

**GRAY WATER DISTRICT
TRUSTEES MEETING
June 15, 2020**

Present: Bruce Sawyer, Steve Dunn, Mitch Berkowitz, Joe Murray and Superintendent Jim Foster. President Sawyer called meeting to order at 7:14 PM.

Previous Minutes: Second draft of May 18, 2020 minutes approved with three changes as follows: 1) Full body of official bond issue vote included in minutes and not as an attachment, 2) line of Credit discussion broken out as a separate item as it does not directly relate to the North Raymond Road project and 3) No. Yarmouth Water District corrected to read Yarmouth Water District. Vote to approve as amended was unanimous. Second Draft of May 28, 2020 Special Meeting Minutes approved as written. Vote to approve was unanimous.

Superintendent's Report:

1. AGM for May was 293.
2. Bacterial tests were absent for E-coli and total coliform.
3. One hydrant currently out of service (**New report item**)
4. One leak on Center Rd. repaired. Suspected leak on GWD property being investigated. (**New report item**)

OLD BUSINESS:

Water Quality Complaint, 172 Mayall Rd:

After thorough review of GWD records and documentation provide by the Taylor family, a compensation agreement was presented to and accepted by the family.

Action: Sawyer to conduct initial follow up with family to verify resolution.

Action: Superintendent to implement additional and timely follow up contacts and actions as appropriate.

Landfill Test Well Results

Board reviewed a letter to the Town regarding the latest annual report from Woodard and Curran citing a continued upward trend in contaminants (arsenic, manganese, iron, etc.) in a majority of the test wells and in the background well located upgradient of the landfill cap. The letter requests The Town take some action to determine the cause of the cited upward trends.

MDOT Route 100 work

Superintendent contact with DOT determined this was likely preliminary to an unfunded project that is about 3 years out. **UPDATE:** From 6/16/20 Town Council workshop with

DOT. This is a drainage improvement project running from new Cumberland Farms to the New Gloucester town line. Details are still being worked out.

Rate Case:

Everything is on track for the public hearing on July 16, 2020. Scheduled at the Town Library if possible. Will be held online if required. Maine Rural Water is making all the arrangements. Next milestone is for customer notices and public legal advertisement to be out by July 1st.

ACTION: Superintendent to assure actions to meet July 1st deadline.

SCADA Controls System:

Work to convert current system to internet access has been completed. We now have remote access to alarms and pump controls for better response times. Estimates for a more robust upgrade to Windows 10 system are in the 4 to \$5,000 range. This will need to be included as a capital improvement line item in future budget development.

Action: Superintendent to include in ongoing budget development initiative.

Sanitary Survey:

All major issues with due dates identified in the Sanitary Inspection Report have been completed:

Four recommendations remain without specific deadline dates.

- Master plan update-**ACTION:** To be discussed at next meeting to determine specific course of action.
- Develop and implement valve exercise program-**ACTION:** Superintendent and Chief Operator to prepare recommendations for establishing program.
- Wellhead protection plan-included in the Master Plan under Source Protection. Will be included in update.
- Inspection of Dry Mills standpipe-moved to separate item under New Business.

North Raymond Road Project:

Project has started. Water line work will be early in the schedule. Gorrill and Palmer is set to do twice daily oversight inspections once water line work begins. Random visits by three GWD staff will be implemented throughout the water line work and will report observations to Gorrill and Palmer.

PFAS Water Quality Testing:

Summary of test results received from Sevee and Maher has been posted to our website. A one year follow up test to be done in March of 2021. Further testing to be determined based on comparative result.

NOAA Request for Water Service:

Superintendent has received preliminary design proposal from Gorrill and Palmer and will forward on to NOAA along with PUC template for water main extension contracts. Any

further action will be based on NOAA response. The need to contact Yarmouth Water District remains open.

Action: Superintendent to contact Yarmouth Water District to determine if there are any issues regarding this project.

Request for Service, Valley High Rd:

Resident has been denied required overland access across U Maine Foundation land but has appealed the decision. Any further action on our part will depend on the outcome of that appeal.

Spring Salt Level Testing, Rt 26A:

Spring testing results received from Sevee and Maher were reviewed. Excess salt continues to be present in the test wells. The Town took over bypass maintenance and shifted to magnesium chloride with liquid molasses additive for the 2019/2020 season. Continued Spring testing was recommended as was the addition of calcium to the test protocol. SME also requested copies of the MSDS sheets for the road treatment chemicals being used by Public Works.

ACTION: Superintendent to get requested MSDS sheets and forward to SME.

Fire Department Antenna MOU:

Letter was sent to Town Manager indicating the MOU had apparently not been completed past a third draft stage. Document history and latest draft were included and request made to assist in bringing the effort to completion.

NEW BUSINESS

Status of Action Items From 5/18/2020 Executive Session:

- Position Descriptions-rough drafts and listing of major duties completed. **ACTION:** Superintendent to have drafts for review at July meeting with goal of completion by August meeting.
- Contractor List-Scott Dugas Co. has been added to call list. **ACTION:** Superintendent to work with Edson for possible additions from those doing work for Portland Water District.
- Off Site Storage-Discussion determined our limited facility size and location requires some offsite storage be maintained. **ACTION:** Superintendent to assess current practices, determine appropriate amount and location of storage and assure that only GWD owned property is stored at offsite location. **NOTE:** It was determined during discussion that some modifications to GWD main office building work space were needed to improve safety. **ACTION:** Superintendent to take action to replace existing overhead door with standard door and window.
- Budget-Superintendent and Berkowitz continue development of budget consistent with PUC accounting requirements with goal of having draft review at July meeting.

Dry Mills Standpipe:

Previous inspection of this tank indicated a need for repairs and improvements. This need was also included in the recent DWP Sanitary Survey. Funds were not available at the time. An updated inspection is needed to help prioritize work in light of current needs and the ongoing effort to replace this tank at a different location. Superintendent reports a preliminary, exterior inspection has been done and a proposal for full inspection is forthcoming.

EXECUTIVE SESSION:

Motion/Second by Berkowitz/Murray to enter executive session pursuant to MRSA 405 (6)(A) to discuss protected personnel matters. **Vote** to approve was unanimous. Executive session entered at 10:33 PM.

Motion/Second by Berkowitz/Dunn to exit executive session. **VOTE** to approve unanimous. Executive session closed at 11:54 PM. **NOTE:** Superintendent excused from session at 11:20 PM.

Resulting actions: None

OTHER:

Next scheduled meeting: July 20, 2020 @ 7:00 PM

Adjournment: **Motion/second** by Berkowitz/Dunn. Vote to approve, unanimous. Meeting adjourned 11:55PM

OUTSTANDING ITEMS:

- Town sidewalk project
- Route 100 TIF
- Planning for the future/CIP programming
- G.I.S.
- Relocation of office
- Search for new water source

Respectfully submitted;
Joe Murray, Clerk