



Town Of Pembroke *Sewer Commission*

MONTHLY SEWER COMMISSION MEETING

DATE: March 18, 2024 TIME: 7:00 P.M. PLACE: 35 Canal St & 4 Union St.

I. Meeting Called to Order: 7:00 pm

Attendance: Commissioner Jules (Andy) Pellerin, Paulette Malo, Commissioner/Operations Director, Corey Welcome, Operations Associate

II. Citizen's Comments: None

III. Scheduled Meetings: None

IV. Old Business: None

V. Any Old Business: None

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

b. Review and Sign Warrant 1 Zone 3: The Warrant was reviewed and signed

c. Abatement: None

d. Correspondence: Correspondences were reviewed.

e. Accept Minutes of February 20, 2024:

Motion: Andy made the motion to accept minutes as written

Seconded: by Paulette

Vote: All in favor

f. Approve Sewer Emergency Response for SSO Plan: Paulette explained that the department did not have this document in writing. She has now put the Plan in writing.

Motion: Andy made the motion to table until a full board is present to approve.

Seconded: by Paulette

Vote: All in favor

g. Sign Letter to Finance for COLA: A review of the letter to finance for the 8.7% COLA was reviewed.

Motion: Paulette made the motion to have Andy sign the letter to finance for the COLA as budgeted for 2024.

Seconded: by Andy

Vote: All in favor

VII. Any New Business: a. Application for change of Use at 557 Pembroke St. Paulette explained that the owner would like to convert this property from an office building to a 2 apartment building with an office.

Paulette showed the plans.

A discussion took place about the conversion. Should the property owner convert to the 2 apartments and an office, he would need to go in front of the ZBA.

Motion: Andy made the motion to accept the plans as submitted. A fee of \$4,533.80 will be due for each apartment should he move forward with his plans.

Seconded: by Paulette

Vote: All in favor

b. Application for change of Use at 134 Main St. Paulette explained that the renter would like to convert this property from an antique store to a bar.

Paulette showed the plans.

A discussion took place about the conversion. The renter has also asked if it would be possible to make monthly payments where he is opening a new business. A discussion took place about allowing for monthly payments.

Motion: Andy made the motion to accept the plans as submitted. A fee of \$14,105.00 will be due on monthly payments as stated in the contract that will need to be signed by the property owner as well as the renter.

Seconded: by Paulette

Vote: All in favor

c. Application for building a duplex on the property at 214 Pembroke St.

A discussion took place about this vacant lot. The property owner will need to go before the ZBA and/or the Planning Board in order to build a duplex. He has asked for this commission to approve the duplex prior to going before the other boards.

Motion: Andy made the motion to accept the proposal as submitted. A fee of \$4,533.80 will be due for a single family home or \$9,067.60 should the duplex be approved.

Seconded: by Paulette

Vote: All in favor

d. Move Money to PDIP Operating Account: Paulette explained that \$300,000.00 should be moved from the checking account to the PDIP Operating account where there is a higher interest rate.

Motion: Andy made the motion to move the \$300,000.00 to the PDIP Operating Account.

Seconded: by Paulette

Vote: All in favor

VIII. Non-Public Session: None

IX. Adjourn: 7:24 pm

Motion: Andy made the motion to adjourn

Seconded: Paulette seconded the motion.

Vote: All in favor, motion passed

Respectfully Submitted,
Paulette Malo,
Commissioner