

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the April 15, 2021 Meeting

Present: Kevin Brasley, Larry Plourde, Ed Lavallee, Christopher Culberson  
Staff: Matt Gagne – Superintendent, Betty St. Germain – Admin Bookkeeper  
Absent: Chet Martel  
Guests:

The regular meeting was called to order at 6:00 pm by Kevin Brasley.

Motion by Chris Culberson and Seconded by Larry Plourde to accept the Meeting Minutes for March 2021 and Financial Reports for March 2021. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt gave updates.

- Theodore Ave – Allenstown – The town of Allenstown requested that the proposed fire hydrant be eliminated from the project. The board agreed the hydrant should be installed and asked Matt to inform the Town we will move forward with the project as planned.
- Granite St – Allenstown – Matt provided two quotes for the work, The Board requested Matt have Merrill re-work their quote to provide a budget number rather than per foot costs. Betty is to look into loan options for this work.
- Library St – Allenstown – Work to begin soon.
- Hillcrest Ave – Pembroke – Work will include a fire hydrant replacement and general service work.
- Front St – Pembroke – Motion by Chris Culberson and Seconded by Ed Lavallee to approve \$35,000.00 for hydrants and gate valves. All in favor, motion passed.
- Main St – Pembroke – The Town is looking at this project for 2022.

PFC Monitoring – Motion by Chris Culberson and Seconded by Ed Lavallee to approve the Contract with Underwood Engineering to do a feasibility study of the long term options for PFAS remediation in the Rte. 3 #2 well.

Work Barn – Nothing new - Tabled

Covid-19 Response – Nothing new

NEW BUSINESS:

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$19,744.67.

Accounts Payable Manifest of March 31, 2021 for \$28,114.03 and A/P Manifest of April 15, 2021 for \$21,563.63 and Payroll Manifests reviewed by Chairman Kevin Brasley.  
Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest of March in the amount of \$61,112.57.  
Motion by Ed Lavallee and Seconded by Chris Culberson. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for March in the amount of \$3,365.00.  
Motion by Chris Culberson and Seconded by Larry Plourde. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for April in the amount of \$1,140.00.  
Motion by Chris Culberson and Seconded by Ed Lavallee. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other –

The Board discussed Credit/Debit card payment options.

Motion by Chris Culberson and Seconded by Larry Plourde to make a Donation of \$300.00 to the Pembroke Firefighters Association in Memory of Harold Paulsen and Richard ( Dick) Chase.  
All in favor, motion passed.

Correspondence – Letter from Paul Cyr regarding the Water Works crossing his land without a recorded deed.

The next meeting is scheduled for May 20, 2020 at 6:00 pm.

Motion by Chris Culberson and Seconded by Larry Plourde to adjourn at 6:42 pm.  
All in favor, motion passed.

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Pembroke Water Works Commission – Board Secretary