

SOUTHWEST HARBOR WATER & SEWER DISTRICT

May, 2025

Meeting Minutes

Town Hall

4:00 PM.

Lee Worcester Ralph Dunbar, Ken Minier, Karen Reddersen, Allan Willey
Interim Manger Aaron Zurek

Meeting called to Order: 3:55 PM by Lee Worcester, Chair

Guests to be Heard;

Annaleis Hafford from Olver Associates

Annaleis told the board that there has been an initial I+I study done on the sewer system in town. The next step forward would be to do cleaning of the lines and video places in the collection system that need further investigation. Annaleis has an approved grant to do the video and line cleaning for a total of \$50,000. The grant stipulates \$25,000 grant money and the other \$25,000 from other avenues. Annaleis then told the board that there needed to be access to the system through approximately 30 manholes. Annaleis asked the board that the contract be signed by the District Manager to go ahead with the project. Annaleis went to discuss why it is important for the work to happen for the SBR plant that is being bult. The plant upgrade has influent pumps that can only pump 1.7 MGD where the old plant was gravity flow and has reached over 2 MGD in some wet weather events. Tom Farley the WWTP operator spoke of how I&I has been a going issue in the collection system. Lee Worcester asked Annaleis if it would be possible to do the study in sections of the system. Annaleis expressed that she has already secured the grant and that it would be a better solution monetarily to do it all at the same time. Ralph Dunbar asked if the customers on the system would be responsible financially for deficiencies found in the collection system. Annaleis said that it would be the districts responsibility. Tom Farley and Lee Worcester both discussed of the many drains that are still tied in downtown on main street to the sewer system. Lee Worcester said that it should be the districts responsibility to correct deficiencies before the district would look at raising rates for revenue. Tom Farley discussed how the old drain/sewer pipe was transite and left in place for drains to be tied into when main street was redone. Ralph and Lee discussed about the project of raising all the manholes needed for access to grade. Lee asked the question of needing a bonded contractor to perform the work since this project would go out to bid. Karen Redderson asked the question on seeing if there were funds, we could use for the raising of the manholes.

Annaleis next topic of discussion was for the engineering amendment number 3. Annaleis discussed on the DEP SRF 2.5-million-dollar loan. The paperwork was never completed and the loan was never closed on. The loan is part of the project and the paperwork needs to be redone and the loan needs to be closed on. Annaleis will help do the paperwork to close on the loan. Annaleis then discussed about the RD money we have in the plant project. There are 577,981 dollars that are available to use that are currently undirected. Rural Development approved money to be used on upgrades at the pumping stations in the system, which could include new

pumps and generators at the stations. Annaleis is asking the district provide \$50,000 for admin and design fees for Olver Associates to do the work and putting the job out to bid. Amendment No. 3 authorizes OA to design generator and pump replacements for each pump station and to design free standing generators for the three pump stations. Amendment No. 3 also authorizes OA to increase the Contract Administration services by \$50,000. All voted unanimously to pay OA \$50,000 for these services using CWSRF contingency once the funds are available. A motion was made by Lee Worcester to accept the Amendment no.3. Allan Willey second the motion. Unanimous vote by the board.

Meeting minutes;

Motion to approve April 2025 minutes by Ralph, 2nd by Karen, Unanimous

Financials;

Motion to approve financial report made by Ken, 2nd by Allan, Unanimous

Warrants 110 & 110A

Motion by Ralph to approve the Warrant 110 & 110A, 2nd by Allan. unanimous.

Payroll

Motion to approve November Water & Sewer payroll by Ralph, 2nd by Allan, unanimous

Updates;

WWTP project;

The project is going along well, and overall, on its timeline. Digester walls were completed.

DEP Loan;

The district needs to finish the paperwork and close on the loan as explained by Annaleis.

Electricity Contract;

The current contract the district has is set to expire next year. They reached out the district manager indicating they would have a new contract to share with the board this meeting. The new price for a one-year contract is 10.7 cents per kw-hr. The district manager will have more correspondence with the current provider. Karen mentioned that the town is looking at state bid for electricity. Lee asked if we could combine with the town for electricity rates.

Water Interest Rate;

The current charge of 12% annum under the PUC is acceptable.

East Ridge Sewer;

Marjory Russakoff has asked to petition the district in running a sewer down East ridge road. Lee asked if policy in petitioning is the districts responsibility. There was discussion by all about requesting to extend the sewer and who or how many customers would tie in. Karen asked about how, why, and who gets to decide on water and sewer. Ralph asked about a study to see how many customers might be interested in tying in. Lee said we should have an idea on how much district involvement in the process.

Doug Gott Construction;

The manager brought forth an old unpaid invoice that pertained to materials used in a Water line construction. Lee made a motion to pay the invoice that was given to the district for \$7300. Allan 2nd the motion, unanimous.

Personnel;

The interim district manager shared with the board that he had earned his last license level in water treatment 3 to have all levels of licensure needed for either water or sewer

Next Meeting, Wednesday, June 18th , 2025

Meeting Adjourned 5:25 PM, motion by Ralph, 2nd Lee, unanimous.