

**VEAZIE SEWER DISTRICT**  
**Regular Meeting Minutes**  
**October 19, 2015**  
**6:30 P.M.**

Attended by: Chairman Rob Tomilson, Treasurer James Parker, Trustee Norman "Buddy" Webb, Superintendent Dana McLaughlin, Office Manager Emily Hood.

- 1) Rob called the meeting to order at 7:46 p.m.
- 2) The agenda was reviewed.
- 3) Jim motioned to accept the September 2015 meeting minutes as written, Buddy 2<sup>nd</sup>, unanimous.
- 4) No public comments.
- 5) The Maine Bond Bank refinance was discussed. The paperwork has been signed. The amount of the bond was for \$755,863.85 at a 2.05% interest rate. The final payment will be due in 2031.
- 6) Trustees asked for a letter to the customers accompanying the April billing reminding them of the trustee elections.
- 7) Warrants were signed.
- 8) Delinquent Accounts were reviewed. It was decided that all accounts do not need to be printed for the Trustee packets.
- 9) Office Manager's Report was given by Emily.
  - Emily indicated that she had gone through her first billing. TRIO did not generate some bills which Emily caught and generated the bills.
  - Emily sent a bill for 1143 Chase Road because there was water consumption and a bill had been generated in 2014. The customer called and complained about receiving a bill. He said he only waters cattle there. The customer is not sure if the sewer has been stubbed. Emily cancelled the bill. Trustees reaffirm that there should be no bill.
  - Emily reported that Aaron Turcotte had a high bill and called about it. He used a new sprinkler system this past summer and didn't realize that he should have a separate meter. Aaron agreed to have a separate meter installed and to call Emily with readings. Emily revised the invoice to half of the water consumption this one time.
- 10) The Treasurer's Report was reviewed. No funds were transferred until the Bond is approved. The \$74,000 assessment from the Town will be made in December. Due to the Bond refinance there will be savings. Where to apply the savings was discussed. The Capital Reserve fee may be able to be lowered, or the assessment to the Town may be lowered, or commercial user fees may be lowered. Will discuss further in detail at future meeting.

- 11) The budget was reviewed. Jim motioned to revise the format of the budget printout, Rob 2nd, unanimous. Jim is to transfer the proceeds of the sale of the truck (\$7,777.77) to the Capital Reserve Fund.
- 12) Dana presented the Operations Report for September, 2015.
- There have been no 49 Form State Report Violations.
  - The SSO Event of 09/30/15 was discussed. River Restoration changed manholes which may have contributed to the SSO Event. The profile of the height of the manholes is needed in order to determine the cause of the Event. Jim motioned to authorize Dana to have Travis Noyes prepare a profile, Buddy 2nd, unanimous.
  - The subsequent invoice from Frost was discussed as well. To be credited on Pump Station Maintenance budget.
  - Discussed an insurance claim with the tractor. Insurance will cover all but deductible.
  - Employee development was discussed. Braden has a Grade 1 license and is working on Grade 2.
  - Greystone Trailer Park was discussed. Jim hypothesized that the Old Jones' Pond is flooding the sewer line. The plan is to: plan for I&I; look at the main sewer behind Trailer Park, look at the main sewer behind the Trailer Park up to the hill, investigate manhole near the stream. Jim requested a manhole layout map be produced to discuss further. A possible Grant to cover the cost was discussed.
- 13) Still waiting for another quote for the blower repair or replacement. Will discuss at a future meeting.
- 14) The Generator Shed Project was discussed. The electrical quote received was too high. Proceed with the slab and leave conduit holes. Put enough conduit in so the generator could be used full time. Still waiting for quotes for the building. Dana will contact Gray's Custom Buildings in Medway.
- 15) The Personnel Policy was reviewed. It will be added per a previous meeting discussion that elected officials may not work or serve at the Sewer District - appointed positions may though.
- 16) Jim motioned to end the meeting at 9:48 p.m., Buddy 2<sup>nd</sup>, unanimous.

NEXT MEETING WILL BE HELD MONDAY, NOVEMBER 16, 2015 AT 6:30 P.M.

APPROVED: \_\_\_\_\_  
Norman Webb, Clerk

DATE \_\_\_\_\_