

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the March 17, 2022 Meeting

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

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

Motion by Ed Lavallee and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for March 2022. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt updated the Board on the roads that the Towns of Pembroke and Allenstown are planning to work on.

- Valley St – Allenstown – This Street will be done late in the season, we have service work to do here.
- Main St – Pembroke – The Project has passed. We have most of the material for this.
- Simpson Ave – We have some material and are waiting for 6" pipe.
- Bow Ln – Pembroke – Tabled
- PFC Monitoring – The Board approved Underwood Engineers preliminary PFAS mitigation assistance as outlined in the ESR#2 authorization. Matt updated the Board that the letter for interconnection has been sent to the City of Concord and has been reviewed by City officials with no formal response yet.
 - Proposal for Source Water Capacity Study - The Board approved the study to be done by Emery and Garret groundwater for existing source water capacity tasks 1-9 as outlined in Underwood Engineers ESR #2.
 - New Source Development - The Board chose to hold off on the New Source Development Study outlined as task 10 in Underwood Engineers ESR#2 for now.

Work Barn – Tabled

Allenstown Aggregate – 6 units – Nothing new at this time.

6 Dawn Dr – Connection – Nothing new at this time.

NEW BUSINESS:

Election of Officers – Motion by Larry Plourde and Seconded by Ed Lavallee to table the Election of Officers until April meeting. All in favor, motion passed.

Mill Falls Rd, 6 units – Each unit will have their own meter. We will need to get agreements for each shut off due to the shut offs being on private property.

Tank Inspections – Motion by Kevin Brasley and Seconded by Ed Lavallee to approve the Tank inspections for both tanks by Underwood Solutions, not to exceed \$12,000.00. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$19,505.13.

Accounts Payable Manifests – To approve the Accounts Payable Manifest of March 3, 2022 in the amount of \$13,236.11 and Accounts Payable Manifest of March 17, 2022 in the amount of \$26,044.59 and Payroll Manifests previously reviewed by Chairman Kevin Brasley. Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for February in the amount of \$71,655.47.

Motion by Ed Lavallee and Seconded Larry Plourde. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for February in the amount of \$1,822.40.

Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for March in the amount of \$1,130.00.

Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

The next meeting is scheduled for May 19, 2022 at 6:00 pm.

Motion by Larry Plourde and Seconded by Ed Lavallee to adjourn at 6:23pm. All in favor, motion passed.

Pembroke Water Works Commission Board Secretary-
Edward Lavallee