

VEAZIE SEWER DISTRICT
Regular Meeting Minutes
November 17, 2015
6:30 P.M.

Attended by: James Parker, Treasurer, Norman "Buddy" Webb, Clerk, Dana McLaughlin, Superintendent, Emily Hood, Office Manager.

- 1) Buddy called the meeting to order at 6:56 p.m.
- 2) The agenda was reviewed.
- 3) Jim motioned to accept the October 2015 meeting minutes as written, Buddy 2nd, unanimous.
- 4) No public comments.
- 5) The Veazie Council questions were considered. The Trustees have drafted answers. Jim motioned for Emily to type and proofread the answers and email them to all Trustees for approval. Once approved by all Trustees, Emily will email the answers to the Town Manager on the Thursday afternoon before the meeting. Buddy 2nd, unanimous.
- 6) There were discussions of the impact of the Bond Refinance on the rate structure. Jim explained there is a 2.065% interest rate. There are no payments due in 2015. The next interest only payment will be in April, 2016. The principal payment will be due in October, 2016. The new total bond repayment is about \$56,000.00 per year which is \$60,000.00 less than before the refinance.
- 7) Warrants were signed.
- 8) Delinquent Accounts were reviewed. The Millenium Property Group account is delinquent for the past two billing cycles. Emily personally called the customer and asked if payment would be made soon. The response from the customer was that they knew the payments were behind but could give no indication as to when payment could be made. The lien process will be started as soon as possible, as is the case with every delinquent account.
- 9) Office Manager's Report was given by Emily.
 - While reviewing accounts, Emily found that 31 Hobson Avenue was on a list with other accounts charged \$111.72, however this account was charged the minimum only. Jim explained that this account was on a sewer system and did not use the district's service, therefore it was only charged the minimum.
 - Emily reported that all but the \$250 deductible was covered by insurance for the tractor repairs.
 - Emily drafted a letter to the Longmeadow Drive residents. Jim had some revisions to the letter including having it signed by Dana instead of the Trustees.
 - Emily discussed her Quickbooks training seminar.

10) The Treasurer's Report was reviewed. Jim motioned to transfer \$9,315.00 to the Capital Reserve funds for the third quarter. Buddy 2nd, unanimous.

11) The budget was reviewed.

12) Dana presented the Operations Report for October, 2015.

- There were no permit violations for October 2015.
- Greystone Trailer Park was discussed. It is estimated that it will cost \$200-\$300/manhole to install flowmeters. Dana is to investigate:
 - 1) Where and how two manholes near the pond and Karen's house are connected.
 - 2) The manhole that appears to be full is to be pumped to see where the water is coming from.
 - 3) Is Karen's house leaking?
 - 4) Locate all manholes listed on map of Greystone.
- Dana attended a class for Basic Map and Plan Reading.

13) There was no other business.

14) Buddy motioned to end the meeting at 8:30 p.m., Jim 2nd, unanimous.

NEXT MEETING WILL BE HELD MONDAY, DECEMBER 14, 2015 AT 6:30 P.M.

APPROVED: _____
Norman Webb, Clerk

DATE _____