



Town Of Pembroke *Sewer Commission*

MONTHLY SEWER COMMISSION MEETING

DATE: February 17, 2020 TIME: 7:00 P.M. PLACE: 4 Union St.

I. Meeting Called to Order: 7:15 pm

Attendance: Commissioner Harold Thompson, Commissioner Daniel Driscoll, Paulette Malo, Operations Director
Unavailable: Commissioner Jules (Andy) Pellerin,

II. Citizen's Comments: NONE

III. Old Business: Sewer Secretary Position: Paulette explained that she has received 7 application and will start the interview process the last week of February.

IV. Any Old Business: Paulette explained that the sewer bills are now on line. Rate payers can sign up for e-bills (paperless billing), and to view their bills on line. The Rate payers can have this access even without using the website to pay their bills. The office still accepts cash, checks and credit/debit cards, by mail, in person or over the phone. We received payment from 2 accounts that were past due on the website over the weekend. Past due notices went out on Friday.

V. New Business: a. Review and Sign Manifest: Manifest was reviewed and signed

b. Review and Sign Warrant 1 Zone 2: Warrant 1 Zone 2 was reviewed and signed.

c. Review and Sign Adjustment Journal: The Adjustment Journal for PRM-RGM LLC. Paulette explained that when the bills were generated that she noticed that this account was being charged \$69,619.51, when the bill should have been \$252.47. The adjustment journal is in the amount of \$69,367.04. The Adjustment Journal was signed.

d. Abatement: NONE

e. Correspondence: Correspondences were reviewed. Dan asked if we hears anything from Allenstown yet on the new IMA. Paulette will check with Jeff at the Plant.

f. Accept minutes of January 20, 2020:

Motion: Dan made the motion to Table the minutes until March 16, 2020

Seconded: Harold seconded the motion.

Vote: All in favor, motion passed

VI. Any New Business: Keith Ave Pump Station: Paulette explained that a water pipe separated inside the station causing the 2 pump motors to be very wet. One of the motors was not working so it was replaced the same day. A second motor has been ordered and will be replace the following week. Carlucci Mechanical was called to repair the water pipe. In April we will be checking the water pressure at each station and if a pressure reducer is needed this will be installed.

VII: Non-Public Session: NONE

VIII. Adjourn: 7:25 pm

Motion: Dan made the motion to adjourn

Seconded: Harold seconded the motion.

Vote: All in favor, motion passed

Respectfully Submitted,
Paulette Malo,
Operations Director

Accepted _____
