

**GRAY WATER DISTRICT
TRUSTEES MEETING
March 15, 2021**

Present: Bruce Sawyer, Steve Dunn, Mike MacDonald and Superintendent Bill Gardner. Nate Rudy and Doug Webster were also present. Bruce called meeting to order at 6:03 PM.

Previous Minutes: Draft 1 of February 22, 2021 minutes were tabled but action items were reviewed.

Motion/Second by Dunn/MacDonald to table February minutes. Vote to approve was unanimous.

Town of Gray:

Doug Webster, Department Administrator for Town of Gray Community Development was in attendance to present a project the Town of Gray wants to do with mapping. Doug brought a couple of maps that show monitoring wells, ground water contours and changes in parcel use. The Town would like to create a comprehensive map that includes information on these items from all sources available including information from Town and Water District Engineers, DEP and studies from the past 20 years or so. The data would be combined and put in a format that is easily updateable. Having all this information in one place will allow us to look back and see trends and changes which will help us going forward. It will be a good resource if we keep it updated. Sevee & Maher Engineers has given a quote of just under \$30,000 to complete the work. The Town would like our opinions and comments so that our input is included.

Nate Rudy, new Town Manager for Gray came in to introduce himself to Gray Water District Trustees and Superintendent. Nate would like the Town and Water district to continue to work together on the salt study. He also spoke about TIF funding for South Gray being redirected to Yarmouth Rd improvements via vote by town residents. Trustees discussed with Nate the need to upgrade some main and move services on Yarmouth Rd when the Town is doing their improvements.

Mike questioned Doug and Nate about a local gravel pit regarding how deep they are allowed to go and at what point would the pit be considered complete. Doug explained that DEP now regulates nearly every aspect of gravel pits in the state.

Brendon Bean of Bean Data: data storage:

Brendon was present to speak on the need for a file server in the Gray Water district office. A file server would allow all GWD staff to have easy access to documents that are now located almost entirely on the Office Managers computer. It would also allow for daily automatic backups which could then also be backed up in a cloud for redundancy. This would mean all GWD computers and devices could be backed up and the information safely stored without the Office Manager having to initial the process or carry anything offsite. Starting costs for equipment can range from \$800 for the bottom tier to \$2000 for top of the line. Installation would be 4-8 hours of labor. There would be reoccurring monthly cloud costs as well. They can range from \$65 to \$400. We would be on the lowest end of that because we don't have a lot of data to store right now. Trustees asked Mr. Bean to quote us on the midline server. He will get that info to the Superintendent.

OLD BUSINESS:

Landfill Test Well Results:

Still waiting to hear. Steve brought up that Doug Webster mentioned receiving something from Woodard and Curran recently. Bill has not received a copy yet.

ACTION: Bill to follow up with Doug.

MDOT Route 100 Work:

The letter that Mitch drafted to the Gray Town Council Chair was sent. We have not heard anything back yet.

ACTION: None

NOAA Request for Service:

No update from the Weather Service. Mike reported that he spoke to New Gloucester regarding us placing a portion of the water line on their side of the Town limits. They do not have any concerns; their Charter does not include the area where the main will be. If this project happens, we should change our Charter to include that part of New Gloucester.

ACTION: None

Dry Mills Standpipe:

Superintendent will update in his report.

ACTION: None

Bypass Solar Farm:

Nothing new.

ACTION: None

MDOT Highway Preservation Paving Project Rt 115 Gray

Nothing new.

ACTION: None

Stillwater Pines Subdivision (Woodcock Dr):

Still going through the process with the Council.

ACTION: None

Terms & Conditions: update document:

The Superintendent reported that he has applied for a Capacity Development Grant to help pay for updating our terms and conditions. The application was received and grants will be awarded the first of May. Once we are approved MRWA will begin work. They have quoted \$5000. The grant would pay for half of that.

Superintendent's Report:

1. Bacteria samples taken in February came back absent.
2. Average gallons per day (AGD) for pumps 1&2 was 265,071. Pump 3 average was 125,000.
3. Bean Data installed QuickBooks on the Superintendents laptop in preparation for a budget meeting with MRWA. We will be setting up a reserve account for meter and hydrant replacement.
4. The auditor was here on the 9th to begin the 2020 audit. The inventory portion was simple thanks to EJP. We are on track to have our annual PUC report uploaded by the April 1st deadline.
5. Dry Mills tank: an insertion valve will be necessary to keep that side of town in water while we are working on the tank. The cost will be approximately \$10,000.

Motion/Second by Dunn/MacDonald to authorize the Superintendent to purchase and install the valve. Vote to approve was unanimous.

6. We have been talking with Environmental Instrument Services regarding SCADA. Their System 123 looks like the best way to go. We would be changing to cellular which will be more reliable. It will also give us more capability in monitoring and remote controlling. This upgrade is something that has to happen. Our current system is outdated and no one other than the person who installed it is willing to service it. Trustees can view video and we can discuss the system more next month.
7. Spoke to Bruce Fowler of Sevee & Maher Engineers (SME) and gave him the ok to complete spring sampling.
8. We have a request for a 2" service line on Shaker Rd that would service two duplexes.
9. The new Operator has been training on taking samples and learning about our system. He has also built a second bathroom downstairs. We will start with the upstairs next week; removing junk and setting up work stations and a break area in the back room. The new door for downstairs should arrive next week.
10. The Town is creating a "Pocket Park" in the area of 5 Yarmouth Rd. They have requested a spicket for watering.

NEW BUSINESS:

Personnel:

Motion/Second by MacDonald/Dunn to go into executive session per MRSA 405 (A) at 8:41 pm. Vote to approve was unanimous.

Motion/Second by MacDonald/ Berkowitz to come out of executive session at 9:06 pm. Vote to approve was unanimous.

Trustees agreed to not change the Office Manager title.

OTHER:

Next scheduled regular meeting: April 26, 2021 @ 6:00 PM

Adjournment: 9:13 pm.

OUTSTANDING ITEMS:

- Route 100 TIF (South)
- Planning for the future/CIP programming
- G.I.S.
- Search for new water source

Respectfully submitted,

Sudiek Lester, Office Manager