

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the September 21, 2023 Meeting

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

Guests:

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

Motion by Chet Martel and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for July 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Nothing new at this time.

- PFC Monitoring-
 - o Study for Source Water Capacity – We are waiting for the final report to come in from Underwood Engineer.
 - o Asset Management – We received notice that we will be getting re-imbursed \$25823.11 from DES through ARPA Disbursement.
 - o Strategic Planning Grant – The Grant was signed by the Govermary Council and Underwood Engineers Contract was signed by Kevin Brasley as Chair.

Work Barn – Still tabled.

Route 3 #2 Motor – The motor is running good with no issues.

Lead Service Lines – Lead service lines need to be identified by October 2024.
We are waiting to hear if we get the DES grant in the amount of \$40000.00.

NEW BUSINESS:

New England Flower Farm – They would like to connect to water on Borough Rd for temporary housing for workers.

Budget – The Board will start reviewing the 2024 Budget at the October meeting.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$20,468.27

Accounts Payable Manifests – To approve the Accounts Payable Manifest of September 7, 2023 in the amount of \$25,999.63 and Accounts Payable Manifest of September 21, 2023 in the amount of \$20,544.16 and the 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 August in the amount of \$83,036.37 and To approve the Billing Register Manifest for September in the amount of \$74,827.91.

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

Adjustment Manifest – To approve the Adjustment Manifest for August in the amount of \$5,702.39.

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

Late Penalty Manifest – To approve the Late Penalty Manifest for September in the amount of \$1,140.00

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

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

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

Motion by Chet Martel and Seconded by Ed Lavallee to adjourn at 6:12pm
All in favor, motion passed.

Pembroke Water Works Commission-
Ed Lavallee