

**Orono Veazie Water District Board of Trustees**  
**Trustees' Meeting: Thursday July 28, 2016 @ 7 PM**  
**Veazie Council Chambers**

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1. Consideration of the Agenda
  - a. Opened at 7pm
  - b. All trustees in attendance
2. Approval of meeting minutes
  - June 2016
  - Trustee Borneman motioned to accept as amended, Blease
3. Public Comments and Questions –  
None present
4. Infrastructure and Water Quality:  
Superintendent's Report

Water quality - permanganate is working well and producing excellent water quality. THHM and HAA5 samples coming up. Lead and copper testing coming up.

Wells – 1 and 3 finished redevelopment. Well 3 Aqua freed was utilized.

Distribution System – repaving projects moving forward.

  1. Penobscot street hydrant reconnection to connect new loop to park street.
  2. Park street – working with Rob Yerxa on planning for traffic circle in 2018.
  3. Removed old hydrant in front of Orono house of pizza. New hydrant was installed at expense of Orono house of pizza.
  4. Mayo street finished and under budget.
  5. GIS with Sewall Company – Superintendent is in conversation with Sewall to make the system more user friendly and time consuming. Superintendent is also going to explore using other companies for GIS upgrades. Corson, Inc. has contacted the district and the town used Corson to digitally map the sewer and roads.
  6. Cyber Security – How to increase security of the system that would include, fire alarms, fail-safes, intrusion alarms, increased passwords, and security cameras. Superintendent will explore some of these options.
  7. Pine street – Revisiting the broken line under railroad tracks. Working with Bangor Natural Gas for a joint project.

Current and Proposed Projects

Sanitary Survey – Letter from R. McKenzie – All deficiencies are amended.

Wright-Pierce update: ETA of Comp Plan, Extended Simulations?

State Revolving Fund money - \$15,000 for comprehensive plan.

Employee evaluations- have been performed.

5. Financial and Budget:

a. Monthly reports

- Vendor balance detail
- Balance sheet
- Transactions List
- Profit & Loss comparison
  - ◆ Format changes

6. Executive Session to discuss a PERSONNEL MATTER

- per **MRSA § 405 – 6A**
  - Trustee Perkins motioned at 8:01pm
  - Trustee Blease seconded.
  - Out of Executive Session at 8:48pm

7. Personnel Policy - Tabled  
Unfinished Discussions:

- Sick Time accrual, rollover, payout at termination – Will be discussed at September 13th meeting.
- Comp time accrual, rollover, payout - Will be discussed at October
- Benefits contribution from employees - Will be discussed at November
- Prohibited Employee Actions - Will be discussed at December.
- Disciplinary Procedures - Will be discussed at December.

8. Technology

- Weebly Transition Timeline – Trustee Bolton will send Michelle a list of items to be accomplished to transition to Weebly and Gmail.

9. Public Comments and Questions.

10. Trustee Comments / Requests for information.

11. Next meeting September 13. HEC, CPA in September.

12. Adjourn – Trustee Bolton motioned, Trustee Borneman seconded. 9:08pm