

**SOUTH BERWICK SEWER DISTRICT
180 MAIN STREET
MINUTES OF MEETING
FEBRUARY 4, 2008**

ROLL CALL: Al Roberge, Dennis Fontaine, George Gray, Richard Dionne, Mark Forsyth, Tom Harmon (Administrative Assistant), Bonnie Bishop (Office Manager), Skip Clough (Plant Manager);

CALL TO ORDER: Mr. Roberge called the meeting to order at 7:00 pm.

MINUTES OF MEETING:

Mr. Gray motioned to accept the minutes of the previous meeting as written. Motion seconded by Mr. Fontaine. Motion passed unanimously.

PUBLIC AUDIENCE: Mr. Harland Goodwin of the Historic Society spoke with the trustees as an individual member of the Board of the Directors of the Historic Society regarding a letter that had been sent to the Maine DEP from the Historic Society. He stated that he was present to try to establish a better dialogue and improve communication between the Historic Society and the Sewer District. He stated that the letter was sent after the Public Hearing held by the district after a brief discussion at the board's meeting. He stated that since that time the board has gained a better appreciation of what the district is trying to do and although there has not been an official position taken by the society yet, he stated the society does want to work with the district to create a win/win situation. He stated that the society is trying to protect its investments at the Counting House, which they plan to turn into a museum. Mr. Gray stated that the letter sent to the DEP from the Historic Society caught the trustees a bit by surprise because prior to that the district had heard nothing from the society, either positive or negative. He added that the district is working to record odor complaints via a form on its website, noting that it is important for the district to know when the odors are occurring. Mr. Forsyth also added that the intent is to collect data to try to pinpoint the problem, not just a log of complaints. After some discussion, Mr. Harmon asked Mr. Goodwin if he would go back to his board, discuss situation, and come back to the sewer districts with specific issues that the district can work with Wright-Pierce to address. Mr. Goodwin asked if it would be helpful for the board to send a second letter to the DEP expressing their support for the sewer district and its efforts. Mr. Harmon replied that such a letter would not hurt. Mr. Goodwin stated that he would take what had been discussed back to his board and continue to keep in contact with Mr. Harmon.

Mr. Harmon suggested the trustees move to New Business so to respect the time of the representative present from Wright-Pierce.

NEW BUSINESS: Mr. Peter Atherton of Wright-Pierce was present to discuss entering into a revised contract with the Sewer District to work toward resolving odor issues. Mr. Harmon stated that he has talked with Mr. Atherton about reinstating the interview process and then perform more testing later on in the year. Mr. Atherton gave a brief overview of the Phase I contract which was entered into between the district and Wright-Pierce in January of 2005. In June of 2006, after the completion of Phase I, the district and Wright-Pierce entered into Phase II, which was to consist of following through on suggestions made based upon the findings of Phase I, which included four different testing days in the summer. Because the smaller improvements that had been implemented first yielded an immediate result that had appeared to be satisfactory to those in the neighborhood of the plant, the district and Wright-Pierce had agreed to hold off on the testings and see if the improvements made would prove to have been enough, which appeared to have been the case until recent complaints came to light. After talking with Mr. Harmon, Wright-Pierce is proposing to implement an amended Phase II contract that would be the same in scope and fee as the previously suggested Phase II with the exception of the added interview component.

Mr. Harmon gave Mr. Atherton a brief overview of how the complaints regarding odor had resurfaced, which had happened around the time of the plant license coming up for renewal with the DEP. He explained the steps the district had taken to this point to try to resolve some of the issues, including the complaint log. Ms. Bishop reported that no complaints had been received in the past month either by phone or via the website. Mr. Harmon stated that the district would like to have Wright-Pierce on board so someone other than the trustees is also paying attention to the odor and a solution can hopefully be found. After some discussion about implementing the recommendations that would be made by Wright-Pierce as they find the odor sources, Mr. Dionne asked what needs to be done right now. Mr. Atherton stated that Wright-Pierce would enter into an agreement with the district for the new amendment for Phase II, close out the old Phase II, and start the interviews. After some further discussion regarding the scope of the work under the new Phase II and the order in which it would be implemented, it was agreed to have Wright-Pierce to do the interviews first to try to establish a possible direction toward possible odor causes and also show the community that the district is serious about solving the odor problems. Mr. Atherton asked if the district would have a problem inviting the neighbors to observe the monitoring if they would like. The trustees agreed that that would be fine.

Mr. Atherton stated that the suggested budget for the revised Phase II agreement is \$16,500. There is \$11,000 remaining from the old Phase II agreement, which means the district would need to agree upon \$5,500 for the revised Phase II. Mr. Gray motioned to authorize the amended Phase II agreement to include the increased scopes, not to exceed \$5,500, for a total of \$16,500. Motion seconded by Mr. Forsyth. Motion passed unanimously. Mr. Atherton stated that he would update the paperwork and get it back to the district.

COMMUNICATIONS:

1. Letter from Frank Knowlton Jr. to SBSB re: relief request

After a brief discussion, Mr. Forsyth motioned to average the bills for Mr. Knowlton from the previous four quarters and give him a rebate on the amount paid. Motion seconded by Mr. Fontaine. Motion passed unanimously.

2. Letter from MMA to Debbie Reed/Bill Dube Auto Dealership re: Claim

Mr. Clough explained that a snowplow had come by and popped the lid of one of the district's manholes. The cover is back on with new framing.

3. Letter from Maine Public Employees Retirement System to SBSB re: Statement of Consolidated Plan Cost

Mr. Roberge asked if any of the district employees are involved in the system. Ms. Bishop answered that five employees are. She added that there is no change and the rates are still the same.

OLD BUSINESS: none

OPERATIONS:

1. Beaver Dam Pump Station

Mr. Harmon gave the trustees each a copy of the survey showing the results of the study done at the pump station site. He explained the proposed plan, which includes putting the new station to the side of the existing one, then removing the existing station. He added that the Old Mill Association is aware of the project and is in favor of it. The trustees discussed the survey with each other and Mr. Harmon. When asked about cost, Mr. Harmon answered that he does not have any figures yet. Mr. Roberge asked if the plan would be to try to start the project in the spring. Mr. Harmon answered affirmatively.

2. Regulation Action

Mr. Harmon reminded the trustees of the action taken at the previous meeting that added new regulations to the districts current regulations. He went through the current regulations and made some revisions, mainly typos. He stated that the board would need to sign off on those revisions, adding that the regulations themselves are still the same. Mr. Clough stated that he would like to see the chart at the end of the regulations removed as they are no longer current and the numbers on them are bound to change with time. After some discussion regarding additional typos noted by a few trustees and whether or not to remove the chart, Mr. Gray motioned to adopt the proposed revisions to the Sewer Use Rules and Regulations as proposed, adding Articles 11 and 12 and eliminating the table at the end and correcting all typos. Motion seconded by Mr.

Forsyth. Motion passed 4-1, with Mr. Dionne casting the dissenting vote. Mr. Dionne stated that he is opposed to removing the chart. After some discussion, Mr. Gray noted that Article 6 Section 4E refers to the table that was taken out. After some discussion as to how to reword that paragraph to take out the table but still allow the district to restrict any harmful elements from being dumped into the plant, Mr. Gray motioned to rescind his original motion to adopt the proposed revisions to the Sewer Use Rules and Regulations, adding Articles 11 and 12 and eliminating the table at the end and correcting all typos. Motion to rescind seconded by Mr. Forsyth. Motion to rescind passed unanimously.

Mr. Gray motioned to adopt the proposed revisions to the Sewer Use Rules and Regulations, adding Articles 11 and 12, eliminating the table at the end, correcting all typos, and striking the first sentence under Article 6 Section 4E. Motion seconded by Mr. Forsyth. Motion passed unanimously.

3. Complaint Log

Mr. Roberge asked if any complaints had been received. Ms. Bishop answered that no complaints have been received since the last regular meeting.

OTHER:

Mr. Roberge noted that the annual meeting is scheduled for March 10, 2008.

PAYING OF THE BILLS:

The trustees discussed a bill from Bit 'O Green for plowing services provided. The trustees discussed either putting out a new bid for landscaping/plowing services for next year or possibly having one of the plant employees perform the mowing and plowing due to the high cost of the bills for those services the previous year. Mr. Gray motioned to pay the bills for January 2008 in the amount of \$55,848.57. Motion seconded by Mr. Forsyth. Motion passed unanimously.

ADJOURNMENT: Mr. Dionne motioned to adjourn the meeting. Motion seconded by Mr. Gray. Motion passed unanimously. The meeting was adjourned at 8:47 pm.