

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the January 16, 2020 Meeting

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

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

Motion by Chris Culberson and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for December 2019. All in favor, motion passed.

OLD BUSINESS:

Hooksett Village Water Precinct Interconnection – Hooksett looking to connect to Bow.

Potential Roadwork – Nothing new at this time.

- Theodore Ave – Allenstown
- Granite St – Allenstown
- Buck St – Smith Ave to Dearborn Rd - Pembroke

PFC Monitoring – Nothing new at this time.

The Lodges at Pembroke Pines – Interconnection with Nadine Rd is done. The pressure test will be done tomorrow.

Work Barn – Nothing new at this time.

25 Canal St – They might be going to a TRC meeting before submitting plans.

Pembroke Crossing – They do not wish to move forward due to the report from GZA

Larry Plourde said that he noticed that the hydrant on Chester Turnpike in Allenstown looks like it should be turned toward the road.

NEW BUSINESS:

Potential Assisted Living Facility – Christian Boysen from Optimus Senior Living inquired about the availability of water and connection fees for a potential assisted living facility at the corner of Chester Turnpike and Route 28 in Allenstown.

Trust Funds – Motion by Kevin Brasley and Seconded by Larry Plourde to transfer \$15127.71 from the Equipment Fund account to the Capital Reserve Fund account. All in favor, motion passed.

Motion by Chris Culberson and Seconded by Larry Plourde to transfer \$11275.00 from the Operating account to the Capital Reserve Fund for Connection & Meter Permits for 2019. All in favor, motion passed.

Formal Investment Policy – The Board will seek legal counsel.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$12,523.80

A/P Manifests & Payroll Manifests -- Motion by Chris Culberson and Seconded by Larry Plourde to approve the A/P Manifests of January 2, 2020 for \$32,565.83 and A/P Manifest of January 16, 2020 for \$37,712.24 and Payroll Manifests reviewed by Chairman Kevin Brasley. All in favor, motion passed.

Billing Register Manifest – Motion by Chris Culberson and Seconded by Larry Plourde to accept the Billing Register Manifest for December in the amount of \$79,808.92. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chris Culberson and Seconded by Kevin Brasley to accept the Adjustment Manifest for December in the amount of \$1,895.00. All in favor, motion passed.

Late Penalty Manifest – Motion by Chris Culberson and Seconded by Kevin Brasley to accept the Late Penalty Manifest for January in the amount of \$1,440.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other – Nothing at this time

Correspondence – Nothing at this time

Non-Public Session in accordance with RSA 91-A:311

Motion by Chris Culberson and Seconded by Kevin Brasley to go into non-public session in accordance with RSA 91-A:311 at 6:30 pm. All in favor, motion passed.

Motion by Chris Culberson and Seconded by Larry Plourde to come out of non-public session at 6:39 pm. All in favor, motion passed.

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

Motion by Chris Culberson and Seconded by Larry Plourde to adjourn at 6:39 pm.
All in favor, motion passed.

Pembroke Water Works Commission – Board Secretary