



# *Town Of Pembroke Sewer Commission*

## **MONTHLY SEWER COMMISSION MEETING**

**DATE: March 15, 2021    TIME: 7:00 P.M.    PLACE: 4 Union St.**

**I. Meeting Called to Order: 7:00 pm**

**Attendance:** Commissioner Harold Thompson, Commissioner S. Daniel Mattingly, Paulette Malo, Operations Director  
**Unavailable:**

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

**III. Scheduled Meetings:** None

**IV. Old Business: a. IMA Update:** Paulette explained that she has not heard any update since the Zoom Meeting on February 24, 2021

**b. Generator Update:** Paulette explained that the new transfer switch should be here in the next week and the new generator by the end of June.

**V. Any Old Business: DOT Resurfacing of Academy Rd:** Paulette explained that this project is scheduled for this summer. There are 5 manholes that will need to be raised  $\frac{3}{4}$  of an inch for this project. Paulette explained that the commission usually uses brick and mortar to raise the structures. She questioned the Commissioners if this is how they wanted to proceed or use a ring riser?

**Motion:** Harold made the motion to use brick and mortar and contact Advanced Excavating & Paving to raise the structures.

**Seconded:** Dan seconded the motion.

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

**Trust Funds:** Paulette explained that the Trust funds have lost money 9 out of 12 months. If we look at the amount made last year on the Admin account of \$17.01, currently this year in 2 months there is a loss of \$49.04.

A discussion took place about the possibility of suspending the Trust funds.

**Action Item:** Paulette will check with the auditors about the possibility about suspending the Trust Funds.

**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. Sign Letter to Finance for COLA: Motion:** Dan made the motion to have Harold sign the letter to Finance for COLA as budgeted.

**Seconded:** Harold seconded the motion

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

**d. Abatement: 26 Broadway;** Paulette read the request for the abatement along with the documentation for the account for review.

A discussion took place about the account.

**Motion:** Dan made the motion to grant the abatement for the \$30.00 late penalty.

**Seconded:** Harold seconded the motion.

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

**e. Abatement: 37 Birdie Circle Unit B;** Paulette read the request for the abatement along with the documentation for the account for review.

A discussion took place about the account.

**Motion:** Harold made the motion to grant the abatement for the \$30.00 late penalty.

**Seconded:** Dan seconded the motion.

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

**f. Correspondence:** Correspondences were reviewed.

**g. Accept minutes of February 15, 2021:**

**Motion:** Harold made the motion to table the minutes

**Seconded:** Dan seconded the motion.

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

**VII. Any New Business: Transfer Funds from PDIP account to ICS account:** Paulette asked if the Commissioners wanted to transfer \$600,000.00. This amount would be to pay off the remainder of the

Bond in April approximately \$150,000.00 and the \$450,000.00 for Allenstown for the additional capacity at the plant. The interest rate is compatible, the ICS account currently is 0.15% and PDIP is 0.02%.

A discussion took place about transferring the money

**Motion:** Harold made the motion to Transfer \$150,000.00 from PDIP to the checking account as authorized by the Treasurer for the Bond payment in April.

**Seconded:** Dan seconded the motion.

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

A discussion took place about different banks and credit unions and the interest that they might have.

**Action Item:** Paulette will check to see if the Commission can use Credit Unions should they have a better interest rate.

**VIII: Non-Public Session:** None

**IX. Adjourn: 7:54 pm**

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

**Seconded:** Dan seconded the motion.

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

Respectfully Submitted,  
Paulette Malo,  
Operations Director