

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the November 17, 2020 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 6:01 pm by Kevin Brasley.

Motion by Ed Lavallee and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for October 2020. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt gave the Board updates.

- Theodore Ave – Allenstown – This road is to be done in 2021.
- Granite St – Allenstown - This road is to be done in 2021.
- Library St – Allenstown – Possibly starting soon.

PFC Monitoring – Motion by Ed Lavallee and Seconded by Larry Plourde to approve EGGI well sampling, not to exceed \$14500.00. All in favor, motion passed.

25 Canal St. The Lofts at 25 Canal Street – Tabled

Work Barn – Nothing new - Tabled

Assisted Living Facility, Chester Turnpike and Route 28 in Allenstown – Tabled

Conference Room – Nothing new at this time.

Covid-19 Response – Matt gave the Board updates.

Bear Brook PLC – Waiting for Electricians with a start date.

Allenstown Aggregate – They have been approved.

System demands – Demands have dropped.

Water/Field Technician position –2 men have been hired for the positions.

Route 3 #3 Well – Motion by Kevin Brasley and Seconded by Larry Plourde to approve the rebuild to the pump, overhaul the motor and replace the piping with stainless steel, not to exceed \$22,000.00. All in favor, motion passed.

Concord Property – No Trespassing & No Parking signs will be put up.

Budget – Motion by Chris Culberson and Seconded by Ed Lavallee to approve the 2021 Budget as presented. All in favor, motion passed.

#### NEW BUSINESS:

30 High St – The owners are going to ZBA, looking to convert into a multi-family building.

#### REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$26,139.75.

Accounts Payable Manifest – To approve the A/P Manifest of November 5, 2020 for \$26,121.76 and A/P Manifest of November 19, 2020 for \$27,463.26 and Payroll Manifests reviewed by Chairman Kevin Brasley.

Motion by Chris Culberson and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for October in the amount of \$76,424.32.

Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for October in the amount of \$488.68.

Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for November in the amount of \$1,010.00.

Motion by Ed Lavallee and Seconded by Larry Plourde. 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 Ed Lavallee to go into Non-Public Session in accordance with RSA 91-A:311 at 6:35. All in favor, motion passed.

Motion by Chris Culberson and Seconded by Ed Lavallee to come out of Non-Public Session in accordance with RSA 91-A:311 at 6:46. All in favor, motion passed.

The next meeting is scheduled for December 17, 2020 at 6:00 pm.

Motion by Chris Culberson and Seconded by Ed Lavallee to adjourn at 6:48 pm.

All in favor, motion passed.

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Pembroke Water Works Commission – Board Secretary