

VEAZIE SEWER DISTRICT
Regular Meeting Minutes
March 19, 2014
6:30 P.M.

Attended by: Trustee Norman Webb, Treasurer Jim Parker, Chairman Rob Tomilson, Superintendent Dana McLaughlin, and Attorney Tom Brown

- 1) Rob called the meeting to order at 6:35 p.m.
- 2) Norman made a motion to approve the February 20, 2014 meeting minutes, Jim 2nd the motion, passed unanimously.
- 3) Agenda was reviewed. Added Executive Session 1 M.R.S.A. 405(6)(E) (Legal matters) to agenda and moved both executive sessions (Item #10) to end of meeting.
- 4) There were no public comments.
- 5) The warrants were signed by the board members.
- 6) The Office Manager Report was reviewed. The spreadsheet for overdue accounts was reviewed by the board. Tom Brown had liens and Impending Foreclosure Notices prepared and ready to mail out after completed by Office Manager with amounts. The district will talk with the Town of Veazie in regards to the Roger Shorey property (22 Rock St), which the town has foreclosed on.
- 7) The board reviewed the Property and Casualty Pool Renewal form for insurance from MMA for 2014. The Crowe properties are still on the renewal form for liability insurance. Jim made a motion to authorize Tom Brown to release the Crowe property liens to the appropriate entity, Norman 2nd the motion, passed unanimously. Jim made a motion to approve the Property and Casualty Pool Renewal with the appropriate edits, Norman 2nd the motion, passed unanimously.
- 8) Jim made a motion to have Dana draft a policy in regards to applying customer payments in the order as follows: oldest interest first, oldest fees second, and then oldest principal last, Norman 2nd, passed unanimously.
- 9) Dana presented the operations report for February 2014.
 - a) The issues in the DEP inspection report are being corrected or have been corrected.
 - b) Dana explained that the blower drive card would cost approximately \$100.00 to rebuild, whereas a whole new panel could cost approximately \$2,000.00
 - c) Norman made a motion to accept the previous bid of \$250.00 for the pump, Jim 2nd, passed unanimously. The funds are to be deposited into the general checking account.
 - d) RV waste can be accepted by the district per Greg Wood from DEP. Dana will check to see what other wastewater plants accept and charge and prepare a policy.

- e) CBODs are now being picked up and processed by Katahdin Analytical Services due to Northeast Labs no longer have a courier service.
 - f) Jim made a motion to allow Dana to advertise for a full-time summer position to help with the outside work at the district and to keep the employee from Springborn Staffing on an as needed basis, Norman 2nd, passed unanimously.
- 10) The Treasurer's report was presented to the board. Norman made a motion to assess the Town of Veazie \$96,500.00 for the 2014 Assessment with all various allocations detailed in a letter to the town, Jim 2nd the motion, passed unanimously.
- 11) The delinquent accounts report was presented to the board.
- 12) A State of the District letter will be written and sent to customers.
- 13) Jim motioned to go into Executive Session Pursuant to 1 M.R.S.A. 405(6)(E) at 8:17 p.m. to discuss a legal matter, Bud 2nd, unanimous. Norman motioned to come out of executive session at 8:41 p.m., Jim 2nd, unanimous. Norman motioned to go into Executive Session Pursuant to 1 M.R.S.A. 405 (6)(A) to discuss personnel matters at 8:42 p.m., Jim 2nd, unanimous. Jim motioned to come out of executive session at 8:57 p.m., Norman 2nd, unanimous.
- 14) Jim made a motion to adjourn the meeting at approximately 8:57 p.m, Norman 2nd the motion, unanimous.

NEXT MEETING WILL BE HELD MONDAY, APRIL 21, 2014 AT 6:30 P.M.