

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the October 15, 2020 Meeting

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

The regular meeting was called to order at 6:02 pm by Ed Lavallee.

Motion by Chris Culberson and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for September 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 – Nothing new at this time.
- Library St – Allenstown – Groundwork is supposed to start in November.

PFC Monitoring – EGGI is in the process of finalizing maps.

25 Canal St. The Lofts at 25 Canal Street – Working on final set of plans—waiting for final approval.

Work Barn – Nothing new - Tabled

Potential Assisted Living Facility, Chester Turnpike and Route 28 in Allenstown – Now have approval from the Town.

Conference Room – Nothing new at this time.

Covid-19 Response – Nothing new at this time.

Bear Brook PLC – Electricians will be getting back soon with a start date.

Allenstown Aggregate – They have conditional approval and have to go back to the Planning Board.

System demands – Demands have dropped steadily over the past three weeks but we are still about 50,000 gallons per day above normal for this time of year.

Strong Foundations – They are requesting that the Board allow them to put the shut off valve on private property, giving Water Works a permanent access easement or agreement. The Board will allow this as long as Water Works have the easement.

354-356 Pembroke St – The new owner of the property is looking to build a single family home and to connect to water.

Water/Field Technician position – Matt proposed hiring two new employees with Deny retiring soon. The Board discussed options and approved.

NEW BUSINESS:

Dennis Duford – The Board received a letter from Denny letting them know that he will be retiring December 3, 2020.

The Board would like to thank Denny for all of his years of Service and Dedication.

Budget – The Board starting reviewing the Budget.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$27,355.00.

Accounts Payable Manifest – To approve the A/P Manifest of September 30, 2020 for \$16,332.08 and A/P Manifest of October 15, 2020 for \$40,135.24 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 September in the amount of \$69,887.86.

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

Adjustment Manifest – To approve the Adjustment Manifest for September in the amount of \$3,095.24.

Motion by Chris Culberson 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

The next meeting is scheduled for November 19, 2020 at 6:00 pm.

Motion by Chris Culberson and Seconded by Larry Plourde to adjourn at 7:05 pm.

All in favor, motion passed.

Pembroke Water Works Commission – Board Secretary