



South Berwick Sewer District

180 Main Street
South Berwick, ME 03908
Tel: 207-384-2760

Minutes of Monthly Meeting May 5, 2014

ROLL CALL:

Amin Bahrou, Kevin Emery, Dennis Fontaine, and George Gray (Trustees); Paul Stanley arrived at 7:18 pm, Bonnie Bishop, Office Manager, Harold Clough, Superintendent, and Tom Harmon, Admin. Asst., Present.

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 April 7, 2014 meeting as presented. Motion was seconded by Mr. Emery. The motion passed unanimously.

PUBLIC AUDIENCE:

Suzanne Roberge, 9 Berwick Road – Ms. Roberge asked the trustees to take into consideration the long term cost of renting office space. She stated that it is the board's responsibility to explore the district's financial situation moving forward. She asked the trustees to investigate the sewer district's future and consider making an investment in a building owned by the district.

John Succi, 436 Main Street – Mr. Succi provided the trustees with a floor plan and proposal for office space at 436 Main Street. Mr. Succi explained that a lease of \$550/month would include hot water, heat, and parking. He explained that he is a contractor and would make the space to the districts needs as far as electrical outlets, baseboard heater, etc. at no additional cost to the district. Mr. Succi would also include electric at a cost of \$675/month.

COMMUNICATIONS:

- May 5, 2014 – SBSB to Eric Bloom re Merit pay raise. Information only
- April 17, 2014 – Duncan McEachern to Your District Court re Citimortgage vs. Mesmer. Information only
- April 16, 2014 – Pamela Roberts to SBSB re: State of ME vs Thomas Durepo Jr. Information only
- April 24, 2014 – Marcus Ballou to SBSB re P & C renewal application. Trustees discussed Mr. Ballou's recommendation of personal use of the district's vehicles. Mr. Harmon will send a response letter stating the district will continue to allow the superintendent's use of the company's vehicle.

OLD BUSINESS:

- Woodland Hills – Mr. Harmon stated the HOA board of directors acted in favor of a contract with the sewer district to manage their seven leech fields. Guidelines will have to be set and a contract drawn up.

NEW BUSINESS:

- Mr. Gray asked Mr. Clough about doing an inspection/study of manholes and document what repairs need to be done. With the board's consent, Mr. Gray will work on a way to accomplish this.

OPERATIONS:

- I & I Study – Mr. Jay Stevens did a presentation showing the different locations of the meters and identified some of the problem areas. Mr. Clough will look into the areas that are priority and discuss them at the next meeting.
- Odor Control – No complaints.
- Office Relocation – The trustees discussed Ms. Roberge comments and will look into purchasing an available lot owned by the town to build a district office on.
The trustees briefly discussed two locations, 436 Main Street, owned by Mr. Succi, and Civil Consultants owned by Tom Harmon. Mr. Bahrouer stated that although Civil Consultants was more costly, the space was larger for the money. Mr. Stanley stated that he did not like the area of town where 436 Main Street was located. Mr. Gray suggested a one year lease for office space while the trustees explored the options for buying a lot and building an office.
Mr. Gray took a vote for relocating the office to Civil Consultants building. Mr. Bahrouer, Mr. Gray, and Mr. Stanley voted in favor, with Mr. Emery and Mr. Fontaine opposing. The office relocation will be in Civil Consultant's building with a one year lease to be drawn up by Mr. Harmon.
- Septic Billing Accounts – Mr. Harmon will continue to send letters on delinquent accounts.

EXECUTIVE SESSION:

8:50 PM Mr. Stanley made a motion, seconded by Mr. Fontaine to enter into executive session to discuss Ms. Bishop's employment concerns. Executive session ended at 9:05 pm

PAYING OF THE BILLS:

Mr. Fontaine made a motion, seconded by Mr. Stanley to approve the bills in the amount of \$ 103,140.40 for the month of April 2014. Motion passed unanimously.

OTHER:

The next meeting will be held on Monday, June 2, 2014.

ADJOURNMENT:

Mr. Stanley made a motion, seconded by Mr. Emery to adjourn the meeting. All were in favor, meeting adjourned at 9:12 p.m.