

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the January 16, 2015 Meeting

Present: Kevin Brasley
Andy Boisvert
Ed Lavallee
Absent: Chet Martel
Christopher Culberson
Staff: Matt Gagne – Superintendent
Betty St. Germain – Admin. Bookkeeper

The regular meeting was called to order at 6:10 pm by Kevin Brasley.

Motion by Andy Boisvert and seconded by Ed Lavallee to accept the minutes and financials for December 2014. All in favor, motion passed.

OLD BUSINESS:

Emery & Garrett Groundwater – Jaimie Emery, President gave a presentation on groundwater study to re-classify the wellhead protection areas. The Board will discuss at a later time when all members are present.

Concord Rt3 Electrical Update – Matt updated the Board with the Rt3 progress.

Pembroke Hill Project – The Town Engineer is meeting with the Town Selectmen to figure out dates for the project to go out to bid.

Low water pressure at the Safety Complex – The Backflow was reinstalled with a new 1st check. The Board has decided to remove this item off the agenda since they see no more issue with this problem.

Tree Cutting at Bear Brook – tabled

Pembroke Road work – Nothing new at this time.

Allenstown Road Work – Nothing new at this time.

National Guard – They tied into Riverwood Dr. But they have not been able to get the pressure test to pass yet.

New Hire – Matt updated the Board on the new hire.

106 Upgrade – Matt update the Board on progress of remaining work.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$26135.44

December A/P Manifest, January A/P Manifest & January Payroll Manifests -- Motion by Andy Boisvert and seconded by Ed Lavallee to approve the December A/P Manifest of \$5250.00, the January Manifest of \$41794.90 and the January Payroll manifests as reviewed by Kevin Brasley. All in favor, motion passed.

December QB & December SW Adjustment Report Manifests -- Motion by Ed Lavallee and seconded by Andy Boisvert to accept the December QB \$26826.84 & December SW \$1839.61 Adjustment Report Manifests. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Michael Gadsby requested that the Board re-imburse him for the charges for 1 extra unit fee since he owned the property at 10 Kimball St Pembroke. He states that his house has only been 1 unit since he bought it in July 2012. The Town assessor changed the 2 units to 1 on January 2, 2015. Motion by Kevin Brasley and seconded by Ed Lavallee to credit back Michael Gadsby \$200.00 for unit fee charges.

Kevin Brasley as Chairman signed the Water Works Report for the Town Annual Report.

The next meeting is scheduled for February 19, 2015 at 6:00 pm.

Motion by Ed Lavallee and seconded by Andy Boisvert to adjourn at 6:56 pm.
All in favor, motion passed.