

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the November 15, 2018 Meeting

Present: Chris Culberson, Kevin Brasley, Chet Martel, Larry Plourde

Staff: Matt Gagne – Superintendent, Betty St. Germain – Admin Bookkeeper

Absent: Ed Lavallee

The regular meeting was called to order at 6:00 pm by Chairman Chris Culberson.

Motion by Chet Martel and Seconded by Kevin Brasley to accept the Meeting Minutes and Financial Reports for October 2018. All in favor, motion passed.

OLD BUSINESS:

Hooksett Village Water Precinct Interconnection – Nothing new at this time.

Franchise Area –

- Holiday Acres - 100 additional units – Holiday Acres is having a dispute with the Town of Allenstown over the land sale. This will be tabled.

Potential Roadwork –

- Library St Allenstown – Allenstown Sewer is stating that they will not connect to water unless Pembroke Water Works pays 50% of the cost.

PFC Monitoring – The samples were taken but the results have not been received yet.

354-356 Pembroke St Development – They are waiting on the okay to connect to sewer. This will be tabled.

Budget – The Board finalized the Budget.

Motion by Kevin Brasley and Seconded by Chet Martel to accept the 2019 Budget as proposed. All in favor, motion passed.

NEW BUSINESS:

Robert & Marisa Jarvis from 20 Broadway came in to speak to the Commission in regards to the repairs that had to be made to their Sewer Lateral.

The Board suggested that they speak to the Sewer Commission.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$12,867.91.

A/P Manifests & Payroll Manifests -- Motion by Chet Martel and Seconded by Kevin Brasley to approve the A/P Manifest of October 31st for \$25,844.87 previously reviewed and the A/P Manifest of November 15th for \$11,219.63 and Payroll Manifests reviewed by Chairman Christopher Culberson. All in favor, motion passed.

Billing Register Manifest – Motion by Chet Martel and Seconded by Kevin Brasley to accept the Billing Register Manifest for October in the amount of \$70,071.79. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chet Martel and Seconded by Kevin Brasley to accept the Adjustment Manifest for October in the amount of \$3,715.00. All in favor, motion passed.

Late Penalty Manifest – Motion by Chet Martel and Seconded by Kevin Brasley to accept the Late Penalty Manifest for November in the amount of \$1,310.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Nothing new at this time.

Correspondence – Nothing new at this time.

Non-Public Session in accordance with RSA 91-A:311

Motion by Kevin Brasley and seconded by Chet Martel to adjourn at 7:29 pm.
All in favor, motion passed.

The next meeting is scheduled for December 13, 2018 at 6:00 pm.