



# *Town Of Pembroke*

## *Sewer Commission*

### **MONTHLY SEWER COMMISSION MEETING**

**DATE: July 16, 2018    TIME: 7:00 P.M.    PLACE: 4 Union St.**

**1. Meeting Called to Order: 6:58 pm**

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

**2. Citizen's Comments: None**

**3. Scheduled Meetings: a. Sub-Division Pembroke St, Brenton Cole, KNA:** Brenton Cole of Keach-Nordstrom Associates, came in to talk to the commission about a sub-division for 16 new single family homes. They are asking for sewer capacity for this project. All of the sewage would go to the easement that crosses through the property by the river. They are requesting 4,466 gpd in capacity.

The Commissioners explained that they would be meeting with the Allenstown Sewer Commission to talk about getting more capacity for the town. Also, once the project is approved by the commission Underwood Engineering would need to make comments on the project and this cost is paid by the developer. The beginning escrow would be \$2,500.00 and any additional fees would need to be paid prior to any approvals from NH DES for the project.

Paulette explained that she had a contract for the engineering review for this project. Approval for capacity will need to wait until we receive the allotment from Allenstown to move and get State approval.

**Motion:** Andy made the motion to have Harold sign the contract for engineering review for Long Meadow Estates

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

**b. Pace Academy:** Mr. Santana from Pace Academy came in to discuss this project for 716-718 Riverwood Dr. Mr. Santana explained that he would be the only tenant in the building therefore, the 450

gpd allotment for the building will be adequate for this proposal. There has been a toilet running and currently the water to the toilet has been shut off until the repairs can be made.

**Motion:** Andy made the motion to allow Pace Academy to move forward with the 450 gpd allotment.

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

**4. Old Business: a. Any Old Business:** None

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

**b. Review and Sign Late Notice:** Late Notice was reviewed and signed

**c. Abatements:** 529 Pembroke St: Paulette read the request and explained that the new owners are claiming that they had a broke outside faucet. Paulette will get information from Pembroke Waterworks for the next meeting and at that time the next bill will be ready to look at for usage.

**Motion:** Andy made the motion to table until the Aug. 20, 2018 meeting

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

**d. Abatement 207 Dearborn Rd.** Paulette read the request from the property owner.

The Commissioners reviewed the account.

**Motion:** Andy made the motion to abate the \$30.00 penalty as a onetime abatement.

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

**e. Correspondence:** Correspondence was reviewed

**f. Accept minutes of June 18, 2018**

**Motion:** Andy made the motion to accept the minutes of June 18, 2018 as written.

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

**6. Any New Business:** Paulette received a quote from Waters Excavation from Vermont to raise the structures on Pembroke St. The quote is for \$900.00 per structure.

**Motion:** Andy made the motion to approve Waters Excavation to raise structures on Pembroke St in the amount of \$900.00 per structure.

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

A discussion took place about a meeting with Allenstown that will take place on Tuesday July 17, 2018. Paulette explained that she got a quote from Underwood Engineers to look at our connection fees. This

would be so that we could justify the amount being charged to new and/or increase usage to the system. The amount of the contract is \$4,500.00.

**Motion:** Andy made the motion to have Harold sign the contract for Underwood Engineers to justify our connection fee for \$4,500.00.

**Seconded:** Harold seconded the motion.

**Vote:** 2 in favor, motion passed

#### **7. Adjourn: 8:20pm**

**Motion:** Andy made the motion to adjourn

**Seconded:** Harold seconded the motion.

**Vote:** All in favor, motion passed

Respectfully Submitted,  
Paulette Malo,  
Operations Director