



Wells Sanitary District

Nick F. Rico, P.E. Superintendent

197 ELDRIDGE RD, WELLS, MAINE 04090 (207) 646-5906 FAX: (207) 646-4020

Website: www.wellssanitarydistrict.org E-mail: wsd@wellssanitarydistrict.org

Board of Trustees

Dean C. Ramsdell, Chairman

Justin R. Batchelder, Vice Chairman

Jennifer L. Batchelder, Treasurer

John K. MacLeod III, Clerk

Al Niski, Deputy Clerk

Mission Statement

To provide the highest quality wastewater collection and treatment services at the lowest possible cost to our customers, while protecting human health, the environment, and Wells beaches and marshes.

TRUSTEES MEETING

Tuesday, February 25, 2020

7:00 P.M. Regular Monthly Meeting & Public Hearing on Bayley Ave. Sewer Extension

BOARD MEMBERS PRESENT: Dean Ramsdell – Chairman; Justin Batchelder – Vice Chairman; Jennifer Batchelder - Treasurer; Al Niski – Deputy Clerk

OTHERS PRESENT – Elaine H. Perucich (1318 Post Rd), Larry & Carol Hickman (1300 Post Rd.), Richard Meek, P.E. (Sebago-Technics), Christian Smith, CPA (Wipfli, LLP)

Rita Farry, Esq. (Desmond & Rand), Celeste Fletcher (Office Manager), Nick Rico, P.E. (Superintendent)

1. Public Hearing – Bayley Road Sewer Extension – Mr. Ramsdell opened the public hearing to discuss the proposed sewer extension at Bayley Road in Wells. There were 5 members of the public present. Mr. Rico re-introduced the project to the Trustees and to the public. Last month the project was presented to the Trustees, but approval could not be given until this public hearing was held.

Engineer for the project, Richard Meek of Sebago-Technics, gave a brief description of the project, which includes 95 feet of public sewer extension extending from the manhole at the intersection of Route 1 (Post Rd.) and Bayley Road. The manhole has a stub that was installed for a future extension. The sewer will be all gravity. The project will also include a private sewer line into the development to service four, 3-bedroom dwellings.

The members of the public expressed a few concerns. Ms. Perucich stated that the manhole that will be used is right at her driveway entrance where she runs a business. Mr. Meek said the contractor should only be working in that area for only 1 day. Ms. Perucich was also concerned with the roots of a large tree and drainage in the area of her driveway. Mr. Meek assured the abutters that the contractor will be as least disruptive as possible.

Motion: To close the public hearing.

Moved – Mr. Batchelder

Seconded – Mr. Niski

Vote: 4 yeas, 0 nays

The Public Hearing closed at 7:11 pm. Mr. & Mrs. Hickman and Ms. Perucich left the meeting.

2. Bayley Road – Sewer Extension to Serve a 4-lot Subdivision (Tax Map 43, Lot 10)

After the public hearing was closed, the Board briefly discussed the development to be built, a proposed 95-foot public sewer extension from a manhole on Route 1, along Bayley Road to the development entrance, where it will become a private sewer line to serve the 4-lot subdivision, Topsail Way.

Sebago-Technics requested a capacity letter and provided the stamped drawing shown at the meeting. The capacity letter will require that the developer enter into a Developer's Permit Agreement with WSD for the public sewer portion of the project, a Sewer Capacity Reserve Fee (SCRF) for the 4 units, and fees for WSD's inspector. Mr. Meek indicated there will be 3 bedrooms in each unit, not 2 as he had originally proposed. Mr. Rico recommended separate approvals of the public sewer extension and the private 4-lot subdivision.

Motion: To approve the public sewer extension on Bayley Road and enter into a Developer's Permit Agreement with the developer, Luxe Enterprises, LLC.

Moved – Mr. Batchelder

Seconded – Mr. Niski

Vote: 4 yeas, 0 nays

Motion: To approve the private sewer extension that will provide sewer for the 4-lot subdivision, Topsail Way, on Bayley Road.

Moved – Mr. Batchelder

Seconded – Ms. Batchelder

Vote: 4 yeas, 0 nays

Mr. Meek left after the project was approved.

3. Minutes to be accepted:

- a. Regular Monthly Meeting Minutes from January 28, 2020 – Mr. Rico recommended approval.

Correction: Mr. Niski requested a correction – he did not attend the meeting, but he was listed as an attendee. Mr. MacLeod attended the meeting, but was not listed.

Motion: To accept the meeting minutes from January 28, 2020 as corrected.

Moved – Mr. Batchelder

Seconded – Ms. Batchelder

Vote: 2 yeas, 0 nays, 2 abstentions (Mr. Ramsdell & Mr. Niski)

4. Annual Audit presented by Christian Smith, CPA (Wipfli - formerly MacPage) – Mr. Rico explained that Christian Smith, CPA visits WSD annually to present the audit for the previous year. Mr. Smith presented the annual audit for 2019. He indicated that Wipfli works for the Trustees and with the staff on the annual audit. Wipfli gave a “clean opinion” for the 2019 Audit. He also indicated that WSD is in very good financial position.

Mr. Smith explained that the audit presented 2019 financials and compared them to 2018. He indicated that revenues and expenses increased from 2018 to 2019. The operating loss also increased from 2018 to 2019 mainly due to depreciation. Current assets-to-current liabilities ratio is one financial benchmark that indicates the health of an organization. The benchmark for this ratio is 2:1. WSD's current assets-to-current liabilities ratio 4.5:1 indicates that WSD is in good financial condition.

Mr. Rico asked about debt service benchmarks. Mr. Smith indicated that a debt service (interest only)-to-expenses should be 10% or less. WSD's debt service-to-expenses is about 20%. This is not a major issue given the financial health of the organization. Mr. Smith also pointed out that the debt service trend is decreasing with time as WSD continues to pay down debt. He noted that a major bond will be retired in 2021, which will reduce the debt service even further.

Mr. Smith left after presenting the audit and answering all questions.

5. Wilson Avenue Sewer Extension Update - Mr. Rico indicated that Wright-Pierce advertised the project on their website, and in several newspapers. The pre-bid meeting is on track for March 3rd, and the bid opening is scheduled for March 17th.

At the next Trustees Meeting on March 31st, WSD will hold a public hearing to take an easement by eminent domain in Wilson Avenue for the construction of the sewer line. This needs to happen before the project can be approved.

Attorney Farry recommended that the draft easement should go to the abutters with the eminent domain notices. The notices are scheduled to go out next week. Mr. Rico asked if the easement updates were provided to Attorney Farry by Wright-Pierce Engineers. She indicated that she has not yet received the updated plans. Mr. Rico will follow up with Wright-Pierce.

6. Jason Avenue – Extraordinary Sewer Connection (Map 137, Lots 8-1 & 8-1A) – Mr. Rico introduced the project which would divide the Lot 8-1 into two lots along Jason Avenue. The owner is currently working on Lot 8-1A. Back in 2003, the Trustees approved the private sewer extension along Jason Avenue as an extraordinary sewer connection.

The original owners, Robert & Sandra Brown, presented an easement to WSD for 4 lots along Jason Avenue – Map 137, Lots 8-3, 8-4, 8-5, and 8-6. However, Lot 8-1 and Lot 8-1A were not included in the easement. For the Trustees to grant permission to connect, the developer had to provide a separate easement for Lots 8-1 & 8-1A. The developer went ahead and obtained an easement for private sewer, which covers all the remaining lots on Jason Avenue, including Map 137, Lots 8-1, 8-1A, 8-2, 8-2A, 8-6A, 8-7, 8-7A, 8-8, and 8-8A. Mr. Rico recommended approving the extraordinary sewer service connections for all the lots in the easement.

Motion: To approve the proposed extraordinary sewer connections for Tax Map 137, Lots 8-1, 8-1A, 8-2, 8-2A, 8-6A, 8-7, 8-7A, 8-8, and 8-8A.

Moved – Mr. Batchelder

Seconded – Mr. Niski

Vote: 4 yeas, 0 nays

7. Correspondence

- a. Matt Hight (DEP) Inspection Report (12/12/19)
- b. Christian Smith, CPA (Wipfli) Engagement Letter Contract for WSD (1/7/2020)
- c. Efficiency Maine email to WSD re: Incentive Award (2/3 & 14/2020)
- d. WSD letter to abutters re: Bayley Sewer Extension (2/10/2020)
- e. Sea Breeze Lane resident email to WSD re: sewer service (2/10/2020) – *Mr. Rico indicated that a resident asked about getting public sewer on this private road. The public*

sewer line only goes half way up Seabreeze Drive. He does not know if a gravity line would make it to the end of the street because it slopes downward toward the marsh. He discussed several options with the Trustees. They directed him to investigate the possibility further by checking elevations and televising the sewer line with WSD crew.

- f. Dan McCarthy (Cottage Advisors) - WSD email string re: Sewer Connection to Lot 8-1-A on Jason Ave (2/19/20)

8. Other Business

a. Operations Update – Plant is running well. However, the North Centrifuge went down in January. WSD called in a GEA Westphalia technician who installed them in 2007, to troubleshoot and repair the centrifuge. The technician spent 4 days rebuilding the machine with WSD's crew. Most of the replacement parts were already in house from the original dewatering upgrade. However, the main gear drive and female connector had failed and needed replacement. These parts were not in-house and needed overnight shipping. The parts and shipping cost \$32,000. The technician's visit to troubleshoot the machine was another \$10,000. Total cost of the centrifuge rebuild is about \$42,000. The technician is already scheduled to return for pro-active maintenance on the South Centrifuge. Both efforts will fall under Plant Repair. Mr. Rico will keep the Trustees updated.

Mr. Rico explained that one down side to having only one machine available is that dewatering takes twice as long. Because we only had one machine available, the crew reduced the inventory of sludge stored in the digesters, which led to shipping 5 cans in January. Normally, WSD ships 2 cans in January. The lifecycle of the centrifuges should be 20 years, but WSD may have to start planning to replace them ahead of schedule.

b. Personnel Matter – Mr. Rico asked the Trustees to adjourn to executive session to discuss a personnel matter.

Motion: To adjourn to Executive Session to discuss a personnel matter.

Moved – Mr. Batchelder

Seconded – Mr. Niski

Vote: 4 yeas, 0 nays

The Trustees adjourned to Executive Session at 8:01 p.m.

Motion: To end the Executive Session.

Moved – Mr. Niski

Seconded – Mr. Batchelder

Vote: 4 yeas, 0 nays

The Executive Session ended at 8:14 p.m.

The Board agreed to increase the Superintendent's Salary by the cost of living.

9. Adjournment – Mr. Rico recommended adjournment.

Motion: To adjourn.

Moved – Mr. Batchelder

Seconded – Mr. Batchelder

Vote: 4 yeas, 0 nays

Meeting adjourned at 8:17 P.M.

**Next Regular Monthly Meeting and Wilson Avenue Sewer Extension Public Hearing -
Tuesday, March 31, 2020 at 7 pm at York County Community College**

Respectfully submitted,

Celeste Fletcher

Celeste Fletcher
February 25, 2020