



Wells Sanitary District

Nick F. Rico, P.E. Superintendent

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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, May 26, 2020

7:00 P.M. Regular Monthly Meeting

(Via GoToMeeting)

BOARD MEMBERS PRESENT: Dean Ramsdell – Chairman – by video; Justin Batchelder – Vice Chairman – by video; Jennifer Batchelder – Treasurer – by video; John K. MacLeod, III – Clerk – by telephone at 7:15 p.m.; Al Niski – Deputy Clerk - by telephone

OTHERS PRESENT – Rita Farry, Esq. (Desmond & Rand) - by video, Celeste Fletcher (Office Manager) - by video, Nick Rico, P.E. (Superintendent)

1. Minutes to be accepted:

- a. Regular Minutes from April 28, 2020 – Mr. Rico recommended approval.

Motion: To accept the regular monthly meeting minutes from April 28, 2020.

Moved – Mr. Batchelder

Seconded – Ms. Batchelder

Vote: 4 yeas, 0 nays (Mr. MacLeod not yet present)

2. Financial Update – Mr. Rico presented the budget and the past four warrants. He noted the 2-year CD (2.07%) at Partners Bank (formerly SIS) is maturing on June 4th. Mr. Rico directed Partners Bank to rollover the funds into a 1-year CD at 0.6%. Another 2-year CD would have only earned 0.65% interest. Mr. Rico anticipates that next year the interest rates will be higher, so WSD would lock into a CD for a longer term in 2021. The Trustees agreed with this approach.

The year is 41% complete and, WSD spent 43% of the budget. He noted that the recent debt payment resulted in WSD spending 62.5% of Debt Retirement for the year. Support Systems are on track at 40%. Operations and Maintenance is at 30% spent through May. Sludge production is now on par with 2018 and 2019 levels through May, and the crew has a better handle on the inventory.

The Capital Improvement Plan (CIP) for 2020 is 37% complete (see Equipment Replacement line item in the 2020 budget). The crew worked with a contractor to excavate an area for the generator pad at Pump Station 6 (PS-6) on Bourne Avenue. The replacement pumps for PS-3 are due to be delivered at the end of June or beginning of July. Mr. Rico ordered the Anoxic Zone mixers last week. Delivery time is estimated at 16-18 weeks after submittals have been approved. This puts delivery in October or November.

Mr. Ramsdell inquired about the current incoming wastewater flows. Mr. Rico said the flows are definitely down and projections of water usage for sewer calculations for next year will be much lower.

Mr. Ramsdell also asked if WSD is doing any type of testing relating to the Covid-19 virus. Mr. Rico answered no. Currently, there is no requirement to do testing and he isn't sure how testing would be done.

3. Correspondence

- a. Larry Pignataro-Competitive Energy Services – WSD email string re: Saving at WSD (3/18 – 3/27/20) *The Trustees agreed that this is an opportunity Mr. Rico should explore further. They also mentioned the possibility of more solar panels at 223 Eldridge Road.*
- b. John Daley (Stonewall Kitchen)-WSD email string re: Waste Water (1/15/20 – 5/18/20) *Mr. Rico explained that Stonewall Kitchen purchased Village Candle in the industrial park. They have no plans for food production in 2020, but they plan to expand food operations in 2021 or 2022. Mr. Rico has also corresponded with James Crowley (DEP) (see correspondence below) regarding Industrial Pretreatment programs. The Trustees suggested that Mr. Rico contact York Sewer District to find out how they handle Stonewall Kitchen's operations in York. The Trustees were also interested in projected flows and if any upgrades would be necessary to the PS's impacted by these flows.*
- c. James Crowley-DEP, WSD, Velux email string re: Velux-Industrial Wastewater Question (4/22/20 – 5/5/20)
- d. Valerie Giguere, P.E. (Underwood Engineers, Inc.) email to DEP re: WSD Drakes Island Force Main Evaluation DRAFT Report - SRF approval (5/13/20)
- e. Windsor Construction (Michael Squires) letter via email re: 430 Post Road (Meadow Ledge RV Resort) Bath House Sewer Fee (4/30/20) *Since Meadow Ledge RV Resort has had several expansions over the years; WSD is in the process of verifying the number of completed sites so that WSD can confirm that all Sewer Capacity Reserve Fees (SCRF) for the resort have been paid.*
- f. DEP letter re: National Infrastructure Stimulus Funding - Clean Watershed Needs Survey 2020 Info Request (5/19/20)
- g. WSD email to DEP re: WSD 2020 Clean Watershed Needs Survey (5/20/20) *Mr. Rico informed the Trustees that he had completed the survey. He commended the previous Superintendent, Dennis Thayer, for getting the Asset Management Program up to date for the treatment facility, the collection system and the pump stations. Those documents, the Climate Adaptation Plan (Wright-Pierce), and the Drakes Island Force Main Evaluation (Underwood Engineers) allowed Mr. Rico to provide a quick response to the DEP letter (see letter referenced above). Hopefully, this will lead to some Stimulus Funding on some of WSD capital projects.*

4. Other Business

- a. **Operations Update** – Mr. Rico said the process is running well. WSD was switched to the nitrification-denitrification system last week. Underwood Engineers completed their engineering evaluation of the process and will present their proposed work plan on Thursday.

The North Centrifuge controls have acted up again. The crew installed a temporary fix to run the machine successfully in May. The controls failed at the end of the most recent dewatering cycle. Electrical Installations is due on site Wednesday to troubleshoot.

b. Next Trustees Meeting – Mr. Rico discussed timing with the Trustees for conducting meetings in person. The consensus was to conduct the meeting in person using social distancing. One possible venue is 223 Eldridge Road.

5. Personnel Matter – The Trustees asked to discuss a personnel matter in Executive Session.

Motion: To adjourn to Executive Session according to M.R.S. § 405 (6) (A) to discuss a personnel matter.

Moved – Mr. Batchelder
Seconded – Ms. Batchelder
Vote: 5 yeas, 0 nays

Meeting adjourned to Executive Session at 7:38 pm.

Motion: To end Executive Session.

Moved – Mr. Batchelder
Seconded – Mr. Niski
Vote: 5 yeas, 0 nays

Meeting adjourned to Executive Session at 7:43 P.M.

6. Adjournment – Mr. Rico recommended adjournment.

Motion: To adjourn.

Moved – Mr. Batchelder
Seconded – Mr. Niski
Vote: 5 yeas, 0 nays

Meeting adjourned at 7:44 P.M.

Next Regular Monthly Meeting - Tuesday, June 30, 2020

Respectfully submitted,

Celeste Fletcher
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May 26, 2020