

Northport Village Corporation
Utilities Department Meeting
February 4, 2005
Minutes

Present: David Crofoot, Chairman, Bill Cressey and, by telephone, Judy Metcalf and Dick Brockway. Also attending were Dick McElhaney, Bill Paige, Beverly Crofoot and Karen Hoedtke

Minutes of the last meeting were accepted.

Superintendent's Report:

Compliance: One license exception for flow for December 2004. The flow averaged 0.084 million gallons/day (mgd) vs. the permit limit of 0.063 mgd and against a precipitation rate of 4.36". For the same period last year, the flow was 0.057 mgd and precipitation was 4.54". With half again as much flow this year, it might be indicative of a new leak into the system.

There appears to be considerable leakage observed into a deep sewer line which services the presently uninhabited Norton and Granston properties on Shore Road, although it is not known if this is old or new I&I. While new sewer lines were installed to the other houses in the area, these two properties were not part of the Phase I project. In order to determine a rough volume of I&I from this location, one method is to block off the line. Water in this instance would just back up to the level of the groundwater table. McElhaney will try to borrow a bag and see if it will be feasible to place the block at a manhole. Failing this, it may be necessary for two men (Stevens) to perform a confined space entry to place the bag into the pump station wet well and then later on to remove it. The flow meter at the outfall measures the flow for the entire village. If there is a substantial drop in flow after the placement of the bag, this would tend to confirm this location as a source of I&I needing attention and at the same time provide an estimate of the volume.

BOD during December averaged 8 lbs/day against a permit level of 106.7 lbs/day and a monthly average of 17 lbs/day for 2004. TSS averaged 5 lbs/day vs a permit limit of 76.2 lbs/day and a monthly average of 6.8 lbs/day for 2004. Based on assumed influent BOD and TSS loadings, removal efficiencies for December averaged 95% and 97%, respectively.

Shore Road Pump Station: The project to install new check valves in the vertical pipes of the pump discharge was put on hold due to cold weather and the discovery of significant misalignment in the discharge piping. Stevens Pump and Electric has resubmitted a cost estimate (\$1,200 over the original estimate of \$2,300) to install 4" flanged expansion joints where the vertical and horizontal pipes meet to compensate for this misalignment. Another more costly and possibly destructive option would be to excavate the pipes and attempt to correct the misalignment. The Department recommends the expansion joint option. The new estimate for labor, materials and pump truck is \$3,500 for this option, which exceeds our budget estimate of \$2,500. If approved, McElhaney would try to schedule the work for next week. The committee voted 3-0 to proceed with the expansion joint option.

Pump Station No. 1 (PS1) Alarm: The alarm on one of the Shore Road pump stations was noted on Sunday, January 30th. A resident contacted Beverly Crofoot who, in turn, contacted Fernie Barton. Fernie discovered that the water and piping in the wet well had frozen. He placed an electric heater to thaw it out, and the pump station is now up and running. Because of the concern that the potential exists for further freezing and the possibility of a burst line or burned-out pump, McElhaney will look into the cost of installing a thermostatically controlled heater and/or other alternatives which would be included in next year's budget. The other two small pump stations may be frozen as well and should be checked.

Signs indicating whom to call in case of alarm or malfunction of the pump stations will be posted. A pager has been purchased for Fernie Barton who will respond to such emergencies.

NVC Laboratory QA/QC: The DEP has established a quarterly time-table for the development of a laboratory quality control program for sampling and testing. The first milestone (Dec. 31, 2004) has been met with the preparation of an organizational and responsibilities chart. NVC is required to have written standard operating procedures for field sampling, laboratory sample handling and laboratory analysis by March 31, 2005. A representative from the Maine Rural Water Association is working with us to achieve this goal; there is no charge for this service other than the membership fees we pay to MRW Association.

Revised Stage II Facilities Plan: The Utilities Committee met with Jim Fitch of Woodard & Curran on January 28. The modified Stage II Facilities Plan was reviewed in detail and modified where necessary. It was submitted to the DEP by W&C by the February 1st deadline. Among six alternatives, the Plan recommends that NVC maintain and upgrade the existing primary treatment system. This involves replacement of the remaining 7,500' of old VC sewer main to reduce I&I, replacement of the existing 235' ocean outfall with 2,000' of new outfall, and modifications to the existing plant to improve influent distribution and sampling, hydraulic retention, tank pumping and process control structures. The project cost is just over \$3 million. This is, by far, the cheapest alternative of six which were studied. The DEP will respond by March 1st. The committee recommended that McElhaney, Crofoot and Bill Ferdinand of Eaton Peabody should meet with the DEP before the March 1st response date. Once the choice of an alternative is agreed to, John Glowa of the DEP says that the NVC must begin final design work with a completion date of December 1, 2005. The price of final design of a \$3 million dollar project may be as high as \$300,000. The sewer utility has no funds to support this requirement to begin design.

Requests for Proposal (RFP) must be sent to engineering companies bidding for this design project. Cressey recommended that a firm be hired to write such RFP.

Water Department

Monthly consumption averaged 13,610 gpd compared with 11,847 gpd for the same time last year and a monthly average of 20,713 gpd for 2004.

Letters have been sent to residents who still do not have meters installed informing them that the work must be completed this spring at the homeowner's expense and that a cost estimate is forthcoming.

The Belfast Water District Board of Trustees will be reviewing NVC's water agreement. No rate increase is expected.

The water and sewer bills went out on schedule. There were still some problems with the billing software. The problems have been identified and the company is correcting them. The technical support contract is due by February 28th. Karen will check on the coverage and, in all likelihood, the support contract will be extended.

McElhaney has been looking into the procedure for requesting rate increases with the PUC. Recommended that he talk with Rick Knowlton of AquaMaine and/or Dennis Keschl of the PUC. McElhaney to provide a time-table at the next Utilities Committee meeting, anticipating public hearing in July.

The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Karen L. Hoedtke