

**GRAY WATER DISTRICT  
TRUSTEES' MEETING  
October 20<sup>th</sup>, 2014**

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

**Approve Minutes:**

**Joe made a motion to approve Draft 2 of the September 22<sup>nd</sup>, 2014 minutes. Steve seconded, vote was unanimous.**

**Gray Water District Water Storage:**

Jim gave a progress report on the Weeks Hill Water Tank Replacement project:

- The new tank has been filled to overflow elevation of existing tank and chlorinated.
- The chlorinated water will need to either be diluted or dechlorinated, we will be working on that this week.
- An email update was sent from Doug Reynolds of Gorrill-Palmer Engineers (GPE): once water testing is complete the site contractor will complete final piping to isolate old tank for removal. The site work should be nearly complete by the end of October.
- Jim showed Trustees plans for the telemetry building. Trustees felt the design was much too elaborate for the planned function, Jim and Trustees discussed changes that should be made to the design.

Jim also gave an update on the site acquisition for a replacement of the Dry Mills Tank:

- The option agreement has been signed and copies sent out to the land owner and the District's attorney.
- The District's attorney is doing a title search.
- Al Palmer of GPE is to do the Topo Survey of the lot. The surveyor is available the week of November 1<sup>st</sup> according to Doug's email update.

**Superintendents Report:**

- a. September Bacteria tests were absent for total coliform and E-coli.
- b. Volatile Organic Contaminants (VOC's) test results - below detection limits (BDL).
- c. Average usage for September: 264 GPM
- d. Jim met with Bob from Yarmouth Water District in regards to cross training office personnel and operators. If staff from both districts were trained in procedures at both offices we may be able to help each other in times of prolonged absences or emergencies. Jim recommended that the Trustees from each District have a joint meeting around the first of the year.
- e. There is a company sending solicitation letters selling insurance for private water pipes on customers' property.

- f. Jim and Sudiek have been talking to a company named Invoice Cloud about credit/debit card services. This company works closely with our billing software company and the two systems would work together in a way that would make payment entering less time consuming for the office manager. We will continue to check out other providers to make sure we are getting the best price for this service if we choose to implement it.

**Trustee Reports:**

Bruce reported that he received very positive feedback from the Town of Gray Fire Chief about working with Jim regarding putting an antenna on the new water tank.

**Personnel Policy:**

Jim is still working on reviewing the draft policy before sending it to Trustees for review. Jim and Bruce will meet Wednesday evening to discuss.

**Transfer of Funds:**

An interfund transfer of 131,000 will be needed for engineering costs incurred on the Weeks Hill Water Tank project.

**Steve made a motion to authorize the transfer of funds in the amount of 131,000 plus the balance of funds coming due on the Tank project. Joe seconded, vote was unanimous.**

November meeting was scheduled for Nov 17<sup>th</sup>.

**Joe made a motion to adjourn at 8:20 pm. Steve seconded, vote was unanimous.**

Respectfully submitted,

Sudiek Lester