

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the November 17, 2022 Meeting

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

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

Motion by Chet Martel and Seconded by Ed Lavallee to accept the Meeting Minutes and Financial Reports for October 2022, All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt updated the Board on the roadwork.

- Bow Ln – Pembroke – Still planned for next year.

PFC Monitoring- The Board reviewed the latest sample results.

- Study for Source Water Capacity –EGGI is working with NHDES on permit to pump water to waste.
- Asset Management- Underwood has started working on this.

Work Barn – Nothing new.

New Truck – Matt talked to Cory and Travis about the utility body. They felt we could just get some tool boxes for the bed. Matt spoke with Candia about the Utility body and if we could make this change. Candia said they will use the body on another truck and it won't be an issue.

2009 GMC Truck – Motion by Kevin Brasley and seconded by Chet Martel to sell the 2009 GMC truck to Travis Komm for \$1.00 with previous unbilled excavator work included. All in favor motion passed.

Trailer & Tools – Most of the tools have been replaced. The new trailer is in the budget for 2023.

Office boiler- Matt reached out to Legendary plumbing and Jeff Daigle plumbing about replacing the office boiler. Both were booked well into next year so Matt went ahead with Ethical home pro and the work was completed in three days on 11/14/2022.

Budget- Motion by Chet Martel and seconded by Larry Plourde to approve the 2023 Operating Budget with some changes to be made by Matt, All in favor motion passed.

NEW BUSINESS:

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$20,884.11

Accounts Payable Manifests – To approve the Accounts Payable Manifest of November 3, 2022 in the amount of \$18,162.17 and Accounts Payable Manifest of November 17, 2022 in the amount of \$78,144.29 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 for October in the amount of \$75,748.38

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

Adjustment Manifest – To approve the Adjustment Manifest for October in the amount of \$1,425.00

Motion by Chet Martel and Seconded by Ed Lavallee, All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for November in the amount of \$1,480.00

Motion by Chet Martel and Seconded by Ed Lavallee, All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

Motion by Chet Martel and Seconded by Larry Plourde

To go into Non-Public Session in accordance with RSA 91-A:311 at 6:10 pm

Motion by Chet Martel and Seconded by Larry Plourde

To come out of Non-Public Session in accordance with RSA 91-A:311 at 6:22 pm

The next meeting is scheduled for December 15, 2022 at 6:00 pm.

Motion by Chet Martel and Seconded Larry Plourde by to adjourn at 6:37pm.

All in favor, motion passed.

Pembroke Water Works Commission Board Secretary-
Edward Lavallee