



Town Of Pembroke Sewer Commission

MONTHLY SEWER COMMISSION MEETING

DATE: December 19, 2022 TIME: 7:00 P.M. PLACE: 4 Union St.

I. Meeting Called to Order: 7:03 pm

Attendance: Commissioner Harold Thompson, Commissioner Jules (Andy) Pellerin, Commissioner S. Daniel Mattingly, Paulette Malo, Operations Director Corey Welcome, Operations Associate

Unavailable:

II. Citizen's Comments: None

III. Scheduled Meetings: None

IV. Old Business: None

V. Any Old Business: 2023 Budget: A discussion took place about the 2023 Budget. While Paulette went to the Budget Committee Meeting an error was spotted by Gerry Fleury. Paulette has corrected the errors

Motion: Andy made the motion to accept the corrected bottom line of the 2023 Budget of \$1,789,049.00.

Seconded: Dan seconded the motion.

Vote: All in favor motion passed

Set Rate for 2023 Budget: The Commissioners looked at several different ways to meet the bottom line of the Budget. They looked at user rates as well as per thousand rate. A discussion took place on the different calculation.

Motion: Dan made the motion to raise all unit fees by \$14.00 each

Seconded: Andy seconded the motion.

Vote: All in favor motion passed

b. Jetter: Paulette said that she received an email from US Jetting that the new Jetter appears won't be in until the end of February.

d. 2023 3500 Truck: Nothing new as of this meeting.

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

b. Review and Sign Warrant 4 Zone 3: Warrant was reviewed and signed

c. Abatement 417 Terrie Dr.: The Late Penalty Register was reviewed and signed.

Motion: Andy made the motion to accept the abatement request for \$30.00 penalty.

Seconded: Dan seconded the motion.

Vote: All in favor motion passed

d. Correspondence: Correspondences were reviewed.

e. Accept minutes of November 21, 2022:

Motion: Andy made the motion to accept the minutes of November 21, 2022

Seconded: Dan seconded the motion.

Vote: All in favor motion passed

f. 337 Pembroke St. Paulette explained that she found through Zillow that this property might have an addition unit that the Town is unaware of. Paulette has sent out emails to see if the Code Enforcement could verify if this property does have 3 or 4 units. According to Paul Bacon's email he has informed the property owner that he can only have 3 units unless he pursues the proper way of adding a fourth unit to the property.

No decisions were made at this time

VII. Any New Business: a. Any Encumbrances that are needed: A discussion took place on any items that should be encumbered.

Motion: Andy made the motion to encumber \$64,836.00 for the new Jetter that has been ordered and has a delivery date end of February 2023.

Seconded: Dan seconded the motion.

Vote: All in favor motion passed

VIII: Non-Public Session RSA 91-A: 3 II A: Motion: Andy made the motion to go into Non Public Session in accordance to RSA 91-A:3 II A , at 7:25 pm

Seconded: Dan seconded the motion.

Vote: Harold-Yes, Andy-Yes, Dan-Yes

Motion: Andy made the motion to come out of Non Public Session 7:35 pm

Seconded: Dan seconded the motion.

Vote: Harold-Yes, Andy-Yes, Dan-Yes

Motion: Andy made the motion to accept the raise for Corey Welcome as discussed for his 1 year review.

Seconded: Dan seconded the motion.

Vote: Harold-Yes, Andy-Yes, Dan-Yes

IX. Adjourn: 7:37 pm

Motion: Dan made the motion to adjourn

Seconded: Andy seconded the motion.

Vote: All in favor, motion passed

Respectfully Submitted,
Paulette Malo,
Operations Director