

NVC Utilities Committee
Trustee Meeting
Community Hall and by Zoom link
Friday, December 9, 2022
2:30 p.m.

Trustees Present: Brady Brim-Deforest (by Zoom), David Crofoot, Jeffrey Wilt
Staff: Richard McElhaney, Bill Paige
NVC Officials: Janae Novotny, Wendy Huntoon

Trustees Absent: Judy Metcalf, Casey Brown

The December meeting of the NVC Utilities Trustees convened at 2:38. Utilities chair, Jeffrey Wilt called the meeting to order.

Approval of November minutes: David Crofoot moved (seconded by Brady Brim-Deforest) The motion was adopted with yes votes from David Crofoot, Brady Brim-Deforest, Jeffrey Wilt

Superintendent's Report: Richard McElhaney presented his report for October and November (see attachment). During the reporting period there were no exceedances.

Dirigo Engineering has not yet been contacted to determine (1) the reason for recent (August/September) exceedances and (2) plan for managing future exceedances. Richard McElhaney recommends engaging Dirigo in spring closer to the 2024 summer season.

Wastewater (Sewer) Department Financial Update:

2022 Budget Overage: The wastewater (sewer) department is over its payroll budget by \$5418. The overage is the result of increased hours by collection and office personnel.

2022 "Due To" General Government: The wastewater (sewer) department owes approximately \$30,000 to general government for payroll reimbursements for the 2022 calendar year. As those funds were approved in the 2022 budget, there was a consensus among participating trustees that funds should be transferred from the wastewater account to the general government account.

2020 "Due To" General Government: The wastewater (sewer) department owes approximately \$64,000 (\$39,000 payroll, \$25,000 nonpayroll) to general government for related expense paid by general government in 2020 but not reimbursed by the wastewater. The wastewater (sewer) department does not have sufficient funds to transfer. Utilities Trustees will propose a 4-year payment plan to the Overseers. \$15,000 in funding for first payment will be included in the proposed 2023 wastewater (sewer) budget.

2023 proposed wastewater budget: The trustees discussed the proposed budget which includes \$29,000 for new/replacement equipment, \$3,500 to replace outfall buoy lost in recent storm, \$15,000 to make first payment on 2020 "Due To" general government, \$7,000 in reserve funds required by USDA, and necessary funds for increased material and payroll expenses. The total proposed budget is \$268,000. If adopted, the budget will require \$361 per trimester (\$1,083 per year) for each wastewater's 248 costumers. This compares to current budget of \$176,000 which is funded by \$237 per trimester (\$711 per year) customer fees.

The trustees had a long discussion considering options to fund the wastewater department including seeking budget support from future NVC general government budgets. The trustees expressed concern over a continued pattern of steep rate increases and the impact those increases have on costumers. In the end there is a realization that NVC cannot exist without the wastewater treatment facility and the proposed budget reflects the actual cost of managing the facility. In addition, the decision (2020) to fund the new waste water facility out of reserve funds has completely depleted those funds leaving no cushion for additional expenses.

Approval of 2023 Proposed Wastewater Budget: Brady Brim-Deforest moved (seconded by David Crofoot) approval of 2023 proposed budget. The motion was adopted with yes votes from David Crofoot, Brady Brim-Deforest, Jeffrey Wilt.

Waste Department Financial Update:

2022 Budget Overage: The water department is over its payroll budget by \$1,322. The overage is the result of increased hours by collection and office personnel.

2022 "Due To" General Government: The water department owes approximately \$32,000 to general government for payroll reimbursements for the 2022 calendar year. As these funds were approved in the 2022 budget, there was a consensus among participating trustees that those funds should be transferred from the wastewater account to the general government account.

2020 "Due To" General Government: The water department owes approximately \$29,000 (\$1,000 payroll, \$28,000 nonpayroll) to general government for related expense paid by general government in 2020 but not reimbursed by the water department. As the water department has sufficient funds to transfer, there was a consensus among participating trustees that those transfers should occur immediately.

2023 proposed budget: The trustees discussed the proposed budget which includes necessary funds for increased payroll expenses. The total proposed budget is \$177,000.

Approval of 2023 Proposed Water Budget: Brady Brim-Deforest moved (seconded by David Crofoot) approval of 2023 proposed budget. The motion was adopted with yes votes from David Crofoot, Brady Brim-Deforest, Jeffrey Wilt.

Page 3

December 9, 2022, Minutes

Other Business:

In executive session, Richard McElhaney announced his intention to retire effective January 15, 2023. The trustees ask him to consider a February 1, 2023, retirement date. Participating trustees thanked Dick for his years of service.

Trustees discussed plans for the transition. Brady Brim-Deforest will reach out to Maine Rural Water to determine how they may assist with the transition.

Trustees discussed the possibility of engaging an engineering firm to manage Utilities. Olver Associates was referenced as a possibility.

Approval of Utilities contribution to year-end bonus fund: Brady Brim-Deforest moved (seconded by David Crofoot) approval of \$1,026 contribution to bonus fund. The motion was adopted with yes votes from David Crofoot, Brady Brim-Deforest, Jeffrey Wilt.

The next meeting of the Trustees is a **January 6, 2023, 2:30 p.m.**, Community Hall and on-line (<https://us02web.zoom.us/j/82961508196?pwd=ekpzTlZcmI3cnJEZmlHRmlwR3ZSZz09>).

The meeting adjourned at 4:00 p.m.

Respectfully submitted,
Jeffrey Wilt, Chairman