

# DISTRICT DIGEST

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BRUNSWICK SEWER DISTRICT *Protecting Maine's Environment*

## AMENDMENTS TO THE SEWER USE BILLING ADJUSTMENT POLICY

*(AKA outside watering adjustment)*  
*Effective January 1, 2020*

Now in effect are these two new amendments that require the installation of a sub-meter to receive an adjustment for outside water use. You may view the 'Sewer Use Billing Adjustment Policy' which can be found on our webpage ([www.brunswicksewer.org](http://www.brunswicksewer.org)) under the 'POLICY' tab.

**New Construction/Connections:** All new residential and commercial connections to the public sewer system who wish to receive

a billing adjustment for water not entering the public sewer **MUST** use a sub-meter per the requirements noted in the "SUB-METERED use" section.

**Property Ownership Transfers:** All new owners of public sewer connected residential and commercial properties who wish to receive a billing adjustment for water not entering the public sewer **MUST use a sub-meter** per the requirements noted in the "SUB-METERED use" section.

Please contact us should you have questions concerning these policy amendments.



## TRANSFER OF CREDIT CARD FEES TO RATEPAYERS

*Effective May 1, 2020*

When the District started accepting credit/debit card payments, we absorbed the processing fees. Over the years, ratepayer use has significantly grown. In 2019 the card fees were almost \$16,000. This is an expense the District and all ratepayers can no longer absorb. Effective May 1, 2020, the card processing fees will be assessed to the ratepayer. As a governmental entity, the District is permitted by Maine law (MRS Title 9-A, §8-509, 2.) to pass this fee onto the ratepayer.

Please note the following as a result of this change:

- VISA, MasterCard, Discover and American Express fees will be assessed at 2.75% of the transaction amount with a minimum transaction fee of \$1.95.

- **Credit/debit card payments over the phone will no longer be accepted.** In-person card payments may be made at the District's administrative office, 10 Pine Tree Road.
- If you pay on-line with a check it is a flat fee of one dollar.

As of May 1st, we will also be switching to a new authorized 3rd-party payment service provider for the on-line credit/debit card transactions. Access to making payments will still require going to our website [www.brunswicksewer.org](http://www.brunswicksewer.org). The process will be similar to what you are currently doing. More information will be provided on our website and in our next quarterly newsletter.

**Don't want to pay a fee?** Here are the other ways to pay your sewer bill without a processing fee:

- Pay in person (cash or check) at our administrative office;
- Mail a check to our administrative office;
- Sign up for direct payment withdrawal from a checking or savings account. For the direct payment authorization form please go to our website [www.brunswicksewer.org](http://www.brunswicksewer.org). Select the Billing Info tab. From the dropdown list select "Set up Direct Payment". Follow directions to complete and sign the "Authorization for Direct Payment" form. Mail the completed and signed form with a void check to Brunswick Sewer District, 10 Pine Tree Road, Brunswick, ME 04011.

Thank you for understanding the necessity of this change.

# SPOTLIGHT ON SAFETY: NEW SAFETY COORDINATOR



one of the reasons we are active participants in the Maine Department of Labor's SHAPE Program.

*"The Safety and Health Award for Public Employers (SHAPE) recognizes public sector employers who maintain an exemplary safety and health management system. Acceptance into SHAPE by the Maine Department of Labor, Bureau of Labor Standards is an achievement that distinguishes your organization as a model for workplace safety and health."*

The Brunswick Sewer District takes safety seriously. It's our top priority. We want to make sure that all our employees go home happy and healthy every evening. That is

To take our safety program to the next level, the District recently promoted operator Dan Munsey to the Position of

Safety Coordinator. In his new role, Dan will ensure that the District maintains compliance with the SHAPE program, ensure that all our inspections are completed, and make sure our internal safety systems are functioning properly. By placing the responsibility for all divisions under one umbrella, the District expects to continue our impeccable safety record of zero lost time injuries. Congratulations on your new role Dan, and thanks for leading the charge.

## Recognition

The following employees are celebrating an anniversary in the 1st quarter of 2020:

<b>Wesley Wharff</b> Collections Supervisor 32 years	<b>Jennifer Nicholson</b> Treatment Plant Supervisor 26 years	<b>Bonnie Shippen</b> Administrative Assistant 8 years	<b>Erik Walling</b> Collection/Pumping Operator 2 years
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*We thank you Wes, Jen, Bonnie, and Erik for your years of service to the District!*



## 25-YEAR RECOGNITION OF SERVICE

Jennifer Nicholson (on right), Treatment Plant Supervisor, receiving her 25-year recognition of service from the New England Water Environment Association, at NEWEA's annual conference held in Boston Wednesday, January 29, 2020.



## FUN WASTE WATER FACTS WITH THE SEWER GUY

### ANCIENT ROMAN MYTHOLOGY: A SEWER SHRINE?

The Shrine of Venus Cloacina was a small sanctuary built near the Roman Forum meant to honor the goddess Cloacina, the Cleanser, who presided over Rome's Cloaca Maxima or the "Great Sewer Drain". The date of the shrine's construction is unknown. All that remains today is its marble foundation.

## REMINDERS

### OUTSIDE WATERING ADJUSTMENTS/CREDITS FOR 2020 - POLICY CHANGE EFFECTIVE JANUARY 1, 2020

Please see the article on front page for details.

For ratepayers not using a sub-meter and requesting a potential credit adjustment, please call 207-729-0148 or email [info@brunswicksewer.org](mailto:info@brunswicksewer.org) to be placed on the list. Please reference "II. Statement of Policy, Non-Sub-Metered use" in our **Sewer Billing Use Adjustment Policy** for potential adjustment calculation.

### OTHER REMINDERS

When experiencing a sewer system problem, please contact the District **FIRST**. The 24-hour emergency number is **207-729-0148**. Make sure your plumber calls Maine Natural Gas before any tools are placed in your line.

Thinking of doing some yard work? Before your contractor digs, call DIG SAFE (1-888-344-7233). It's free and it's the law.

You can skip the checks and stamps by paying your sewer bill online with a credit/debit card. Beginning May 1, 2020 there will be a fee for this service. Please go to: [www.brunswicksewer.org/iwt.html](http://www.brunswicksewer.org/iwt.html).

Or you may sign up to have your payment automatically deducted from your checking or savings account. Select the "I Want To" tab then "Set Up Direct Payment" from our website. Complete the form and mail it to us to complete the set up.

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