



# *Town Of Pembroke* *Sewer Commission*

## **MONTHLY SEWER COMMISSION MEETING**

**DATE: November 20, 2023    TIME: 7:00 P.M.    PLACE: 4 Union St.**

**I. Meeting Called to Order: 7:01 pm**

**Attendance:** Commissioner Jules (Andy) Pellerin, Commissioner S. Daniel Mattingly  
Paulette Malo, Commissioner/Operations Director, Corey Welcome, Operations Associate

**Unavailable:**

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

**III. Scheduled Meetings:** None

**IV. Old Business: IMA Allenstown:** Still waiting on Allenstown to send the version with the new changes to the IMA 13.

**V. Any Old Business: 2014 Truck:** Andy ask Corey if he got a price to sandblast the body of the truck so it could be done by Line X.

Corey said not yet. Andy asked to get it done before the end of the year.

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

**b. Review and Sign Warrant 4 Zone 2:** The Warrant was reviewed and signed

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

**e. Abatement: 19 Sherwood Meadows:** Paulette read the request for the \$30.00 late penalty to be abated.

A discussion took place on the account.

**Motion:** Andy made the motion to accept the abatement for the \$30.00 late penalty

**Seconded:** by Dan

**Vote:** 2 in favor, 1 abstained

**f. Abatement: 28 Melissa Dr.:** Paulette read the request for the \$30.00 late penalty to be abated.  
A discussion took place on the account.

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

**Seconded:** by Andy

**Vote:** 2 in favor, 1 abstained

**g. Abatement: 518 Pembroke St.:** Paulette read the request for the \$90.00 late penalty to be abated.

A discussion took place on the account.

**Motion:** Dan made the motion to accept the abatement for the \$90.00 in late penalties

**Seconded:** by Andy

**Vote:** 2 in favor, 1 abstained

**h. Correspondence:** Correspondences were reviewed.

**i. Accept Minutes of October 16, 2023:**

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

**Seconded:** by Dan

**Vote:** All in favor

**VII. Any New Business: 2024 Budget Review:** The Commissioners reviewed the budget for 2024. Paulette stated that the budget as presented does not increase the sewer rate.

**Motion:** Andy made the motion to accept the bottom line of the budget of \$1,697,842.00

**Seconded:** by Dan

**Vote:** All in favor

Paulette explained that she received a call from Quick Books. They will not be supporting the desk top version only online subscriptions.

**Motion:** Dan made the motion to accept the new Quick Books online version

**Seconded:** by Andy

**Vote:** All in favor

**VIII. Non-Public Session: 91-A: 3 II (b) the hiring of any person as a public employee.**  
Andy made the motion to go into non-public session under 91-A: 3 II (b) the hiring of any person as a public employee at 7:22

Dan Second the motion Roll Call Vote

Andy: Yes, Dan: Yes, Paulette: Yes

Andy made the motion to come out of non-public session at 7:31

Dan Second the motion Roll Call Vote

Andy: Yes, Dan: Yes, Paulette: Yes

Andy and Dan signed the letter to finance letting them know that a new employee was hired. Laura Alley has been approved as a part-time employee at 20 hours per week.

### **IX. Adjourn: 7:32 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