



Town Of Pembroke Sewer Commission

MONTHLY SEWER COMMISSION MEETING

DATE: January 17, 2023 TIME: 7:00 P.M. PLACE: 4 Union St.

I. Meeting Called to Order: 7:09 pm

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

Unavailable: Commissioner S. Daniel Mattingly

II. Citizen's Comments: None

III. Scheduled Meetings: None

IV. Old Business: IMA Allenstown: A discussion took place about the correspondence from the engineers about Draft #11 of the IMA with Allenstown.

Motion: Andy made the motion to accept and move forward with Draft #11 of the IMA with Allenstown as currently proposed.

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

V. Any Old Business:

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

b. Reaffirm Warrant to Tax Collector that was signed on 1/12/2023: Warrant was reviewed and Reaffirmed.

c. Review and Sign Late Notice Zone 2: Late Notice Zone 2 was reviewed and signed

d. Review and Sign Adjustment Journal Tax Collector Fees: Adjustment Journal for Tax Collector Fees was reviewed and signed

e. Abatement 12 Millard St.: Paulette read the request for abatement of the \$30.00 penalty.

A discussion took place about the abatement and reviewed the account

Motion: Andy made the motion to accept the abatement request for \$30.00 penalty.

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

f. Abatement 10 Kimball St. Paulette read the request for \$120.00 abatement for a year of late penalties

A discussion took place about the abatement and reviewed the account

Motion: Andy made the motion to deny the abatement request for \$120.00 penalty for the following reason.

1. The Sewer Department did mail the bill in a timely manner having a minimum of 25 days to pay.
2. Your request was for 4 different billing periods of the late penalty.
3. The Sewer Dept cannot make sure bills are forwarded without being told of a new address to mail the bills to.
4. It is the Property owners responsibility to make sure that payment are made, you could have called for any information on the account.

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

d. Correspondence: Correspondences were reviewed.

e. Accept minutes of December 19, 2022:

Motion: Harold made the motion to accept the minutes of December 19, 2022

Seconded: Andy seconded the motion.

Vote: All in favor motion passed

VII. Any New Business: a. 402 Nadine Rd: A discussion took place about the addition of an ADU above the garage at 402 Nadine Rd.

Motion: Andy made the motion to allow an ADU at 402 Nadine Rd as long as approval is made through the Zoning Board..

Seconded: Harold seconded the motion.

Vote: All in favor motion passed

VIII: Non-Public Session: None

IX. Adjourn: 7:42 pm

Motion: Harold made the motion to adjourn

Seconded: Andy seconded the motion.

Vote: All in favor, motion passed

Respectfully Submitted,
Paulette Malo,
Operations Director