

20220324 APPROVED Kingfield Utility Advisory Committee Meeting Notes

Meeting Details

Date	03/24/2022	Time	6:00 PM
Reference / Resources	(Future) meetings to be held on the third Thursday of the month at Webster Hall, 38 School Street. UAC Committee Meeting Materials		

Attendance

Name	Present	Absent	Name	Present	Absent
Bobby Brown	x		Suzanne Dunham	x	
Peter Manning	x		Niki Woodhouse (notes)	x	
Dan Davis		x			

Agenda / Discussion Items

Topics
<p>Need to Elect Officers</p> <ul style="list-style-type: none"> ● Chair - Peter nominated Bobby, Niki seconded, all were in favor ● Co-Chair - Bobby nominated Peter, Niki seconded, all were in favor ● Secretary - Bobby nominated Niki, Suzanned seconded, all were in favor <p>Committee Name</p> <ul style="list-style-type: none"> ○ Niki questioned, concerned the commitment was greater than anticipated. ○ Bobby clarified that “Wastewater Committee” is not available as that belongs to the Selectmen and that our task truly is limited to the wastewater issue. <p>Binder Review</p> <ul style="list-style-type: none"> ● One of the goals for tonight was to review the binder's information (to include Rules of Order). Binders were not available. Bobby will track them down and follow up with us. ● Some stapled materials not already in the binders were dispersed to members in attendance. <p>UAC’s mission (statement) and goals</p> <ul style="list-style-type: none"> ○ Every idea is on the table ○ We’re not sure we know enough yet to develop a mission statement ○ Concerns, Risks & Opportunities <ul style="list-style-type: none"> ■ Unfortunately most historical information is missing ■ Possible burden on current users that can’t afford a price hike ■ DEP and other regulatory organizations with compliance concerns ■ We are at or near capacity ■ System is 38 years old, which seems like a long time, but we really aren’t knowledgeable in this field so don’t know for sure. ■ We’re being awarded grant monies for projects that we don’t know the true scope of. ■ The committee doesn't (yet?) have a clear accounting for the wastewater system over the years, operationally or financial. ■ * Morgan Dunham, Selectman, recommended Travis Targett as a resource of

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knowledge.

- Bobby talked about some of the personal research he has done, in advance of this meeting, and things he is working on.
- Bobby has done some review in terms of what other towns are doing or have done, in terms of how costs are covered / revenue is generated. More work needs to be done in this space.
- He has found plenty of firms out there, but their interest is in selling systems rather than consulting.
- Bobby had contacted UMaine about a program that assigns groups of Civil Engineering Seniors to projects around the State and is seeking the committee's agreement to submit a request for consideration.
 - Per email correspondence from Faculty in the Department of Civil and Environmental Engineering "...the projects are supervised by Professors and must include "design" as a major component (This could be design of a monitoring and maintenance plan or design of a replacement system, or some combination.). A list of available projects is typically finalized in July/August. Student teams choose from among the available projects in September, plan their work in the fall semester, and execute in the spring. In addition to design, they include opinions of cost and can include some level of risk analysis and feasibility study. ...they are not engineers and their work comes with a large disclaimer. They do often, however, highlight important issues and provide useful information on possible options to explore... ...Each capstone project requires a project sponsor. This person (probably somebody in the town office in this case) hosts the student team on a site visit, is available to answer questions during the year, and provides feedback on the students' final presentation. There is no financial component, although they are welcome to provide lunch for the students..."
 - There was some discussion about this project not even starting until some time in the fall, and lasting for a year. Ultimately the committee agreed to submit the request (Bobby mentioned, Suzanne seconded, all in favor).

Logistics conversations

- Niki will create a free Google account for EMail, Document Storage, Calendaring etc and will share that information with the committee via email
- When and how can meeting notes be shared, and with whom?
 - Okay to share with committee members only, as DRAFT. Not able to share out until they are "approved" at the subsequent meeting.

Decisions Made

Decision
3/24/22 On the Committee's behalf, Bobby will submit a project request to the UMaine Civil Engineering Capstone Project

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Previous Action Items

	Previous Action Items	Person Responsible	Status
1			
2			
3			
4			
5			

Meeting Action Items

	Meeting Action Items	Person Responsible	Due Date
1	Submit project request to UMaine	Bobby	ASAP
2	Set up Google account	Niki	ASAP
3	Locate binders, share out	Bobby	ASAP
4			
5			

Next Meeting

Next Meeting Date:	April 19, 2022
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