

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the October 21, 2021 Meeting

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

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

Motion by Chet Martel and Seconded by Chris Culberson to accept the Meeting Minutes and Financial Reports for September 2021. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt gave updates.

- Theodore Ave – Allenstown – The project is completed. There is 1 driveway that needs a patch.
- Granite St – Allenstown – F. L. Merrill has completed the project. We are waiting for the final bill from them.
- Main St – Pembroke – Money has been put in the 2022 Budget for this project.
- Bow Ln – Pembroke – Nothing new.
- Hillcrest Ave – The project is completed.
- Valley St – Allenstown – The Town is looking to do a full reclaim on this road in 2022. Money has been put in the 2022 Budget for this project.

PFC Monitoring – The Board discussed the latest sample results and will be meeting with Underwood Engineering to discuss options.

Motion by Chris Culberson and Seconded by Chet Martel to approve the purchased of a DR900 Colorimeter and supplies needed not to exceed \$2500.00. All in favor, motion passed.

Work Barn – Tabled

Allenstown Aggregate – 6 units – Waiting on the agreement or easement allowing Pembroke Water Works access to operate the shutoffs as needed. The service shutoffs will be owned and maintained by the property owner.

6 Dawn Dr – Connection – Waiting on the agreement or easement allowing Pembroke Water Works access to operate the shutoffs as needed. The service shutoffs will be owned and maintained by the property owner.

New Allentown School – They will not be connecting to public water at this time.

NEW BUSINESS:

Backhoe – Motion by Chris Culberson and Seconded by Larry Plourde to approve \$1,629.55 for repairs to the Backhoe. All in favor, motion passed.

Budget – The Board reviewed the Budget and will discuss further at the next meeting.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$24,320.13 (+6,141.53).

Accounts Payable Manifests – To approve the Accounts Payable Manifest of September 30, 2021 in the amount of \$17,771.23 and Accounts Payable Manifest of October 21, 2021 in the amount of \$39,823.57 and Payroll Manifests previously reviewed by Chairman Kevin Brasley. Motion by Chet Martel and Seconded by Ed Lavallee. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest of September in the amount of \$62,560.05 and the Billing Register Manifest for October in the amount of \$66,291.63. Motion by Chet Martel and Seconded by Chris Culberson. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for September in the amount of \$7,172.68.

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

Late Penalty Manifest – To approve the Late Penalty Manifest for October in the amount of \$1,430.00.

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 November 18, 2021 at 6:00 pm.

Motion by Chet Martel and Seconded by Larry Plourde to adjourn at 6:46pm.
All in favor, motion passed.

Pembroke Water Works Commission – Board Secretary