

**GRAY WATER DISTRICT
TRUSTEES' MEETING
January 24, 2011**

Present: Bruce Sawyer, Joe Murray, Steve Dunn, 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 November 23rd minutes. Steve seconded, vote was unanimous.

Superintendents Report:

- a. November and December bacteria tests: absent for Total Coliform and E-coli. Volatile Organic Contaminants (VOC's) test results for the 4th quarter- below detection limits.
- b. Average usage for November: 178.7 GPM, for December: 177.2 GPM.
- c. Received annual report for the Gray Landfill. Steve will bring it home to read and make sure suggestions made last year regarding replacement of certain test wells was done.
- d. Royal River project has been successfully completed except for the final flushing of the line.

Trustee Reports:

Bruce reported that he has been going over the town of Gray's personnel policy and thinks that we should adopt most to update our own policy. Trustees and Jim discussed and decided that it should be edited to meet our needs. Bruce requested a copy of the existing personnel policy for comparison.

Joe made a motion to update our personnel policy based on the Town's newly updated policy. Steve seconded, vote was unanimous.

Additions to the Agenda:

Joe reported that he has done more research into well head protection in regard to the new MEDEP rule that states that double walled tanks are now required for new or replacement fuel oil tanks in the well head protection area. Tanks containing fuel for use on site were previously exempted. Joe discussed the map located at the Maine DEP website that shows that both wellheads 1 and 2 for our existing wells are subject to this new rule. The new East Gray well will have a 300 foot radius wellhead 1 zone only so it will be subject to the 1,000 foot minimum distance requirement of the new rule. Joe suggested a formal request to the Town of Gray to update the wellhead ordinance to include this new requirement. Trustees felt this was not necessary and that some form of notification to the Town and Code Enforcement would be sufficient. Joe will draft a proposed notification for further review/discussion.

Pump Station 3, East Gray:

- a. Award contract for phase 1: Trustees and Jim briefly discussed their meeting with Grover and that Grover's alternate proposal was acceptable.

Steve made a motion to accept Grover's alternate proposal at \$270,000 and give them authorization to start work after the contracts are signed. And to give Jim

authorization to sign the contract agreement with Grover on behalf of GWD. Joe seconded, vote was unanimous.

- b. SME Construction Proposal: Trustees and Jim discussed the proposal and attachments and found everything to be satisfactory except for Schedule B.
Steve made a motion to accept the proposal without Schedule B. Joe seconded, vote was unanimous.
Jim is to call Mark Bergeron to discuss removing Schedule B from the proposal.
- c. Letter to Abutters: Trustees and Jim reviewed the Draft letter to the abutters prepared by Mark Bergeron and made two edits. The office Manager is to email Mark as to the changes and inform him it is ready to send after the edits are made.
- d. Clearing to full 50' width of the GWD right of way was requested by A.H. Grover: After discussion Trustees agreed to allow Grover to clear the full 50' but will require him to minimize the effect on the stone wall as much as possible. Trustees also discussed additional plantings at the entrance to the access road after the work is complete to speed regrowth and fill-in some of what needed to be cleared for construction purposes.
- e. Joe will draft a letter to the Town requesting a change to the official zoning map indicating a 300 ft Wellhead 1 zone for the new East Gray well. He will also prepare an information package for the affected landowners showing the wellhead and the effect of the new DEP rules regarding fuel oil tanks within 1,000 ft of a public water supply.

Draw-down schedule and Investments (\$1.6m Bond funds)

Jim discussed transferring money from the bond funds into the account which we have been using to pay bills for the new well to "repay" what we have spent on the project so far, He also talked about moving some of the bond funds into longer term CD's to earn more interest. Trustees agreed that we should do both as long as we make sure funds are available to pay bills as they come in without having to cash in CD's early and incur penalties.

Water/Wastewater Agency Response Network (WARN):

Jim proposed that GWD sign a mutual aid agreement with WARN to formalize our participation in the program. There is no cost or legal commitment associated with our participation.

Joe made a motion to allow Jim to sign a mutual aid agreement with WARN. Steve seconded, vote was unanimous.

MWUA Annual Meeting and Trade Show:

Jim made Trustees aware of the MWUA Annual Meeting and asked them to let the office manager know as soon as possible whether or not they will be attending so she can get everyone registered by the 28th.

Executive Session:

Executive Session - Ref: Land. To go into executive session to consider the acquisition of Real Property pursuant to M.R.S.A. § 405(6)(C)

Joe made a motion to go into executive session at 9:03 pm. Steve seconded, vote was unanimous.

Steve made a motion to come out of executive session at 9:20 pm. Joe seconded, vote was unanimous.

February meeting is scheduled for the 28th.

Joe made a motion to adjourn at 9:22 pm. Steve seconded, vote was unanimous.

Respectfully submitted,

Sudiek Lester