

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the April 21, 2016 Meeting

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

The regular meeting was called to order at 6:00 pm by Ed Lavallee.

Motion by Kevin Brasley and seconded by Chris Culberson to accept the Meeting Minutes and Financial Reports for March 2016. All in favor, motion passed.

OLD BUSINESS:

Concord Rt3 Electrical Update – Betty gave Matt's updated to the Board on the work being done and the status of the generator.

212 Main St – The Commission wants Matt to let David Jodoin know that they are considering putting the building out to bid.

2016 Road work – Betty gave Matt's update to the Board on the work being done.
Motion by Kevin Brasley and Seconded by Chris Culberson to approve the work on Ferry St by Advanced Excavating & Paving and will ratify this motion when the full price comes in.
All in favor, motion passed.

Town Website – Betty informed the Board that the Town of Pembroke has decided to go with the new website.

National Guard – The Board agreed that the Permit fee will be \$2300.00 and the cost of the meter for the water service to the field inside of the track area. Along with an agreement allowing us to revisit the cost if they exceed expected usage.

Tree Cutting – Nothing new at this time.

NEW BUSINESS:

Residential Remedies Renewal – Motion by Chris Culberson and seconded by Kevin Brasley to accept the renewal. All in favor motion passed.

Bow Lane – Matt is to go and assess the damage and cost. The Board will review again at the next meeting.

Auditor's Risk Management Questionnaire – The Board filled out the questionnaire that the Auditor needed from them.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$10457.98

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and seconded by Andy Boisvert to approve the March 31st A/P Manifest of \$14328.15 previously reviewed, the April 21st A/P Manifest of \$48347.45 and Payroll Manifests as reviewed by Chairman Ed Lavallee.
All in favor, motion passed.

March Monthly Adjustment Manifest -- Motion by Kevin Brasley and seconded by Andy Boisvert to accept the March Adjustment Manifest of \$2801.93. All in favor, motion passed.
April Quickbooks Adjustment Manifest – Motion by Andy Boisvert and Seconded by Kevin Brasley to accept the April Quickbooks Adjustment Manifest of \$28569.90.
All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Motion by Kevin Brasley and Seconded by Ed Lavallee to renew the Sam's Club membership.
All in favor, motion passed.

Motion by Chris Culberson and Seconded by Andy Boisvert to give a donation to the Suncook Rod & Gun Club for the Fishing Derby. All in favor, motion passed

Motion by Chris Culberson and seconded by Kevin Brasley to adjourn at 6:49 pm.
All in favor, motion passed.

The next meeting is scheduled for May 19, 2016 at 6:00 pm.