



Town Of Pembroke *Sewer Commission*

MONTHLY SEWER COMMISSION MEETING

DATE: June 20, 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,
Paulette Malo, Operations Director,
Unavailable: Commissioner S. Daniel Mattingly, Corey Welcome, Operations Associate

II. Citizen's Comments: None

III. Scheduled Meetings: None

IV. Old Business: a. Update on Generator: Possibly next couple of weeks.

b. Muffin Monster Station #5: Possibly next couple of weeks.

c. Update on IMA: Paulette stated that there is a meeting on June 29th. Andy asked to be reminded so he can try to make the Zoom meeting.

d. Pre-Application for State Aid Grant: The Pre-application for the State Aid Grant has been submitted. This only puts Pembroke on the list of possible projects for 2023, no approvals by the State have been made.

V. Any Old Business: 2022-3500 Truck: Received an e-mail from Banks Chevrolet that the truck has been reordered as a 2023.

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

b. Review and Sign Warrant 2 Zone 2: Warrant was reviewed and signed.

c. Review and Sign Late Register: Late Register was reviewed and signed.

d. Merit Raise: A discussion took place about Paulette Malo's yearly review for her Merit raised.

Motion: Andy made the motion to have Harold sign the letter to finance for a 2.5% merit raised as budgeted for Paulette effective June 27, 2022

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

e. Abatement: 17 Pleasant St.: Paulette read the request from the owner. The Commissioners reviewed the account. A discussion took place about this abatement.

Motion: Harold made the motion to accept the abatement for the \$30.00 penalty as requested.

Seconded: Andy seconded the motion.

Vote: All in favor motion passed

f. Abatement: 230 Pembroke Hill Rd.: Paulette read the request for the abatement. Paulette stated that this amount has been on the sewer books for 10 years due to the Town Code Enforcement Officer at the time not getting the sign off sheet and issuing a CO with the fees not being paid. The Commissioners reviewed the account. A discussion took place about this abatement.

Motion: Andy made the motion to accept the abatement as presented

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

g. Abatement: Account # 21412000: Paulette read the request for the abatement. Paulette stated that this amount has been on the sewer books for 10 years. The owners of this property were granted a release due to Bankruptcy.

The Commissioners reviewed the account. A discussion took place about this abatement.

Motion: Andy made the motion to accept the abatement as presented

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

h. Correspondence: Correspondences were reviewed.

i. Accept minutes of May 16, 2022:

Motion: Andy made the motion to table the minutes until July 20, 2022 meeting.

Seconded: Harold seconded the motion.

Vote: All in favor motion passed,

VII. Any New Business: a. Kimball St., 6 Units: Paulette and Corey went to the TRC on June 14, 2022. This project will be in front of the Planning Board at the end of the month. They do not have full approval for the sewer connection at this time. Paulette stated that they need to remove the septic tank

and put in a pump chamber with dual pumps. The forced main will need to discharge to a structure on their property and flow gravity to the manhole on Kimball St. and Millard St. A complete review of the plans for this project will need to be done by our engineer prior to construction.

b. New Frames and Covers: Paulette told the commissioners that she ordered 50 frames and covers for current/future road projects in Town. The time frame to receive the frames and covers will be 20-22 weeks out.

c. 12 Turnpike St.: Paulette told the Commissioners that the property owner was going to put on an addition to their home to add a master bedroom. Currently the home is a 2 bedroom. Paulette said that the current SUO states that a single family home is allowed up to 3 bedrooms before additional fees would be charged. Paulette asked the commissioners if this property would be included as being allowed to add the third bedroom without additional fees for sewer.

Motion: Andy made the motion not to charge the property owner as long as no more than 3 bedrooms will be part of the home including the basement or a second floor should that ever occur.

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

VIII: Non-Public Session as Needed: None needed

IX. Adjourn: 7:20 pm

Motion: Andy made the motion to adjourn

Seconded: Harold seconded the motion.

Vote: All in favor, motion passed

Respectfully Submitted,
Paulette Malo,
Operations Director