

***New Gloucester Water District***  
**Minutes**  
**Monday, May 7, 2018, 5:00PM**  
**New Gloucester Meetinghouse**

1. Call to Order: Dan Bannon, Vaughn A. Hardesty and Norm Chamberlain in attendance.
2. Approval of April 2, 2018 Minutes: Moved by Dan Bannon, second Vaughn A. Hardesty, approved unanimously.
3. Operations Warrant & Financials: Approval of May 7, 2018 Warrant: Moved by Dan Bannon, second Vaughn A. Hardesty, approved unanimously.
4. Status of Accounts Receivable:
  - a. Second quarter invoices just went out and are due May 23, second notices will go out June 13.
5. Operations and Auburn Water District Report:
  - a. The April Operations Report was not available for the meeting.
  - b. Vaughn will call AWD to install the Fairgrounds meter and turn the water on and contact Parks and Recreation to let them know it is on.
  - c. Future Contract Operations:
    - i. There was a discussion on dates to advertise, except bids, etc. and to add a bid form to make review simpler.
    - ii. Norm will make date changes and Dan will prepare and add a bid form to the RFP.
    - iii. The Operations contract RFP was approved. Moved by Norm Chamberlain, second Vaughn A. Hardesty, approved unanimously
6. Other items
  - a. New connection inquiries:
    - i. Proposed connection at 112 Interval Road: The owner has had trouble getting Wright Pierce to respond to queries. Dan talked to WP about the required design, it could be expensive. There was discussion about other potential engineers.
    - ii. Future connection at 73 Bald Hill Road: Dan said the plumber called and he put him in touch with Mike Broadbent.
  - b. Vaughn will attend the Maine DEP Micro Water System Meeting on May

31. There will be discussions at that meeting on financial help for small water systems. Potential for annual audit costs to be shared between many small districts.
  - c. Discussion on electric costs and possibility of increasing solar panel efficiency.
  - d. Discussion on shutoff procedures document. It is based entirely off of Belfast's procedure. Needs more review, discussion and permission from Belfast prior to use.
7. Schedule of Future Meetings:
    - a. The next regularly scheduled meeting will be June 4, 2018 at 5:00 PM. There will be a pre-bid meeting for the Operations Contract RFP at the pump station beforehand at 3:30.
8. Adjourn: Motion to adjourn, Vaughn A. Hardesty, Dan Bannon, second, approved unanimously.