



Town Of Pembroke Sewer Commission

MONTHLY SEWER COMMISSION MEETING

DATE: October 19, 2020 TIME: 7:00 P.M. PLACE: 4 Union St.

I. Meeting Called to Order: 7:05 pm

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

II. Citizen's Comments: Discussion with Bruce Kudrick. The Commissioners had a discussion with Mr. Kudrick about the lack of sewer capacity at this time for any new development. Andy explained that the Commission has been working with Underwood Engineering Firm at looking at possible improvements that Pembroke could make to have sewer capacity for future use. Paulette explained that she received an email from Underwood Engineering for permission to move to phase 4 of this system development.

Motion: Andy made the motion to move forward with Phase 4 of the system development

Seconded: Harold seconded the motion.

Vote: 2 in favor, 1 abstained, motion passed

The Commissioners thanked Bruce for coming in and having this discussion with them.

III. Scheduled Meetings: Keystone Pembroke, LLC.

Paulette explained that Bob from Keystone Pembroke came in to ask what the connection fees would be for the fitness center that will be used only by the tenants of the condos. There will be 2 bathrooms available in this area. Also, Bob stated that there will be a storage area and would like to have a half bath added by the storage area for employees to use while outdoors.

A discussion took place about how much use either of the facilities would be used.

Motion: Dan made the motion to waive any connection fees due to the lack of use by others.

Seconded: Andy seconded the motion.

Vote: All in favor, motion passed

IV. Old Business: a. IMA Update: Paulette explained that she has not heard from Jeff or Allenstown as of this date.

V. Any Old Business: Sewer Bond Status: Paulette explained that \$250,000.00 has been transferred and a check to the State of NH is included in this manifest for approval. The final balance can be included in the 2021 Budget. The estimate of this final payment would be around \$150,000.00.

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

b. Abatement: 450 Terrie Dr.: Paulette explained the request for the late penalty to be waived for this property as requested in writing.

Motion: Andy made the motion to approve the waiver of the \$30.00 late penalty

Seconded: Dan seconded the motion.

Vote: All in favor, motion passed

c. Abatement: 57 Bow Lane Paulette explained the request for the late penalty to be waived for this property as requested in writing.

Motion: Dan made the motion to approve the waiver of the \$30.00 late penalty

Seconded: Andy seconded the motion.

Vote: All in favor, motion passed

d. Correspondence: Correspondences were reviewed.

e. Accept minutes of September 21, 2020:

Motion: Andy made the motion to accept the minutes as written

Seconded: Dan seconded the motion.

Vote: All in favor, motion passed

VII. Any New Business: Budget Workshop: The Commissioners reviewed the budget as presented. Several discussions took place on items such as Health Insurance, wages, longevity pay. A lengthy discussion took place about working on getting another employee to start learning the sewer system. At this time the commissioners believe it might be easier to hire a full-time employee vs. a part-time especially when it can take up to 3 years to get the certification for the collection system. Paulette has not received the Budget numbers yet from Allenstown. Final review will take place at the November meeting, prior to approval.

VIII: Non-Public Session: None

IX. Adjourn: 8:20 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