

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the December 15, 2022 Meeting

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

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

Motion by Chet Martel and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for November 2022, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork –

- Bow Ln – Pembroke – Still planned for next year. Matt is working on pricing and options for Rt 3 crossing.

PFC Monitoring- The Board reviewed the latest sample results.

- Study for Source Water Capacity –
- Asset Management -

Work Barn – Nothing new.

Trailer & Tools – Most of the tools have been replaced. Matt is looking at pricing for the new trailer.

NEW BUSINESS:

The Sanitary Survey was done and there were no deficiencies on the report. This is done every 3 years with DES.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$25,455.87

Accounts Payable Manifests – To approve the Accounts Payable Manifest of December 1, 2022 in the amount of \$16,003.74 and Accounts Payable Manifest of December 15, 2022 in the amount of \$27,506.40 and Payroll Manifests previously reviewed by Chairman Kevin Brasley.

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

Billing Register Manifest – To approve the Billing Register Manifest for November in the amount of \$78,740.89

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

Adjustment Manifest – To approve the Adjustment Manifest for November in the amount of \$13484.20

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

Late Penalty Manifest – To approve the Late Penalty Manifest for December in the amount of \$1,380.00

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

Money Transfer Manifest – Motion by Chet Martel and Seconded by Larry Plourde to approve the Money Transfer of \$39,284.00 to the Capital Reserve Fund in the amount of \$33,925.00 from Connections & Permit fees and to the Equipment Fund in the amount of \$5,359.00 from money not spent on the purchase of the New Truck.

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 6:14 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 6:19 pm

The next meeting is scheduled for January 19 , 2023 at 6:00 pm.

Motion by Chet Martel and Seconded by Larry Plourde to adjourn at 6:19pm.

All in favor, motion passed.

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Pembroke Water Works Commission Board Secretary-  
Edward Lavalley