

**GRAY WATER DISTRICT  
TRUSTEES MEETING  
October 19, 2020**

Present: Bruce Sawyer, Steve Dunn, Andrew Edson, Mitch Berkowitz, Mike MacDonald and Interim Superintendent Bill Gardner. Bruce called meeting to order at 6:00 PM.

**Previous Minutes:** Draft two of September 21, 2020 minutes were approved with no changes. Action items were reviewed. Draft one of September 1, 2020 minutes were approved with one minor change. Votes to approve were unanimous.

**Additions to the Agenda:**

The Office Manager took a moment to make clear what organizations we are members of and are there to help us and which agencies we are regulated by and must report to. Maine Rural Water Association (MRWA) and Maine Water Utilities Association (MWUA) are organizations that we pay membership dues to. They provide guidance on many issues and training for all positions within the water industry. These trainings are one of the ways operators receive points used toward the renewal of their licenses. The Department of Health and Human Services (DHHS) Drinking Water Program (DWP) is who tells us what we must test our water for and how to report those test results as well as things like pumpage and chemical additives. An agent from DWP will periodically tour our facilities and interview the designated operator to ensure rules and procedures are being followed. The Maine Public Utilities Commission (MPUC) regulates the customer side of our business including rates, what we can have in our terms and conditions, how we handle customer meters as well as customer notices and disconnect etc..

**Superintendent's Report:**

1. Bacterial tests were absent for E-coli and total coliform.
2. Average gallons per day (AGD) was 334,000 between the two pump stations.
3. The Fall flushing is complete.
4. The Merrill Rd Hydrant that has been out of service has been replaced with a new hydrant. EJ Prescott and Merrill Excavation helped with the install. The Fire Department has been notified.
5. We will be repairing the leak that's on our office and well property next week.
6. We will have all of our belongings out of the storage building on Mayall Rd by 10/28 and will not have to make any more rental payments.
7. New hydrant flags have been ordered and we're working on pumping the hydrants out before cold weather.

**Trustee Reports:**

**Steve:** There is a Town Council meeting where there will be a 15 minutes presentation regarding the subdivision on Woodcock Dr. There is a workshop at 6:00, the meeting begins at 7:00.

There was a community presentation on Shaker Rd after our last meeting. There were a couple things of interest to us; the moratorium on opening the road is three years, not five

due to the fact that it was just an overlay. Also, we may have two or three hydrants right at the edge of their proposed new sidewalk. We should talk to public works about this at some point.

**Mike:** Mike handed out copies of the 2020 Maine Water & Wastewater Facilities Annual Salary and Benefits Survey.

**ACTION:** Trustees to attend virtual Town Council meeting if they can.

## **OLD BUSINESS:**

### **Landfill Test Well Results**

The Town has engaged Woodard & Curran to the analytical work regarding the upward trends in the test results at the closed Gray Municipal Landfill.

**ACTION:** None

### **MDOT Route 100 work**

Mitch wrote the letter to the Town that we talked about last month and the Office Manager sent it. We should make sure to stay involved with the Town during their process.

**ACTION:** None

### **Rate Case:**

The Office Manager updated the minimum bill amounts before October billing; the steps will be changed before November billing.

**ACTION:** None

### **North Raymond Road Project:**

Bill and Mike met with the contractor to go over the billing. We should be receiving the final bill soon.

- a. Everything is complete we are just waiting for the funds now. They should arrive at the end of the month.

**ACTION:** None

### **NOAA Request for Water Service:**

Office Manager did check in with our contact at the Weather Service and he responded that he sent it up the chain and hasn't heard anything since.

**ACTION:** None

### **Dry Mills Standpipe:**

Nothing new to report.

**ACTION:** None

### **Master Plan:**

A workshop meeting is scheduled for November 2<sup>nd</sup>.

**ACTION:** None

**Resumption of Disconnect Activities:**

Office Manager did send past due customers the 30-day notice required by the PUC and will send out 14-day disconnect notices November 1<sup>st</sup>.

**ACTION:** Remove this item from the agenda.

**NEW BUSINESS:**

None

**OTHER:**

**ACTION:** Bruce and Sudiek to work on Bank accounts.

**Next scheduled regular meeting:** November 16, 2020 @ 6:00 PM

**Adjournment:** Motion/Second by Dunn/MacDonald. Meeting adjourned 7:43PM

**OUTSTANDING ITEMS:**

- Town sidewalk project (see “Community Presentation on Shaker Road” in Trustee Reports)
- Route 100 TIF (is this Rt 100 South? Probably need to be clear since we a now expecting to have a Rt 100 North project in the next few years will should be connected to the Village TIF)
- Planning for the future/CIP programming
- G.I.S.
- Relocation of office
- Search for new water source

Respectfully submitted;  
Sudiek Lester, Office Manager