

# **SOUTH BERWICK SEWER DISTRICT**

## **Board Meeting Summary**

**Date:** April 6, 2026 **Time:** 5:00 PM

**Location:** Business Office

### ***Attendance***

**Present:** Kevin Emery (Chair); Jim Smith (Trustee); Jim Flynn (Treasurer); Tom Devaney (Trustee)

**Absent:** None

**Also Present:** Denis Mesier (Administrator); Scott Perry (Superintendent); Tammy Belanger (Office Manager)

### ***1. Key Actions & Decisions***

- Approved minutes from prior meeting.
- Appointed a new trustee for a one-year term.
- Approved bills totaling \$112,093.26.

### ***2. River Trail Proposal***

- Recreational trail proposed along Sewer District property (outside fence), including a cantilevered boardwalk section.
- Requires town ordinance and DEP approvals.
- Board supported concept; requested updated maps and engineering plans.
- Concerns noted: odor, maintenance, liability, construction coordination.

### ***3. Operations & Capital Projects***

- HVAC system impacted by hydrogen sulfide corrosion; safety and equipment concerns noted.
- Next step: confirm contractor solution meets NFPA 820 standards.
- Roof replacement quotes received; decision deferred pending HVAC resolution.
- Influent pump station engineering ongoing; balanced funding emphasized.
- Plant office space required; modular building under consideration.

### ***4. Town Hall Relocation***

- Office relocating to trailers around May 1.
- Limited access and space expected.
- Alternate meeting location required.

### ***5. Financial Overview***

- 31 delinquent accounts (~\$81,000).
- Improved collections following notices.
- Lien process to begin after 30-day notice period.
- Berwick Academy discrepancy resolved and documented.

- Septic and grease disposal costs increasing; rate comparison underway.
- Cash position approximately \$484K–\$575K (pending reconciliation).

### **6. Policy & Administration**

- Late fee policy under review for consistency.
- Continued improvements in billing accuracy and collections.
- Ongoing maintenance projects including manhole repairs.

### **7. Next Meeting**

May 4, 2026

Respectfully submitted,

Tammy Belanger  
Office Manager