

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the January 20, 2022 Meeting

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

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

Motion by Chet Martel and Seconded by Ed Lavallee to accept the Meeting Minutes and Financial Reports for December 2021. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt gave updates.

- Granite St – Allenstown – The adjusted final payment was accepted by Merrill.
- Valley St – Allenstown – Nothing new.
- Main St – Pembroke – The material for this project has been ordered.
- Simpson Ave – The material for this project has been ordered.
- Bow Ln – Pembroke – Nothing new.
- PFC Monitoring – Underwood Engineers is working on the letter to the City of Concord council for approval to interconnect the two water systems. And also working on the updated Fact Sheet.

Work Barn – Tabled

Allenstown Aggregate – 6 units – Nothing new at this time.

6 Dawn Dr – Connection – Nothing new at this time.

NEW BUSINESS:

Office Hours – The Office Hours have been changed to Monday-Thursday 8:00-4:00.

There was a general discussion about quarantining.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$18,091.93.

Accounts Payable Manifests – To approve the Accounts Payable Manifest of January 6, 2022 in the amount of \$36,520.29 and Accounts Payable Manifest of January 20, 2022 in the amount of \$18,221.03 and Payroll Manifests previously reviewed by Chairman Kevin Brasley.

Motion by Chet Martel and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for December in the amount of \$88,645.04.

Motion by Chet Martel and Seconded by Ed Lavallee. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for December in the amount of \$57,518.90.

Motion by Chet Martel and Seconded by Ed Lavallee. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for January in the amount of \$1,710.00.

Motion by Chet Martel and Seconded by Larry Plourde. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

The next meeting is scheduled for February 17, 2022 at 6:00 pm.

Motion by Chet Martel and Seconded by Larry Plourde to adjourn at 6:17pm.

All in favor, motion passed.

Pembroke Water Works Commission Board Secretary-
Edward Lavallee