

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the January 19, 2017 Meeting

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

The regular meeting was called to order at 6:03 pm by Chairman Ed Lavallee.

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

OLD BUSINESS:

Concord Rt3 Electrical Update – The cleaning of the #2 well is ongoing, the well is in good condition. The pump has some considerable buildup and the impellers need to be rebuilt. The spare pump will be used at this time. The basement piping will be started next week.

212 Main St – A potential buyer showed interest in the building Matt will follow up.

Badger Software update – Nothing new at this time.

John's Wrecker Service 107 Sheep Davis Rd – Matt informed the Board that MBI was approved by the Planning Board and Emery and Garrett Groundwater will be doing annual inspections of the property.

New Utility Truck – The truck is to be built the week of February 13<sup>th</sup>, Banks anticipates receiving the truck on March 1<sup>st</sup>. Matt has notified Hews of the schedule for the installation of the utility body.

Pembroke Pines Update - Discussion about the change from 33 units to 78 units and available capacity from the Dufresne Group study. Capacity is available at this time however the project is not approved by this Department at this time.

NEW BUSINESS:

Scada Upgrades - Internet has been run to all locations except the Hooksett Tank which is scheduled for mid-February. The electricians will begin work in the next few weeks.

Potential Fuel Facility Rte.28 - A fuel facility is being proposed in Allenstown off Gilbert Rd. This area is about 2000' south of the Bear Brook wellhead radius. Matt had EGGI look into the potential threat to Pembroke's production wells. EGGI found no concerns with this use given its downgradient location to the wells.

Sanitary Survey - The Board reviewed the sanitary survey from NHDES and discussed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$10,878.79.

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and Seconded by Andy Boisvert to approve the January 19th A/P Manifest of \$48,143.50 and Payroll Manifests reviewed by Chairman Ed Lavallee. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Kevin Brasley and Seconded by Chris Culberson to accept the Adjustment Manifest for November of \$1109.07. All in favor, motion passed.

Billing Register Manifest – Motion by Kevin Brasley and Seconded Chris Culberson to accept the Billing Register Manifest for November of \$77,074.47. All in favor, motion passed.

Late Penalty Manifest – Motion by Kevin Brasley and Seconded by Chris Culberson to accept the Late Penalty Manifest for November of \$1,540.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Discussion about Dufresne Group study of the Rte. 3 wells.

Correspondence –Nothing at this time.

Motion by Chris Culberson and Seconded by Ed Lavallee to go into Non-Public Session in accordance with RSA 91-A:311 at 6:37pm. All in favor, motion passed.

Motion by Chris Culberson and Seconded by Kevin Brasley to come out of Non-Public Session in accordance with RSA 91-A:311 at 6:54. All in favor, motion passed.

Motion by Chris Culberson and seconded by Andy Boisvert to adjourn at 6:55 pm. All in favor, motion passed.

The next meeting is scheduled for February 16, 2017 at 6:00 pm.