



## South Berwick Sewer District

293C Main Street

PO Box 320

South Berwick, ME 03908

Minutes

Regular Monthly Meeting

7 PM September 9, 2019

CALL TO ORDER: Kevin Emery called the meeting to order at 7:02 pm.

ROLL CALL: Kevin Emery, Paul Hussey, Ken Holmes, Jim Flynn, Jim Smith (Trustees), Skip Clough (Superintendent), Tom Harmon, (Admin), Rebecca Batchelder (Office Manager)

### MINUTES OF MEETINGS:

- July 1, 2019 Regular Monthly Meeting – *Ken Holmes made a motion to accept, Paul Hussey seconded. All in favor- motion passed.*

PUBLIC AUDIENCE: None

### COMMUNICATIONS:

- Review of previous month's communications;
  - July 15, 2019 – Michael Michaud to SBSD Board of Trustees re: credit for usage reading filling swimming pool. – *See communication from September's meeting below.*
  - July 16, 2019 Wendy and Travis Shaw, 61/63 Butler Street to SBSD office re: status of duplex. – *Continue to bill as a duplex because the town has it listed as APT-2 FAM, 2 units.*
  - July 24, 2019 Maine Municipal Association Risk Management Service to Members of Workers Compensation Fund and Property & Casualty Pool re: Dividend Payments. - *Information only.*
- 8/4/2019 Kyle Lontine, 11 Locust Lane to SBSD office re: credit for exterior water usage. – *Kevin Emery made a motion to reiterate our current policy for intentional exterior water use, to be billed at a normal rate. Customers will only receive a credit in the case that a deduct meter is used and properly recorded by the district office. Jim Smith seconded- all in favor, motion passed.*
- 8/5/2019 Michael Michaud 13 Brattle Street to SBSD Board of Trustees re: credit for exterior water usage. - *Kevin Emery made a motion to reiterate our current policy for intentional exterior water use, to be billed at a normal rate. Customers will only receive a credit in the case that a deduct meter is used and properly recorded by the district office. Jim Smith seconded- all in favor, motion passed.*

- 9/3/2019 Janet Gaudette to SBSB Board of Trustees re: water meter error. – *Water meter was reading in CF not gallons. Once meter was reprogrammed into gallons there was an increase in sewer usage for the current billing cycle. Payment plan can be arranged and spread out over the course of five quarters.*

OLD BUSINESS:

- Pleasant Street- *Repairs in progress.*

NEW BUSINESS: *None*

OPERATIONS

- Skip Memo – *Information only*
- Odor Control - *No issues presented*
- Septic Billing Accounts - *No issues presented*
- Billing Workshop – *October 3, 2019, 6pm at district office.*

PAYING OF BILLS:

- Ken Holmes made a motion to authorize payment of the August 2019 bills in the amount of \$107,610.60, Keven Emery seconded, unanimous - all in favor.
- Kevin Emery made a motion to pay bills in the amount of \$78,754.28, Ken Holmes seconded, Unanimous – all in favor.

OTHER:

- **Next meeting October 7, 2019**
- **Billing Workshop October 3, 2019**

ADJOURNMENT: Paul Hussey motioned to adjourn, Ken Holmes seconded, meeting adjourned at 8:31 pm.

Recorded by Rebecca Batchelder