## Minutes

Regular Monthly Meeting

7 PM Monday, July 10, 2017

*CALL TO ORDER*

Bahrour called the meeting to order at 7:02.

*ROLL CALL*

Trustees Amin Bahrour, Jim Roberge, Kevin Emery, Paul Hussey, Ken Holmes; Admin Asst Tom Harmon

*MINUTES OF MEETINGS*:

*June 5, 2017 Regular Monthly Meeting.*Jim Roberge motion to accept, Kevin second. Unanimous

*PUBLIC AUDIENCE*  None

*COMMUNICATIONS*

* *20170601 letter from Roland Bousquet, Vine Street MHP to SBSD (Trustees) re: 11G Vine Street major water leak due to pipe breakage.* In concurrence with past policy due to the leak not adding to sewer district flow the billing shall be adjusted to reflect the average for past flows.
* *20170629-letter from MMA –RE Property & Casualty Pool Renewal Coverage.* Board members to review the information for possible discussion at next meeting.
* *20170622 Email Collette Robbins to TWH and SBSD trustees re:Whelan.* Information and discussion. Harmon to develop a mailing to district members regarding service connections to district lines, precautions needed and potential safeguards. To be completed by 7/28 for trustee review. By 7/21 Skip to report on the status of Alder Drive flow restrictions.

*OLD BUSINESS*

* *Grant and Webster Street.* Plans and specs are being reviewed for distribution to the town and districts. Intent is to have a public meeting mid August.

*NEW BUSINESS*

* *Woodland Hills.* Discussion of setting up a sub district for the SBSD to operate the onsite system for the condo association. General discussion appeared that the board felt it made sense if adequate guidelines were set. Harmon to discuss with condo association.
* Roberge initiated discussion regarding the district purchasing a skid steer to replace the leased equipment. Input to be received from Skip Clough at the next monthly meeting.
* Roberge initiated discussion regarding washout over district interceptor line. Harmon to review with Skip and the town public works department. Report at next meeting.
* Roberge initiated discussion regarding billing for the website. Board would like the website updated and continued to be updated. Harmon to invite Forsythe to the next board meeting to discuss.

*OPERATIONS*

* *Odor Control.* Discussion of Dick Colgan’s 7/10 odor complaint. No action taken.
* *Septic Billing Accounts.* Noted that G&F has made two payments totaling 5$,000 in the last month. Harmon to contact M2.
* *I&I memo.* Jay Stevens to provide an oversight of the I&I study at the August monthly meeting with the intent of obtaining proposals from firms to complete the work due to manpower constraints at the district.
* *2012 Office Accounting Procedures.* Provided for information only. Possible discussion at future meetings.

*PAYING OF BILLS*

* Motion by Roberge to pay the bills in the amount of $89,086.08. Second by Amin. Unanimous.

*OTHER*

* *Next meeting, August 7, 2017*

*ADJOURNMENT*  Motion to Adjourn by Kevin, second by Jim. Meeting adjourned at 8:45.

Recorded by T Harmon