \$4,000 to have the smoke testing performed during September. **Voted.**

At the time of the meter reading next week, Paige and Hoedtke are requested to inspect for any gutters, outside drains which might drain to the sewer system, and to start a data base of houses with foundations which may need inside inspection for sump drains.

Follow-up letters will be sent to homeowners if necessary.

Sewer Rate Increase:

The new sewer rates take effect with the September billing. The trimester flat rate will increase \$48 from \$135 to \$183.

Water Department

July's water usage averaged 43,408 gpd compared to 31,866 gpd in June and 41,613 gpd for July of last year. July 4th was the high day at 50,323 gallons. Distribution line chlorine residuals averaged 0.14 ppm Cl₂. Coliform testing results were negative.

The new trimesterly base rate, if approved by the PUC, will take effect October 1st and will increase from \$126.66 to \$142. If notification has not been received from PUC within a week, Hoedtke to follow up with Maine Rural Water or PUC.

Metcalf moved, Spollett seconded that Crofoot remain as chairman of the Utilities Committee.

Village Agent Paige

October 15th is traditionally the day to start water meter removal; as this day is a Saturday, actual removal will not begin until the following week.

Some customers have asked to have their meters left in late. It is important that they realize that if the meters are frozen or damaged, it is their responsibility to pay for a replacement.

Extra help may be required for meter removal this year, probably won't amount to more than \$200.

Energy Concerns:

Given that the electric rates are about 20% higher than last year, that the account was under-budgeted, his year's electric bills for the meter storage building appear to be in line and no different arrangements need to be made at this time.

To prevent freeze ups in the pump stations this year, McElhaney recommends wrapping waterproof insulation around the discharge lines.

It should be noted that since the check valve was repaired in the manhole this past spring, the cycling of the pump from leakage has been cut dramatically. Where the pumps were running about 10 hours/day, they now run less than 1 hour/day.

Office Report

Julian Sheffield, the Treasurer, has spent two days in the office as we are preparing to bring the accounting in-house.

Meters will be read next week and the bills mailed out the following week.

2006 Budget

The line items should be consistent with any GASB and PUC recommendations to make the final accounting go smoothly. If necessary, Sheffield is to furnish a list for McElhaney's review. McElhaney to have a preliminary draft budget for discussion at the October meeting with final draft for the Overseers' November meeting.

Other business

Crofoot noted that Harry Smith of the Belfast Water District is retiring and that Keith Fuller will be the replacement.

Paige noted that the pumphouse requires painting next year and suggests that it be pressure-washed this fall. Bartlett has given a quote of \$50 for the pressure-wash.

McElhaney needs to purchase a portable wire transmitter keypad to be used to calibrate the flow meter in the well. Cost is about \$100. Use of the keypad would avoid having a confined space entry.

McElhaney reported to the DEP that the Village approved the \$500,000 article at this year's annual meeting to support the sewer plant remediation should public grant funds become available.

The meeting adjourned at 4:15.

Respectfully submitted,
Karen L. Hoedtke