

**GRAY WATER DISTRICT
TRUSTEES' MEETING
September 21st, 2015**

Present: Bruce Sawyer, Steve Dunn, Joe Murray, Ellen Errington, Mike Lessard and Superintendent Jim Foster. Bruce called the meeting to order at 7:02 pm.

Approve Minutes:

Steve made a motion to approve Draft 1 of the August 17th, 2015 minutes. Mike seconded, vote was unanimous.

Superintendents Report:

- a. August Bacteria tests: 2 were absent for E-coli, 1 absent for total coliform and 1 positive for total coliform. Retested at multiple locations and all came back absent.
- b. Average usage for August: 251 GPM.

Gray Water District Water Storage:

Weeks Hill Water Tank Renewal:

Jim: the fire hydrant is back in service and some of the silt fence has been removed by the contractor.

Evaluation of Dry Mills Tank:

Jim: The land had been purchased as of last Thursday.

Ellen made a motion to go into executive session at 7:10 pm. Steve seconded, vote was unanimous.

Joe made a motion to come out of executive session at 7:26 pm. Steve seconded, vote was unanimous.

Joe made a motion to pursue action to get a price for clearing the lot and a price for drawing up a sketch plan for service up to the future tank location. Steve seconded, vote was unanimous.

Gray Interchange Project:

Jim reported that he met with the representative for the Turnpike Authority engineering firm. They are proposing a 2" service line. Jim suggested a 6" line; GWD would pay for the upgrade from 2" to 6" and would give them a 2" service off of it. The engineer is taking this request back to the Turnpike Authority.

Invoice Cloud:

The office manager gave an update on Invoice Cloud, the online bill pay service we have purchased. We are working towards a "go live" date of November 2nd. Leading up to the go live date we will be putting a message on the October bills letting customers know that the service is coming soon. We will be working with our bill printer to have color printed inserts in the November bills. The office manager will work with Invoice Clouds Marketing Department to get the word out to the customers and receiving training from the Implementation Manager. We will also have our website administrator make the necessary changes to our website.

Change in email server for graywaterdistrict.org:

Our website administrator has changed servers which means everyone with a graywaterdistrict.org email address must update their ingoing and outgoing server address. The office manager has distributed material containing the new address and a phone number to call for help with this process if needed.

October meeting was scheduled for Oct. 19th.

Joe made a motion to adjourn at 7:54 pm. Steve seconded, vote was unanimous.

Respectfully submitted,

Sudiek Lester