

**GRAY WATER DISTRICT  
TRUSTEES' MEETING  
March 17<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:**

**Steve made a motion to approve Draft 1 of the March 3<sup>rd</sup>, 2014 (postponed from February 24<sup>th</sup>) Minutes with changes made at the meeting. Joe seconded, vote was unanimous.**

**Scott Kelly of Utility Service Group:**

Scott presented the findings from the inspection of the Dry Mills standpipe inspection done in November 2013. He also presented a plan for the needed repairs of the standpipe. He offered a program in which the district would enter into a contract with Utility Service for yearly inspections and repairs after the initial repairs are done. In this program the cost of the initial repairs would be spread over six years. There would be a yearly fee for these services in addition to the six year spread for the initial repairs that would continue indefinitely until we opt out of the program. In addition to the yearly inspections and maintenance, interior and exterior coating would be done every few years at no additional charge. Trustees discussed the pros and cons of entering into such a contract and whether it may be more cost effective to replace the tank instead. Jim is to contact Al Palmer of Gorrill & Palmer Engineers to find out the cost to replace the standpipe.

**Gray Water District Water Storage:**

**a. Update from Al Palmer** (excerpted from Al's email)

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

**Contract Status**

- Requisition #1
  - Attached is Requisition #1 from DN Tanks as well as Gorrill-Palmer's Recommendation for Release of Payment
  - Based on the Work Completed Through 3/10/14, GP recommends
    - **Payment in the Amount of \$82,323.00 to DN Tanks**
    - **Retainage in the Amount of \$9,147.00 which will be held until a later date. No action by the District is required at this time for the retainage.**
    - Retainage in the amount of 10% per requisition will be held until 50% of the project billing has been completed. Retainage may then be reduced to 0% on requisitions over 50% if work is progressing adequately.

**Past Activities & Follow-Up Items**

- Pre-Construction Meeting – Wednesday, Feb 12<sup>th</sup> at 11:00 am at office of Gorrill-Palmer (DN Tanks attended with their Site Contractor (AH Grover of Cumberland)

- See attached notes from Pre-Construction Meeting
- Project Schedule from DN Tanks is attached.
- Project Schedule with Approximate Values of Work from DN Tanks is attached to assist District in projecting cash flow.
- Week of 3/10/14
  - Completed tap on 3/10/14
  - Installed 16" main to tee and 16" stub toward Town
  - Relocated hydrant
  - Installed over 270 feet of water main toward tank.

**Upcoming Activities – Next Two Weeks**

- Week of 3/17/14
  - Complete water main installation up to tank pad.
  - Install underdrain and tank drain
  - Complete roadway grading and ditching
  - Install roadway gravels.
- Week of 3/24/14
  - Site Contractor Anticipates Demobilizing from the Site on 3/21/14
- Remobilization for Start of Tank Foundation Excavation Anticipated 4/7/14 (Weather Dependent)

**Contractor Submittals**

- Awaiting Tank Submission. Will forward to District for review upon receipt. Revised Anticipated Receipt is March 21, 2014

**Other Items**

- Anticipate submission of Landscape Plan to Town on 3/19/14. Draft Plan Provided To District on 3/7/14. GP meeting with Bedard (Abutter to West) at 4:00 pm today.

**b. Pay Request from DN Tanks:**

Jim and Trustees reviewed the Pay Request and talked about how to go about receiving payment from the Town of Gray for construction invoices per a previous agreement. Jim is to contact Deb Cabana, Gray Town Manager, to discuss a schedule.

**Joe made a motion to allow Jim to work out a pay schedule with the Town of Gray. Steve seconded, vote was unanimous.**

**Superintendents Report:**

- a. February Bacteria tests were absent for total coliform and E-coli.
- b. Average usage for February: 230 GPM

**Additions to the Agenda:**

Susan's term is expiring this summer. Susan is not sure yet if she will seek reelection.

**GWD Utility Tractor:**

The vehicle we spoke about last week is still available, it lists at \$42,000. This vehicle could be used by the District in a multitude of ways; snow blowing standpipes and pump stations,

mowing, and operating valves and hydrants to name a few. Jim is to explore financing for new and used with MMBB.

**Route 26 Corridor Study:**

A resident contacted us through the website expressing concern about development of route 26 and the impact on aquifers in the area. Trustees instructed the Office manager to write back to the resident and tell him that our wellhead protection zone ends before the proposed site of the corridor study.

April meeting was scheduled for Apr 21<sup>st</sup>.

**Joe made a motion to adjourn at 9:49 pm. Steve seconded, vote was unanimous.**

Respectfully submitted,

Sudiek Lester