

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the September 15, 2016 Meeting

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

The regular meeting was called to order at 6:01 pm by Chairman Ed Lavallee.

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

OLD BUSINESS:

Concord Rt3 Electrical Update – Nothing new until cooler weather.

212 Main St – Nothing new at this time.

2016 Road work –Matt updated the Board on the work that was done on River Rd. Matt also let the Board know that Allentown is talking about doing work on Library St next year. There was discussion on extending the main on Bridge St.

Motion by Kevin Brasley and Seconded by Chet Martel to extend the main on Bridge St and put new service lines at 12 & 15 Bridge St., not to exceed \$8500.00. All in favor, motion passed.

Badger Software update – Interface between Softwater and Beacon is done, live testing will be done in a few weeks, if all goes well we will get the update needed from Softwater and can move ahead with the Beacon upgrade.

National Guard Rediness Center - Nothing new at this time.

Pump Station Roads - Nothing new at this time.

Drought Conditions – There was discussion on drought conditions.

Pump Station Emergency Showers – Motion by Chris Culberson and Seconded by Kevin Brasley to approve Emergency Safety Showers at the 3 pump stations. All in favor, motion passed.

John's Wrecker Service 107 Sheep Davis Rd – There was further discussion about illegal tenant at property. The Board is planning to attend the next Planning Board meeting.

NEW BUSINESS:

Pembroke Crossing Fuel Facility – The Board discussed the proposed Fuel Facility.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$13924.34

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and seconded by Andy Boisvert to approve the August 31<sup>st</sup> A/P Manifest of \$33324.13 previously reviewed, the September 15<sup>th</sup> A/P Manifest of \$11572.59. All in favor, motion passed.

Motion by Kevin Brasley and seconded by Chet Martel to approve Payroll Manifests reviewed by Chairman Ed Lavallee. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Kevin Brasley and seconded by Chet Martel to accept the Adjustment Manifest for August of \$2161.66. All in favor, motion passed.

Billing Register Manifest – Motion by Kevin Brasley and Seconded by Chet Martel to accept the Billing Register Manifest for August of \$83131.10. All in favor, motion passed.

Late Penalty Manifest – Motion by Kevin Brasley and Seconded by Chris Culberson to accept the Late Penalty Manifest for September of \$960.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business

Correspondence

Motion by Kevin Brasley and seconded by Chet Martel to adjourn at 7:01 pm.  
All in favor, motion passed.

The next meeting is scheduled for October 20, 2016 at 6:00 pm.