

**GRAY WATER DISTRICT
TRUSTEES' MEETING
March 28, 2020**

Present: Bruce Sawyer, Steve Dunn, Joe Murray, Andrew Edson, Mitch Berkowitz and Superintendent Jim Foster. Chair Sawyer called the meeting to order at 10:17 AM

Note: This was an electronic Meeting as posted in the Post Office and Market Place and held in accordance with the Governor's directive regarding meetings and social distancing.

Previous Meeting Minutes: By motion from S. Dunn and a second by J. Murray, the minutes of the February 24, 2020 meeting were approved and accepted with a unanimous vote of all Trustees.

Superintendent's Report: There were no additions and the Trustees reviewed and discussed the report by subject matter.

Pandemic Order and Protocols- J. Foster reviewed the report and the protocols put into place for employees and what measures were taken to continue the business and operations. The Trustees thanked Mr. Foster for working with the employees and for its implementation.

Rate Case- Additional discussion ensued prompting J. Murray to raise the concern for funds and the amount of work still needed in the District. The rates were further discussed and how those might be implement over more than one year. Estimates also were made regarding about \$400K that might be needed simply to sustain operations and how the project at Dry Mills might impact the District's funds if the project gets underway this summer (2020). All agreed to have this issue of the rate case be continued on the next agenda slated for April 6, 2020. Further, the Trustees have requested that S. Lester place a reminder on the January agendas of each year for discussion and the possible impacts to the fiscal requirements of the District.

Drinking Water Protection letter- The Trustees engaged the Superintendent in a detailed review and discussion of the March 27, 2020 letter regarding deficiencies and recommendations along with the necessary work to meet the deadlines as established by the DWP. The significant deficiencies were the lack of monthly operation reports (MOR) that were not filed over the past three years and the readings and recording of the Silicate Dose and pH that should have been done on an ongoing basis. The Superintendent indicated that "these just fell off his radar". After further discussion the Trustees were assured by the Superintendent that these would be corrected and filed with DWP per their deadline of April 15, 2020.

Minor Deficiencies were also discussed. They include a Flushing Program on an annual basis. The origin of this was a customer complaint to both the PUC as well as to DWP. The Superintendent indicated that this was being worked on by two employees and there was some flushing scheduled for Monday, March 30, 2020. He also intends on meeting the April 30, 2020 deadline.

Ph Readings will be collected and reported on the MORs. The Superintendent indicated that this was the first time that we are being told that these readings must be recorded and reported.

The Silicate Pump and tubing has been fixed per the Superintendent and will be reported.

The Back Flow device will be tested annually per DWP and will be reported by the deadline of April 30, 2020.

Trustee Edson asked if there were any “sacrificial” anodes on any of the tanks. The superintendent reported that this was never brought to his attention.

Part of the report to the District included several items as recommendations and will be updated at the April 6, 2020 Tele-meeting. These include the Dry Mills storage tank inspection, Well Head protection and the Plan updating, Eye wash stations to be checked and tagged monthly, Work on telemetry and alarms and their operational status, Updating the Master plan, Continue work on implementing the valve exercise program and the changing out of house meters and their compliance with The Reduction of lead in Drinking Water Act. It was raised that there might be a plan in place completed by a previous trustee under the heading of Source Protection.

Under the issue of meter replacements there was conflicting information with the Superintendent indicating that the inventory which may have lead content is being replaced with lead-free items. This was not substantiated as an employee had reported to a Trustee indicating that, upon asking to purchase some replacement inventory, the Superintendent had denied the expenditure. This also raised the question of a system wide meter replacement program and the cost to implement this in light of the current efforts to file a rate increase which does not reflect a replacement plan or program.

Chair Sawyer asked the Superintendent if we had sufficient portable technology allowing employees to work on these items while maintaining safe distances. Mr. Foster indicated he thought we did.

The Trustees will post another Tele-meeting for Monday April 6 at 6:30 PM. The agenda will include the following:

An Executive Session of the Trustees only to discuss accountability issues Per MRSA 405-(6) (A)

Rate Case adjustments and submission

Further follow up on the DWP letter

Superintendent updates

Other ?

An Executive Session regarding personnel- if needed- MRSA 405 (6) (A)

By motion from Trustee Murray and a second by Trustee Dunn and a unanimous vote of 5, the Chair adjourned the meeting at 11:40 AM.

Respectfully Submitted,
MAB