

**NVC UTILITIES MEETING
MINUTES
November 11, 2011**

Present: Chairman Dr. David Crofoot ; Committee Members: Judy Metcalf by phone, Dick Brockway, Ned Lightner; Superintendent Dick McElhaney; Treasurer Bill Cressey; Office Manager Paul Bartels.

Absent: Denis Wang.

The meeting was called to order by Ned Lightner at 3:00 PM.

Minutes

Judy Metcalf moved to approve the minutes from the last meeting, seconded by Dick Brockway, **Voted – majority in favor.**

Financials

Bill Cressey reviewed the P&L report for the water and sewer departments and noted that we were on track with the budget by 83% with a few minor explainable exceptions. Dick McElhaney pointed out that Contract Services were a little higher because we elected to have Moore Septic pump out the tanks one additional time this year. Repairs to mains were a little higher because that type of item is unpredictable.

Bill made some favorable comparisons with the current P&L and the budgets Dick McElhaney proposed for 2012. Bill recommended that the Committee accept the water and sewer budgets presented by Dick McElhaney.

Chairman David Crofoot joined the meeting at 3:20 PM.

SUPERINTENDENT'S REPORT

Sewer Department

September 2011 Effluent Monitoring Data

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

Monthly flow averaged 6,887 gpd compared to 14,410 gpd in September of 2010. Flow ranged from 4,500 to 11,000 gpd. Precipitation for this September was 2.62 inches compared to 6.47 inches in September of 2010.

TSS and BOD averaged 1.9 lbs/day (37.3 mg/l) and 7.4 lbs/day (142.5 mg/l), respectively.

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 | September | August | YTD Lo | YTD Hi | YTD Ave | 2010 Ave | DEP Monthly Limit | Violations |
|---------------|----------------|--------|--------|--------|-----------------|----------|-------------------|------------|
| Flow GPD | 6887 | 18097 | 5394 | 42016 | 15508 | 17085 | 63000 | 0 |
| Precip Inches | 2.62 | 6.72 | 1.73 | 6.72 | 3.74 | 4.94 | n/a | 0 |
| TSS lbs/d | 1.9 | 7.9 | .6 | 7.9 | 2.5 | 2.7 | 76 | 0 |
| TSS mg/l | 37.3 | 54.8 | 5.2 | 54.8 | 26.5 | 24.9 | 145 | 0 |
| BOD lbs/d | 7.4 | 22.1 | 1.1 | 22.1 | 7.4 | 6.6 | 107 | 0 |
| BOD mg/l | 142.5 | 148 | 14.3 | 148 | 72.7 | 59.4 | 203 | 0 |
| TSS % Rem | 87 | 81.1 | 81.1 | 98.2 | 90.1 | 91.0 | 50 | 0 |
| BOD % Rem | 51 | 49 | 49 | 95.1 | 74.6 | 79.0 | 30 | 0 |
| pH lo | 6.7 | 6.7 | 6.7 | 6.9 | 6.8 | 6.8 | >6.0 | 0 |
| pH Hi | 6.8 | 6.8 | 6.8 | 7.1 | 7 | 7.0 | <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 | <10 | <8.32 | <1 | <10 | <3.12 | <1.6 | 15-ave | 0 |
| F Col/100 ml | <10 | 50 | <1 | 50 | <7.25 | <2.9 | 50-max | 0 |

Note: The last wastewater discharge license violation was *67 months ago (2/2006)* and for flow. No violation for pH, fecal coliform, TSS and/or BOD has occurred for *73months (8/2005)*.

October 2011 Snapshot

The NVC Sewer Department was again in full compliance with its discharge license in October. Flow averaged 12,594 gpd. Precipitation as measured by the BWD at the Little River Station was 6.64 inches.

Ocean Outfall Pipe/Septic Tank Repair Project

Contract bids for the new ocean outfall pipe and septic tank repairs were opened and read aloud by Jim Lord, Project Manager for Dirigo Engineering, on October 28, 2011 at 1 pm in the NVC office. There were five plan holders, however only three submitted bids. R. J. Jordan and T-buck construction did not enter bids. Representatives of Reed & Reed, Prock Marine, Sargent & Sargent, the Board of Trustees and Overseers, the Utility Department and the public were in attendance. A tabulation of the outfall bid follows for the Board's consideration and approval:

| | New Outfall | Clean Tanks | Seal Tanks | Total Cost |
|------------------------|-------------|-------------|------------|------------------|
| Sargent Corp | \$309,530 | \$12,300 | \$7,200 | \$329,030 |
| Prock Marine | \$389,000 | \$20,000 | \$23,000 | \$432,000 |
| Reed & Reed | \$573,000 | \$4,000 | \$19,000 | \$596,000 |

The total estimated project cost and the amount funded by the USDA in loan (\$160,000) and grant (\$440,000) is \$600,000. Of this amount, \$441,000 was for pipe and tank repairs, \$113,000 for engineering and legal expenses and \$46,000 for contingencies. Assuming the low bid is accepted, this means there would be about \$112,000 in leftover funds for other sewer improvement projects plus as much as another \$46,000 in contingency money if nothing in unanticipated costs comes up.

Contract Signing and Pre-Construction Conference

Pending the availability of those with signatory authority, the Department has tentatively agreed to a Thursday, November 17, 2011, 9:00 am date at the NVC office to sign the outfall contract documents and a pre-construction conference.

Septic Tanks

The fall cleaning of the two active trains of septic tanks was performed on Friday, October 7, 2011. Everything went fine and no new leaks were discovered.

Annual Inspection/Preventive Maintenance of Shore Road Pump Station

Stevens Pump & Electric has completed their annual inspection and maintenance of the Shore Road pump station. This year the Department also asked Stevens to inspect the three dedicated simplex stations also on Shore Road which service five individual residences. The Department has yet to receive the inspection reports and recommendations from Stevens to make any further comments.

Water Department

September 2011 Usage and Water Quality

Water consumption during September averaged 26,631 gpd compared to 40,621 gpd in August and 36,562 gpd in September of 2010. The average weekly chlorine residual in the drinking water was .11 ppm compared to the recommended level of less than .2 ppm. The monthly coliform test result was negative.

Village Water Meter

The Village's water meter which measures the amount of water purchased from the Belfast Water District was pulled and transported to and from the Bangor Water District for testing. The interlocal agreement between the NVC and BWD requires a test for accuracy every two years and must be within +/- 2% to pass. The meter passed and was re-installed the same day.

Water Leaks

A water leak of what looked to be about 5-6 gpm was noted in October. Two leaks were identified. One leak was discovered in the 4 Clinton Ave area with water bubbling up around a cluster of four shut-off valves. Billy Paige, DO decided correctly to replace all

four valves whereas they were all in the same excavation whole and in an otherwise very tight and difficult spot to work in.

The second leak is believed to be in the Bayview Park area, but has not been pinpointed yet. Whereas this water line serves only seasonal residences, Billy was able to isolate this line to stop the loss of water. Billy is waiting for some assistance from Maine Rural Water who has sophisticated listening devices (correlators) to help him try to locate the exact spot of the leak so it can be repaired.

2012 Water and Sewer Budgets

The 2012 Water and Sewer Budgets have been revised to reflect the committee's wishes. The revised budgets have been sent to committee members under separate cover.

Additionally, after last month's discussions with committee members and later with the Village Agent, the department has reconsidered that discussion and decided to request and budget money in 2012 to begin the modifications of the lab building to utilize the 576 sq/ft of vacant space in the back of the building to house sewer equipment and meters of the water company in lieu of repairing the crumbling meter building. The cost, as proposed, would be expensed over a two year budget cycle.

\$2000 has been added to the "repair to structures" account of both departments to begin this project. In 2012 the plan would be to install an insulated garage door and bring the four-foot-below-ground basement floor up to ground level with gravel. In 2013, after the gravel has had time to fully settle, the project would be finished off with a concrete floor and a partition to install a toilet.

Discussions

Ned Lightner moved that the budgets for water and sewer be recommended to the Board of Overseers for their approval, seconded by Dick Brockway, **Voted - majority approved.**

David Crofoot moved that the sewer outfall project bid of \$329,030.00 submitted by Sargent Corp. be accepted by the utility committee and recommended to the Board of Overseers, **Voted – majority approved.**

Jo Huntoon and Bill Cressey will not be available to sign the construction contracts for the outfall project November 17, 2011.

Ned Lightner moved to recommend that the Board of Overseers authorize Chairman David Crofoot to represent and sign the construction contracts for the sewer outfall project on November 17, 2011, seconded by Dick Brockway, **Voted – majority approved.**

Adjourn

Next meeting scheduled for December 16th at 2:30 PM.

Judy Metcalf moved to adjourn at 3:55 PM, seconded by Dick Brockway, **Voted - majority approved.**

Submitted by Paul Bartels