

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the December 12, 2019 Meeting

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

The regular meeting was called to order early at 5:48 pm by Chairman Kevin Brasley.

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

OLD BUSINESS:

Hooksett Village Water Precinct Interconnection – Nothing new at this time.

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 – Nothing new at this time.

Work Barn – Looking to have the Barn insulated after the 1<sup>st</sup> of the year.

25 Canal St – Nothing new at this time.

3 Chester Turnpike Allenstown – Everything is almost done.

Continental Asphalt Plant – North Pembroke Rd – They received Town approval and will have monitoring wells.

Pembroke Crossing – Matt has sent the information to Emery & Garrett and we are waiting for their report.

NEW BUSINESS:

Route 3 Pump Station Garage Door – Matt is looking into prices to replace the door.

6:30 -Budget Committee Meeting

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$16,305.75.

A/P Manifests & Payroll Manifests -- Motion by Ed Lavallee and Seconded by Chris Culberson to approve the A/P Manifests of December 12, 2019 for \$33,818.90 and Payroll Manifests reviewed by Chairman Kevin Brasley. All in favor, motion passed.

Billing Register Manifest – Motion by Chris Culberson and Seconded by Ed Lavallee to accept the Billing Register Manifest for November in the amount of \$70,467.30. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chris Culberson and Seconded by Larry Plourde to accept the Adjustment Manifest for November in the amount of \$2,032.85. All in favor, motion passed.

Late Penalty Manifest – Motion by Chris Culberson and Seconded by Ed Lavallee to accept the Late Penalty Manifest for December in the amount of \$980.00. 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 Larry Plourde to go into non-public session in accordance with RSA 91-A:311 at 6:07 pm. All in favor, motion passed.

Motion by Chris Culberson and Seconded by Ed Lavallee to come out of non-public session at 6:08 pm. All in favor, motion passed.

The next meeting is scheduled for January 16, 2020 at 6:00 pm.

Motion by Ed Lavallee and Seconded by Larry Plourde to adjourn at 6:08 pm.  
All in favor, motion passed.

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Pembroke Water Works Commission – Board Secretary