

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the September 20, 2018 Meeting

Present: Chris Culberson, Ed Lavalley, Chet Martel, Larry Plourde

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

Absent: Kevin Brasley

The regular meeting was called to order at 6:01 pm by Chairman Chris Culberson.

Motion by Chet Martel and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for August 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 – Nothing new at this time.

Potential Roadwork –

- Library St Allenstown –Michael Trainque from Hoyle, Tanner & Associates met with the Board to discuss water line expansion.

PFC Monitoring – The Board reviewed the latest test results.

354-356 Pembroke St Development – Nothing new at this time.

NEW BUSINESS:

13 Lincoln St – New Building - Water connection is available.

49 Sheep Davis Rd – Abrasive & Tools addition – Water connection is available.

Route 3 windows – Motion by Chet Martel and Seconded by Larry Plourde to approve up to \$5000.00 for the installation of exhaust fans for cross ventilation at the pump stations. All in favor, motion passed.

The Board will start working on the Budget at the next meeting.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$9,031.24.

A/P Manifests & Payroll Manifests -- Motion by Chet Martel and Seconded by Ed Lavallee to approve the A/P Manifest of August 29<sup>th</sup> for \$15,507.51 previously reviewed and the A/P Manifest of September 20<sup>th</sup> for \$27,992.70 and Payroll Manifests reviewed by Chairman Christopher Culberson. All in favor, motion passed.

Billing Register Manifest – Motion by Chet Martel and Seconded by Ed Lavallee to accept the Billing Register Manifest for August of \$76,849.73. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chet Martel and Seconded by Ed Lavallee to accept the Adjustment Manifest for August of \$412.19. All in favor, motion passed.

Late Penalty Manifest – Motion by Chet Martel and Seconded by Ed Lavallee to accept the Late Penalty Manifest for September of \$1,050.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Nothing new at this time.

Correspondence –

The National Guard sent a Thank You letter to the Board for allowing them to conduct a one rope bridge crossing event on the property at Route 106.

The Pembroke Police Department has pressed charges to an individual for Theft by Unauthorized Taking from one of the Water Works trucks.

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

Motion by Chet Martel and seconded by Ed Lavallee to adjourn at 7:10 pm.  
All in favor, motion passed.

The next meeting is scheduled for October 18, 2018 at 6:00 pm.