

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the June 16, 2016 Meeting

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

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

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

OLD BUSINESS:

Concord Rt3 Electrical Update – Pump 2 is up and running. The electricians should be tying the PLC in early July. Piping in the basement still has to be done.

212 Main St – The Commission discussed options for selling the building.

2016 Road work – Matt updated the Board on the work that has been done.

Bow Lane – The repair and paving of the driveway at 10 Bow Lane is complete and Mr Clark is satisfied with the work.

Tree Cutting – The cutting and tree removal is now complete.

Billing Software upgrade – Motion by Chris Culberson and seconded by Chet Martel to spend the \$8335.00 for the Beacon AMA Software upgrade. All in favor, motion passed.

NEW BUSINESS:

Dolcha Investments – Suncook Dental – They were thinking about putting in additional irrigation line but have decided not to.

F L Merrill – Pembroke Hill Project – Motion by Kevin Brasley and seconded by Chet Martel to transfer \$25638.22 from the Escrow account to the Operating account to pay F L Merrill their retention amount for the Pembroke Hill project.

2017 CIP Budget – Motion by Chris Culberson and seconded by Kevin Brasley to approve the 2017 CIP Budget showing balances as of 05/31/2016. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$11829.95

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and seconded by Chet Martel to approve the June 1st A/P Manifest of \$19511.74 previously reviewed, the June 16th A/P Manifest of \$27529.22 and Payroll Manifests as reviewed by Chairman Ed Lavallee. All in favor, motion passed.

May Monthly Adjustment Manifest -- Motion by Chris Culberson and seconded by Andy Boisvert to accept the May Adjustment Manifest of \$4026.93. All in favor, motion passed.

Billing Register Manifests – Motion by Chet Martel and Seconded by Chris Culberson to accept the Billing Register Manifest of May for \$69543.83. All in favor, motion passed.

Late Penalty Manifests – Motion by Chet Martel and Seconded by Chris Culberson to accept the Late Penalty Manifest of June for \$920.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

The Board reviewed correspondence.

Motion by Andy Boisvert and seconded by Kevin Brasley to adjourn at 6:45 pm. All in favor, motion passed.

The next meeting is scheduled for July 21, 2016 at 6:00 pm.