



Long Creek Watershed Management District Board of Directors

Minutes from October 10, 2018 Meeting

Location: South Portland Water Pollution Control Facility,
111 Waterman Drive, South Portland, Maine

- 1. Call to Order:** Mr. Dillon called the meeting to order at 9:03a.m.
- 2. Roll Call:**
 - a. Attendance: Angela Blanchette, Curtis Bohlen, Fred Dillon, Brian Goldberg, Will Haskell, Susan Henderson (arrived at approximately 10:00a.m.), Peter Newkirk, Doug Roncarati, Michael Vail (arrived at approximately 10:00a.m.)
 - b. Absent: Arthur Colvin, Eric Dudley, Craig Gorris, Ed Palmer
 - c. Staff/Guests: Peter Carney (LCWMD Executive Director), Chris Brewer (Cumberland County Soil & Water Conservation District), Jim Katsiaficas (Perkins-Thompson); Taylor LaBrecque Maine DOT; Maria Guerra, Maine DOT; Paul Pettengill, GGP-Maine Mall L.L.C.
- 3. Review of Board Meeting Minutes:** The Board reviewed minutes from the August 7, 2018 meeting. Mr. Dillon noted a few minor typographical errors that needed correction. Mr. Bohlen made a motion to accept the minutes from the August 7, 2018 meeting, with the corrections offered by Mr. Dillon. Mr. Roncarati seconded the motion. The motion carried unanimously.
- 4. Treasurer's Report:**
 - a. Mr. Bohlen reviewed the September Financial Report.
 - b. Mr. Bohlen noted that capital costs for no longer used monitoring equipment were now zero, whereas previously the figure was approximately \$25,000. Mr. Bohlen asked whether the reduction to zero was the result of depreciation or final disposition. Mr. Brewer confirmed that the reduction was due to final disposition of the equipment.
- 5. Maritime Farms & Land Management, LLC, Change Order No. 4 – Convert Hot Spot #3 to a Full Sweep as Approved in FY2019 Budget:**
 - a. Mr. Carney provided the background on this change order noting that in the Fiscal Year 2019 budget the Board approved conversion of the "Hot Spot" pavement sweeping event to be conducted in November 2018, which comprises approximately 57 acres, to a full sweep of all approximately 265 acres of pavement managed by LCWMD for pavement sweeping.
 - b. Change Order No. 4 formalizes the conversion of "Hot Spot" pavement sweeping event to be conducted in November to a full sweep of all pavement managed by LCWMD for pavement sweeping, which equates to 208 additional acres of pavement sweeping at the contract rate of \$137.00 per acre for a total of \$28,496.00.
 - c. Mr. Goldberg moved to authorize the Executive Director to enter into a change order with Maritime Farms & Land Management, LLC to add approximately 208 acres of pavement sweeping in November 2018 as approved by the Board in the Long Creek Watershed Management District's Fiscal Year 2019 budget. Mr. Bohlen seconded the motion. The motion carried unanimously.

6. Clean Venture, Inc., Change Order No. 4 – Amend Contract to 800 Basins as Approved in FY2019 Budget:

- a. Mr. Carney provided the background on this change order noting that original contract with Clean Venture, Inc. provided for the cleaning of between 200 to 400 catch basins annually. In the Fiscal Year 2019 budget, the Board approved cleaning up to 800 catch basins in Fiscal Year 2019.
- b. Change Order No. 4 formalizes the increase in the number of catch basins to be cleaned in Fiscal Year 2019 from up to 400 catch basins to up to 800 catch basins at the contract rate of \$75.00 per catch basin.
- c. Mr. Haskell moved to authorize the Executive Director to enter into a change order with Clean Venture, Inc. to increase the number of catch basins cleaned in Fiscal Year 2019 from up to 400 catch basins to up to 800 catch basins as approved by the Board in the Long Creek Watershed Management District's Fiscal Year 2019 budget. Ms. Blanchette seconded the motion. The motion carried unanimously.

7. Executive Session – Personnel Matter:

- a. Mr. Dillon suggested a motion to go into executive session to discuss the results of the Executive Director's performance review for the period from August 2017 to August 2018.
- b. Mr. Haskell moved that the Board go into executive session under 1 M.R.S. § 405(6)(A) to discuss a personnel matter where public discussion could reasonably be expected to damage the employee's reputation or violate his/her right to privacy. Mr. Goldberg seconded the motion. The motion carried unanimously.
- c. All attendees, other than Board members and Mr. Katsiaticas, left the room.
- d. Following the executive session, Mr. Dillon advised he would provide feedback to the Executive Director after the meeting.

Mr. Vail and Ms. Henderson joined the meeting at the at approximately 10:00a.m. after the close of the executive session.

8. Catch Basin Hood Presentation:

- a. Mr. Carney noted that at a previous Board meeting, it was suggested that the installation of catch basin "hoods" on catch basin outlets within the Long Creek Watershed might provide a good water quality benefit relative to their cost. Commercially available catch basin "hoods" typically cost approximately \$400 each.
- b. Mr. Carney made a simple sketch of a catch basin with a hood installed to illustrate how the hood prevents "floatables" from leaving a catch basin while still allowing stormwater to exit the catch basin. Mr. Carney noted that most of the floatables remain in the catch basin until the catch basin's next cleaning event.
- c. At the prior Board meeting, Mr. Roncarati brought to the attention of the Board a catch basin hood that City of Portland, Public Works Department, employees were fabricating inexpensively from PVC pipe and fittings.
- d. Mr. Carney and Mr. Roncarati informed the Board that they recently met with City of Portland, Public Works Department, employees to see first-hand how the hoods were fabricated and installed.
- e. The Public Works Department employees provided background on how to measure pipes to determine appropriate sizing, fabricating and installing the hoods, and offered that they found the hoods to be effective. The Public Works Department staff are fabricating the hoods for

approximately \$45 materials cost per hood. Installation of the hoods is performed with a “snare” which lowers the hood into place and pushes it into the catch basin outlet pipe. Use of the snare obviates the need for confined space entry into the catch basin to install the hood.

- f. Given the low cost of fabricating the hoods, their ease of installation, and apparent effectiveness, Mr. Carney suggested a pilot project over the winter to construct and install approximately two dozen of the PVC catch basin hoods and install them on catch basins with high pollutant loads.
- g. Mr. Bohlen suggested that if the project is piloted, that we should gather data to determine their effectiveness.
- h. The Board supported the idea of pursuing the pilot project.

9. Long Creek Watershed Signage:

- a. Mr. Carney noted that roadside signage identifying Long Creek and its tributaries would be a good way of bringing attention to Long Creek and the ongoing restoration efforts of LCWMD.
- b. Mr. Carney showed two samples of roadside signs for installation around the Long Creek Watershed.
- c. Mr. Carney that LCWMD would purchase the signs and stakes and respective municipalities would need to install the signs.
- d. Most of the signs would be located in the City of South Portland.
- e. Mr. Dillon confirmed that he had spoken with the City of South Portland Department of Public Works and they are willing to install the signs within their city limits.
- f. Mr. Carney advised that approximately two dozen signs would be needed to install them at identified strategic locations within the Long Creek Watershed. The cost of the signs is approximately \$20 each.
- g. Mr. Carney noted that the cost of the signs and associated stakes should be well within the Treasurer’s limit to unilaterally authorize the purchase.
- h. The Board supported the idea of installing roadside signage.

10. Public Comments: None.

11. Next Meeting: The next meeting will be held on December 5, 2018 at 9:00a.m. at ON Semiconductor, 333 Western Avenue, in South Portland, Maine.

12. Adjourn: The meeting adjourned at 10:50a.m.