



Town Of Pembroke

Sewer Commission

MONTHLY SEWER COMMISSION MEETING

DATE: April 18, 2016 **TIME: 7:00 P.M.** **PLACE: 4 Union St.**

1. **Meeting Called to Order: 7:02 pm**
Attendance: Commissioner Harold Thompson, Commissioner Daniel Driscoll, Commissioner Jules (Andy) Pellerin, Paulette Malo, Operations Director, Pete Boettcher
2. **Citizen's Comments:** None
3. **Scheduled Meetings:** Pete Boettcher came in to talk to the Commission about whether the commission still would need his services.
Motion: Dan made the motion to keep Boettcher Electric on as a consultant to the board as needed. Pete will attend the sewer monthly meetings and will be available for issues that might need his help.
Seconded: Andy seconded the motion.
Vote: 3 in favor, motion passed
4. **Old Business: a. Any Old Business:** Paulette spoke to the company that is going to paint the pipe that crosses the Suncook River and was told that it should be done sometime in May.

 b. Bow Lane Pump Station; Paulette explained that the engineers are suggesting 2 propane tanks at Bow Lane 1 for the generator and 1 for the heating system.
Motion: Andy made the motion to go with only 1- 1,000 gallon propane tank.
Seconded: Dan seconded the motion.
Vote: 3 in favor, motion passed

The Commission would also like the Bids to go out in early May with the Bid opening at the end of May and the contract to the Selectmen for the June 6th meeting.

Action Item: Paulette will talk to the engineers and give them the information from the commission.

- c. **212 Main St:** Paulette has not heard from Waterworks about the property.
- d. **375 Perley Ave Update:** Paulette explained that she received the documents from the Town engineer about the lateral that was replaced on Rowe Ave. and the Town did pay for that.

A discussion took place on the difference in the situation for this property. The commissioners all agreed that the contractor should cover all cost due to the line being broken in 2 different places and a second back-up due to the wrong fernco being used.

5. New Business: a. Sign Manifest: Bills were reviewed and the Manifest was signed.

- b. **561 Pembroke St.** Paulette explained that the property owner came in and stated that he was connected to the Town's sewer system but has not received a bill since he was connected. The sewer department did camera the lateral to make sure the connection was done correctly and it was.

Motion: Dan made the motion to research the past 3 years history for the property for the next meeting.

Seconded: Andy seconded the motion.

Vote: 3 in favor, motion passed

- c. **Correspondence:** Fraud Questionnaire: The Commission discussed the question and answered them. Harold will come back in the morning to finalize the form.
- d. **Any New Business:** Paulette stated that she had heard that the property owner for the lot on Wilkins Ave. may be moving forward in the near future.

e. Accept minutes of March 21, 2015:

Motion: Dan made the motion accept the minutes as written

Seconded: Andy seconded

Vote: 3 in favor, motion passed

- f. **COLA for Finance: Motion:** Andy made the motion to have Harold sign the letter to finance for the 1.7% COLA for the 3 employees.

Seconded: Dan seconded

Vote: 3 in favor, motion passed

g. Adjourn: 8:30 pm

Motion: Andy made the motion to adjourn

Seconded: Dan seconded the motion.

Vote: All in favor, motion passed

**Respectfully Submitted,
Paulette Malo, Operations Director**