

**GRAY WATER DISTRICT  
TRUSTEES' MEETING  
January 27<sup>th</sup>, 2014**

Present: Bruce Sawyer, Steve Dunn, Joe Murray, Ellen Errington, Susan Hathaway and Superintendent Jim Foster. Bruce called the meeting to order at 7:00 pm.

**Approve Minutes:**

**Joe made a motion to approve Draft 1 of the December 16<sup>th</sup>, 2013 Minutes. Steve seconded, vote was unanimous.**

**Gray Water District Water Storage:**

Al Palmer of Gorrill & Palmer Engineers sent an email to update trustees. Jim read the email which included the following:

- 3 Copies of Contract Have Been Signed By DN Tanks and Returned with the necessary Bonds and Insurance Certificates
- Upon Execution by the District; one copy will be returned to DN Tanks and one retained by each of the District and GP
- Pre-Construction Meeting – Monday, Feb 10<sup>th</sup> at 2:00 pm at office of Gorrill-Palmer (DN Tanks to attend with their Site Contractor (AH Grover of Cumberland)
- Value Engineering Changes have been submitted to the Town of Gray for Staff Approval in accordance with Condition #7 from the Planning Board Approval

Jim is to pick up the contracts at Gorrill & Palmer and Trustees gave him authorization to sign them.

**Superintendents Report:**

- a. December Bacteria tests were absent for total coliform and E-coli.
- b. Volatile Organic Contaminants (VOC's) test results: below detection limits (BDL).
- c. Nitrate test results: 2.5 mg/L
- d. Average usage for December: 204.5 GPM
- e. Deerbrook: Gorrill & Palmer have created the main extension agreement and contract and have delivered draft copies to the developer.
- f. Utility Service Company, who inspected the Dry Mills Standpipe, would like to attend the next meeting to present their proposal.

**Trustee Reports:**

Steve reviewed the Water Quality Monitoring report for the closed Gray landfill from Woodard and Curran. He reported that there was movement in both directions; some numbers are up and some are down. The report also said that the wells have been found unlocked when testing was done, even the wells that were recently installed. Steve is to draft a letter to the Randy Cookson about the unlocked wells and upward trends. He will cc the Town Manager and Randy Tome of Woodard and Curran.

**Cost of Living Adjustment:**

**Bruce made a motion to give GWD employees a 4% cost of living adjustment. Joe seconded, vote was unanimous.**

**Staff Planning:**

Our Operator/Meter Reader Cathy is retiring in October of this year. Trustees and Jim discussed what qualifications they are looking for in a replacement. We will likely try to hire someone early enough to be here for a full quarter before Cathy leaves. Cathy can then train them on reading every customer as some are billed quarterly. We will work on an ad to post either in the papers or in online employment websites or both.

February meeting was scheduled for Feb 24<sup>th</sup>.

**Steve made a motion to adjourn at 8:00 pm. Ellen seconded, vote was unanimous.**

Respectfully submitted,

Sudiek Lester