

**NVC UTILITIES MEETING
MINUTES
October 8, 2010**

Present: Committee Members: Judy Metcalf, Denis Wang via Telephone, Dick Brockway; Ned Lightner, Superintendent Dick McElhaney; Office Manager Paul Bartels; Treasurer Bill Cressey; NVC President Jo Huntoon; NVC Clerk Maureen Einstein; Overseer Marge Brockway

Absent: Chairman Dr. David Crofoot.

The Committee voted to have Judy Metcalf conduct the meeting in Dr. Crofoot's absence.

The meeting was called to order by Judy Metcalf at 2:45 PM.

Minutes

Dick Brockway moved to approve the minutes from the last meeting, seconded by Ned Lightner, **Voted – All in Favor.**

Financials

Bill Cressey reviewed the Financial Reports dated as of September 30, 2010 and noted everything seems to be in order. He recommended a \$10,000 reduction in the reserve CDAR accounts to resolve a cash flow problem we seem to have this time of year. He will get together with Dick McElhaney to discuss this.

Bill Cressey recommended approving the 2011 Utilities budgets as presented by Dick McElhaney. Dick noted that there was no Pay increase included in the budgets. He also pointed out that last years budgeted pay increase was never implemented. The Overseers decided at the March 14, 2010 meeting to decide on that request by July 1, 2010 but failed to do so. Ned Lightner moved to approve the 2011 Water and Sewer budgets with a 3% allocation for salary and honorarium increases over the 2010 budgeted amounts, seconded by Judy Metcalf – **Voted all in favor.**

SUPERINTENDENT'S REPORT

Sewer Department

August 2010 Effluent Monitoring Data

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

Flow averaged 15,523 gpd compared to 20,381 gpd in August of 2009. Daily flow ranged from a low of 7,500 to a high of 24,000. Precipitation for August 2010 was 3.59 inches compared to 4.99 inches in August of 2009.

TSS and BOD averaged 7.4 lbs/day (57.8 mg/l) and 22.7 lbs/day (177.5 mg/l), respectively and again new highs for the year, but still below the monthly DEP limits. These mass and concentration amounts will weaken as the seasonal population starts to decline beginning in September and when the septic tanks are cleaned in October.

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	2009 Ave	DEP Monthly Limit	Violations
Flow GPD	15523	16065	7226	37500	16178	22300	63000	0
Precip Inches	3.59	3.47	1.72	8.12	4.41	4.98	n/a	0
TSS lbs/d	7.4	6.1	.7	7.4	2.94	2.3	76	0
TSS mg/l	57.8	48.5	8.3	57.8	26.7	18.9	145	0
BOD lbs/d	22.7	11.8	1.6	22.7	7.9	5.6	107	0
BOD mg/l	177.5	94.5	23.3	177.5	66.0	47.4	203	0
TSS % Rem	80	80	80	97	90.3	93.4	50	0
BOD % Rem	39	66	39	92	76.5	84.6	30	0
pH lo	6.8	6.8	6.8	6.8	6.8	6.7	6.0	0
pH Hi	7.0	7.0	7.0	7.1	7.0	6.9	9.0	0
S.S. ml/l	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	Report	0
F Col/100 ml	0	0	0	0	0	0	15-ave	0
F Col/100 ml	0	0	0	0	0	0	50-max	0

Note: The last NVC Sewer Dept. violation was in February of 2006 and for flow. No violation for TSS and/or BOD has occurred since August of 2005.

September 2010 Snapshot

The NVC Sewer Department was again in full compliance with its discharge license in September. Flow was low and averaged 11,400 gpd despite more than normal rainfall and normal drinking water usage. Precipitation as measured by the BWD at the Little River Station was 6.47 inches.

USDA RD Funding Application for a New Outfall and Septic Tank

The \$600,000 (\$159,874 loan/\$440,126 grant) USDA funding application to replace the ocean outfall pipe and repair leaks in the third train of septic tanks was officially **approved** by the United States Department of Agriculture (USDA) on or about September 24, 2010. The loan/grant will be funded utilizing ARRA stimulus money. According to a USDA news release, the NVC award was one of 89 projects funded in 32 states and **the only project funded in Maine.**

The NVC Sewer Department has registered with the Central Contractor Registration (CCR) system and FederalReporting.gov to initiate quarterly reporting. Registration and reporting requirements are conditions of the loan/grant funding package and intended to provide transparency to the public. The public can monitor the reports 30 days after the due dates of the quarterly reports at www.recovery.gov to find out how the money is being used. The first quarterly report was due and submitted on October 1. A temporary construction checking account to track incoming and outgoing funds has been established by Bill Cressey with the Bangor Savings Bank.

USDA Rural Development will provide copies of the Letter of Conditions (LOC) to the NVC design engineers (Dirigo) and attorneys (Eaton Peabody for bond counsel and property rights) which outline the conditions they will need to cover on behalf of the NVC. This same LOC has been provided to Board Members under separate cover for their review.

Draft NPDES and Maine Waste Discharge License

For our review and comment, the NVC has received a proposed draft of a new Maine Waste Discharge License and NPDES Permit (EPA). Comments regarding this preliminary draft to EPA and DEP must be received by no later than October 28, 2010.

The proposed draft carries forward all the terms and conditions of the previous permit/license, including an EPA 301(h) waiver from the secondary treatment requirements, except that this permit:

- a. Establishes whole effluent toxicity (WET), analytical chemistry and priority pollutant testing requirements. These new effluent testing requirements will add about \$3000 annually to the sewer budget in the first four years of the license. In the last year of the five year license this amount will increase the budget by about \$6500.
- b. Requires the development and reporting of a plan to control and remove sources of infiltration and inflow into the sewers, including necessary funding levels.
- c. Re-evaluates and increases the dilution factors significantly. The previous permit/license established an acute dilution factor (DF) of 4:1, but was silent on the chronic dilution factor. The proposed permit/license establishes an acute DF of 34:1 and a chronic DF of 94:1. Dilution factors are important for designing outfall piping, estimating whether or not an effluent wastewater discharge is toxic and determining the testing frequency requirements for WET testing - the higher the DF the better.
- d. Raises the Total Residual Chlorine (TRC) effluent limit based on the revised dilution factors. The previous TRC license limit, based on an acute DF of 4:1, was .052 mg/l. The proposed license limit based on an acute DF of 34:1 is relaxed to .3 mg/l.
- e. Reduces the pH testing frequency requirement from daily to once per week.

A copy of this draft permit was sent under separate cover to utility members for their review and comment in mid-September.

Chlorination/De-chlorination System

The chemical additives used to disinfect the effluent before being discharged into the ocean were suspended for the season this week. Through Fernie Barton's excellent work, the NVC made it thru yet another year without any violations of Federal and State fecal coliform limits.

Water Department

August 2010 Usage and Water Quality

Water consumption during August averaged 43,585 gpd compared to 42,479 gpd in July and 40,118 gpd in August of 2009. The average weekly chlorine residual in the drinking water was .18 ppm compared to the recommended level of less than .2 ppm. The monthly coliform test result was negative.

Water Sinking Fund Reserve CDAR

The Sinking Fund CDAR scheduled for renewal on September 23 was delayed and temporarily transferred back into the water checking account. This was done at the Treasurer's request and to insure that there would be enough money in the checking account to cover the two bond payments due in October and only until adequate income is received by the department from the September 15 trimesterly billing.

Draft 2011 Utility Department Budgets

A preliminary draft of the 2011 budgets for the water and sewer departments was provided to Board members under separate cover late last month. The total expense proposed for the water department is increased from \$158,451 to \$162,697 or 2.7% over last year's amount. The total expense proposed for the sewer department is decreased from \$142,382 to \$141,982 or .3% less than the 2010 amount.

Proposed wage and salary rates for the NVC employees in the 2011 budgets are the same rates that were budgeted for in 2010 and represent a 3% increase over the 2009 budget amount. The Board of Overseers did not vote an increase in wages or salaries to employees in 2010.

2011 Water Budget

The total operating expense proposed for 2011 is increased \$4246 or 2.7% over 2010 expenses. This increase in spending matches an additional \$4246 in income. \$3145 of

this additional income will be added into the sinking fund reserve account thereby increasing reserve spending to \$10,991 in 2011 versus \$7,846 in 2010.

The amount earmarked for the reserve account in the water budget is always the amount of income received in excess of the total operating expenses and is the default position to balance the budget. The increase in anticipated income comes from \$3,750 in additional meter handling fees and the addition of one new customer \$496.

2011 Sewer Budget

The total operating expense proposed for 2011 is decreased \$400 or .3% less than the 2010 expenses. The \$400 decrease in spending is equal to the \$400 less in miscellaneous income anticipated for 2011.

To balance the 2011 sewer budget, the default position is the Phase III Sewer System Improvement account. This line item was reduced to \$16,908 or \$5840 less than what was appropriated for 2010. The need to reduce this amount stems from a \$3000 increase in the cost of the water testing account to conduct Whole Effluent Toxicity (WET) testing. This test is an added requirement of the NVC's renewed wastewater discharge license. In addition to this, \$1800 was included for this year's Repair to Structures expense account to pay for the Sewer Department's share of the cost to replace the roof on the lab building.

Discussion

Judy Metcalf reviewed the USDA RD loan documents which will be signed by Jo Huntoon and Maureen Einstein at the next Overseers meeting.

Adjourn

Next meeting was scheduled for November 12, 2010 at 2:30 PM.

Judy Metcalf moved to adjourn at 3:20 PM, seconded by Denis Wang, **Voted - all in favor.**

Submitted by Paul Bartels