

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the August 15, 2019 Meeting

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

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

Motion by Chet Martel and Seconded by Ed Lavallee to accept the Meeting Minutes and Financial Reports for July 2019. All in favor, motion passed.

OLD BUSINESS:

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

Potential Roadwork –

- Library St Allentown – Removing from Agenda as this may not happen until next year.
- Meadow Lane – Hydrant and services are currently being done.
- Heritage Dr – Tied in with Meadow Ln
- Glass St – There will be a 1 night shut down next week to replace 2 hydrants.
- Bow Lane – The Board will re-visit this at a later time.

PFC Monitoring – There was discussion on what the State has recently set as allowable limits for testing. Water Works will proactively continue to do quarterly sampling.

The Lodges at Pembroke Pines – Advanced Excavation connected the water line on Whittemore Rd. The main pressure test was done and passed.

Bear Brook Electrical – The electrical work is done. The VFD Drive needs programming.

Work Barn – Nothing new at this time.

Trust Funds – There was discussion about the Capital Reserve Accounts. The Board will consult their lawyer.

25 Canal St - possible apartment conversion – There will be a Town meeting this week for re-zoning.

Water Tanks – maintenance – Motion by Chris Culberson and Seconded by Chet Martel to have the Brickett Hill Tank inside cleaning and chemical treatment done and the by-pass valve replaced. Not to exceed \$25000.00. All in favor, motion passed.

GASB73 – Government Accounting Standard Board

Motion by Chris Culberson and Seconded by Ed Lavalley to recind the previous motion to cancel the Medicomp Coverage Offering effective October 1, 2019. All in favor, motion passed.

Motion by Kevin Brasley and Seconded by Chris Culberson to accept the Actuarial Valuation for the GASB75 and approve the \$2000.00 to have it done. All in favor, motion passed.

NEW BUSINESS:

6:15 3 Chester Turnpike Allenstown – Subdivision

Mr Erik Mitchell, representing the owner Charles Morgan, spoke to the board about what the Water Works requirements are for the planned subdivision.

The Board's decision is that the water main must be continued to the second building and then a domestic service extension to the Daycare. Also, the current water lines need to be cleaned up to make separate domestic service lines and fire service lines.

Continental Asphalt Plant – North Pembroke Rd --- They are looking to move their plant from Ricker Rd to North Pembroke Rd. They are in the beginning stages.

Personnel Policy – update --- The made board updates to the Personnel Policy.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$3,586.37

A/P Manifests & Payroll Manifests -- Motion by Chet Martel and Seconded by Ed Lavalley to approve the A/P Manifest of July 31, 2019 for \$16,311.37 previously reviewed and the A/P Manifest of August 15, 2019 for \$23,273.67 and Payroll Manifests reviewed by Chairman Kevin Brasley. All in favor, motion passed.

Billing Register Manifest – Motion by Ed Lavalley and Seconded by Chet Martel to accept the Billing Register Manifest for July in the amount of \$63,435.11. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chet Martel and Seconded by Larry Plourde to accept the Adjustment Manifest for July in the amount of \$2,833.75. All in favor, motion passed.

Late Penalty Manifest – Motion by Chet Martel and Seconded by Ed Lavalley to accept the Late Penalty Manifest for August in the amount of \$1220.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Correspondence – Nothing new at this time.

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

Motion by Chet Martel and Seconded by Ed Lavallee to go into non-public session in accordance with RSA 91-A:311 at 7:38 pm. All in favor, motion passed.

Motion by Ed Lavallee and Seconded by Larry Plourde to come out of non-public session at 7:51 pm. All in favor, motion passed.

The next meeting is scheduled for September 19, 2019 at 6:00 pm.

Motion by Larry Plourde and Seconded by Chet Martel to adjourn at 7:51 pm.
All in favor, motion passed.