



South Berwick Sewer District
293C Main Street
PO Box 320
South Berwick, ME 03908

Minutes
Regular Monthly Meeting
Town Hall Council Chambers
7 PM Monday
October 5, 2020

CALL TO ORDER: Kevin Emery called the meeting to order at 7:00 pm.

ROLL CALL: Kevin Emery, Ken Holmes, Paul Hussey, James Flynn, Jim Smith (Trustees), Tom Harmon (Admin), Becky Batchelder (Office Manager) and Scott Perry (Superintendent)

MINUTES OF MEETINGS:

- September 14, 2020 – *Regular Monthly Meeting- Ken Holmes made a motion to accept, Jim Flynn seconded; All in favor- Motion passed.*

PUBLIC AUDIENCE: None

COMMUNICATIONS:

- August 24, 2020- Michael Gately to South Berwick Sewer District Trustees re: Water leak. -*Information only.*
- September 16, 2020 SBSD to Simpson, 35 Oak Street., Billing adjustment - *Information only.*
- September 23, 2020 Town of South Berwick, Jen Bickford, email to SBSD re: excess water usage at new SB police station- *Information only.*
- September 2, 2020 Diana Kandilakis to SBSD re: SBSD discharge- *Complaint about treatment plant dumping into the Salmon Falls.*
- September 2, 2020 B Batchelder to Diana Kandilakis re: email response- *Information only.*

OLD BUSINESS:

- Brattle Street Extension- *Hoping to coordinate with the town on whether they plan on doing any work on Brattle Street. Tentative date to start- Spring 2021.*
- Grant and Webster assessment set date- *Hearing to be held at the town hall auditorium at 7pm, November 2, 2020*
- Impact fees Flynn and Howarth-
 - *Ken Holmes made a motion to assess the Stage House Inn a maximum of 10 additional impact units (where 1 impact unit = 48,000 gallons per annum) based on the information provided for a 20 room bed & breakfast,*

adding 1 additional meal per day for a 50 seat restaurant and a 70 seat, 5 gal/day, function hall, with a total impact fee not to exceed \$30,000 (10 total impact units) .Fees to be billed at \$6,000 dollars per annum for years 1 and 2 with further billing to occur on an annual basis as flows surpass 192,000 gallons (4 impact units) per annum at a rate of \$3,000 per incremental impact unit for years 3, 4 and 5 to a maximum assessment of \$30,000.00. Jim Smith seconded. Unanimous- all in favor. Motion passed.

- Ken Holmes made a motion to assess the Howarth building off Punkintown Road a total of 6 impact units based on the 17,400 sq ft office space, being populated at 250 sq.ft./person and 12 gal/person producing 835 gallons of waste flow per day. The total impact fee of \$18,000 is to be paid over five years at a rate of \$3600/yr. Kevin Emery seconded. Unanimous- all in favor. Motion passed.

NEW BUSINESS: None

OPERATIONS

- Odor Control - no issues presented
- Septic Billing Accounts – no issues presented
- Approval of Employee Handbook Update
- Operations Report- Received an operations report from Scott Perry. Information only- regarding maintenance being done at the treatment plant.

PAYING OF BILLS: Motion by Jim Flynn to pay bills in the amount of \$48,591.80, seconded by Ken Holmes, Unanimous – all in favor.

OTHER:

- Executive Session re: Employee Discussion
- Budget Workshop October 26, 2020 at 6pm
- **Next meeting November 2, 2020**
- **Grant and Webster assessment- Monday, November 2th 7pm Town hall auditorium**

ADJOURNMENT:

Recorded by Becky Batchelder and Tom Harmon