

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the May 18, 2017 Meeting

Present: Andy Boisvert
 Ed Lavallee
 Chris Culberson
 Kevin Brasley
 Chet Martel

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

Absent:

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

Motion by Kevin Brasley and Seconded by Ed Lavallee to accept the Meeting Minutes and Financial Reports for April 2017. All in favor, motion passed.

OLD BUSINESS:

Badger Software update – A tentative date in August has been set for installation and training of the Beacon Software upgrade.

Pembroke Pines Update – They still have to go to the Planning Board.

Scada Upgrades – Nothing new at this time.

Hooksett Village Water Precinct Interconnection – Water quality and treatment processes were discussed. There will be further discussions.

Franchise Area – Nothing new at this time.

Potential Roadwork –

- Library St Allentown – There was discussion about the cost for repairs. Matt will get estimates from contractors for the work to be done in 2018.
- Whitten St Allentown – There was discussion about the cost for repairs. Matt will get estimates from contractors for the work to be done in 2018.
- Webster St Allentown – There was discussion about the cost for repairs. Matt will get estimates from contractors for the work to be done in 2018.
- Union St Pembroke – There was discussion about the cost for repairs. Matt will get estimates from contractors for the work to be done this year.
- Pleasant St Pembroke – Will be general maintenance.

Hydrant Flushing – We will monitor water conditions through the summer.

Fire System Backflow Testing – There was a discussion about Backflow rates.

After Hours Parking Issue – We will monitor to see if signs are needed.

Rymes – Received a document from Rymes regarding old court case.

NEW BUSINESS:

Audit - Audit was done last week.

Rt 106 Motor – We lost the motor. Motion by Kevin Brasley and Seconded by Chet Martel to accepted \$8565.00 for the new motor and keeping the old motor to rewind at a later time as a back-up, as ratified through the phone call. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$10928.75.

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and Seconded by Ed Lavallee to approve the May 4th A/P Manifest of \$4673.72 previously reviewed and the May 18th A/P Manifest of \$16590.06 and Payroll Manifests reviewed by Chairman Christopher Culberson. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Kevin Brasley and Seconded by Chet Martel to accept the Adjustment Manifest for April of \$4863.22. All in favor, motion passed.

Billing Register Manifest – Motion by Kevin Brasley and Seconded by Chet Martel to accept the Billing Register Manifest for April of \$55634.62 All in favor, motion passed.

Late Penalty Manifest – Motion by Kevin Brasley and Seconded by Chet Martel to accept the Late Penalty Manifest for May of \$1410.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business –

Correspondence – We received a Thank You letter from Suncook Rod & Gun for the donation for the Fishing Derby.

Motion by Kevin Brasley and Seconded by Chet Martel to go in to Non-Public Session in accordance with RSA 91-A:311 at 6:49. All in favor, motion passed.

Motion by Kevin Brasley and Seconded by Andy Boisvert to come out of Non-Public Session in accordance with RSA 91-A:311 at 7:08. All in favor, motion passed.

Motion by Chet Martel and seconded by Ed Lavalley to adjourn at 7:08 pm.
All in favor, motion passed.

The next meeting is scheduled for June 15, 2017 at 6:00 pm.