



South Berwick Sewer District

293C Main Street

P.O. Box 320

South Berwick, ME 03908-0320

MINUTES

5 PM Monday, December 4, 2023

Regular Monthly Meeting

CALL TO ORDER

Kevin Emery called the meeting to order at 5:02 pm

ROLL CALL

*Kevin Emery, Jim Smith, Paul Hussey, Jim Flynn, Trustees; Tom Harmon, Admin.,
Becky Batchelder, Office Manager, Scott Perry, Superintendent.*

MINUTES OF MEETINGS

- November 6, 2023, Regular Monthly Meeting- *Jim Smith made a motion to accept, Jim Flynn seconded; All in favor- Motion passed.*

PUBLIC AUDIENCE

None.

COMMUNICATIONS

November 16, 2023, Scott Perry, SBSB, to EnviroMix, *acceptance of sludge mixing equipment quote- Information only.*

Deanna Doyle Maine State PLD Plan Administrator- Member Services to Laurie Bouchard re: Retirement contributions- *Details of the information needed in the letter the district can submit to Maine State Retirement. "There is an option for the district to take responsibility for giving her misinformation that caused her to make the wrong election and as a result, correct her membership to that of having opted to join as of her hire date."*

OLD BUSINESS

Great Works Land Trust Easement- *Discussion will take place at the January 2024 meeting when all the trustees are in attendance.*

NEW BUSINESS

Solar Tracker- *Becky Batchelder will forward three months' worth of CMP bills to Jim Flynn for review.*

OPERATIONS

- *Odor Control- 7 Liberty Street called 11/8/2023 about odor this past spring and summer. If the customer has any odor complaint in the future he's aware that he can contact Scott Perry right away so Scott can investigate the issue further.*
- *Septic Billing Accounts- No issues.*
- *Operations Report - Report provided by Scott.*
- *Software Upgrade- Reviewing two options and demos before deciding as to which one the district will move forward with. Both options are provided by CUSI.*
- *Budget Review, Discussion of presentation for Annual Meeting- Holding one meeting to cover the rate hearing and annual meeting, along with a presentation from Wright-Pierce, Monday March 11, 2024.*

PAYING OF BILLS

Motion to pay the bills in the amount of \$96,163.44 by Jim Flynn, seconded by Jim Smith. Approved 4-0

OTHER

Next meetings:

- *Workshop with RHR Smith 5pm December 11, 2023 (moved to December 20th)*
- *Regular meeting January 8, 2024, 5 pm*

ADJOURNMENT

Jim Flynn made a motion to adjourn. Jim Smith, seconded. All in favor- Motion passed, meeting adjourned at 5:47 pm.

Recorded by bbatchelder