

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the September 19, 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 Chris Culberson to accept the Meeting Minutes and Financial Reports for August 2019. All in favor, motion passed.

OLD BUSINESS:

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

Potential Roadwork –

- Glass St – Both Hydrants are done.

PFC Monitoring – Quarter four sampling will be done in October.

The Lodges at Pembroke Pines – Nothing new at this time.

Work Barn – Electrical work is done. Matt is working on a price for insulation.

Trust Funds – There was discussion about the Trust Accounts. The Board will be meeting with a representative from MCSB to discuss different types of accounts available.

25 Canal St - There was discussion about how much flow would be needed. Engineers said that they would need 2000 gal per minutes for NFF.

3 Chester Turnpike Allenstown – Nothing new at this time.

Continental Asphalt Plant – North Pembroke Rd --- They went to TRC and are now going to the Planning Board. The Board asks that a review be done by Emery & Garrett.

Personnel Policy – Motion by Chris Culberson and Seconded by Ed Lavallee to ratify the phone pole on August 16, 2019 to accept the Personnel Policy as written. All in favor, motion passed.

GASB#75 – Has been completed.

NEW BUSINESS:

Budget – The Board will begin to work on the Budget at the October meeting.

Hydraulic Breaker – The Board will review the Budget for the purchase of a Hydraulic Breaker.

JCB Backhoe – Motion by Chris Culberson and Seconded by Larry Plourde to approve up to \$5000.00 for maintenance repairs for the JCB Backhoe. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$10,844.14.

A/P Manifests & Payroll Manifests -- Motion by Chet Martel and Seconded by Ed Lavallee to approve the A/P Manifest of September 5, 2019 for \$69,533.01 previously reviewed and the A/P Manifest of September 19, 2019 for \$25,305.31 and Payroll Manifests reviewed by Chairman Kevin Brasley. All in favor, motion passed.

Billing Register Manifest – Motion by Chet Martel and Seconded by Chris Culberson to accept the Billing Register Manifest for August in the amount of \$75,764.21. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chet Martel and Seconded by Chris Culberson to accept the Adjustment Manifest for August in the amount of \$1,975.00. All in favor, motion passed.

Late Penalty Manifest – Motion by Chet Martel and Seconded by Larry Plourde to accept the Late Penalty Manifest for September in the amount of \$880.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other – Hydrant flushing is done.

Correspondence – Nothing new at this time.

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

Motion by Chet Martel and Seconded by Larry Plourde to go into non-public session in accordance with RSA 91-A:311 at 6:24 pm. All in favor, motion passed.

Motion by Chet Martel and Seconded by Larry Plourde to come out of non-public session at 6:32 pm. All in favor, motion passed.

The next meeting is scheduled for October 17, 2019 at 6:00 pm.

Motion by Chet Martel and Seconded by Ed Lavallee to adjourn at 6:33 pm.
All in favor, motion passed.

Pembroke Water Works Commission – Board Secretary