

**GRAY WATER DISTRICT
TRUSTEES' MEETING
June 16th, 2014**

Present: Bruce Sawyer, Joe Murray, Steve Dunn, Ellen Errington, Mike Lessard, and Superintendent Jim Foster. Al Palmer of Gorrill & Palmer Engineers was also present to update Trustees on the Water Tank Replacement Project. Bruce called the meeting to order at 7:00 pm.

Approve Minutes:

Steve made a motion to approve Draft 3 of the May 19th, 2014. Joe seconded, vote was unanimous.

Election of Officers:

A motion was made by Joe to keep the current slate of Officers (current slate: Bruce Sawyer as President / Treasurer, Jim as assistant treasurer and Joe as clerk). Steve seconded, vote was unanimous.

We welcomed Mike Lessard as a new Trustee taking the slot previously held by Susan Hathaway.

Gray Water District Water Storage:

Al Palmer of Gorrill and Palmer Engineers (GPE) gave a progress report on the Water Tank Replacement project.

- Tank construction is going great. The weather has not been an issue and the project is running on time.
- The tank will be 99% done within two weeks.
- Final coating will be applied this week then accessory work will be done next week or the following week.
- Grover will be moving in to get the site work done after DN Tanks moves out.
- May be late August/early September before old tank is down.
- There are two potential change orders at this time; the hydrant and the landscaping.

Superintendents Report:

- a. May Bacteria tests were absent for total coliform and E-coli.
- b. Average usage for May: 256.6 GPM
- c. The Maine Department of Environmental Protection (MDEP) is conducting a groundwater reinvestigation at a location near the turnpike on the backside of Chipmans field.
- d. There is a retirement party for Steve Levy of Maine Rural Water Association (MRWA) on June 25th at 11:15 in Richmond.
- e. Jim attended one day of the American Water Works Association (AWWA) show in Boston courtesy of EJ Prescott.
- f. We continue to search for leaks. One was found in Dry Mills. We will be installing a valve at Pine Cove Rd in preparation for repairing the leak.

- g. Jim has briefly discussed a mutual aid agreement with Yarmouth Water District. He will be speaking with the Superintendent more about that in the near future. He would like to meet with Yarmouth's Superintendent first then schedule a meeting that would include both Boards. Bruce asked that there be an agenda when the meeting of the Boards is scheduled.

Liens:

Jim discussed that he would like to put a policy in place about liens. The Office Manager would have to learn the process but the Trustees would need to be on board first. Trustees discussed that they would support a policy to start placing property liens on customers for overdue water bills.

Electronic Payments:

The Office Manager reported a new customer payment option that is being used by some utilities. Jim discussed with Trustees that he would like to explore options with our software company about what service would be best to use to accept credit cards in their system.

July meeting was scheduled for July 21st.

Joe made a motion to adjourn at 8:03 pm. Ellen seconded, vote was unanimous.

Respectfully submitted,

Sudiek Lester