

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

942-1536

January 24, 2011

To: Veazie Town Councilors
Town of Veazie
1084 Main Street
Veazie, Maine 04401

Re: Requests for Information

Dear Town Councilors,

In the past month the Veazie Sewer District has received numerous "Request for Information" requests from the Veazie Town Manager, mostly via e-mail with a cc: to the members of the Town Council. We can only assume this was done on the behest of the Town Council and we have provided the Town Manager the requested information in a timely manner but would appreciate some insight to what precipitated the seemingly increased interest in the operations of the District.

We strive to be transparent in our operations and would welcome the opportunity to have a joint meeting with the Town Council to discuss areas of mutual interest and concern. In these challenging times we should be developing stronger relationships with our community partners to leverage our limited resources. Face-to-face communication rather than relying on e-mail traffic can only enhance our professional relationship. In this spirit, the Trustees would like to invite the Town Council to our next Trustees meeting on February 9, 2011 at 6:30 PM. If this is agreeable we can change the venue to a larger space to accommodate the Council and the Trustees. Please RSVP to Tammy Olson as to your availability for this meeting.

We will continue to respond to Request for Information requests in a timely manner and follow established guidelines including billing the requesting party for staffing time that exceeds one hour and billing for any photocopying costs. We have instructed District staff not to use e-mail as a response to a request and ask that information be picked up and signed for at the Sewer District office.

We hope the Council will be able to attend our February 9th meeting to start a productive dialogue and discuss the parameters of the District's proposed rate increase.

Yours sincerely,

Steven Thebarger

Esther Bushway

Gary Brown

Veazie Sewer District Trustees

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

February 15, 2011

Dear Ratepayer,

The Veazie Sewer District Board of Trustees decided on February 9, 2011 to raise the sewer rate. The rate increase is a result of rising operating, non-operating, and debt costs. The last rate increase was 2001. Rates are to become effective with the April 1, 2011 billing.

The Veazie Sewer District gives notice to the public that on Wednesday, March 2, 2011 at 7:00 p.m. at the Veazie Community School at 1040 School Street in Veazie, a public hearing will be held to discuss and hear comments on a proposed sewer rate increase.

We are currently considering one rate increase to be phased in over three years according to the following schedule:

	<u>Current</u>	<u>April 1, 2011</u>	<u>April 1, 2012</u>	<u>April 1, 2013</u>
Debt retirement	25.00	32.00	32.00	32.00
Charge per 100 cubic feet	3.47	3.81	4.38	5.12

Charges would continue to be based on actual water usage with no minimum usage charge. Flat-rate user fees will be adjusted accordingly.

The Board of Trustees remains committed to keeping rates as low as possible while adequately funding the operations, maintenance, and capital needs of the wastewater treatment plant and collection system.

Thank you.

Board of Trustees
Veazie Sewer District

Steven Thebarg
Esther Bushway
Gary Brown

IMPORTANT INFORMATION ABOUT A PROPOSED

SEWER RATE INCREASE

The Veazie Sewer District has not raised its rates since 2001. We are currently planning an increase in 2011. The Veazie Sewer District works hard to keep rates as low as possible. However, some costs such as electricity and fuel are outside of our control. The District needs to make sure it has the funds necessary to provide wastewater treatment services as well as keeping up with the maintenance of our infrastructure. On the recommendation of our accounting firm, the District is proposing its first rate increase in a decade.

A rate increase helps ensure the continued success of the Veazie Sewer District by providing funding that allows us to meet our legal and environmental obligations in treating Veazie's wastewater and helps us protect our water resources for future generations.

How much are the rates going up?

An exact figure has not yet been determined. We are still assessing our needs so that we can keep the rate increase as low as possible.

Will the increase be all at once?

We are all experiencing increases in the costs of running our households. To minimize the hardship of a sewer rate increase, we plan to implement this increase in two to three phases. Only the first phase of the increase will be implemented this year.

How can I voice my opinion or concerns?

Prior to the rate increase, there will be a public hearing. We are currently planning to hold this meeting around the end of February or beginning of March. Notification of the hearing will be published in the Legal Notices section of the *Bangor Daily News* and on our website.

Where can I get more information?

For more information about the proposed rate increase, contact the Veazie Sewer District at 942-1536 or billing@veaziesewerdistrict.com. You can also visit www.veaziesewerdistrict.com.

As always, the Trustees and staff of the Veazie Sewer District encourage anyone who has questions or would like to tour the facility and see how the District is working to protect our environment to contact us.

You also can visit our website at www.veaziesewerdistrict.com.

**Veazie Sewer District
34 Hobson Ave.
Veazie ME 04401-6947**

billing@veaziesewerdistrict.com • (207) 942-1536

Office hours: Monday through Friday, 8:00 a.m. to 12:00 p.m.

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

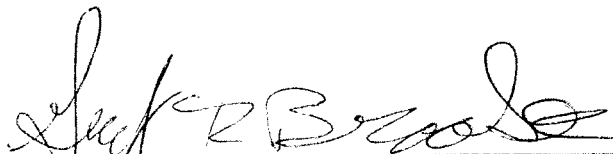
VEAZIE, MAINE 04401

207-942-1536

The following items were requested of and received from the Veazie Sewer District:

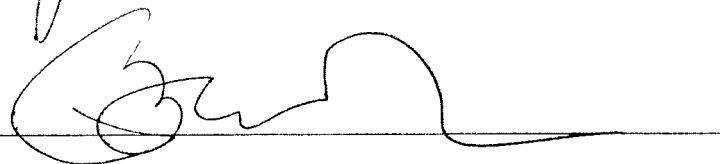
- ☒ The last ten-year history of the salaries and benefits. I know you asked for budgeted information, however the audit information is more accurate than my estimated budget figures. If you would still like the estimated budget figures please fill out the enclosed Request For Information form.
- ☒ From a previous request. The breakdown of the \$327,414.00 Appropriated Retained earning account.
- ☒ The newsletter did not mention that the main reasons for the rate increase were for electricity and fuel costs. The newsletter mentions some costs such as electricity and fuel are outside our control. It also mentions the need for funds to continue to provide wastewater treatment as well as keeping up with maintenance of our infrastructure and the fact that we haven't had an increase in a decade. It was not the intention of the newsletter to list all of the reasons for the rate increase, but to inform the users of the proposed increase and how they could obtain more information if they chose to. Just the fact that we have not had a rate increase in ten (10) years is a pretty good indicator for what is driving the increase. This newsletter was sent with the January 3, 2011 bill, so everyone who receives a sewer bill received a newsletter and to date we have only heard from three (3) users who wanted more information on the increase, so it would seem the information provided in the newsletter was satisfactory. At the time of the newsletter, we did not have all the information, such as the date of the public hearing, but we wanted to keep our users informed. The forum for answering questions will be at the public hearing. The date for the public hearing is March 2, and hopefully we will have more than four (4) users show up for our public hearing as did the Orono/Veazie Water District at their recent public hearing.

Request fulfilled by:



Gary R Brooks, Superintendent

Information received by:



Date information received:

16 Feb 2011

VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2010 AND 2009

	2010	Restated 2009
Revenues:		
Town of Veazie Appropriation	140,000	140,000
User Fees	275,496	277,222
Connection Fees	1,500	1,500
User Late Charges	1,092	1,128
Interest Income	531	1,188
Foreclosure Proceeds	-	77,000
	<u>418,619</u>	<u>498,038</u>
Expenses:		
Salaries	156,305	142,559
Trustees Fees	1,300	1,300
Health and Dental Insurance	66,087	69,367
Retirement	2,495	2,110
Payroll Taxes	12,082	11,074
Utilities	39,001	47,037
Supplies	5,824	6,161
Maintenance and Repairs	12,286	14,162
Vehicle Expense	2,336	2,515
Insurance	10,560	10,939
Office Supplies and Expense	3,431	3,144
Telephone	2,950	2,512
Licenses	2,312	1,667
Legal and Audit	3,447	2,963
Engineering	-	237
Other	4,219	4,946
Interest	25,391	31,072
Depreciation	165,710	165,082
	<u>515,736</u>	<u>518,847</u>
Net Income (Loss)	<u>(97,117)</u>	<u>(20,809)</u>



See accompanying notes and accountants' report

VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2009 AND 2008

	2009	2008
Revenues:		
Town of Veazie Appropriation	140,000	140,000
User Fees	277,222	276,614
Connection Fees	1,500	14,000
User Late Charges	1,128	(481)
Interest Income	1,188	2,804
Foreclosure Proceeds	77,000	-
	<u>498,038</u>	<u>432,937</u>
Expenses:		
Salaries	142,559	132,272
Trustees Fees	1,300	1,300
Health and Dental Insurance	61,932	58,464
Retirement	2,110	1,640
Payroll Taxes	11,074	10,235
Utilities	47,037	41,527
Supplies	6,161	6,392
Maintenance and Repairs	14,162	26,070
Vehicle Expense	2,515	2,515
Insurance	10,939	8,158
Office Supplies and Expense	3,144	2,978
Telephone	2,512	2,473
Licenses	1,667	888
Legal and Audit	2,963	7,890
Engineering	237	5,879
Other	4,946	6,928
Interest	31,072	30,561
Depreciation	165,082	164,474
	<u>511,412</u>	<u>510,644</u>
Net Income (Loss)	<u>(13,374)</u>	<u>(77,707)</u>

See accompanying notes and accountants' report



**VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2008 AND 2007**

	2008	2007
Revenues:		
Town of Veazie Appropriation	140,000	135,000
User Fees	276,614	279,537
Connection Fees	14,000	4,500
User Late Charges	(481)	3,290
Interest Income	2,804	3,426
	<u>432,937</u>	<u>425,753</u>
Expenses:		
Salaries	132,272	124,227
Trustees Fees	1,300	1,300
Health and Dental Insurance	58,464	45,245
Retirement	1,640	1,600
Payroll Taxes	10,235	9,905
Utilities	41,527	48,888
Supplies	6,392	7,616
Maintenance and Repairs	26,070	20,969
Vehicle Expense	2,515	2,486
Insurance	8,158	10,878
Office Supplies and Expense	2,978	3,753
Telephone	2,473	2,281
Licenses	888	444
Legal and Audit	7,890	5,105
Engineering	5,879	473
Other	6,928	4,294
Interest	30,561	29,057
Depreciation	164,474	118,009
	<u>510,644</u>	<u>436,530</u>
Net Income (Loss)	<u>(77,707)</u>	<u>(10,777)</u>

See accompanying notes and accountants' report



**VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2007 AND 2006**

	2007	2006
Revenues:		
Town of Veazie Appropriation	135,000	130,000
User Fees	279,537	284,026
Connection Fees	4,500	8,500
User Late Charges	3,290	3,117
Interest Income	3,426	3,282
	<u>425,753</u>	<u>428,925</u>
Expenses:		
Salaries	124,227	121,203
Trustees Fees	1,300	1,300
Health and Dental Insurance	45,245	42,013
Retirement	1,600	1,755
Payroll Taxes	9,905	9,340
Utilities	48,888	46,194
Supplies	7,616	6,540
Maintenance and Repairs	20,969	17,521
Vehicle Expense	2,486	2,343
Insurance	10,878	10,671
Office Supplies and Expense	3,753	2,853
Telephone	2,281	2,335
Licenses	444	2,124
Legal and Audit	5,105	4,858
Engineering	473	5,264
Other	4,294	4,263
Interest	29,057	34,627
Depreciation	118,009	178,921
	<u>436,530</u>	<u>494,125</u>
Net Income (Loss)	<u>(10,777)</u>	<u>(65,200)</u>

See accompanying notes and accountants' report



**VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2006 AND 2005**

	2006	2005
Revenues:		
Town of Veazie Appropriation	130,000	125,000
User Fees	284,026	270,579
Connection Fees	8,500	11,000
User Late Charges	3,117	2,913
Interest Income	3,282	1,336
	<u>428,925</u>	<u>410,828</u>
Expenses:		
Salaries	121,203	110,718
Trustees Fees	1,300	1,300
Health and Dental Insurance	42,013	37,716
Retirement	1,755	1,580
Payroll Taxes	9,340	8,514
Utilities	46,194	43,296
Supplies	6,540	6,307
Maintenance and Repairs	17,521	18,371
Vehicle Expense	2,343	1,946
Insurance	10,671	10,553
Office Supplies and Expense	2,853	4,114
Telephone	2,335	1,930
Licenses	2,124	2,650
Legal and Audit	4,858	1,005
Engineering	5,264	135
Other	4,263	4,864
Interest	34,627	30,532
Depreciation	178,921	172,949
	<u>494,125</u>	<u>458,480</u>
Net Income (Loss)	<u>(65,200)</u>	<u>(47,652)</u>

See accompanying notes and accountants' report



**VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2004 AND 2003**

	2004	2003
Revenues:		
Town of Veazie Appropriation	100,000	100,000
User Fees	261,869	254,815
Other Fees	16,790	6,240
User Late Charges	3,429	4,169
Interest Income	1,787	2,711
Miscellaneous Sales	4,420	
	<u>388,295</u>	<u>367,935</u>
Expenses:		
Salaries	99,136	78,399
Trustees Fees	800	1,300
Health and Dental Insurance	35,471	28,048
Retirement	1,160	960
Payroll Taxes	7,806	6,021
Utilities	40,070	34,029
Supplies	12,868	6,233
Maintenance and Repairs	12,490	7,918
Vehicle Expense	1,491	1,097
Insurance	10,027	12,344
Office Supplies and Expense	4,538	4,126
Telephone	2,522	2,362
Licenses	2,564	2,179
Legal and Audit	8,782	7,268
Bad Debts		4,018
Engineering	9,420	5,234
Other	3,227	4,845
Interest	44,140	55,529
Depreciation	170,138	168,955
	<u>466,650</u>	<u>430,865</u>
Net Income (Loss)	<u>(78,355)</u>	<u>(62,930)</u>

See accompanying notes and accountants' report



VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2003 AND 2002

	2003	2002
Revenues:		
Town of Veazie Appropriation	100,000	75,000
User Fees	254,815	253,602
Other Fees	6,240	17,271
User Late Charges	4,169	4,493
Interest Income	2,711	3,745
	<u>367,935</u>	<u>354,111</u>
Expenses:		
Salaries	78,399	77,622
Trustees Fees	1,300	1,300
Health and Dental Insurance	28,048	19,462
Retirement	960	1,040
Payroll Taxes	6,021	5,897
Utilities	34,029	46,774
Supplies	6,233	5,672
Maintenance and Repairs	7,918	11,042
Vehicle Expense	1,097	1,446
Insurance	12,344	12,508
Office Supplies and Expense	4,126	4,575
Telephone	2,362	1,741
Licenses	2,179	2,214
Legal and Audit	7,268	6,931
Bad Debts	4,018	
Engineering	5,234	
Other	4,845	1,005
Interest	55,529	48,591
Depreciation	168,955	126,421
	<u>430,865</u>	<u>374,241</u>
Net Income (Loss)	<u>(62,930)</u>	<u>(20,130)</u>

See accompanying notes and accountant's report.



**VEAZIE SEWER DISTRICT
STATEMENT OF INCOME
FOR THE YEAR ENDED MAY 31, 2002**

Revenues:

Town of Veazie Appropriation	75,000
User Fees	253,602
Other Fees	17,271
User Late Charges	4,493
Interest Income	3,745

354,111

Expenses:

Salaries	77,622
Directors Fees	1,300
Health and Dental Insurance	19,462
Retirement	1,040
Payroll	5,897
Utilities	46,774
Supplies	5,672
Maintenance and Repairs	11,042
Vehicle Expense	1,446
Insurance	12,508
Office Supplies and Expense	4,575
Telephone	1,741
Licenses	2,214
Legal and Audit	6,931
Other	1,005
Interest	48,591
Depreciation	126,421

374,241

Net Income (Loss)

(20,130)

See accompanying notes and accountant's report.

Veazie Sewer District
Reserve Funds Analysis
5/31/2010

	PY Balance	CY Declarations	CY Balance
22510 APP RE TRUCK REPLACEMENT	22,020.00	2,300.00	24,320.00
22520 APP RE EQUIP REPLACEMENT*	52,375.06	10,000.00	62,375.06
22530 APP RE COLL STS IMPROVEMENT	164,122.17	0.00	164,122.17
22540 APP RE SLUDGE REMOVAL	55,000.00	10,000.00	65,000.00
22550 APP RE COMPUTER REPLACEMENT	4,599.58	1,000.00	5,599.58
22560 SICK TIME BUY BACK	5,000.00	1,000.00	6,000.00
	<u>303,116.81</u>	<u>24,300.00</u>	<u>327,416.81</u>
	AJE #9		

- * Used to track "Plant Replacement Fund" declarations

Reserve appropriations do not match related cash accounts.

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

942-1536

February 15, 2011

Town Manager Reed

Enclosed is a copy of the Veazie Sewer District Request For Information Form. The Sewer District asks that this form be used when requesting information.

If you have any questions do not hesitate to call.

Gary Brooks
Veazie Sewer District

NOTE: This guidance document provides general guidelines for the Veazie Sewer District's standardized method for responding to FOAA requests. This guidance does not create or affect any legal rights of persons submitting information to the Veazie Sewer District or of persons submitting FOAA requests to the Veazie Sewer District, all of which are determined by applicable statutes and law.

VEAZIE SEWER DISTRICT
REQUEST FOR INFORMATION FORM

Date: _____

Name of Requester: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Email: _____

Please note that email addresses are for informational purposes only. The requested information will not be sent via email.

Under the Maine Freedom of Access Act, I would like to review and/or copy all available files for the following (please be as detailed as possible):

An appropriate fee for copying/research may be required. You will be provided with a cost estimate prior to any work being performed.

Signed: _____

Return to: Veazie Sewer District
34 Hobson Avenue
Veazie, ME 04401-6947

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

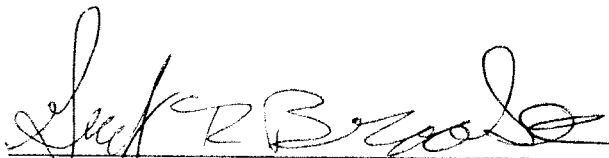
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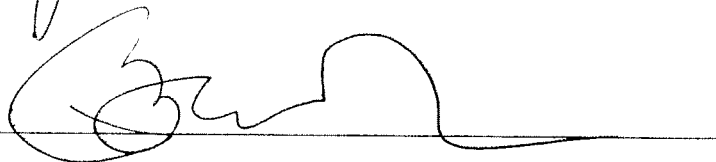
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Request fulfilled by:



Gary R. Brooks, Superintendent

Information received by:



Date information received:

16 Feb 2011

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Insurance	10,939	8,158
Office Supplies and Expense	3,144	2,978
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Licenses	1,667	888
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Connection Fees	4,500	8,500
User Late Charges	3,290	3,117
Interest Income	3,426	3,282
	<u>425,753</u>	<u>428,925</u>
Expenses:		
Salaries	124,227	121,203
Trustees Fees	1,300	1,300
Health and Dental Insurance	45,245	42,013
Retirement	1,600	1,755
Payroll Taxes	9,905	9,340
Utilities	48,888	46,194
Supplies	7,616	6,540
Maintenance and Repairs	20,969	17,521
Vehicle Expense	2,486	2,343
Insurance	10,878	10,671
Office Supplies and Expense	3,753	2,853
Telephone	2,281	2,335
Licenses	444	2,124
Legal and Audit	5,105	4,858
Engineering	473	5,264
Other	4,294	4,263
Interest	29,057	34,627
Depreciation	118,009	178,921
	<u>436,530</u>	<u>494,125</u>
Net Income (Loss)	<u>(10,777)</u>	<u>(65,200)</u>

See accompanying notes and accountants' report



**VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2006 AND 2005**

	2006	2005
Revenues:		
Town of Veazie Appropriation	130,000	125,000
User Fees	284,026	270,579
Connection Fees	8,500	11,000
User Late Charges	3,117	2,913
Interest Income	3,282	1,336
	<u>428,925</u>	<u>410,828</u>
Expenses:		
Salaries	121,203	110,718
Trustees Fees	1,300	1,300
Health and Dental Insurance	42,013	37,716
Retirement	1,755	1,580
Payroll Taxes	9,340	8,514
Utilities	46,194	43,296
Supplies	6,540	6,307
Maintenance and Repairs	17,521	18,371
Vehicle Expense	2,343	1,946
Insurance	10,671	10,553
Office Supplies and Expense	2,853	4,114
Telephone	2,335	1,930
Licenses	2,124	2,650
Legal and Audit	4,858	1,005
Engineering	5,264	135
Other	4,263	4,864
Interest	34,627	30,532
Depreciation	178,921	172,949
	<u>494,125</u>	<u>458,480</u>
Net Income (Loss)	<u>(65,200)</u>	<u>(47,652)</u>

See accompanying notes and accountants' report



VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2004 AND 2003

	2004	2003
Revenues:		
Town of Veazie Appropriation	100,000	100,000
User Fees	261,869	254,815
Other Fees	16,790	6,240
User Late Charges	3,429	4,169
Interest Income	1,787	2,711
Miscellaneous Sales	4,420	
	<u>388,295</u>	<u>367,935</u>
Expenses:		
Salaries	99,136	78,399
Trustees Fees	800	1,300
Health and Dental Insurance	35,471	28,048
Retirement	1,160	960
Payroll Taxes	7,806	6,021
Utilities	40,070	34,029
Supplies	12,868	6,233
Maintenance and Repairs	12,490	7,918
Vehicle Expense	1,491	1,097
Insurance	10,027	12,344
Office Supplies and Expense	4,538	4,126
Telephone	2,522	2,362
Licenses	2,564	2,179
Legal and Audit	8,782	7,268
Bad Debts		4,018
Engineering	9,420	5,234
Other	3,227	4,845
Interest	44,140	55,529
Depreciation	170,138	168,955
	<u>466,650</u>	<u>430,865</u>
Net Income (Loss)	<u>(78,355)</u>	<u>(62,930)</u>

See accompanying notes and accountants' report



VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2003 AND 2002

	2003	2002
Revenues:		
Town of Veazie Appropriation	100,000	75,000
User Fees	254,815	253,602
Other Fees	6,240	17,271
User Late Charges	4,169	4,493
Interest Income	2,711	3,745
	<u>367,935</u>	<u>354,111</u>
Expenses:		
Salaries	78,399	77,622
Trustees Fees	1,300	1,300
Health and Dental Insurance	28,048	19,462
Retirement	960	1,040
Payroll Taxes	6,021	5,897
Utilities	34,029	46,774
Supplies	6,233	5,672
Maintenance and Repairs	7,918	11,042
Vehicle Expense	1,097	1,446
Insurance	12,344	12,508
Office Supplies and Expense	4,126	4,575
Telephone	2,362	1,741
Licenses	2,179	2,214
Legal and Audit	7,268	6,931
Bad Debts	4,018	
Engineering	5,234	
Other	4,845	1,005
Interest	55,529	48,591
Depreciation	168,955	126,421
	<u>430,865</u>	<u>374,241</u>
Net Income (Loss)	<u>(62,930)</u>	<u>(20,130)</u>

See accompanying notes and accountant's report.



VEAZIE SEWER DISTRICT
STATEMENT OF INCOME
FOR THE YEAR ENDED MAY 31, 2002

Revenues:

Town of Veazie Appropriation	75,000	
User Fees	253,602	
Other Fees	17,271	
User Late Charges	4,493	
Interest Income	<u>3,745</u>	
		354,111

Expenses:

Salaries	77,622	
Directors Fees	1,300	
Health and Dental Insurance	19,462	
Retirement	1,040	
Payroll	5,897	
Utilities	46,774	
Supplies	5,672	
Maintenance and Repairs	11,042	
Vehicle Expense	1,446	
Insurance	12,508	
Office Supplies and Expense	4,575	
Telephone	1,741	
Licenses	2,214	
Legal and Audit	6,931	
Other	1,005	
Interest	48,591	
Depreciation	<u>126,421</u>	
		<u>374,241</u>

Net Income (Loss)	<u><u>(20,130)</u></u>
-------------------	------------------------

See accompanying notes and accountant's report.

Veazie Sewer District
Reserve Funds Analysis
5/31/2010

	PY	CY	CY
	Balance	Declarations	Balance
22510 APP RE TRUCK REPLACEMENT	22,020.00	2,300.00	24,320.00
22520 APP RE EQUIP REPLACEMENT*	52,375.06	10,000.00	62,375.06
22530 APP RE COLL STS IMPROVEMENT	164,122.17	0.00	164,122.17
22540 APP RE SLUDGE REMOVAL	55,000.00	10,000.00	65,000.00
22550 APP RE COMPUTER REPLACEMENT	4,599.58	1,000.00	5,599.58
22560 SICK TIME BUY BACK	5,000.00	1,000.00	6,000.00
	<u>303,116.81</u>	<u>24,300.00</u>	<u>327,416.81</u>
	AJE #9		

* Used to track "Plant Replacement Fund" declarations

Reserve appropriations do not match related cash accounts.

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

942-1536

February 15, 2011

Town Manager Reed

Enclosed is a copy of the Veazie Sewer District Request For Information Form. The Sewer District asks that this form be used when requesting information.

If you have any questions do not hesitate to call.

Gary Brooks
Veazie Sewer District

NOTE: This guidance document provides general guidelines for the Veazie Sewer District's standardized method for responding to FOAA requests. This guidance does not create or affect any legal rights of persons submitting information to the Veazie Sewer District or of persons submitting FOAA requests to the Veazie Sewer District, all of which are determined by applicable statutes and law.

VEAZIE SEWER DISTRICT
REQUEST FOR INFORMATION FORM

Date: _____

Name of Requester: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Email: _____

Please note that email addresses are for informational purposes only. The requested information will not be sent via email.

Under the Maine Freedom of Access Act, I would like to review and/or copy all available files for the following (please be as detailed as possible):

An appropriate fee for copying/research may be required. You will be provided with a cost estimate prior to any work being performed.

Signed: _____

Return to: Veazie Sewer District
34 Hobson Avenue
Veazie, ME 04401-6947

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE


VEAZIE, MAINE 04401

207-942-1536

The following items were requested of and received from the Veazie Sewer District:

- ☒ Annual budgeted and expended figures for each of the last five years of both for electricity and fuel.
- ☒ The last ten-year history of the salaries and benefits.
- ☒ Why the Sewer District doesn't perform its annual audit to "Government Auditing Standards" since the Sewer District is a quasi-municipal unit of government and should be held to the higher reviewing standard.
- ☒ From a previous request. The breakdown of the \$327,414.00 Appropriated Retained earning account.

Request fulfilled by:


Gary R Brooks, Superintendent

Information received by:



Date information received:

31 Jan 2011

Requested Information Budgeted and Expended Figures Over Last Five Years For Electricity and Fuel

Year	Electricity		Fuel		Gasoline		Diesel	
	Budgeted	Spent	Budgeted	Spent	Budgeted	Spent	Budgeted	Spent
05-'06	42,200	42,040	2,075	2,300	1,700	2,100	300	475
06-'07	43,200	46,825	2,350	2,330	2,300	2,300	500	440
07-,08	50,600	42,200	2,550	2,680	2,300	2,510	500	500
08-,09	46,600	46,400	3,050	2,425	2,900	2,400	500	500
09-'10	48,700	35,600	3,050	2,330	2,900	2,200	500	300

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

942-1536

Requested information:

The last ten-year history of salaries and benefits can be found in the Sewer District's audits. The Town has been provided copies of the Sewer District's audits. If the audits have been misplaced, we can copy the appropriate pages of the audits.

Because the Sewer District is a quasi-municipal unit, we only have to use regular standards. Many Utility Districts have regular audits.

The \$327,414.00 Appropriated Retained Earnings are the funds the Trustees have appropriated to reserve accounts i.e., Truck/Equipment Replacement, Equipment/Plant Replacement, Sludge Removal, Computer Replacement, Sick Time Buy Back, Collection System Improvements.

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

The following information was requested of and received from the Veazie Sewer District:

- ☒ The Sewer District audit is conducted in accordance with the auditing standards generally accepted in the United States of America, as stated in the Independent Auditors' Report at the beginning of the audit.
- ☒ The Sewer District audit is conducted in accordance with the standards applicable to quasi-municipal units, as stated on page 8 of the audit.
- ☒ The Sewer District follows GAAP and utilizes the accrual basis of accounting, as stated on page 8 of the audit.
- ☒ The Sewer District audit is a total of 9 pages.
- ☒ The Management's Discussion and Analysis is the Report of the Veazie Sewer District dated April 22, 2010, which was published in the Town's annual report.
- ☒ A copy of the auditor's letter has been provided to the Town.

Request fulfilled by:

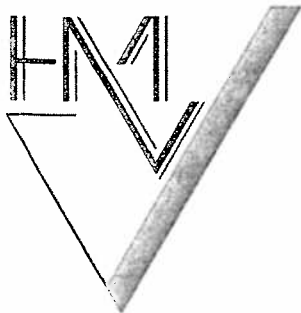
Gary R Brooks 12/20/10
Gary R Brooks, Superintendent

Information received by:

Shirley Saunders

Date information received:

12/20/10



HORTON, McFARLAND & VEYSEY, LLC
CERTIFIED PUBLIC ACCOUNTANTS

P.O. BOX 543
ELLSWORTH, MAINE 04605

207-667-5529 • 1-800-499-9108 • FAX 207-667-9915

M.R. Horton, Jr., CPA
James E. McFarland, CPA
Floyd S. Veysey, CPA
(1948 - 2006)

Amy J. Billings, CPA
Annette L. Gould, CPA
Ellen Cleveland, CPA
Ruth W. Wilbur, EA

August 8, 2010

Veazie Sewer District
34 Hobson Avenue
Veazie, ME 04401

We are pleased to confirm our understanding of the services we are to provide the Veazie Sewer District for the year ended May 31, 2010.

We will audit the balance sheet of Veazie Sewer District as of May 31, 2010 and the related statements of income, operations and maintenance, and cash flows for the year then ended.

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with U.S. generally accepted auditing standards and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion is other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related notes.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (a) errors, (b) fraud in financial reporting, (c) misappropriation of assets, or (d) violations of governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of internal control sufficient to plan the audit and to determine the nature, timing, and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you internal control related matters that are required to be communicated under professional standards.

You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of financial position, results of operations, and cash flows in conformity with U.S. generally accepted accounting principles. You are also responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, or experience to oversee the tax services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

You are responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.



Our fees for these services will be based on the actual time spent at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. If significant additional time is necessary to complete the audit, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us, and this letter will continue in effect until canceled by either party.

Very truly yours,


Horton, McFarland & Veysey, LLC

RESPONSE:

This letter correctly sets forth the understanding of Veazie Sewer District

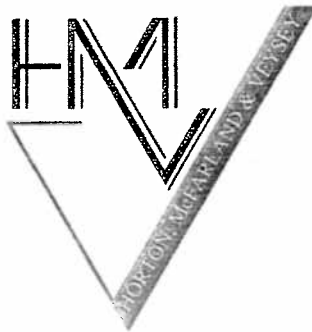
Officer Signature: 

Title: Chair, Veazie Sewer District Trustees

Date: 10/13/2010



**VEAZIE SEWER DISTRICT
FINANCIAL STATEMENTS
FOR THE YEARS ENDED
MAY 31, 2010 AND 2009
WITH INDEPENDENT AUDITORS' REPORT
AND
MANAGMENT'S DISCUSSION AND ANALYSIS**



CERTIFIED PUBLIC ACCOUNTANTS
ELLSWORTH, MAINE

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

942-1536

Report of The Veazie Sewer District

2010

APRIL 22 , 2010

The Veazie Sewer District is responsible for the sanitary sewer collection system as well as the treatment facility. The District received and treated a daily flow of 230,000 gallons of wastewater and met current water quality standards by removing over 90% of the pollutants during 2009.

The Veazie Sewer District continues to make improvements to the collection system and two pumping stations. Last summer we upgraded the County Road pumping station. The County Road pumping station pumps over half of the District's wastewater flow to the treatment facility and has been in operation over twenty-one years. As you can imagine, pumping thirty-seven million gallons of untreated wastewater every year for twenty-one years can take a toll on the equipment. To save money, all engineering for the project was done in-house by facility staff and we used local contractors, Maine Electric of Veazie for the electrical needs and Lou Silver, Inc. to perform the difficult task of removing the old pump station and getting the new pump station piping to line up to the existing piping in the wet well. Facility staff was also involved, as the existing electrical controls/panel and motors were reused. The new pumping station replaced four-inch piping with six-inch piping which allows for less friction so the motors will work less while being able to handle more flow should there become a need in the future.

We volunteered for a safety audit that included a facility inspection by a veteran safety officer so we could identify and fix any safety issues before problems occurred.

Keeping the community's investment in mind, as with many of the things we do, the headworks building was given a thorough cleaning, rust removal and fresh paint over the winter. The headworks building has an open channel for incoming wastewater so it is a very wet, humid environment that is very corrosive on everything in this building.

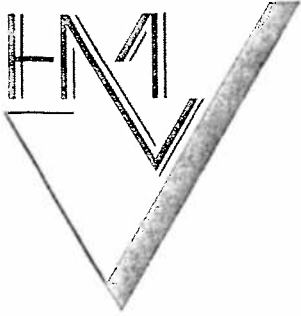
We have mentioned this a few times in the past and it is a very important issues for all of us and that's sump pumps. During periods of heavy rain, especially springtime with snow melt and high groundwater, we see a much higher flow, partly due to sump pumps pumping clean water into the sewer collection system. Once this clean water enters the sewer system it has to be cleaned, and this is very expensive! Hoses from sump pumps pumping clean water need to be directed out the cellar window to the lawn or out to the ditches near the road.

As always, the District staff continues to address regular cleaning, videoing, repairing and maintaining the collection system, two pumping stations, the treatment facility, DEP required testing, record keeping and the billing and collection of quarterly user fees. The staff are on-call 24/7/365 to handle any emergencies, which typically occur when the weather is at its worst.

As always, the staff of the Veazie Sewer District encourages anyone to call who has questions or would like to tour the facility and see how the District is working to improve our environment. You also can visit the website at www.veaziesewerdistrict.com.

Respectfully Submitted,
Veazie Sewer District Trustees and Staff

Trustees
Steven Thebarger, Esther Bushway, Gary Brown



HORTON, McFARLAND & VEYSEY, LLC

CERTIFIED PUBLIC ACCOUNTANTS

P.O. BOX 543
ELLSWORTH, MAINE 04605

207-667-5529 • 1-800-499-9108 • FAX 207-667-9915

*M.R. Horton, Jr., CPA
James E. McFarland, CPA
Floyd S. Veysey, CPA
(1948 - 2006)*

*Amy J. Billings, CPA
Annette L. Gould, CPA
Ellen Cleveland, CPA
Ruth W. Wilbur, EA*

INDEPENDENT AUDITORS' REPORT

September 21, 2010

Board of Trustees
Veazie Sewer District
Veazie, Maine

We have audited the accompanying balance sheets of Veazie Sewer District as at May 31, 2010 and 2009, and the related statements of income and cash flows for the years then ended. These financial statements are the responsibility of management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Veazie Sewer District as at May 31, 2010 and 2009, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The attached Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Horton, McFarland & Veysey

**VEAZIE SEWER DISTRICT
BALANCE SHEETS
MAY 31, 2010 AND 2009**

ASSETS		2010	Restated 2009
Current Assets:			
Cash on Hand		115	83
Cash Checking		30,561	31,815
Cash Savings		314	9,548
Cash Money Market		113,515	135,585
Accounts Receivable -Customer		12,592	18,427
		<u>157,097</u>	<u>195,458</u>
Reserve Fund - Savings		<u>65,456</u>	<u>75,907</u>
Utility Plant and Equipment			
Sewers and Treatment Plant		6,796,890	6,615,612
Less: Accumulated Depreciation		<u>2,773,741</u>	<u>2,485,104</u>
		<u>4,023,149</u>	<u>4,130,508</u>
Total Assets		<u>4,245,702</u>	<u>4,401,873</u>
LIABILITIES AND EQUITY CAPITAL			
Current Liabilities:			
Accounts Payable		10,961	3,785
Payroll Taxes		2,397	1,906
Bonds Payable - Current Portion		87,985	85,906
Accrued Interest		4,643	6,652
Accrued Sick Time		23,067	17,985
		<u>129,053</u>	<u>116,234</u>
Bonds Payable		1,208,324	1,294,230
Less: Current Portion		<u>87,985</u>	<u>85,906</u>
		<u>1,120,339</u>	<u>1,208,324</u>
Retained Earnings:			
Unappropriated		(145,932)	(62,080)
Appropriated		327,417	303,117
Invested in Plant - Net of Debt		<u>2,814,825</u>	<u>2,836,278</u>
		<u>2,996,310</u>	<u>3,077,315</u>
Total Liabilities and Equity Capital		<u>4,245,702</u>	<u>4,401,873</u>



See accompanying notes and accountants' report.

**VEAZIE SEWER DISTRICT
STATEMENTS OF INCOME
FOR THE YEARS ENDED MAY 31, 2010 AND 2009**

	2010	Restated 2009
Revenues:		
Town of Veazie Appropriation	140,000	140,000
User Fees	275,496	277,222
Connection Fees	1,500	1,500
User Late Charges	1,092	1,128
Interest Income	531	1,188
Foreclosure Proceeds	-	77,000
	<u>418,619</u>	<u>498,038</u>
Expenses:		
Salaries	156,305	142,559
Trustees Fees	1,300	1,300
Health and Dental Insurance	66,087	69,367
Retirement	2,495	2,110
Payroll Taxes	12,082	11,074
Utilities	39,001	47,037
Supplies	5,824	6,161
Maintenance and Repairs	12,286	14,162
Vehicle Expense	2,336	2,515
Insurance	10,560	10,939
Office Supplies and Expense	3,431	3,144
Telephone	2,950	2,512
Licenses	2,312	1,667
Legal and Audit	3,447	2,963
Engineering	-	237
Other	4,219	4,946
Interest	25,391	31,072
Depreciation	165,710	165,082
	<u>515,736</u>	<u>518,847</u>
Net Income (Loss)	<u>(97,117)</u>	<u>(20,809)</u>



See accompanying notes and accountants' report

**VEAZIE SEWER DISTRICT
STATEMENT OF CHANGES IN EQUITY CAPITAL
FOR THE YEARS ENDED MAY 31, 2010 AND 2009**

	<i>Unappropriated</i>	<i>Appropriated</i>	<i>Invested in Plant</i>
<i>Restated 2009</i>			
Balance May 31, 2008	<u>(78,761)</u>	<u>270,817</u>	<u>2,904,051</u>
Net Income (Loss) for the Year Ended May 31, 2009	(20,809)		
Appropriated To Reserves	(32,300)	32,300	
Contributions in Aid	2,017		
Debt Retired	(83,876)		83,876
Plant Additions	(13,433)		13,433
Depreciation Provision	<u>165,082</u>		<u>(165,082)</u>
Balance May 31, 2009	<u>(62,080)</u>	<u>303,117</u>	<u>2,836,278</u>
Net Income (Loss) for the Year Ended May 31, 2010	(97,117)		
Appropriated To Reserves	(24,300)	24,300	
Debt Retired	(85,906)		85,906
Plant Additions	(42,239)		42,239
Depreciation Provision	165,710		(165,710)
Depreciation Adjustment			<u>16,112</u>
Balance May 31, 2010	<u>(145,932)</u>	<u>327,417</u>	<u>2,814,825</u>



See accompanying notes and accountants' report.

VEAZIE SEWER DISTRICT
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED MAY 31, 2010 AND 2009

	2010	Restated 2009
Cash Flows from Operating Activities		
Receipts from Customers and Users	282,831	283,787
Payments to Suppliers	(155,581)	(170,359)
Payments to Employees	(156,305)	(142,559)
Net Cash Provided by Operating Activities	(29,055)	(29,131)
Cash Flows from Noncapital Financing Activities		
Investment Income	1,623	2,316
Assessments	140,000	140,000
Foreclosure Proceeds	-	77,000
Net Cash Provided by Noncapital Financing Activities	141,623	219,316
Cash Flows from Capital and Related Financing Activities		
Purchase of Capital Assets	(42,239)	(13,433)
Interest Payments on Long-term Debt	(27,400)	(29,143)
Principal Payments on Long-term Debt	(85,906)	(83,876)
Construction Receipts	-	2,017
Net Cash Used in Capital and Related Financing Activities	(155,545)	(124,435)
Net (Decrease) Increase in Cash	(42,977)	65,750
Cash at Beginning of Year	252,938	187,188
Cash at End of Year	209,961	252,938
Reconciliation of Operating Income to Net Cash Provided by Operating Activities:		
Operating Income (Loss)	(71,726)	10,263
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:		
Depreciation	165,710	165,082
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	5,835	5,065
(Decrease) Increase in Payables	12,749	9,775
Net Cash Provided by Operating and Non Capital Financing Activities	112,568	190,185

See accompanying notes and accountants' report.



**VEAZIE SEWER DISTRICT
NOTES TO FINANCIAL STATEMENTS
MAY 31, 2010 AND 2009**

NOTE 1: Summary of Significant Accounting Policies

Business Activity

Veazie Sewer District furnishes sewerage collection and treatment services in the Town of Veazie. Its accounting policies conform to generally accepted accounting principles as applicable to quasi-municipal units, which utilize the accrual basis of accounting.

Property and Equipment

The District follows the policy of charging to operating expenses annual amounts of depreciation, which allocate the cost of property, plant and equipment over their estimated useful lives. The District uses the straight-line method for computing depreciation. The ranges of the estimated useful lives used are for five to fifty years.

Property and equipment are capitalized at cost. Items, which do not extend the useful lives of the assets, are charged to repairs and maintenance expense in the year incurred.

Income Tax Status

The District is exempt from federal and state income tax as a quasi-municipality.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2: Accounts Receivable

Accounts receivables are due from customers for sewer service. All accounts receivable are deemed collectible and therefore no allowance for doubtful accounts is established.

NOTE 3: Accrued Sick Leave

The District's personnel policy allows employees to accrue sick leave at a rate of 1 1/4 eight hour days per month up to 120 days or 960 hours. The District will buy back sick time accrued at employees' current rate of pay at the time of separation based on the number of years of service as shown below:

Years of Service	Accrued Hour/Days to be paid
5	1/4 - 25%
10	1/2 - 50%
15	3/4 - 75%
20	All - 100%

The accrued sick time liability at May 31, 2010 and May 31, 2009 were \$23,067 and \$17,985.



VEAZIE SEWER DISTRICT
NOTES TO FINANCIAL STATEMENTS
MAY 31, 2010 AND 2009

NOTE 4: Long Term Debt

Maine Municipal Bond Bank in the amount of \$1,208,324 is to be paid over a remaining period of twelve years. Interest is due and payable on a semi-annual basis at 2.056% on the unpaid balance. Principal plus interest payments are due as follows:

	Principal	Interest	Total
2011	87,985	25,618	113,603
2012	90,114	23,791	113,905
2013	92,295	21,921	114,216
2014	94,528	20,005	114,533
2015	96,816	18,043	114,859
Thereafter	<u>746,586</u>	<u>67,219</u>	<u>813,805</u>
	<u>1,208,324</u>	<u>176,597</u>	<u>1,384,921</u>

NOTE 5: Prior Period Adjustment

A prior period adjustment totaling \$10,550 in 2008 consists of recognizing the accrued sick leave of the District. This adjustment is reflected on the statement of changes in Equity Capital in the May 31, 2008 unappreciated balance.



VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

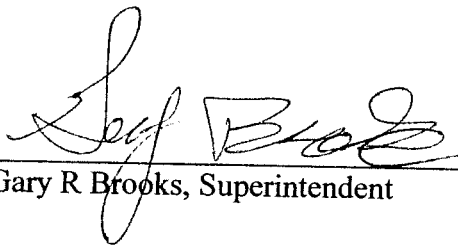
VEAZIE, MAINE 04401

207-942-1536

The following items were requested of and received from the Veazie Sewer District:

- ☒ The sewer district's current year annual budget report
- ☒ The latest income and expense reports
- ☒ The number of accounts that the sewer district bills and collects on
- ☒ Outstanding or collectables report
- ☒ The last 12 months of the sewer district meeting minutes

Request fulfilled by:

 12/13/10
Gary R Brooks, Superintendent

Information received by:

Karen Humphrey

Date information received:

12/13/10

**VEAZIE SEWER DISTRICT
2010 – 2011
BUDGET**

JUNE 1, 2010 – MAY 31, 2011

05/06/10

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

05/06/10

- 1.) Wages/Collection System** – Not all wages comes out of the plant O&M budget. Whenever plant staff works on the collection system, wages are paid from the assessment funds, as well as any material used. Collection system duties include; any construction inspection, flushing sewer mains, manhole repair, raising manholes for street paving, plugged sewers and checking whenever another utility, or person has questions about the system. As it looks right now, of the 154,715.00 in wages spent, over 12,000.00 will come out of the collection system wages. As you well know, we did the upgrade work on the County Road pump station with the engineering being done by facility staff which save the District funds. Some of the upgrade work was done by facility staff, with Maine Electric doing the electrical needs and Lou Silver doing the technical and dirty work. At this time we are unsure as to how many manholes we will be rebuilding for paving this summer, however, the four or five brick manholes on Oak Grove hill are in need of some work . As with everything, as the equipment and buildings age they require more attention, which is a must to protect the community's investment to produce a quality effluent that is expected. Wages from the collection system may be higher as we continue to do more TV inspections, sewer main flushing, sewer main easement clearing, flow monitoring and as always manhole work. At sometime in the near future the Federal EPA will require a mandatory system evaluation known as Capacity, Management, Operations, and Maintenance (CMOM). CMOM requirements will include an audit of the collection system, system evaluation, system mapping and I/I evaluations, system modeling and other items. In order to meet these requirements many hours will need to be spent cleaning, creating a video library and record keeping.
- 2.) Maine Municipal Bond Bank Plant Payment** – The original 20 year loan was paid off in October 2006. The loan for the plant upgrade will be going up each year, this years payment will be \$295.00 more that last year. The funds to make bond payments are collected each quarter and it is not part of the O&M or Collection System budgets. The money comes from the Debt Retirement portion of the quarterly bill. The sewer bill has two portions, the O&M portion and the Debt Retirement portion. The District charges \$25.00 per quarter for each residential unit and \$25.00 for every 20 hundred cubic feet per quarter for commercial establishments. The O&M portion is \$3.47 for each 100 cubic feet of water used. We get water readings from the Orono Veazie Water District to determine the amount of water used per quarter. Due to the upgrade in 2000, we had a rate increases to pay the debt and the higher O&M costs associated with the upgrade. The increased fees pay approximately 1/3 of the upgrade costs and help pay for the additional O&M costs. We also have a minimum \$1,500.00 connection fee based on a three-bedroom home with each additional bedroom an extra \$500.00. These fees will help to offset the additional capacity being created by the upgrade for future growth.

3.) **Pick-up/Equipment Replacement Fund** – The Trustees established a pick-up replacement fund a number of years ago. The funds come from both, the O&M and Collection System budgets. The heading was changed to Pick-up/Equipment Replacement as we also have a John Deere tractor, X-Mark Mower, Air Compressor, a 2000 One – Ton as well as other equipment. The pick-up is used to check the pump stations two times a week, haul compressors, the flusher, any materials needed, inspect any construction and snow plowing of the facility and the pump stations. Most of the other equipment is used mostly for collection system repair and maintenance. Past years the District placed \$2,000.00 from O&M and \$3,000.00 from Collection System in the pick-up/equipment replacement fund. Starting with the 2008/2009 budget, we started placing \$800.00 from O&M and \$1,500 from Collection System. It was originally planed that the pick-up be replaced every four (4) years, although there have been times when it was five and once six years.

4.) **Plant Replacement** – This fund is required by the Federal EPA, and is used to replace equipment and the facility as it wears out. The EPA does not say how much needs to be placed in the replacement fund, only that you need one. The EPA requires the fund, as the federal Government provided most of the funds to build the facility. This facility has always operated at a minimum to keep from going up on the rates. By not increasing the rates, the District was not able to put the full \$10,000.00 that was suggested for this facility in the fund during the earlier years.

5.) **Sludge Removal Reserve** – This was increased from \$5,000.00 a year to 10,000.00 a year in 2001. In 1999, we started phase #1 of the upgrade, which was removal of the sludge in pond #1. The cost of the project including engineering was approximately \$100,000.00. The job was put out to bid, we received three bid at, 69,666.00, 77,796.00, 172,864.00 and low bidder was accepted. We operated for 12 years before removing the sludge. Although having a company come in and be responsible for removal and disposal is one way to do it, there are other options. One option is to purchase a sludge container of 15 to 20 yards. Plant staff will pump to the container, it will dewater by gravity and we will haul it to a disposal facility. This would be time consuming, but with us taking some of the sludge out every summer we would prolong the time between the big cleanings.

Savings during the 2009-2010 budget were seen in electricity \$10,000.00, health ins. over \$5,000.00, fuel oil \$500.00, banking fees \$400.00 and \$2,550.00 in legal fees.

The budget year for the Veazie Sewer District runs from June 1, 2010 to May 31, 2011.

I would like to pass this budget at the May 12, 2010 District meeting.

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

(05/05/10)

~~**DRAFT**~~

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
56010 Salaries	157,435.00	154,715.00	168,035.00
56060 Payroll Tax, (SSI, Med.)	10,000.00	11,200.00	12,000.00
56040 Retirement	3,500.00	2,500.00	3,500.00
56050 Health Insurance	66,063.00	61,511.00	56,000.00
56050 Dental	5,000.00	3,000.00	5,000.00
Annual Hearing Test	New Item	0.00	650.00
Audit (Plant)	2,500.00	1,667.00	2,000.00
56220 Postage	1,300.00	1,300.00	1,300.00
56210 Office Supplies	1,000.00	1,000.00	1,000.00
56020 Trustees	1,300.00	1,300.00	1,300.00
Maine Mun. Assn.	550.00	550.00	550.00
56370 Water Readings	140.00	0.00	140.00
56211 Sewer Bills	500.00	550.00	550.00
Unemployment	300.00	0.00	300.00
56215 Computer Serv.	300.00	160.00	300.00
<u>INSURANCE</u>			
56580 Workers Comp (1/2 to C.S.)	2,900.00	2,900.00	3,000.00
MMA Ins. Property & Casualty, Auto			
56570 Insurance - Liability 1,500 to C.S.	5,000.00	4,959.00	5,200.00
56560 Insurance - Vehicle 1/2 to C.S.	800.00	735.00	750.00
56570 Pub. Officials Liability	1,400.00	1,205.00	1,400.00
MRWA Membership	500.00	500.00	500.00
56110 Electricity	43,000.00	30,000.00	35,000.00
56240 Telephone/Internet	1,700.00	1,600.00	1,600.00
56115 Furnace Oil	2,500.00	2,000.00	2,500.00
56116 Propane Hedworks	450.00	230.00	400.00
56117 Propane Blower	100.00	100.00	100.00
56242 Cell Phone 1/3	375.00	452.00	452.00
56100 Water	200.00	190.00	200.00
56330 Contract Services - Legal	3,500.00	950.00	2,000.00
<u>TOTAL</u>	<u>312,313.00</u>	<u>285,274.00</u>	<u>305,727.00</u>
<u>Bond</u>			
Maine Mun. Bond Bank '02 - '21	113,306.54	113,306.54	113,602.26
<u>Total Bonds</u>	<u>113,306.54</u>	<u>113,306.54</u>	<u>113,602.26</u>
<u>Total This Page</u>	<u>420,619.54</u>	<u>395,580.54</u>	<u>414,329.26</u>

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

~~DRAFT~~

(05/05/10)

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
56260 Gasoline 1/2 to C.S.	1,200.00	500.00	800.00
56260 Diesel	300.00	100.00	200.00
56290 Bank Charges	450.00	500.00	100.00
56295 Filing Fees	150.00	150.00	150.00
56265 Motor Oil, Filters & Other Fluids 1/2 to C.S.	100.00	50.00	100.00
56435 Truck Repair & Parts (C. S.)	200.00	0.00	200.00
Tractor	100.00	30.00	100.00
Large Mower Repair	100.00	0.00	100.00
56436 Small Engine/Mower Service & Repair	200.00	50.00	200.00
Sodium Hypochloride	250.00	250.00	300.00
56207 Cal. Chloride & Salt (Ice Control)	90.00	20.00	90.00
56120 Lab Supplies	1,500.00	1,800.00	1,500.00
56447 Q.C. Services	310.00	310.00	310.00
Grit Testing (UMO)	50.00	0.00	50.00
56140 Mercury Testing	150.00	150.00	150.00
56135 License Renewal & Other Stuff DEP Dumps On Us W/No Warning	550.00	685.00	750.00
Aire-O2 Spare Parts	.00	0.00	0.00
Cl2 Spare Parts	100.00	0.00	100.00
56206 Paint & Supplies	75.00	75.00	100.00

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

~~**DRAFT**~~

(05/05/10)

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
56205 Plant (Nuts, Bolts, Etc)	225.00	150.00	225.00
56420 Tools	300.00	200.00	250.00
56750 Miscellaneous	500.00	0.00	500.00
56620 Safety (Gloves, Boots, Etc.)	250.00	200.00	250.00
56400 Clothing	500.00	135.00	500.00
56208 UHF Radio/Cell Phone, Repair, Batteries	400.00	90.00	400.00
Grit Disposal	125.00	80.00	125.00
56185 Screenings	700.00	775.00	775.00
56230 Cleaning & Bathroom Supplies	330.00	330.00	330.00
Lic. & Memberships	300.00	330.00	275.00
56610 Professional Dev. & Training	600.00	880.00	600.00
56212 Computer Supplies/ Software	500.00	400.00	500.00
56438 Building & Ground Supplies	450.00	500.00	500.00
Outside Contractors	300.00	0.00	300.00
56270 Bangor Daily News	200.00	215.00	215.00
56485 Boiler Service	300.00	260.00	300.00
Propane Heating Equip.	250.00	0.00	250.00
Backflow Testing	55.00	50.00	55.00

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

~~**DRAFT**~~

(05/05/10)

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
56615 Mop's (Books)	150.00	75.00	150.00
56760 Public Relations	250.00	180.00	250.00
56437 Electrical Supplies & Maint.	400.00	250.00	400.00
Batteries For Emer. Equip.	175.00	100.00	175.00
Tool Rental	150.00	0.00	150.00
56255 Alarm Monitoring & Pager Service /1/2 to C.S.)	300.00	300.00	300.00
56490 Alarm Maint.	175.00	0.00	175.00
Smoke Detector/Alarm Testing	325.00	225.00	325.00
Danfoss D.O. Membranes 3ea	350.00	350.00	350.00
56481 Gas Monitoring	1,000.00	0.00	1,000.00
56471 Retaining Wall @ Headworks See 56438 Buildings & Grounds	.00	0.00	0.00
SCADA Update/Improvements	900.00	200.00	900.00
Blower Oil, Grease, Cleaner & 56118 Blower Spare Parts	1,000.00	420.00	1,000.00
Diffuser Membranes	550.00	0.00	550.00
Fire Extin. Inspection	150.00	55.00	150.00
Other Maint	600.00	50.00	600.00
Auger Monster Equip.	400.00	60.00	400.00
Barley Straw	50.00	0.00	50.00

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

~~**DRAFT**~~

(05/05/10)

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
Baffle Inspection	2,500.00	1,900.00	2,500.00
Operational Equip.	600.00	0.00	600.00
Computer Replacement Reserve	1,000.00	1,000.00	1,000.00
Sick Time Buy Back Reserve (2,000.00)	1,000.00	1,000.00	1,000.00
11370 1/2 Pick-up/Equipment Replacement SPENT 0.00	800.00	800.00	800.00
56500 Plant Replacement 11360 SPENT	10,000.00	10,000.00	10,000.00
11380 Sludge Removal Reserve	10,000.00	10,000.00	10,000.00
<u>TOTAL O&M</u>	<u>44,985.00</u>	<u>36,230.00</u>	<u>44,475.00</u>
<u>TOTAL LESS BONDS</u>	<u>352,298.00</u>	<u>318,504.00</u>	<u>345,202.00</u>
<u>TOTAL O&M & BONDS</u>	<u>465,604.54</u>	<u>431,810.54</u>	<u>458,804.26</u>

**VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET**

~~**DRAFT**~~

(05/05/10)

COLLECTION SYSTEM BUDGET

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
56137 Audit	1,500.00	833.00	1,000.00
56015 Wages	12,000.00	11,000.00	12,000.00
56510 Workers Comp. 1/2 of Cost	3,200.00	3,200.00	3,500.00
56555 Auto Insurance	800.00	735.00	750.00
Property & Casualty	1,500.00	1,210.00	1,500.00
56241 Cell Phone 2/3	375.00	904.00	904.00
Health Insurance	7,000.00	4,500.00	7,000.00
Payroll Tax, (SSI, Med.)	800.00	900.00	900.00
Retirement	230.00	230.00	500.00
Medicare (See Above)			
Gasoline	1,700.00	1,700.00	1,700.00
Motor Oil, Filters & Other Fluids 1/2 to O & M	125.00	75.00	125.00
Pick-up/ 1 Ton Repair 1/2 To O&M	250.00	20.00	250.00
Tractor Repair 1/2 To O&M	300.00	0.00	300.00
56190 Maine Cen. R/R Leases	1,775.00	1,775.00	1,775.00
Generators - 3	2,000.00	55.00	2,000.00
56755 Sewer Miscellaneous	800.00	180.00	800.00
56202 Flusher Nozzles Etc.	200.00	0.00	200.00
Flusher Parts & Repairs	300.00	0.00	300.00

VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET

~~DRAFT~~

(05/05/10)

COLLECTION SYSTEM BUDGET

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
56446 Gas Monitor Cal.	500.00	650.00	500.00
Tool & Equip. Rental	400.00	0.00	400.00
56463 Pump Station Spare Parts	600.00	430.00	600.00
56465 Pump Station Repair	1,000.00	700.00	1,000.00
56160 C. R. Pump Station Power	5,000.00	4,100.00	5,000.00
B. H. Pump Station Power	700.00	600.00	700.00
Mower Parts & Repair	100.00	0.00	100.00
56412 Sewer TV Equip.	2,000.00	0.00	2,000.00
56150 Diesel	200.00	200.00	200.00
56415 Air Compressor	400.00	60.00	400.00
56410 Tools & Equipment	4,000.00	1,500.00	4,000.00
56440 Maint. To System	3,000.00	2,500.00	3,000.00
Inflow Protectors	700.00	0.00	700.00
Chemicals	600.00	0.00	600.00
Clothing, Boots, Gloves, Etc.	400.00	300.00	400.00
Equipment Maint.	2,500.00	100.00	2,500.00
Gasoline For Flusher	.00	See Gasoline	0.00
Alarm Monitoring & Pager Service 1/2 to C.S.	500.00	500.00	500.00

VEAZIE SEWER DISTRICT
2010 - 2011 BUDGET

~~DRAFT~~

(05/05/10)

COLLECTION SYSTEM BUDGET

ITEM	LAST BUDGET	SPENT FY '09 '10	THIS BUDGET
Alarm Maint.	175.00	0.00	175.00
56320 Other Engineering	5,000.00	0.00	5,000.00
56441 Sewer Service Repair	5,000.00	600.00	5,000.00
Pick-up/Equipment Replacement	1,500.00	1,500.00	1,500.00
Collection System Reserve	10,000.00	2,600.00	10,000.00
County Rd. Pump Station Upgrade	42,450.00	35,000.00	0.00
County Rd. VFD's	16,850.00	0.00	17,000.00
Total Collection System Budget	<u>138,430.00</u>	<u>78,657.00</u>	<u>96,779.00</u>

9:11 AM
12/13/10
Accrual Basis

Veazie Sewer District
Income by Customer Summary
June 1 through December 13, 2010

	<u>Jun 1 - Dec 13, 10</u>
Overpayments	-22.91
Lien and Notice Fees	240.48
Other Payments	880.82
Service Payments	145,971.47
Service Reimbursements	<u>124.00</u>
TOTAL	<u><u>147,193.86</u></u>

Number of
accounts:

569

Veazie Sewer District

Expenses by Vendor Summary

June 1 through December 13, 2010

	<u>Jun 1 - Dec 13, 10</u>
Advance Auto Parts	8.98
American Concrete	90.00
Applied Industrial Tech	143.96
B & L Auto Parts & Paint	27.84
Bangor Daily News	210.60
Bangor Hydro	14,917.85
Bangor Pipe & Supply	65.99
Bangor Water District	98.70
Batteries Plus	270.43
Cardmember Service	849.67
City of Old Town	200.00
CMD Powersystems, Inc.	1,038.95
Com-Nav	192.00
Dental and Other Insurance	3,128.21
Dept. Environmental Protection	711.18
Eastern Maine Medical Center	354.00
Evergreen Waste Systems	472.50
FairPoint Communications, Inc.	675.86
Fastenal	195.70
Freightliner of Maine	59.00
Golden Heat	170.00
Guay Fire Equipment, Inc.	48.00
Hach Company	331.23
Hannaford	10.44
Home Depot	325.27
Horton, McFarland & Veysey	2,525.00
Jackson Oil	517.90
JETCC	250.00
JPS Industries	1,900.00
Lane Construction	39.05
Lou Silver	1,823.00
Maine Central Railroad	1,775.00
Maine Electric	3,936.98
Maine Municipal Association	6,007.90
Maine Municipal Bond Bank	13,927.67
Maine Municipal Emp. Health Trust	26,286.06
Maine Rural Water Assoc.	180.00
Maine Wastewater Control Association	400.00
Miscellaneous	204.90
NCL North Central Labs	652.99
New England Municipal Equipment Co.	208.48
NH Bragg	698.49
Owen J. Folsom, Inc.	32.77
Parks Hardware	54.12
Perry Brake	32.44
Postmaster	760.26
PRC Industrial Supply, Inc.	27.96
Quality Backflow Services	48.50
Registry of Deeds	103.00
RH Foster	1,091.50
Sargent Corporation	900.00

8:59 AM
12/13/10
Accrual Basis

Veazie Sewer District
Expenses by Vendor Summary
June 1 through December 13, 2010

	<u>Jun 1 - Dec 13, 10</u>
Soil Preparation	57.68
Staples	351.99
Town of Veazie	25.00
University of Maine	180.00
Verizon Wireless	713.82
Wal-Mart	227.95
White Sign	116.50
Winterport Boot Shop	98.00
Winward Petroleum	73.58
Wright Express	141.53
TOTAL	<u><u>90,966.38</u></u>

Route	Fname	Lname	Last Pmt.	Total	2010 July-Sep	2010 Apr-June	2010 Jan-Mar	2009 Oct-Dec	2009 July-Sep	2009 Apr-June	2009 Jan-Mar	2008 Oct-Dec	2008 July-Sep	2008 Apr-June	2008 Jan-Mar	Old Bal
08-0130	Charles Forgel &	Becky Myers	12/03/10	98.71	45.82	52.89										
08-0585	Jillian	Chandler	04/08/10	138.50	66.64	71.86										
08-0660	Audrey	Marston	04/12/10	236.70	122.16	114.54										
08-0685	Andrea	Mauey	05/28/10	229.76	115.22	114.54										
08-0741	David	Jordan	06/15/10	142.05	66.64	75.41										
08-0765	Randy	Bacon	04/16/10	301.38	154.10	147.28										
08-0795	William	Reed	08/30/10	185.38	104.81	80.57										
08-1125	Robert	Lewis	09/09/10	782.02	414.43	367.59										
08-1435	Harry & Jennifer	Dieuveuil	08/30/10	302.06	163.80	138.26										
08-1490	Thomas	Logan	10/21/10	191.89	94.40	97.49										
08-1650	Karen E.	Lifgren	05/28/10	113.86	56.23	57.63										
08-2237	Travis E.	Noyes	05/25/10	103.64	59.70	43.94										
08-2253	Brad	Jewett	10/08/09	144.45	83.99	60.46										
08-2256	Katherine	Hunt	05/06/10	24.55	13.88	10.67										
08-2258	Ryan	Lindsey	04/05/10	114.90	31.23	83.67										
08-4136	Dan & Paulette	Blue	05/18/10	169.90	90.93	78.97										
08-0260	Jeri	Grover	03/19/10	538.31	177.68	210.76	149.87									
08-0840	Judith	Horton	02/22/10	165.06	52.76	51.78	50.52									
08-1225	Christie & Christopher	Jones	02/22/10	328.76	118.69	116.87	93.20									
08-1271	Scott	Kigas	03/19/10	286.60	97.87	95.53	93.20									
08-4585	Tracy	Cobb	10/13/10	300.00	139.51	113.85	46.64									
08-0055	Charles	Treadwell	01/01/10	373.38	90.93	115.85	80.52	65.08								
08-0630	Tracy	Johnstone	12/18/09	193.72	49.29	51.65	45.82	46.95	43.49							
08-0565	Roger	Shorey	07/13/09	161.75	25.00	28.33	27.64	37.38	25.92							
08-0415	John	Trafton	07/13/09	131.39	25.00	27.59	26.92	26.26	25.92							
08-1360	Patricia & James	Basley	08/09/10	442.86	76.64	72.34	73.80	72.00	76.16	71.92						
08-0675	Brian	Cartwright	10/05/10	661.84	115.22	130.73	134.48	124.26	117.76	39.39						
08-1090	Estate of Dorothy	Henderson	05/06/09	799.87	174.21	165.18	122.98	88.75	72.70	67.46	108.59					
16-0060		Stucco Lodge	10/01/10	2,068.19	806.62	1,007.88	253.69									
08-2055		Veazie Elms	08/17/09	839.67	122.87	220.16	169.68	169.01	167.96							
16-0035		C & W Wiper	08/17/09	164.47	25.00	38.88	37.86	30.00	32.73							
16-0040		C & W Enterprise	08/17/09	131.39	25.00	27.59	26.92	26.26	25.62							
16-0045		C & W Enterprise	08/17/09	131.39	25.00	27.59	26.92	26.26	25.62							
08-0197	Jeanine	Dye	06/24/08	597.57	31.23	31.16	37.34	15.61	18.70	42.53	51.90	22.88				
08-0085	Michelle & Patrick	Joyce	10/13/10	1,738.39	56.23	72.96	92.00	145.28	160.20	136.02	144.26	130.14	162.98	166.33		
08-0550	S. Carolyn	Brown	12/06/10	1,050.52	45.82	67.83	65.36	65.23	41.27							
08-0545	Carolyn	Brown	12/06/10	1,702.66	90.93	135.17	132.68	137.36	79.23							
				10,717.13	4,086.71	4,433.51	1,817.01	1,096.70	807.94	357.32	304.75	153.02	368.88	214.21	209.37	2,227.36

Key to Color Codes:
Warning letter sent
 Notices of Debt in progress
 Notices of Debt sent; next to lien
 Lien in progress
 Lien in place
 Foreclosure notice sent

Liens maturing in 2011 (amounts include fees):				
Joyce	03/25/11	226.95	1Q08	11921-162
Henderson	04/29/11	175.75	1Q09	11961-226
Joyce	06/18/11	223.60	2Q08	12008-162
Crowe	10/09/11	454.24	3Q09	All four
Henderson	11/19/11	134.62	2Q09	12135-30

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT NOVEMBER 17, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Gary Brown and Esther Bushway, Supt. Gary Brooks, and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:33 p.m.
- 2) Consider Meeting Minutes of October 13, 2010 – Esther moved to accept the minutes of October 13, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Account Change Policy – a) The Trustees reviewed the proposed change of name/address form. They asked about property sales, and Tammy said that it is fine to let property sales go the way they have been going when done through a closing company. This form could be used in the case of private sales, as well as any other changes to an account. It also can be used if landlords want a copy of a bill to send to their tenants, and makes it clear that the property owner is ultimately responsible for the bill. The Trustees approved the use of the form, and Steve suggested that we put it on the website so that people can easily download it.
- 5) Rate Increase Discussion – Supt. Brooks said that we need to come up with a strategy. We did the last increase ourselves and sent out newsletters. Due to the old bill format, we could not stuff the bills last time around. Now we can send a newsletter in with the bills. Supt. Brooks also suggested putting something in the town's newsletter, and Steve thought that was a good idea. Supt. Brooks explained the last increase process, particularly how much we involved the town council. Esther said that we should let them know about the rate increase, but do everything on our own. Supt. Brooks said we may be able to have the rate increase in effect with the April 1 billing, since that is the first bill of the year. Steve asked when we would hold our public hearing, and Supt. Brooks said in February or March. We could let the town council know in December, and send a newsletter with the January 1 bills. Steve asked if we would announce the public hearing in the newsletter, and Supt. Brooks said he wasn't sure. Tammy added that we could do a postcard mailing before the public hearing.
- 6) Superintendent's Report – a) We had no violations for October. The plant is operating well. We are dealing with typical fall weather. The flows are up due to rain. It makes lab work more difficult when flows are diluted. We had about 3 inches of rain this month. b) The County Road pump station is operating great and we are pleased about that. We have not even received a high water alarm. The upgrade was completed in August of last year. We are still working some of the bugs out of the VFDs, but they are doing some of what they are supposed to do. c) Wages and benefits will be discussed next month, and information will be in the packets before that meeting. The health insurance is up 16% but the Maine Municipal Employees Health Trust is using reserves to keep the increase to 9.5%. Our new policy is still cheaper than what we were paying last year. d) Supt.

Brooks asked if there were any additional questions on the audit. Steve asked if we thought Nick's estimate of needing an additional \$130,000 was realistic, and Tammy said yes. It may be a little high, but it's in the ballpark. Steve asked if we could do the increase in steps. Tammy outlined Ellsworth's current plan to have three increases over five years. Steve added that we need to think about any big work to be done over the next five years such as Longmeadow. Tammy asked if the Trustees were interesting in added the benefit of being able to accept payments over the phone when we do the rate increase, and the Trustees said that they were. e) Supt. Brooks showed the Trustees the road plans sent by Travis Noyes, and they reviewed the plans. Esther asked when the work would happen, and Supt. Brooks said he has not been told of the town's priorities. The town has discussed bonding for the work.

- 7) Other Business – a) Esther asked if we had any idea when the town would be paving, and whether or not we would be notified before the work is done. Supt. Brooks said it probably would not be until next spring at the earliest, and that we might not receive notice. He then reviewed how the town left it up to Travis Noyes to inform the District about Buck Hill, and Supt. Brooks was never contacted by him. Supt. Brooks found out about it when he happened to call Brian Stoyell the day before the work was to be started. b) Gary asked about the flags and markers on Thompson Road. Supt. Brooks said that it may have something to do with the town's storm water plan, but is not sure.
- 8) Adjournment – Esther moved to adjourn, Gary seconded. Vote 3-0, passes at 7:31

NEXT MEETING: DECEMBER 8, 2010 AT 6:30 PM

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT OCTOBER 13, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Gary Brown and Esther Bushway, Supt. Gary Brooks, and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:33 p.m.
- 2) Consider Meeting Minutes of September 8, 2010 – Esther moved to accept the minutes of September 8, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Lien Update – a) It took a lot of legwork, but the Higgins mortgage company finally paid the bill in full. They paid in September, but Tammy included the October bill so we won't have to worry about him until next year. b) Jeannine Dye, owner of the mobile home on 1059 Main Street, finally called and asked to start a payment plan. She is planning to send \$100 a month starting this month until the bill is paid off. She owes approximately \$762 in usage and fees. This month's payment has not yet arrived. c) The next Joyce lien would have matured on October 27 but today we received a check for the minimum due to avoid foreclosure.
- 5) Billing Policy Questions – a) We recently had a request to change a name due to marriage. Some people send us a copy of the marriage license while others do not. We should have a policy in place on what we need. After some discussion, the Trustees decided to ask for a photocopy of the license. Photocopies are also acceptable for changes to deeds and death certificates. b) With address changes, we have always allowed people to make the changes by phone. After some discussion, the Trustees decided they would like some sort of form for customers to sign. c) Lately we have had tenants complaining that their landlords do not get them their bills in a timely manner. Tammy has been telling them when the bills are sent out, and suggesting that they call four times a year for their balance due since our policy is to keep the bills in the landlord's name. But after some discussion with Supt. Brooks, we think it might be helpful to allow tenants to request that a copy be sent to them – stamped with "Copy" on it. This should end up saving us time in the long run, since it is time consuming to do notices and liens to landlords. This service would only be offered by request, and it would be stressed to the landlords that the bill is ultimately their responsibility, and that the property will be lienied for unpaid bills.
- 6) Audit Report – The audit went well and Tammy feels as though Nick Henry did a thorough job. One new thing he did was to make the accrued sick time a liability. This is mainly because we now have three employees that would qualify for some or all of their sick time if they quit or retired. Since that can be a significant amount of money, Nick wanted it properly accounted for. Also, he is concerned about our shortfall. He said it was not an issue last year because of selling the foreclosed Coleman property. He thinks we are due (or overdue) for a rate increase. Next year will be ten years since our last rate

increase. Supt. Brooks then discussed the water minimum and their rate increases. He added that he just sent in a rate survey to Maine Rural Water and that the information should be available by the first of next year. The Trustees agreed that any rate increase should cover us for at least five years so we don't have to have another increase in at least that long. Steve said that we should let the town know if we plan to go up on our assessments, especially since part of the rate increase could be an increase on usage rates and part of it could be an increase in the assessment. The Trustees asked that Supt. Brooks and Tammy look at some possible rate increase numbers.

- 7) Superintendent's Report – a) We had no violations for September. The facility is operating great. b) In the packets, the Trustees received a copy of a letter to Bob Stratton, our DEP license writer. Supt. Brooks' original solution was the \$51 nitrification inhibitor that inhibits a microorganism that consumes much more oxygen. Supt. Brooks reviewed the meeting with Tanya and Dick Darling from the DEP. Supt. Brooks was told that we will be granted CBODs, but we had to make the request. The letter to Bob Stratton is the request. He wanted us to wait two years until our license was rewritten, but our inspector does not want to wait. Supt. Brooks described the BOD and CBOD tests, and how our CBODs always come out even when our BODs do not. c) Travis fixed one of our blowers and saved us about \$720. It's good to know this work can be done in-house. d) We received a workers compensation dividend check for \$871. e) The divers came today to check our baffles. They replaced three or four floats today. There is very little sludge at all and nothing in the middle section. f) We finally heard from Travis Noyes last week via email. He sent a map that is too small to read. Supt. Brooks asked for larger copies but we have not received them yet. Supt. Brooks reviewed the email and his response about not being notified. Supt. Brooks described the roads that would need work on our end. We hope to have the larger copies from Travis Noyes by the next meeting. g) Travis' wife will be induced on October 18 if she has not gone into labor before then. h) Supt. Brooks requested and received information from the Trustees needed for moving the retirement plan.
- 8) Other Business – Due to the Veteran's Day holiday, the next meeting will be held the third Wednesday in November instead of the second Wednesday.
- 9) Adjournment – Esther moved to adjourn, Gary seconded. Vote 3-0, passes at 7:52

NEXT MEETING: NOVEMBER 17, 2010 AT 6:30 PM

Minutes approved November 17, 2010, by a vote of 2-0.

Gary Brown, Secretary. 11/17/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT SEPTEMBER 8, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Thebarger, Trustees Gary Brown and Esther Bushway, Supt. Gary Brooks, and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:37 p.m.
- 2) Consider Meeting Minutes of July 14, 2010 – Esther moved to accept the minutes of July 14, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Delinquent Review – a) Tammy is sending out 10 warning letters and 32 reminder postcards this week. Those numbers are good. The people receiving warning letters are at the top of the delinquent list. b) We are continuing to work on the people in the second part of the list. Patricia Bastey had agreed to a payment plan, but her first payment was returned to us from the bank. Charles Treadwell has said he would be in to pay his bill, but so far he has not. There was some discussion of other accounts on the list. c) Stucco Lodge was not in with a payment at the beginning of July as usual, possibly due to all the work being done since the fire. d) The oldest lean on the David Higgins property at 32 Rock Street has matured. After several phone conversations with his mortgage company, I spoke with someone that was going to pass the balance due information on to the appropriate department. I gave them until August 31 to pay but have not received any payments. I spoke with the same person again today, and she said she would resend the fax to the appropriate department with “Second Request” on it. I will also mail it along with a letter if I do not hear from the mortgage company in a reasonable amount of time.
- 5) Fraud and Financial Policies – Item 8.4 was added per a request from the Trustees when they reviewed the draft version of the policy. Item 8.4 states that the District charges 10% interest on overdue payments, compounded quarterly. Steve moved to accept the Fraud and Financial Policies as written; Esther seconded. Vote 3-0, passes.
- 6) County Road Variable Frequency Drives (VFD’s) – At the last meeting, we reported that the VFD’s were installed but not programmed. Now they have been programmed. Tropical storm Earl was a test, and everything worked good. We had generators in place on Thursday and operated them under a load so they would be ready if needed. Hopefully the VFD’s will save us some money.
- 7) Superintendent’s Report – a) We had no violations for the last couple of months. The plant is operating well. We had a couple of problems with the blowers that we caught before real problems evolved. We bought new check valves to replace failing ones. They were almost 10 years old. Replacements were \$110 each. We had a blower with a bad bearing. We had bearings and seals in stock, so we only had to pay Sergeant’s for 12 hours of labor to have them fixed (\$720). Supt. Brooks described a problem with another blower that has a leaking seal. Since that had over 50,000 hours of use, about five years, we decided to replace the bearings as well as the seal. Travis started working on the

repairs this afternoon. b) Supt. Brooks gave the Trustees copies of the email discussion of BODs vs. CBODs. The Compliance Review Board met today. Supt. Brooks met with Tanya Hovell and Dick Darling a week ago. Steve asked about the explosive-proof box discussed in the emails, and Supt. Brooks explained the storage requirements. He added that that was part of Dick's idea. Our solution was strictly the nitrification inhibitor. Dick's recommendation was that we get our CBODs back, but the license writer wants to wait until we are due for renewal in two years. Tanya wants it done now. Supt. Brooks further discussed the meeting. c) We have been finding more hypodermic needles at the County Road pump station than ever. We don't see them here because the Muffin Monster grinds them. Because of the type of needle (not pre-dosed), Steve suspects they are used for purposes other than injecting insulin. We are concerned with keeping staff from getting stuck by a needle. Supt. Brooks hopes the fire department will help educate on proper disposal when they do blood pressure checks at the senior center. The police chief said he would put something in the town newsletter. There was some discussion on ideas related to needles used at the senior apartments. d) Randolph Drive is done. We could not do a manhole but did put in a cleanout. We will now be able to TV and clean if necessary. We found ledge and blasting wires along with a stubborn root ball. Steve asked if the job cost less since we did not put in a manhole, and Supt. Brooks said it did. There was some additional discussion on how the sewer and water were put in to that neighborhood. e) Supt. Brooks asked if the Trustees had received information from the Town of Veazie about their road plans/projects, and the Trustees said no. Since Chairman Hathaway instructed the town manager to send the information directly to the Trustees, Supt. Brooks asked that he get a copy of the information if the Trustees receive it. f) Supt. Brooks estimates that the Oak Grove project would cost about \$150,000. He reviewed the differences between SRF and banks. Supt. Brooks explained other projects, and how staff would engineer and inspect this project. He also reviewed how Manager Reed kept pushing Oak Grove, even though that was the only project specifically mentioned in our assessment letter. At the meeting with Bill Reed, Brian Stoyell, Travis Noyes, and Allan Thomas, Supt. Brooks pointed out that the storm drain needs to be replaced on Oak Grove so it's not ready to pave. He added that the Town and the District should work together. g) The Town is going to pave Jackson Drive and Buck Hill. We have one manhole. Supt. Brooks talked to Brian Stoyell yesterday. Brian said that Travis Noyes was supposed to contact Supt. Brooks. The project starts on the 13th. We will rip up our manhole and put down a plate and gravel. The plan is to do that tomorrow. h) We will be closed on Sept. 16 to attend training in Northport.

- 8) Other Business – a) Tammy told the Trustees that Nick Henry from Horton, McFarland & Veysey was in to do our audit. He did some things differently from our previous audits, such as spot-checking the meter readings to compare them to the bills. It was good to have a new set of eyes examining our books. b) Supt. Brooks requested that we move the November meeting to the 17th due to the Veteran's Day holiday.

- 9) Adjournment – Esther moved to adjourn, Steve seconded. Vote 3-0, passes at 7:58.

NEXT MEETING: OCTOBER 13, 2010 AT 6:30 PM

Minutes approved October 13, 2010, by a vote of 3-0.

Gary Brown, Secretary. 6/9/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT JULY 14, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustee Gary Brown, Supt. Gary Brooks, and Tammy Olson. Trustee Esther Bushway arrived late.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:35 p.m.
- 2) Consider Meeting Minutes of June 9, 2010 and June 15, 2010 Annual Meeting – Gary moved to approve both; Steve seconded. Vote 2-0; passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Financial Policies & Procedures – The Trustees reviewed and discussed the Financial Policies & Procedures and thought that it looked good. Steve asked that the interest rate we charge on overdue accounts be added, and suggested adding it as item 8.4. The Trustees will vote on the Financial Policies & Procedures at the next meeting.
- 5) Oak Grove Street – At the last two town meetings, the town manager has mentioned paving Oak Grove. Oak Grove has clay pipes and three brick manholes that are falling in. At the last meeting, Manager Reed said that Travis Noyes calculated the Sewer District's costs, and Supt. Brooks stated that he never spoke with Travis. Two days later, Travis called him. Supt. Brooks explained the situation with Oak Grove vs. paving Main Street. Travis said there is money from the school surplus for Oak Grove. Steve asked how much Oak Grove will cost us, and Supt. Brooks said that we have TV'd it and assessed it, and estimated the cost at \$100,000-\$125,000 to replace 1,300 feet of clay pipes, replace three manholes, plus add one new manhole. Supt. Brooks distributed photos of the brick manholes and further explained their condition. We are not ready to do Oak Grove, and the town would be wasting their money by paving it before we are able to do our work. Supt. Brooks added that the top 250 feet of main and service connections were done previously, and the problems we had with the town when we were doing that work. Supt. Brooks said he will attend the next couple of town meetings and will bring pictures. This work is something we will need to do eventually.
- 6) Superintendent's Report – a) We had no violations for June. Steve said there wasn't much rain, and Supt. Brooks said that we had low flows in June. July looks good so far. We are doing lots of mowing and trimming. Our easements have been mostly taken care of and mowed. b) The County Road pump station VFDs have been installed but not programmed yet. We might want to wait for higher flows. Supt. Brooks reviewed how the VFDs work. c) We had an issue with the generator at County Road. We had the generator there as a precaution with a storm. Dana and Travis ran the generator and got a high water alarm. The regulator on the generator was burned out. It cost about \$1,000 in parts and labor to fix it, but it should last a long time now. There was more discussion on the generator. d) The manhole work on Randolph has not been done yet. Steve asked if we were waiting on Barney Silver, and Supt. Brooks said that we were. Supt. Brooks further explained the situation. e) Supt. Brooks has a deferred compensation plan

through the District. It is currently with UBS (formerly Paine Webber) and Supt. Brooks would like to move it to Morgan Stanley. Morgan Stanley has looked over the paperwork, but Supt. Brooks wanted Trustee approval. The Trustees discussed and agreed that it is Supt. Brooks' decision. f) Supt. Brooks is getting a new computer built by Eric. Supt. Brooks briefly discussed the problems he has had with his current computer. It has been working good since a new power supply was put in, so we will reuse that computer for the SCADA or the bookkeeping computer. Tammy's old computer has been running slower ever since she installed the newest version of QuickBooks.

- 7) Other Business – There will be no August meeting, so the next meeting is September 8. Supt. Brooks asked the Trustees if that was okay since it is a holiday week, and they agreed that it was fine.
- 8) Adjournment – Esther moved to adjourn, Steve seconded. Vote 3-0, passes at 7:24.

NEXT MEETING: SEPTEMBER 8, 2010 AT 6:30 PM

Minutes approved September 8, 2010, by a vote of 3-0.

Gary Brown, Secretary. 9/8/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT JUNE 9, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustee Gary Brown, Supt. Gary Brooks, and Tammy Olson. Trustee Esther Bushway arrived late.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:40 p.m.
- 2) Consider Meeting Minutes of May 12, 2010 – Steve moved to accept the minutes of May 12, 2010 as written; Gary seconded. Vote 2-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Delinquent Review – a) We sent out 36 postcard reminders. This is the high end of the normal range, but still within the normal range. We also sent out 13 warning letters and all but four people paid. b) Randy Bacon's mortgage company paid his account in full. Marilyn Barrett's son paid her account in full. c) Tammy has been in contact with Gateway Title regarding the Morrow property at 1305 State Street. They now have the amount due on the account. We have not yet been paid by Chase, despite signing and sending several documents to them to get paid. d) Tammy reviewed the Henderson estate. Back in December we were contacted by one of her sons who stated that the estate was being settled and that we should be paid soon. He was surprised we hadn't been paid already. Tammy held off on filing additional liens, but the payment never came. We have since filed an additional lien, and we now have two on the property. e) Tammy reviewed the remaining names on the delinquent list and there was some discussion.
- 5) Medical Return To Work Form – Supt. Brooks explained to the Trustees that we developed a new form due to one staff member having major surgery. This form covers the duties of the position with space for the doctor to state whether the employee can perform the duties and whether or not there are any restrictions. However, some doctors see this type of form as an evaluation and will not complete it. Steve suggested that we could provide a job description to the doctor and have the doctor state whether the employee is able to return to light or full duty without the check boxes. He said that at the bottom of the description, we could have a statement such as, "Based on your signature, you state that you read the above job description and state that the patient is ready for full duty." The doctor could then add limitations if needed. Supt. Brooks said we will rework the letter.
- 6) Executive Session To Discuss Personnel/Medical Issue – Gary moved to go into Executive Session pursuant to 1 M.R.S.A. § 405 (6)(a), Steve seconded. Vote 2-0, passes at 7:08 p.m. Steve moved to return from Executive Session, Gary seconded. Vote 2-0, passes at 7:20 p.m.
- 7) Superintendent's Report – a) We had a couple of TSS (total suspended solids) violations and several BOD violations for May. Our CBOD, which we also run and which was allowed in our last permit, came out well within our range. Mid-May to mid-June the

warmer temperatures warm the water, which causes nitrification. It's the time of year when our numbers are higher. Steve asked if barley straw would work for this, and Supt. Brooks said possibly. Supt. Brooks explained that last year we went without barley as a control to see what would happen, but last year's weather was too bad to use as a control. The best solution would be for us to get our CBODs back. Our DEP inspector spoke with Dick Darling. Dick was supposed to come to the District in the spring. b) Supt. Brooks said that he hopes the manhole on Randolph will be done soon as we are just waiting on Silver's. Steve asked if it was a one-day job and Supt. Brooks said it should be one long day or maybe a day and a half, and added that we could do the cleanup ourselves. We got the road opening permit. Gary asked about Dig Safe, and there was some discussion on the Dig Safe process and some previous experiences with Dig Safe. c) The annual meeting is next Tuesday at 7:00 p.m. at the Senior Center. Steve asked which Trustee's term was up, and Supt. Brooks said that Gary Brown was up for re-election. d) There are still issues with the Town council and the letter that we sent with the assessment. Two councilors claim that they got it and three councilors claim that they didn't. We were first told that Karen distributed them and then that Allan handed them out, then Supt. Brooks was asked for a copy. Esther said that this is unacceptable. We need to know that when we send something to the town that the councilors get it. Otherwise we will start mailing things to the councilors directly.

- 8) Other Business – a) Tammy sadly reported that our auditor, Malcolm Horton of Horton, McFarland & Veysey, passed away. His associate, Nick Henry, assisted Malcolm with our last two audits and is able to continue working with us. b) We hosted the May meeting of Forum for Local Utility Support and Help (FLUSH). Group members enjoyed lunch followed by a tour of the plant led by Supt. Brooks and a discussion. c) Supt. Brooks and Tammy updated the Trustees on some recent help they were able to provide to the Census Bureau. The Census worker had to determine who was living in certain homes on April 1 or if the homes were vacated. The Town of Veazie was unable to help them.
- 9) Adjournment – Esther moved to adjourn, Steve seconded. Vote 3-0, passes at 7:55.

NEXT MEETING: JULY 14, 2010 AT 6:30 PM

Minutes approved July 14, 2010, by a vote of 2-0.

Gary Brown, Secretary. 7/14/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT MAY 12, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, Supt. Gary Brooks and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:40 p.m.
- 2) Consider Meeting Minutes of April 14, 2010 – Esther moved to accept the minutes of April 14, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Greystone Mobile Home Park New Owners – The Greystone Mobile Home Park was for sale for a while, and the owners of the mobile homes in the park purchased it by forming a co-op. It is only the second such co-op in the state. The down payment was financed through Genesis Community Loan Fund and the remainder was financed by a commercial bank. The co-op asked the bank to escrow their sewer payments for at least the first year, so Tammy provided the bank with the average sewer bill amounts. Steve asked if the park was on city water, and Supt. Brooks said yes, although it used to be on a well. The previous owner had inquired about individual meters, and Supt. Brooks said that the owner would have to read them. Supt. Brooks then reviewed the history of usage and owners.
- 5) '10 – '11 Budget Draft – The budget is down about \$6,800 from last year. Steve moved to accept the 2010–2011 budget for the Veazie Sewer District as written, Gary seconded. Vote 3-0; passes.

Steve moved to place \$1,000.00 in the O&M to the Computer Replacement Fund; Gary seconded. Vote 3-0, passes.

Steve moved to place \$1,000.00 in the O&M to the Sick Time Buy Back Fund; Gary seconded. Vote 3-0, passes.

Steve moved to place \$800.00 from O&M and \$1,500.00 from Collection System to the Pick-up/Equipment Replacement Fund; Gary seconded. Vote 3-0, passes.

Steve moved to place \$10,000.00 from O&M to the Plant Replacement Fund; Gary seconded. Vote 3-0, passes.

Steve moved to place \$10,000.00 from O&M to the Sludge Removal Fund; Gary seconded. Vote 3-0, passes.

Steve motioned to place \$10,000 into the Collection System Reserve Account to be used for repairs, equipment, and sewer reconstruction; Gary seconded. Vote 3-0, passes.

Steve asked if the state requires the funds such as the sludge removal. Supt. Brooks said the state requires a plant replacement fund but doesn't specify how much money needs to be in it.

- 6) Superintendent's Report – a) We had no violations in April. The system is operating well. Our flows are low for May. Our snow melted early and it's been dry. Last week our problems with BODs came back. We could have a BOD violation for the next two months. Supt. Brooks reviewed our license and CBODs vs. BODs. We run side-by-side CBOD tests to prove that we are okay. Steve asked if we can do more than one a week and average them. Supt. Brooks said yes, but then we risk multiple tests becoming required. b) We will be replacing a manhole on Randolph Drive. There is root intrusion, and a manhole was never put in at the end of the main. Gary asked if pipe would also be replaced, and Supt. Brooks said that is not the current plan. Steve asked if it would be a one-day job, and Supt. Brooks said it will probably be one long day or a day and a half. c) The annual report we submitted to the town is a little different than the one the Trustees reviewed last month because the town told us it was a little long. We trimmed some of the excess text but the contents are basically the same. Supt. Brooks mentioned that he was previously told we could have as many pages in the town report as we wanted, but added that it was no problem to shorten the report. d) Supt. Brooks attended the town council meeting on Monday night. The town budget is not going up and taxes are not really going up, so now they are talking about roadwork. Supt. Brooks informed the council that Oak Grove has clay pipe and something needs to be done, particularly with the brick manholes that are caving in. If the town resurfaces Oak Grove, they need to involve us sooner rather than later. The councilors received our assessment but not the accompanying letter. Supt. Brooks also discussed the town's claim that they need multiple employees because one employee should not handle all aspects of a transaction.
- 7) Other Business – a) Tammy performed a UCC search on Jeannine Dye but there were no results. We may contact the landowner by copying him in on correspondence with Dye as he may not want the mobile home moved. b) We don't know what will happen with Marilyn Barrett's home. Supt. Brooks said that her father had lived with her all along. If the house sells, the bill should be paid.
- 8) Adjournment –Steve moved to adjourn, Esther seconded. Vote 3-0, passes at 7:30.

NEXT MEETING: JUNE 9, 2010 AT 6:30 PM

Minutes approved June 9, 2010, by a vote of 2-0.

Gary Brown, Secretary. 6/9/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT APRIL 14, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, and Supt. Gary Brooks.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:31 p.m.
- 2) Consider Meeting Minutes of March 10, 2010 – Esther moved to accept the minutes of March 10, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Delinquent List – a) Randy Bacon's mortgage company paid a bulk of his owed bill and we were able to release three liens. They said they will pay the remaining balance before May 1. Trafton and Shorey have had their houses foreclosed on, and Shorey called me to say that he has declared bankruptcy. We have not gotten a bankruptcy notice, but he gave me his lawyer's name. Patricia Bastey sent a letter stating that she would send an extra \$100 with each new bill to clear up the old balance. We were notified in December that the Henderson bill was going to be paid by the estate, but we still have not received anything. b) Stucco is plugging away, keeping one bill paid in full and this was down relatively low. Liens just went out on all four Crowe properties this month. c) Still no word from Chase despite our repeated responses for their requests for invoices, W-9 forms, etc. We are still plugging away at Barrett. Higgins just made a payment ahead of us having to send a foreclosure notice. Joyce asked about entering into a payment agreement of \$150.00 a month but we did not receive a first payment in March. If we do not get a payment this month, I will resume filing Notices and Liens. d) Jeannine Dye owns a mobile home at 1059 Main Street. She has not made a payment since May 2008. She also is not paying her taxes, and the Town filed a lien on her on August 3, 2009. Our first lien will expire on June 9. After some discussion, the Trustees decided to have Tammy do a UCC search to see if there is any lender attached to this mobile home, and to send a letter prior to sending the official foreclosure notification. e) After many false starts, the Greystone Mobile Home Park is supposed to close this week.
- 5) Hosting FLUSH Meeting – Tammy belongs to a group of local water and wastewater administrative people that meet three times a year to discuss various issues. The group is called FLUSH, which is an acronym for Forum for Local Utility Support and Help. These meetings take place at the Bangor Water District, though different districts take turns "hosting" and providing lunch. Most of the meetings tend to revolve around water districts, since their work with the PUC has a lot more rules and regulations. In an effort to give wastewater some equal time, we decided a while ago that this May's meeting would be a wastewater primer. At the last meeting, Tammy offered a tour of our District as part of the meeting. We will be hosting lunch here as well.
- 6) '10 – '11 Budget Draft – There were not enough changes to warrant printing new copies, so Supt. Brooks only distributed a new bond payment sheet. Reduced costs were

discussed, and the new budget should be about the same as last year. To save electricity, we have kept the blowers turned down. Steve asked if the budget will be voted on next month, and Supt. Brooks said yes.

- 7) Superintendent's Report – a) We had no violations for March and no issues with the County Road pump station despite the rain. Supt. Brooks was prepared to be called in during the big rainstorm but was not. b) The Trustees received a letter for the town report, and Supt. Brooks asked for comment on it. Esther made some suggestions. c) Supt. Brooks was at the school and checked on the bulbs purchased with our donation to the Veazie Garden Club in memory of Mary Silver. He reported that they look good, although the tree accompanying them did not do as well over the winter. d) Travis had our zero-radius eX-Mark mower apart to fix it up before the mowing season starts. It looks almost brand new now. e) Supt. Brooks offered our backhoe and labor to the town's public works department if they need help while they are short-handed. f) We have an employee who will be out for about a month after having surgery at the end of April. g) We had a sewer service issue on Lemon Street. Supt. Brooks and Travis noticed Roto-Rooter there and offered to help. We couldn't get the camera or the snake around the clean-out. After some backhoe work provided by the homeowner's friend, we found a broken pipe full of mud. Supt. Brooks supplied two couplings and some PVC pipe necessary for the repair and will bill the homeowner. Esther asked if the cause was the age of the pipes, and Supt. Brooks said that the pipes were right under where the homeowners have driven their vehicles since the pipes were installed in the 1950s or 1960s. Supt. Brooks added that he is surprised the pipes lasted this long. Steve asked if the problem was fixed, and Supt. Brooks said it was. h) The plant will be shut down on Friday, April 23 so the entire staff can attend the Maine WasteWater Control Association Spring Conference.
- 8) Other Business – Esther asked if we will ever hear from the DEP regarding our reply to their letter of warning, and Supt. Brooks said that we might not.
- 9) Adjournment – Esther moved to adjourn, Gary seconded. Vote 3-0, passes at 7:18.

NEXT MEETING: MAY 12, 2010 AT 6:30 PM

Minutes approved May 12, 2010, by a vote of 3-0.

Gary Brown, Secretary. 5/12/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT MARCH 10, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, and Supt. Gary Brooks.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:32 p.m.
- 2) Consider Meeting Minutes of February 10, 2010 – Esther moved to accept the minutes of February 10, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) County Road VFD's – There have been no changes in the quest for funding for the VFD project. Supt Brooks said he talked with John from MRWA yesterday and John was going to call Efficiency Maine on behalf of us as well as other wastewater and water facilities who want to use VFD's to save energy. Supt Brooks said this will not be on the agenda again until we receive funds, or the project has move forward.
- 5) Budget Draft – Trustees received a draft 2010 – 2011 budget. Not a lot of change from last year. As it looks right now this draft is \$1,000.00 less than last budget. We will see savings in health insurance, fuel oil and electricity. We had a mild winter so the heater in the generator did not operate as much and we kept a close watch on the blowers/D.O. in the lagoons and will see savings there. Steve asked when we will want to pass the budget. Supt Brooks said the May meeting. Steve mentioned the number of foreclosures and how that could affect the budget. Supt Brooks said that recently, the banks and mortgage companies have been paying off the debts, we just received a check Friday for \$900.00 to pay off a lien from a mortgage company and the local banks have been pretty good about paying outstanding bill when they take a property over.
- 6) Assessment – Trustees received a copy of a letter to the town and a sheet showing the history of the assessment. The assessment has stayed the same for the last three years at \$140K. Supt Brooks said he has been attending council meetings and it sounds like there may be some changes going on with the town. Councilors are talking like they want to take a more active role in the budget and sound like they want to make some cuts. There was some discussion, and then Steve said that our budget looks good and he would like to keep the assessment the same as last year. Gary moved to assess the town \$140,000.00, Esther seconded. Vote 3-0, passes.
- 7) Superintendent's Report – a) Supt Brooks said there were no violations for February and the plant is operating well at this time. The rain we got last month did cause a few problems, but it also got rid of the snow and that has helped with the March flows.
b) The Trustees received a letter in their packets addressed to the DEP about proposed rule Chapter 583, which includes phosphorus removal. Supt Brooks said that as the letter mentioned, lagoon systems will not be able to meet the proposed limits; however, we may not be affected in the near future due to our dilution factor. As everyone knows algae uses phosphates and there have been some large algae blooms on the Penobscot

River. If some groups have their way, it will affect everyone at some point. The new phosphorus limits will be set at 30 ppb (parts per billion) and some groups would like to see these limits lower. Esther asked how much we contribute to the problem? Supt Brooks said not much, when they mention the blooms, they're usually up river from us. In the past, paper mills added phosphate to their process to get the treatment to work better. Supt Brooks said he will be submitting these comments tomorrow and hopefully they will show up on the website. d) We had a small problem with one of the pumps at the County Road pump station. A piece of wood got lodged in the impeller and was jammed in there far enough to cause a problem with the seal. We pulled the pump, brought it back here to take it apart and replace part of the seal. Years ago we had seal issues and were pulling the pumps frequently until Supt. Brooks found a titanium seal to replace the ceramic seal. The seal two parts and one part is carbon, and it was the carbon piece that was damaged. We haven't had to work on the seals since Travis was hired, so I worked with him and now he'll be fine if there is ever a problem in the future. e) Just a heads up, we may be needing to replace three of our computes the summer. Tammy's computer shut down on her a couple weeks ago and between Tammy, Tammy's husband Eric and Travis it was determined that it was the power supply. Tammy and Eric had one at home that worked and that we could borrow, so Travis installed it and it has been working fine. Tammy's computer is six or seven years old and she has had other issues with it and has been able to keep it going. This computer does all the administrative/financial, billing payroll, etc. Steve asked if it was backed up? Yes, every Friday. The SCADA computer is ten years old and is just doing what is needed. This computer is not used for anything other than the SCADA and is not connected to the internet. Supt. Brooks' computer has had some issues, but while on vacation Tammy worked on it and it has been OK since. Eric builds computers so we'll have him build them, that way we can get what we need and not a lot of bells and whistles that we'd never need or use. f) Called about the blower VFD that quit operating a couple months ago and it is in route. It needed to be ordered. Our electrician, Mike, said he runs into this all the time now because no one stocks this stuff any more and it all has to be ordered.

- 8) Other Business – Esther asked what would happen if we can't meet phosphorus limits? Supt. Brooks explained that if Veazie received limits it can't meet, you could add a tank and other equipment to meet the limits, or build a large pump station where the headworks building is and pump to Orono or Bangor. Supt. Brooks said he has heard through the grapevine that the DEP would be happy with something like that. In both, the water and wastewater fields, operators are retiring and there is no one to take their place and the DEP would like to see fewer plants. You would need to build a large pump station where the headworks building is and build a sewer main to Orono (or Bangor). You would still be responsible for the pump stations and collection system and pay them to treat the waste.

- 9) Adjournment – Esther moved to adjourn, Gary seconded. Vote 3-0, passes at 7:19.

NEXT MEETING: APRIL 14, 2010 AT 6:30 PM

Minutes approved April 14, 2010, by a vote of 3-0.

Gary Brown, Secretary. 4/14/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT FEBRUARY 10, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, Supt. Gary Brooks, and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:34 p.m.
- 2) Consider Meeting Minutes of January 13, 2010 – Esther moved to accept the minutes of January 13, 2010 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Bank Foreclosure Updates – a) David Fenderson declared bankruptcy. His home was foreclosed. Bangor Savings Bank has paid off his account after selling the property to itself. The Bishops vacated and their house has been foreclosed by TD Bank. TD Bank has paid their balance in full and our liens have been released. Sherri Treadwell declared bankruptcy but she did not owe us any money and she did pay her January bill on time. Anne Morrow has declared bankruptcy and her home is in foreclosure. Someone called in December asking what was owed because the property was being auctioned, but we have heard nothing else since. We have heard nothing from Chase either – no payments even though we have been sending them their required paperwork. b) There are two people new to the delinquent list – John Trafton at 13 Rock Street and Roger Shorey at 1030 Maple Street. They have both been foreclosed on by Deutsche Bank National Trust Company. c) When we started sending warning letters, we did so as a courtesy. The Trustees agreed that warning letters are still a courtesy, and are to be sent at our discretion. d) Our attorney recently pointed out that we needed to cite our charter on our notices and liens. The notices Gary signed tonight reflect that change. With our charter, we are not required to send a 30 to 45 day notice before foreclosing; however, we will continue to send those notices as a matter of courtesy.
- 5) County Road VFD's – There are no updates on Efficiency Maine funding. We will talk to Maine Rural Water to see if anything is available with the hope that they might be able to get a group of districts to talk to the PUC, which operates Efficiency Maine.
- 6) Superintendent's Report – a) We had BOD and TSS violations in January. Flows were over 800,000 gallons when they are usually around 200,000. We had an overflow caused by rain and melting snow that lasted about 6-1/2 hours. It was very diluted water with no paper or anything to clean up. b) Supt. Brooks had a meeting here with Tanya and Dick Darling from Augusta last Friday to discuss spring and summer. Dick would like to do nitrogen testing here. Supt. Brooks made his case for allowing us to go back to CBODs. Steve asked if our testing requirements could be changed before our license is up for renewal, and Supt. Brooks said it could. c) The Trustees each received a draft copy of the assessment letter in their packets. We have until the next meeting to make changes. It is due to the town by April 1. The town budget and potential cuts to it were discussed. Our assessment has been

\$140,000 for the past two years. d) We will need to put a manhole on Randolph. We had problems with this main in the past. The Ireland property on Randolph had problems with a big root ball. Steve asked if the problem was on us, and Supt. Brooks said yes. He added that he hopes the work can wait until spring and that we won't need more than just a manhole. e) We had a blower VFD go down last week. We need these VFD blowers to work properly and save energy. Supt. Brooks described our options to replace the blower. He decided on the smaller unit for approximately \$2,400, which would be new with a one-year warranty. f) The compressor on our refrigerator sampler quit last week. Travis called a local repairman and found an off-the-shelf model that was 1/2 inch too tall. Travis made some adjustments to make the compressor fit. A new sampler would have cost approximately \$4,000; our fix will cost about \$650. g) Travis received his Grade 2 license and his pay was adjusted accordingly. h) Supt. Brooks still hasn't heard anything about the 2008 generator incident.

7) Other Business – There was no other business.

8) Adjournment – Esther moved to adjourn at 7:15. Gary seconded; vote 3-0, passes.

NEXT MEETING MARCH 10, 2010 AT 6:30 P.M.

Minutes approved March 10, 2010, by a vote of 3-0.

Gary Brown, Secretary. 3/10/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT JANUARY 13, 2010 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, Supt. Gary Brooks, and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:20 p.m.
- 2) Consider Meeting Minutes of December 16, 2009 – Esther moved to accept the minutes of December 16, 2009 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Stucco Lodge Review – Supt. Brooks reviewed the letter that Andy from Stucco Lodge wrote last year asking to have interest waived on his account. The Trustees had agreed to waive the interest and asked that the account be revisited after a year. One bill is paid in full and the other one has a balance. Supt. Brooks also reviewed how Andy took on someone else's debt when he originally purchased Stucco Lodge, as well as how he makes regular payments. The Trustees agreed to continue waiving interest. Steve proposed that as long as regular payments are made, we could continue to waive interest. If the payment status changes, the Trustees would like to be notified.
- 5) County Road VFD's – Supt. Brooks looked into getting new motors to potentially qualify for funding through Efficiency Maine. We could get two 20-hp motors for \$4,400 each plus shipping. However, we would only get \$130 from Efficiency Maine. Maine Electric is working with other districts in similar situations and they are still working with us. Supt. Brooks also is applying for funding through Maine State Revolving Loans as they have money for shovel-ready projects.
- 6) Superintendent's Report – a) We had some BOD violations for December. CBODs, which we had in our last permit, were fine and would not have caused a violation. The alkalinity is okay now and BODs should now be fine. We still have not heard anything regarding the October meeting with the DEP. Since this is the third month in a row with a violation, we might hear from them. b) We received our assessment check in the amount of \$140,000 from the Town of Veazie in the mail on December 23. Supt. Brooks reminded the Trustees that the council appreciated them not going up on the assessment. c) Supt. Brooks reported on the last town council meeting, which he attended. He thinks the council is going to become more actively involved in the town's budget. c) We have been working on regular facility maintenance including cleaning, painting, and waxing. Travis repaired the bearings on our generator trailer. We have been doing lots of snow-related maintenance such as plowing and keeping the roof cleaned off. d) We had to repair a manhole across from the Veazie Police Department. The manhole had been hit by a plow, causing extensive damage. Our repairs should hold until spring. Supt. Brooks noticed the damage himself and was disappointed that no one from the town notified us when it happened because it was wide open. He added that these things happen and we have no

problems repairing the manholes, but that it would be better if we were notified when the damage occurs.

- 7) Other Business – Tammy reported that the bills went out and that some of the reminder postcards had been paid. She also reported that Bangor Savings Bank sold the Fenderson property at 12 Prouty Drive to Bangor Savings Bank, and that someone called asking for a balance on the Morrow property at 1305 State Street because it was being auctioned. There was no other business.
- 8) Adjournment – Esther moved to adjourn at 7:00. Gary seconded; vote 3-0, passes.

NEXT MEETING FEBRUARY 10, 2010 AT 6:30 P.M.

Minutes approved February 10, 2010, by a vote of 3-0.

Gary Brown, Secretary. 2/10/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT DECEMBER 16, 2009 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, Supt. Gary Brooks, and Tammy Olson.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:30 p.m.
- 2) Consider Meeting Minutes of November 18, 2009 – Esther moved to accept the minutes of November 18, 2009 as written; Gary seconded. Vote 3-0, passes.
- 3) Review Agenda – There were no changes to the agenda.
- 4) Delinquent Update – a) We sent out 48 reminder postcards. This is the high end of normal for us – not unusual, but more than our average of 30 to 40. So far, 13 have paid. b) Last month we sent out 11 warning letters with a deadline of Nov. 30. Seven of those remain unpaid, three received Notices of Debt this week, and the rest will get Notices shortly. c) Tammy reviewed Jon Parker's overdue bill. When he was first delinquent, we thought it was due to an incorrect address. Assuming the missed payment was just an oversight, we sent copies of the bill to both of his addresses but still did not receive a payment. So his warning letter went out a couple of weeks ago and we'll send a Notice after his Dec. 15 deadline passes. d) David Fenderson declared bankruptcy. His home is in foreclosure. The Bishops have vacated and their house has been foreclosed. Julie from the town office called on Monday to let us know that a lawyer from Portland sent them documentation to complete about the taxes and sewer owed by the Bishops. I left a message with the lawyer that we are separate from the town and asked him to send us the documentation to complete. Sherri Treadwell has declared bankruptcy but she did not owe us any money. e) Carolyn Brown sent us a check for \$100.00, more than her minimum payment of \$65.00. Andy from Stucco Lodge said that he will be in before the next bill comes out. Bill Reed finally paid his bill in full. Bank of America has contacted us about the amount that Randy Bacon is delinquent. f) Our attorney helped us file the necessary paperwork in the Anne Morrow bankruptcy. He is supposed to send us copies of the completed paperwork to use as a guide in future cases. He also pointed out that he had given us the incorrect law to cite in our liens. He does not think that this will affect any existing liens as long as we follow the requirements of the law we cited by sending the 30 to 45 day foreclosure notice. We will be correcting this for future liens.
- 5) County Road VFD's – Supt. Brooks got a quote for new motors. They cost approximately \$4,300 and we would need two. If we qualified for reimbursement at 75%, the cost would be about \$2,100 for two new, efficient motors. We would add the VFD's which should then be considered a new project and get that cost of approximately \$17,000-\$18,000 reimbursed as well. Steve asked if we only needed an approval in place by the end of the year, and Supt. Brooks said yes.

- 6) Wages & Benefits – Esther motioned to go into Executive Session, Gary seconded. Vote 3-0, passes at 7:07 p.m. They returned from Executive Session at 7:20 p.m. Employee wages and benefits were discussed and adjustments were made.
- 7) Superintendent's Report – a) We had a BOD violation in November. Other than that things are running well. The upgrade pump station continues to perform well. b) We have not heard from the DEP regarding our BOD meeting in late October. We will need to address that sometime over the winter. Esther asked what our chances are of getting our license back to the way it was, and Supt. Brooks said he didn't know. He added that the meeting went well and that he is hopeful that working with them will help. Our license is up for renewal in two years. c) There has been no word regarding our December 2008 overflow incident. We submitted everything that we needed to submit. Supt. Brooks said they might be waiting to see how our pump station upgrade works out. d) Supt. Brooks attended the last town council meeting. Supt. Brooks briefly described the meeting, which covered some town spending issues. At one point, Councilor Friedman said that the Veazie Sewer District has been doing its part by keeping its assessment down this year. The Crowe issue was also discussed at the meeting. Esther said that the Orono-Veazie Water District communicates well with the Veazie Sewer District and that the town and sewer district need to also have good communication. e) We had to put new snow tires on the truck. The ones on the truck were the original tires and were not that high in quality.
- 8) Other Business – Steve asked if there were any new houses being built. Supt. Brooks said that he recently inspected the sewer of a new home on Jackson Drive.
- 9) Adjournment – Esther moved to adjourn at 7:55. Gary seconded; vote 3-0, passes.

NEXT MEETING JANUARY 13, 2010 AT 6:30 P.M.

Minutes approved January 13, 2010, by a vote of 3-0.

Gary Brown, Secretary. 1/13/10

VEAZIE SEWER DISTRICT

34 HOBSON AVENUE

VEAZIE, MAINE 04401

207-942-1536

VEAZIE SEWER DISTRICT NOVEMBER 18, 2009 – MINUTES 6:30 P.M.

Attended by: Chair Steven Theborge, Trustees Esther Bushway and Gary Brown, Supt. Gary Brooks, Tammy Olson, and Veazie Town Council Chair Brian Perkins.

- 1) Call Meeting to Order – Steve called the meeting to order at 6:38 p.m.
- 2) Consider Meeting Minutes of October 14, 2009 – Esther moved to accept the minutes of October 14, 2009 as written; Steve seconded. Gary abstained because he was not present at the October 14, 2009 meeting. Vote 2-0, passes.
- 3) Review Agenda – No changes were made to the agenda.
- 4) Banking Information – a) In previous meetings we have discussed changing banks due to the recent increase in Key Bank's fees and the decrease in the interest on our money market account. Tammy spoke to our accountant about changing banks, particularly in going with Bangor Federal Credit Union as the Trustees previously suggested. His biggest concern was that credit unions typically don't provide check images with their statements. At BFCU, the account would have no fees but also no check images. Our accountant didn't say that we couldn't have an account there, he just pointed out that audits are easier when they have those copies. He also wanted the Trustees to be aware that the accounts would be insured through the NCUA (National Credit Union Administration) instead of the FDIC, though both are federal insurance programs. Bangor Savings Bank was also considered, though their free checking account does not come with check images. The only bank with check images for their free account is Merrill Merchant Bank. After a brief discussion, Steve motioned to leave the banking decision to Supt. Brooks and Tammy; Gary seconded. Vote 3-0, passes. b) Our accountant also suggested that if we change banks, that would be a good time to consolidate some accounts. Because we now use QuickBooks, we no longer need physically separate accounts. Tammy discussed the accountant's suggestions with the Trustees and added that could be beneficial if it helps us get a higher interest rate.
- 5) County Road VFD's – Supt. Brooks reviewed the discussion at the last meeting about Efficiency Maine. At the time, he was hopeful that they might give us funding for our new VFD's. Since then, a representative from Efficiency Maine has visited the District. He said they want to see a savings in kilowatt-hours. Supt. Brooks explained that we would see savings in wear and tear as well as demand charges and kilowatt-hours, but the representative didn't think we would save enough in kWh. He also said that because we are not changing pumps, this would not be considered a new project and therefore only eligible for a 30% reimbursement. Supt. Brooks is now working with someone from Maine Rural Water Association to see if we can find a way to satisfy the Efficiency Maine requirements. The Trustees asked about getting new pumps. Supt. Brooks said we really don't need new pumps. Even though they are 21 years old, they have been very well maintained. Also, our out-of-pocket costs could end up being higher even though the

reimbursement could be 75%. Steve said that it's worth looking into replacing them because of the higher reimbursement.

- 6) Superintendent's Report – a) There were no violations for October. The plant is running pretty well. b) On October 30, Supt. Brooks met with our DEP inspector, Tanya Hovell, and the chief DEP inspector, Sterling Pierce. Supt. Brooks explained our alkalinity issues to them. He reiterated that we have alkalinity coming in, and that we get penalized when compared to plants that don't have alkalinity coming in. Supt. Brooks provided them with lots of information from experts over the years. His conclusion is that we are spending money on something we shouldn't need to spend money on. We did not have these issues when we were doing CBODs. Steve asked if the numbers were still high, and Supt. Brooks said no, not this time of year. Sterling agreed with Supt. Brooks that we don't have typical seasons anymore. There should be more meetings like this in the future. Gary asked if these violations are caused by the changes to our license, and Supt. Brooks said yes. Supt. Brooks then explained BODs and nitrification as well as how this compares to other districts. c) We repaired a sewer service on Sunset Drive. It took about three hours. Supt. Brooks and Travis provided most of the labor and Silver's did the excavating. We found roots that were following the trench. Esther asked if we cut the roots, and Supt. Brooks said that we cut them as much as we could without taking up pavement. d) We received 1.75" of rain between Saturday and Sunday. At times it was coming down at about an inch per hour. We did not receive any high water alarms like we used to before the pump station upgrade. The pumps ran together at one point. e) Next month is wages and benefits.
- 7) Other Business – a) Esther asked if we heard from the DEP about our reply to the letter of warning they sent us. We have not heard from them. b) Steve asked Council Chair Brian Perkins what is happening with the dam removal in the Penobscot River. Brian said a committee is working on the power station. Brian was surprised that no one from the Penobscot River Restoration Project had come to speak with this District or any others. Supt. Brooks said that we might be less affected than other districts. c) Brian said that if the District has any communication or management problems with the town, we should let the councilors know. He welcomes us to attend town meetings. The Crowe properties as well as some other issues that overlap the District and the town were briefly discussed. Brian added that we should feel free to contribute suggestions for future uses of the power station. d) Tammy passed out bound copies of our annual audit to the Trustees.
- 8) Adjournment – Esther moved to adjourn at 7:47. Gary seconded; vote 3-0, passes.

NEXT MEETING DECEMBER 9, 2009 AT 6:30 P.M.

Minutes approved December 9, 2009, by a vote of 2-0.

Gary Brown, Secretary. 12/9/09