

**GRAY WATER DISTRICT
TRUSTEES' MEETING
November 25th, 2019**

Present: Bruce Sawyer, Joe Murray, Mitch Berkowitz and Superintendent Jim Foster. Bruce called the meeting to order at 7:00 pm.

Acquisition of Real Property (executive session):

Mitch made a motion to go into executive session at 7:02

Joe made a motion to come out of executive session at 7:30

Mitch made a motion to authorize the Superintendent to take the buy-sell agreement back to our attorney and to review the certain areas we have pointed out to come to a satisfactory conclusion. If there are major changes to what we have reviewed, bring it back to this Board. However, if they are not major and are satisfactory to the attorney the Superintendent and the President of the Board are authorized to execute the buy-sell agreement based on these conditions.

Relocation of Office:

Jim reported that he has been contacted on a few occasions by Tom Reinsborough, Code Enforcement Officer for Town of Gray, regarding properties that we may be interested in for our new office location. Bruce suggested forming an exploratory committee for the purpose of finding a new office. Trustees discussed and decided that Bruce, Mitch and Jim will be on the committee.

Mitch made a motion that a sub-committee of Trustees consisting of the President, Trustee Berkowitz, Superintendent Jim, and Bill be created and begin looking at possible sites that become available for inspection and make a recommendation back to the board. Joe seconded, vote was unanimous.

Superintendents Report:

- a. Bacteria tests were absent for E-coli and total coliform.

Route 26A Groundwater Monitoring: GWD Round 23 May 2017 (salt study):

Joe mentioned that he thought we were going to take samples at all the wells at the same time as the new one that was just installed. Jim stated that he just spoke with Bruce Fowler of Sevee & Maher Engineers (SME) regarding the tests on the new well. Bruce stated that the results were what he expected and did not recommend fall testing on all the wells. He recommended testing once per year, in the Spring when they will show the real sodium chloride levels. Joe thinks we should install another well beside the existing MDOT well that goes as deep as our wells. Jim is to call Bruce and ask if that is a good idea. Trustees and Jim also discussed having all correspondence from SME come to us first for review and then we can send the information out to interested parties.

North Raymond Road MDOT Project STP-1876(600):

Jim handed out copies of the Bid Alternative sheets we received back. Gorrill-Palmer Engineers (GPE) had estimated \$193,900 and the bids came back at \$309,450. Trustees discussed details of the price differences and that there really isn't anything we can do about it. We are committed to this project and the work needs to be done. The agreement has already been signed. At this point the only way we could back out is if the State backed out of the project.

Town of Gray Sidewalk and Storm Drain Upgrades on Rt 26:

This may not happen next year as we originally thought, it may now be the year after. Which gives us more time to prepare for the work we want to do while they have the road open.

National Weather Service Forecast Office, Gray (NWS):

Jim is to set a meeting with the Weather Service folks to discuss their request for water.

Gray Development, LLC. Proposed Multi-Family Residential Project:

Joe asked if there was an update on this project. Jim reported that he believes it is now a dead issue.

Holiday Bonuses:

Joe made a motion to give all Water District employees 1% bonus as we have traditionally done. Mitch seconded. Trustees then discussed Mitch's question on what kind of year we've had here at the district and whether another half percent might be appropriate.

Mitch made a motion to amend the first motion from 1% to 1.5%. Joe seconded. Vote on amendment was unanimous. Vote on original motion as amendment was also unanimous.

Planning for the Future:

Trustees received a document prepared by Mitch with questions pertaining to planning for the future.

Joe made a motion to table this item until next month when the other Trustees are present. There was no second. Trustees decided to continue for at least a half hour but then possibly saving the rest until next meeting.

“Does the Board have a written plan or vision or statement that assists the District in its daily functions as well as its budgetary proceedings? If so, can we spend time having our Supt. and staff review this and make specific recommendations to amend the plan with best estimates of cost for the next 20 years? If not, should we start this formal process and if not why not?”

Bruce stated that our vision is to provide potable drinking water to the general public and fire protection for the Town. Jim stated that that is what our Charter says and he would caution against veering too far from what our Charter says. Bruce agreed and added that the Charter is our blueprint for how we justify decisions. We are also limited by that. Jim mentioned that one of our previous Trustees did write a master plan. The mission statement is:

A. Mission Statement

- a. Provide customers with:
 - Safe, high quality drinking water
 - Reliable, dependable and timely service
 - Fair and reasonable cost

- Adequate water for fire protection
- b. Conduct business in a professional, ethical, and courteous manner
- c. Comply with applicable governmental rules and regulations

Trustees discussed that they don't think we ever adopted the document as our official master plan. The office manager is to electronically distribute the 9-page document to all the Trustees. Mitch stated that he thinks we should keep in touch with what the Town is doing/discussing regarding their comprehensive plan. Mitch thinks it would be appropriate for the Superintendent or his designee to attend those meetings, rather than a Trustee, when the Town holds them since Jim is the one with the knowledge of where our infrastructure exists and how we could support improvements. Bruce and Jim explained that GWD has primarily operated in a reactionary fashion. We don't go installing water main where we think there might be development or even where the Town mentions there will be development. Because things change often and the Town changes it's mind. We don't invest in installing infrastructure anywhere unless someone requests it and pays for it 100%. Bruce mentioned that we do now stay apprised of what the Town is thinking about through the Public Works Director who lets us know about future road projects, etc..

“How do our current pumping and storage capacities fare against current customer demands?”

Jim answered that we exceed existing customer demand under normal conditions. We have been able to keep up with supply and recover after water main breaks. We need to keep up with renewing pumps and standpipes etc.. Unaccounted for water is something we need to continue to work on. We did fix some significant leaks this year but there's more to do. We will continue to have these issues as our system ages.

“Over the past ten years, what is the change if any, between our capacities versus our average daily demand? Is this a fairly constant change and if so, what plans are in place including capital expenditure planning (CEP), to maintain a “marginal excess system capacity”?”

This is a question that Jim's staff can dig into and report back.

“What are the Planners in the Town of Gray predicting for future growth and in what areas are they focusing on?”

Bruce stated that Joe has done a lot of work in this area. Joe stated that it's hard to have a handle on what the planners are thinking, it's a very fluid thing. The planners of the Town will bring up ideas and seem very interested in them and then all of a sudden no one is talking about it anymore. It's hard to know what to believe until it actually happens. And even then, it might be scrapped and done over.

Mitch hopes that discussion on the items in this document will continue at the next meeting after Jim and his staff has had a chance to look at it.

PFAS Testing:

Joe brought up Per- and polyfluoroalkyl substances (PFAS) and that it is something that is likely coming our way as a drinking water issue. Mitch asked if Maine Rural Water Association (MRWA) might have some info on this. Jim stated he could ask Bruce Fowler of SME what information he might have on the subject.

December meeting was scheduled for December 16th.

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

Respectfully submitted,

Sudiek Lester