

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the November 17, 2016 Meeting

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

The regular meeting was called to order at 6:02 pm by Chairman Ed Lavallee.

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

OLD BUSINESS:

Concord Rt3 Electrical Update – Nothing new at this time

212 Main St – Nothing new at this time.

Badger Software update – Nothing new at this time.

Pump Station Emergency Showers – The installation has been completed.

John's Wrecker Service 107 Sheep Davis Rd – There was further discussion. The results from the test wells have been received and came back as un-detectable. The Board is planning to attend the next Planning Board meeting.

2017 Budget – Motion by Kevin Brasley and Seconded by Chris Culberson to approve the 2017 Budget. All in favor, motion passed.

NEW BUSINESS:

Pump Inspections – Motion by Chris Culberson and Seconded by Kevin Brasley to approve \$15500.00 for Pump inspections and chemical cleaning for Pump #2.

Matt told the Board that Kenny passed the test and is now certified for Distribution Grade 1. Beau should be starting classes in January.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$12408.50

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and Seconded by Chet Martel to approve the November 2nd A/P Manifest of \$12173.57 previously reviewed, the November 17th A/P Manifest of \$15000.14 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 October of \$-8611.47. All in favor, motion passed.

Billing Register Manifest – Motion by Kevin Brasley and Seconded Chet Martel to accept the Billing Register Manifest for October of \$73367.33. All in favor, motion passed.

Late Penalty Manifest – Motion by Chris Culberson and Seconded by Andy Boisvert to accept the Late Penalty Manifest for November of \$1460.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business –

Chet Martel informed the Board that Chris Gagnon is the new full-time fire fighter in Pembroke.

There was a brief discussion on the new Senate Proposal in regards to accessory dwellings.

Correspondence –

The Board received a Thank Note from the First Congregational Church for the donation in memory of Fred Kline.

Motion by Kevin Brasley and seconded by Andy Boisvert to adjourn at 6:41 pm.
All in favor, motion passed.

The next meeting is scheduled for December 8, 2016 at 6:00 pm.