

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the February 16, 2017 Meeting

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

The regular meeting was called to order at 6:04 pm by Chairman Ed Lavallee.

Motion by Kevin Brasley and Seconded by Chris Culberson to accept the Meeting Minutes and Financial Reports for January 2017. All in favor, motion passed.

OLD BUSINESS:

Concord Rt3 Electrical Update – Well #2 is cleaned, new pump is in. The piping is done.
Motion by Chris Culberson and seconded by Kevin Brasley to ratify the phone call approving the additional work by Wesson & Sampson in the amount of \$4450.00. All in favor, motion passed.

212 Main St – Motion by Chris Culberson and seconded by Kevin Brasley to accept the Purchase and Sales agreement for the sale of 212 Main St Pembroke NH to Peter Bullock in the amount of \$20000.00. All in favor, motion passed.

Motion by Kevin Brasley and seconded by Andy Boisvert to have Matt Gagne do the paperwork and closing for 212 Main St Pembroke, NH. All in favor, motion passed.

Badger Software update – Nothing new at this time.

New Utility Truck – Motion by Kevin Brasley and seconded by Chris Culberson to withdraw \$35000.00 from the Capital Improvement Operating Fund and deposit into the General Fund for the new truck.

Pembroke Pines Update – They passed ZBA. ½ of the houses will be on Sewer and ½ will be on Septic.

Scada Upgrades – The Brickett Hill tank and Office panels are up. Waiting on Comcast for Hooksett tank.

NEW BUSINESS:

Hooksett Village Water Precinct – There was a request from their engineers asking if the Board would be willing to discuss interconnection between the two Water systems. The Board is willing to discuss this with Hooksett Village Water Precinct.

Line & Leak Detection Equipment – Motion by Kevin Brasley and seconded by Chris Culberson to approve the purchase of the line & leak detection equipment, not to exceed \$7000.00. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$13043.62.

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and Seconded by Chris Culberson to approve the February 2nd A/P Manifest of \$19860.56 previously reviewed and the February 16th A/P Manifest of \$49963.96 and Payroll Manifests reviewed by Chairman Ed Lavallee. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chris Culberson and Seconded by Andy Boisvert to accept the Adjustment Manifest for January of \$1029.42. All in favor, motion passed.

Billing Register Manifest – Motion by Kevin Brasley and Seconded Chris Culberson to accept the Billing Register Manifest for January of \$58507.02. All in favor, motion passed.

Late Penalty Manifest – Motion by Chris Culberson and Seconded Andy Boisvert by to accept the Late Penalty Manifest for February of \$1480.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Nothing at this time.

Correspondence –Nothing at this time.

Motion by Kevin Brasley and Seconded by Chris Culberson to go into Non-Public Session in accordance with RSA 91-A:311 at 6:34pm. 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 6:50. All in favor, motion passed.

Motion by Andy Boisvert and seconded by Keven Brasley to adjourn at 6:53 pm. All in favor, motion passed.

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