

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the September 16, 2021 Meeting

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

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

Motion by Chris Culberson and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for August 2021. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt gave updates.

- Theodore Ave – Allenstown – The project is completed.
- Granite St – Allenstown – F. L. Merrill has completed the project. We are waiting for the final bill from them.
- Main St – Pembroke – The engineer is finalizing plans for the reconstruction for next year. The utility poles still have to be moved.
- Bow Ln – Pembroke – Nothing new.

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

Larry Plourde made a motion to put aside \$25,000.00 to look for new well locations.

Larry Plourde withdrew his motion to put aside \$25,000.00 to look for new well locations.

The Board will wait to review the report from Underwood Engineering and their recommendations.

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.

NEW BUSINESS:

6 Dawn Dr – Connection – There is a 2” line already in place. Dawn Dr is a private road.

To connect to water there will need to be a proper agreement or easement for addresses 2 and 6 allowing Pembroke Water Works access to operate the shutoffs as needed. The service shutoffs will be owned and maintained by the property owner.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$18,178.60.

Accounts Payable Manifests – To approve the Accounts Payable Manifest of September 2, 2021 in the amount of \$34,735.63 and Accounts Payable Manifest of September 16, 2021 in the amount of \$195,524.24 and Payroll Manifests reviewed by Chairman Kevin Brasley. Motion by Chris Culberson and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest of August in the amount of \$74,584.88.

Motion by Chris Culberson and Seconded by Ed Lavallee. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for August in the amount of \$7,551.57.

Motion by Chris Culberson and Seconded by Ed Lavallee. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for September in the amount of \$1,340.00.

Motion by Chris Culberson and Seconded by Ed Lavallee. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other –

Correspondence –

The next meeting is scheduled for October 21, 2021 at 6:00 pm.

Motion by Ed Lavallee and Seconded by Larry Plourde to adjourn at 6:26pm.

All in favor, motion passed.

Pembroke Water Works Commission – Board Secretary