PEMBROKE WATER WORKS

346 PEMBROKE STREET

PEMBROKE, NH 03275

Minutes of the October 20, 2016 Meeting

Present: Andy Boisvert

Ed Lavallee

Chris Culberson

Chet Martel

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

Absent: Kevin Brasley

The regular meeting was called to order at 6:00 pm by Chairman Ed Lavallee.

Motion by Chris Culberson and seconded by Chet Martel to accept the Meeting Minutes and Financial Reports for September 2016. All in favor, motion passed.

OLD BUSINESS:

Concord Rt3 Electrical Update – Motion by Chris Culberson and seconded by Chet Martel to finish the remaining pipe and mechanical and basement work, not to exceed $10000.00.

All in favor, motion passed.

212 Main St – Nothing new at this time.

2016 Road work – Matt informed the Board that all roadwork for 2016 is complete.

Badger Software update – Nothing new at this time.

National Guard Rediness Center – Rene LaBranche, Bryan Ruoff of Stantec and Larry Ray from the National Guard presented the plans for the National Guard Rediness Center to the Board.

They are looking to start in the Spring of 2018.

Pump Station Roads – The roads are all graded and done.

Drought Conditions – We are in our low water demands. No bans required on outside water usage.

Pump Station Emergency Showers – They are in the process of being installed.

John’s Wrecker Service 107 Sheep Davis Rd – There was further discussion. The results from the test wells have not been received yet. The Board is planning to attend the next Planning Board meeting.

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

Bear Brook #7 – Motion by Chris Culberson and seconded by Chet Martel to ratify the phone approval to install the VFD drive, not to exceed $9500.00. All in favor, motion passed.

NEW BUSINESS:

Golf Course - Connect water from Nadine Rd to Whittemore Rd –

Steve Cummins presented plans for connecting water from Nadine Rd to Whittemore Rd adding 33 units. They are looking to possibly starting in Spring 2017.

Pembroke Meadows – The Board reviewed the plans for 110 houses that could take up to 7 years to complete.

Ashley Park – Ashley Park is re-doing their water system. The Board reviewed the plans.

2017 Budget – The Board will review again at the November meeting.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount $14103.24

A/P Manifests & Payroll Manifests -- Motion by Chris Culberson and seconded by Chet Martel to approve the September 30th A/P Manifest of $18689.31 previously reviewed, the October 20th A/P Manifest of $58386.56 and Payroll Manifests reviewed by Chairman Ed Lavallee. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Andy Boisvert and seconded by Chet Martel to accept the Adjustment Manifest for September of $-87.45. All in favor, motion passed.

Billing Register Manifest – Motion by Chris Culberson and Seconded Andy Boisvert to accept the Billing Register Manifest for September of $71626.45. All in favor, motion passed.

Late Penalty Manifest – Motion by Chet Martel and Seconded by Chris Culberson to accept the Late Penalty Manifest for October of $1460.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business

Motion by Chet Martel and Seconded by Chris Culberson to approve the purchase of a fireproof file cabinet. All in favor, motion passed.

Correspondence

Motion by Andy Boisvert and seconded by Chet Martel to adjourn at 7:46 pm.

All in favor, motion passed.

The next meeting is scheduled for November 17, 2016 at 6:00 pm.