

South Berwick Sewer District

Minutes Regular Monthly Meeting

7 PM Monday November 1, 2021

CALL TO ORDER

Kevin Emery called the regular monthly meeting to order at 7:02 PM

ROLL CALL

Kevin Emery, Jim Smith, Paul Hussey, Ken Holmes (Trustees); Scott Perry, Supt; Tom Harmon, Becky Batchelder, Office Manager

MINUTES OF MEETINGS:

- October 4, 2021- Regular Monthly Meeting- *Ken Holmes made a motion to accept, Jim Smith seconded; All in favor- Motion passed.*

PUBLIC AUDIENCE *None*

COMMUNICATIONS

- October 7, 2021, Kadhim Al Rubaye, 4 Buttonwood Road, (kadhim@josstec.com) to SBSD Office Re: Broken Water Hose, Bill Abatement Request- *Ken Homes made a motion to adjust Mr. Rubaye's current sewer bill based on the district's standing policy on accidental, non-disposal, usage. Jim Smith seconded. All in favor. Motion passed.*
- October 18, 2021 SBSD (R.Batchelder) to Mike Tanguay, Berkley Insurance Company, One Acadia Way, Westbrook, Maine. Re: Cummings Mill Apartment Bond Release- *Information only.*
- October 6, 2021 SBSD Rebecca Batchelder to David Flores, 110 Portland Street. Re: Excess Water Usage Appeal- *Information only.*

OLD BUSINESS

- Bouchard personnel procedure- *Working on new job descriptions and employee evaluations. Tom Harmon, Scott Perry, and Becky Batchelder to review and submit.*
- October 6, 2021 Social Security Resolution- *Kevin Emery to sign and Tom Harmon will submit to Quinn Collins at Maine State Retirement.*

NEW BUSINESS

OPERATIONS

- Odor Control- *No issues.*
- Septic Billing Accounts – *No issues.*
- Operations Report. *Provided by Scott.*
- Capital Projects- *List of possible projects for 2022 from Scott Perry*

PAYING OF BILLS

Kevin Emery made a motion to pay the October 2021 bills, seconded by Jim Smith, unanimous- all in favor.

OTHER

Trustees meet November 8, 2021 at 4pm at the South Berwick Town Hall to go over audited financials via Zoom with Bill Hall from RHR Smith.

Next district meeting December 6, 2021

ADJOURNMENT

Ken Holmes made a motion to adjourn, Jim Smith seconded. Meeting adjourned at 7:40 pm.

Recorded by Becky Batchelder