



South Berwick Sewer District

South Berwick, Maine

SOUTH BERWICK SEWER DISTRICT
Minutes of Monthly Meeting January 6, 2014

ROLL CALL:

Amin Bahrour, Kevin Emery, Dennis Fontaine, George Gray and Paul Stanley (Trustees); Bonnie Bishop, Office Manager, and Tom Harmon, Admin. Asst., Present. Skip Clough, Absent.

CALL TO ORDER:

Mr. Gray called the meeting to order at 7:00 p.m.

MINUTES OF MEETING:

Mr. Fontaine made a motion to accept the minutes of the Public Hearing on December 2, 2013 as presented. Motion was seconded by Mr. Bahrour. Motion to accept the minutes as written passed with four in favor and Mr. Stanley abstaining.

Mr. Bahrour made a motion to accept the minutes of the December 2, 2013 monthly meeting as presented. Motion was seconded by Mr. Fontaine. The motion to accept the minutes with the exception of amending the date from December 3rd to December 2nd passed with four in favor and Mr. Stanley abstaining.

PUBLIC AUDIENCE:

Albert Roberge

COMMUNICATIONS:

- December 9, 2013 – SBSB to M2 Facility Solutions. Information Only
- December 13, 2013 – MMA to SBSB re: Stroh claim. Mr. Gray asked Mr. Harmon to speak with Mr. Clough about a maintenance schedule for sewer lines.
- December 16, 2013 – SBWD to SBSB re: meter reading charges. The trustees discussed passing the final read charges on to the customer. Subject will be tabled until next year's rate schedules are determined.
- December 17, 2013 – MMA to SBSB re: unemployment. Information Only
- December 17, 2013 – SBSB to Mr. Mesmer re: connection fee. Mr. Harmon will find out if the property is actually connected and if there should be another connection fee for the added unit.
- December 18, 2013 – McEachern to SBSB re: Mesmer Murphy foreclosure. Information Only.
- December 19, 2013 – MMA to SBSB re: Durepo claim. Information Only.

OLD BUSINESS:

Mr. Fontaine asked about the results of increase in Trustees fees. Mr. Harmon stated that he will find out when he will be able to present it again because they are only taking emergency issues this session.

NEW BUSINESS:

OPERATIONS:

- I & I Study – After reviewing the memo from Mr. Stevens, Mr. Gray stated that after the spring thaw more data will be collected. At that time they will discuss the financial impact and what steps will be taken.
- Odor Control – No complaints.
- Septic Billing Accounts – Mr. Harmon will continue to send letters on delinquent accounts.
- 2014 Salary Increases – Mr. Harmon suggested a 1% increase which is what the consumer price index shows for the past twelve months. Mr. Fontaine made a motion, seconded by Mr. Stanley to grant employees an increase of 1%. The Trustees will set up a workshop to review employee wages in comparison to the MRWA annual salary survey. At that time they will consider salary scale increases. Motion passed with all in favor of an increase of 1%.
- Civil Consultants 2014 Contracts – Mr. Bahrour made a motion, seconded by Mr. Stanley to authorize the Chairman of the Board to sign both contracts. Motion passed with four in favor and Mr. Fontaine abstaining.

PAYING OF THE BILLS:

Mr. Emery made a motion, seconded by Mr. Stanley to approve the bills in the amount of \$ 143,008.93 for the month of December 2013. Motion passed unanimously.

OTHER:

Next meeting will be Monday, February 3, 2014.

ADJOURNMENT:

Mr. Stanley made a motion, seconded by Mr. Emery to adjourn the meeting. All were in favor, meeting adjourned at 7:59 p.m.

Submitted by Bonnie Bishop, Office Manager