

LINCOLNVILLE SEWER DISTRICT

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Lincolnvile Sewer District Board of Trustees Meeting

Date: 2-21-23, 5:30PM, Zoom Invite

MEETING MINUTES

- Call to Order: Paul Lippman
- Note Taker: Chris Nickerson
- In Attendance: In Attendance: Paul Lippman, Trustee, Chris Nickerson, Trustee, Chris Strazzulla, Trustee, Mike Harris, Superintendent, Catherine Lippman, Manager, Bob West, Mark Cini.
- Chairman's opening Remarks
- Open invitation to residents/guests
- Approve minutes of 1-31-23 – Chris N motion, second Chris S., all in favor – minutes approved.
- **Superintendent's Report**
 - Grease Trap inspection:
 - visited with Lobster Pound, Whale's Tooth, McLaughlin's, and Beach Store. All documentation is in hand. Beach Store – does not have a grease trap. Beach Store will speak with the landlord to better understand the situation – has until the end of February to get information to Mike Harris. There may be a grease trap underground, accessible through a manhole cover. Paul recommends Mike explore the situation physically.
 - Mike will upload documents to the one drive for full access. Jennifer to file it accordingly, yearly grease trap files.
 - Dot's/Susan Barnes – would like to meet with Mike Harris to check out her grease trap situation – may be able to do it this coming weekend.
 - UV light/hrs. – We have two (2) UV lights which run when the discharge cycle is called for (infrequently); only doing 4,000 gallons per day. Mike has cleaned them multiple times; they are running great. We have one replacement bulb on site. Mike will talk with DEP to see if we can try running with one UV light for a week, this summer, to see if our numbers are still good. If the Plant can run on one (1) UV light, it will save us money, and we can budget accordingly.
 - DEP Proposed rule change/email 11-23-22. The district is curious how it would affect us – standards for operation, maintenance for treatment works. Topic is about collection systems operations & maintenance – they want to make is mandatory standards – regarding collection systems. Does not apply to this District.

- o Plant Generator – Alarm going off for a couple weeks showing low coolant, low battery charger, over-crank, high fuel level. Generator serviced 3-12-23, by Atlantic Generator, coolant added, hoses tightened, greased hinges, etc., cleaned battery terminals. Manually started with no issues. The alarms that continues to go off are, high fuel level, and low battery charger. The issue is they over-filled the generator. May need a little space for expansion in hot weather. The low battery charger alarm has not been satisfied. Other “hard” alarms – there is a key below the screen – turn it off, then back onto auto. Every 24 hours the alarm will need to be re-set to auto to turn off. Mike will check the Generator this weekend.
 - o Emergency Plan/Pump Station #2 – The plant pulses the pump station for power and notifies plant of a power outage. The question is, if power goes out at pump station 2, how long do we have before we have a problem? Mike says it depends how much flow is being used at the time, and the other issue is the Portable Generator is only able to power one (1) pump. We need a larger Stand-by Generator with an auto transfer switch. Paul said at no time will both pumps be running. The second pump is just a backup. If the first pump fails, the other will kick-in. Mike’s recommendation is that the Stand-by Generator be sized to handle two pumps simultaneously. Paul recommendation is an 18k generator. Target is April/May installation. If power goes out, Catherine gets an alert from CMP that Pump Station #2 is down. If power does not come on within 15 minutes – call Mike Harris. Mike will call Paul McCuster, (hired by HES) to hook up the Portable generator.
 - o Policy to receive Federal funds: Audit says we need a policy to receive Federal funds. Mike Harris – will check with Nick Henry this week and report back clarification.
 - o Seal Pump Station #1 – will be done in the Spring when the new pumps are installed. Mike has an issue – Blake Equipment sent the wrong pumps and he needs to work out an exchange which involves Apex Construction and Blake Equipment. Maybe Moore’s Septic can pump out his grease trap and pump station each Spring to get rid of salt water intrusion, which will corrode the system.
- **Contingency Monies** - through Draft Pay Req 30, the remaining funds in the project are \$46,632.43. This includes:
 - o \$24,000 in Legal/Admin for the Audits
 - o \$22,632.43 Need Items:
 - o Standby Generator
 - o Change hinges on gate
 - o Repair Outfall Pipe
 - o Bob West recommended purchasing additional grinder pumps. Mike Harris reminded that after initial installation, it’s the owner’s accountability.
 - o Long-term need - Do Our Own Testing: Right now, we are classified as a Limited Certification Lab. We must first determine the code requirements to do our own testing. We would then need a separate building that has water, sewer drain and electric outlets, sink & restroom.
 - o Sold Composite Samplers (\$5,000), Portable Generator to be sold (5,000?), 2020 Audit was \$1,500 less than what was budgeted. In total, we can add approximately, an additional \$11,500 to Contingency monies.
- **Approve Budget** – Chris N. made a motion to approve budget. Chris S. seconded, all approve – yes. Budget approved for 2023.

- **DEP Grant** – District sent Mike Harris a DEP Grant proposal (\$3M) for defective septic systems. Can we apply for a grant for defective outflow pipe – no. This is geared toward low income residents that have a defective septic system.
- Trustees' Closing Remarks.
- Adjournment
- Executive Session

Respectfully Submitted,
Chris Nickerson, Treasurer & Note Taker

2-21-23 Minutes, Executive Session:

2023-2028 Contract/sign – Chris N. motion to accept Mike contract – Chris S seconded. All in favor –HES Environmental/ Mike Harris contract approved.

Contractor not following Connection protocol:

- Eric Simon/Midcoast Site Development, has connected (five) properties failing to send pictures, produce record drawings, and in case of Perry Sevra – nothing happened.
- Mike said we have limited leverage between the Contractor who is hired by the Property owner. The Property owner needs to be aware that if their Contractor does not have evidence their system was installed correctly, the District may require them to dig it up, or have it videoed at their own expense.
- Trustees to draft letter for Mike Harris to sign and send to Eric about following protocol and provide the District with Record Drawings of all the Properties he has hooked up thus far before he will be permitted to hook up any others. In the future, Eric will need to call Mike for physical inspection before covering over his work.

Respectfully Submitted,
Chris Nickerson, Treasurer & Note Taker