

**GRAY WATER DISTRICT
TRUSTEES' MEETING
November 20th, 2017**

Present: Bruce Sawyer, Joe Murray, Steve Dunn and Superintendent Jim Foster. Bruce called the meeting to order at 7:01 pm.

Superintendents Report:

- a. October bacteria tests were absent for E-coli and total coliform. This month we chlorinated the Weeks Hill standpipe.
- b. AGM: 221
- c. We had to cancel the GIS/GPS meeting due to a scheduling conflict.
- d. The 2016 financial report has arrived from the auditor.
- e. Received the groundwater monitoring report from the golf course. Steve will take home to review.
- f. The development on Callaway drive would like to install a water service for the purpose of irrigation. We should consider creating a policy regarding irrigation.

Additions to the Agenda:

Joe asked how the MOU for the antenna on the Weeks Hill standpipe is coming. We will get back to work on that after the personnel policy is completed.

Route 26A Groundwater Monitoring: GWD Round 23 May 2017:

Jim handed out a proposal from Sevee & Maher (SME) outlining how they would like to proceed and what the cost will be. Trustees and Jim reviewed and discussed. It was decided that SME should complete the first task of compiling the data and check in with us before going on to the second task of analyzing it. His concern is that we will pay for analysis that is not worth the cost if they don't get an adequate amount of data to analyze in the first place. Trustees decided it's best to have them pause after task one so we can decide if we want them to go onto task 2. Trustees discussed giving Jim authorization to direct SME to continue onto task 2 after he reviews the data they collect during task 1 so that he doesn't have to wait until the next meeting.

Joe made a motion to authorize the Superintendent to sign the agreement with SME with the change that the project will be done in phases and that we will receive email reports to review before the Superintendent gives permission for them to continue onto the next task. Steve seconded, vote was unanimous.

Personnel Policy:

Trustees and Jim began the task of reviewing the draft policy and sharing notes on the review they did personally after receiving the draft copy last meeting. Trustees discussed probation periods, 2 week notices, employee groups, on call pay and military leave. It was decided, after a long discussion, that a special meeting should be scheduled to finish reviewing the policy rather than trying to do it during regular meetings. A meeting for December 4th will be scheduled.

Holiday Bonuses:

Joe made a motion to give all water district employees a 1% bonus with a minimum of \$50. Steve seconded, vote was unanimous.

Land for sale:

Joe made a motion to go into executive session pursuant to M.R.S.A. Section § 405(6)(C) to consider the acquisition of Real Property at 9:09 pm. Steve seconded, vote was unanimous.

Joe made a motion to come out of executive session at 9:28 pm. Steve seconded, vote was unanimous.

December meeting was scheduled for December 18, 2017.

Joe made a motion to adjourn at 9:35 pm. Steve seconded, vote was unanimous.

Respectfully submitted,

Sudiek Lester