

**GRAY WATER DISTRICT
TRUSTEES' MEETING
December 15th, 2014**

Present: Bruce Sawyer, Joe Murray, Steve Dunn, Mike Lessard, Ellen Errington and Superintendent Jim Foster. Bruce called the meeting to order at 7:03 pm. Al Palmer of Gorrill-Palmer Engineers was present via Skype.

Approve Minutes:

Steve made a motion to approve Draft 2 of the November 17th, 2014 minutes. Joe seconded, vote was unanimous.

Gray Water District Water Storage:

Al Palmer of Gorrill-Palmer Engineers (GPE) gave an update via Skype on the Weeks Hill Water Tank Replacement project:

- Pay Req. 7, for the removal of the tank, is \$13,051.80
- There will likely be one more Pay Req. next month for the wrapping up of the tank. Then there likely won't be any activity up there until spring.
- We still need to make a decision about pressure reduction. Decisions on the replacement Dry Mills tank will factor into this.
- The Fire Department has completed their tests and determined that placing their antenna on our tank would work for them. Al is working on getting a price together for a concrete pad for the Fire Department to attach their antenna to. They will also need a 4' section of wall in our telemetry building for their equipment.
- Retainage may be held for a year from the date that a final inspection is requested.

Evaluation of Dry Mills Tank:

Joe made a motion to enter executive session, at 7:20 pursuant to M.R.S.A. Section § 405(6)(C) to consider the acquisition of Real Property. Steve seconded, vote was unanimous.

Joe made a motion to come out of executive session at 7:56. Ellen seconded, vote was unanimous.

Following the executive session, Al was authorized to contact potential abutters and proceed with other actions as discussed during executive session.

Superintendents Report:

- a. November Bacteria tests were absent for total coliform and E-coli.
- b. Average usage for November has not been calculated yet but is expected to be about the same as last month which was 248 GPM.

- c. A meeting with the Trustees of Yarmouth Water District has been scheduled for January 6th. The purpose is to explore possible collaborations for staff coverage, joint purchasing, billing, meter reading and other opportunities to cut costs and improve service reliability.

Salary Adjustment:

Trustees discussed salary increases for all District employees.

Steve made a motion to give all current GWD employees a 3% increase in their pay. Joe seconded, vote was unanimous.

Questionnaire from Auditor:

Trustees reviewed and discussed questions from our auditor about fraud and internal controls.

The bank statements are reviewed monthly by a member of the board and annually by the entire board.

January meeting was scheduled for Jan 26th.

Joe made a motion to adjourn at 8:31 pm. Ellen seconded, vote was unanimous.

Respectfully submitted,

Sudiek Lester