

Orono Veazie Water District Board of Trustees
Trustees' Meeting: Tuesday June 22, 2016 @ 7 PM
Orono Council Chambers

1. Consideration of the Agenda – All trustees present.
 - Opened at 7pm
 - No changes to agenda

2. Approval of meeting minutes
 - May 2016 – Trustee Dastoor motioned to approve as amended
 - Trustee Borneman seconded
 - All in favor

3. Public Comments and Questions

4. Infrastructure and Water Quality:
 - a. Superintendent's Report
 - Potassium Permanganate (PP)– Everything is going well. Small check valve issue related to buildup of PP.
 - Well run times are still relatively good but with a few minor issues
 - WOODARD & CURRAN (W & C) recommended a computer upgrade at plant due performance issues.
 - Old computer will be dedicated to new online state requires of test results and other regulatory data.

Water quality -

 - 5/11/16 - On website 1215 State THHM-32.3ppb, HAA 4.3 ppb
 - Student Union THHM16ppb, HAA 11 ppb

Wells - Dennis Manher –redeveloping well (traditional not Aqua-Freed). Will most likely try Aqua-Freed on well three. Does not seem to be a tear as we thought last year.

Distribution System – Altitude value are working and starting. Try shutting off standpipes during the day and turn on at night.

Current and Proposed Projects – Spring flushing went really well. Lighter in color overall and less time to flush to clear water. Due to new regulations, required to de-chlorinate water when flushing.

Paving in Orono, Rob Yerxa

 - New plastic lines, gate boxes and services - Penobscot Street, Hamlin Street

Paving in Veazie, Mark Leonard –

- New lines, gate boxes and services – Mayo Street, Hamlin
- Michelle, looking into accepting credit card payments, hopefully starting in January, 2017

5. A. Financial and Budget:

Monthly reports and comparisons

- Vendor balance detail - Trustee Dastoor questions – Dead River bill for \$1000, Office on Heating oil, Propane for filter house and pumping house. Natural gas – not cost effective with low usage and low cost
 - MC electric – updates to plant
 - Maine Water works supplies – Mayo Street suppliesTrustee Perkins – Treasurer of State and Advocate payments?
Pollard Water – De-chlorination Tablets
Trustee Bolton – WOODARD & CURRAN charges due to Potassium Permanganate work
- Profit & Loss comparison – Line 474 – A few businesses purchase water from district and sales of some old equipment.
 - Year to date differences – increase from 2015 to 2016 due to no superintendent for half of 2015
- Balance sheet – Trustee Dastoor - depreciation not on balance but in annual review by accountant
- Transactions List

5b – Trustee Dastoor and Blease will work on budget format and bring back to trustee.

6. Technology

Website Update

- Trustee Blease – transition to Weebly and Google Email July/Early Aug.
- Trustee Bolton will contact Michelle to commence transition.

7. Executive Session: To discuss a PERSONNEL MATTER

Trustee Blease and Trustee Dastoor Seconded. Entered at 8:17pm

- per **MRSA § 405 – 6A**
- *Exit Executive session – 8:58pm*
 - Reformatting tasks - Boyd and Michelle should clarify total salary and compensation and include the following.
 - *Base Salary*
 - *As part of this, it should include vacation time and sick time.*
 - *Overtime*

- *On-call*
 - *Health insurance paid by district*
 - *Accrued Sick time*
 - *401k contributions paid by district*
 - *Life insurance*
 - *Cell phone*
 - *Misc.*
- *Personnel Policy - Also examine how to move to health insurance cost from fix amount to percentage. Rates generally change January.*
 - *Trustee Perkins – Source of wages of benefits?*
8. Executive Session to discuss a PERSONNEL MATTER
 - Need to update and make changes.
 - per **MRSA § 405 – 6A** Personnel Policy Discussion
 9. Public Comments and Questions –
 10. Trustee Comments / Requests for information – None
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 11. Adjourn – Motion to adjourn – Trustee Bolton, Trustee Blease
 - All trustees seconded – 9:22pm.

July 12, Meeting at 7pm.