

***New Gloucester Water District***  
**Monday, February 4, 2019, 5:00PM**  
**Minutes**  
**New Gloucester Meetinghouse**

1. Call to Order: Dan Bannon, Vaughn A. Hardesty, Norm Chamberlain, Lori-Anne Wilson and Mike Broadbent, of Planet Waste Water, in attendance.
2. Approval of January 7, 2019 Minutes: Moved by Dan Bannon, second by Vaughn A. Hardesty, approved unanimously.
3. Operations Warrant & Financials:
  - a. Approval of February 4, 2019 Warrant for \$3,022.89: Moved by Norm Chamberlain, second by Vaughn A. Hardesty, approved unanimously.
  - b. The Trustees reviewed financials and accounts receivable. Invoices went out January 17 and it was noted that A/R was at \$10.
4. Operations: Mike Broadbent gave the following Operations Update:
  - a. The hydrants have all been inspected.
  - b. Pump hours are good.
  - c. The generator block heater circuit breaker was switched to a spare. The original will need to be replaced in the future. This can wait until an electrician is needed on site for another reason.
  - d. Mike noted he was taking care of paperwork to transfer operator forms to Planet Waste Water. He will need to get it to the Trustees for signatures.
  - e. Mike reported the tank for the sink will be pumped out Friday and will be checked for chlorine residual before pumping it out onto the ground.
  - f. Stan has been to the pump station and will be doing the last two checks of each month.
  - g. Mike will set up a meeting with the customer that complained of high usage.
5. Other items
  - a. The generator maintenance contract with Power Products was discussed. It was moved by Norm Chamberlain to accept and sign the contract, second by Vaughn A. Hardesty, approved unanimously.
  - b. Norm provided an update on Dig Safe, that only digging within the district would generate Dig Safe calls, instead of the entire town.

6. The next regularly scheduled meeting will be Monday, March 4, 2019 at 5:00 PM.
7. Motion to adjourn, Dan Bannon, second by Vaughn A. Hardesty, approved unanimously.