

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the July 21, 2022 Meeting

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

The regular meeting was called to order at 6:01pm by Kevin Brasley.

Motion by Chet Martel and Seconded by Chris Culberson to accept the Meeting Minutes and Financial Reports for June 2022. All in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Matt updated the Board on the roadwork.

- Valley St – Allenstown – Town is finishing up so we can begin work in August.
- Main St – Pembroke – Motion by Chris Culberson and Seconded by Larry Plourde to award the water installation to Merrill construction in the amount of \$126,340 and to approve \$127,000 to be expended from the waterline replacement fund but not to withdraw the money yet. All in favor motion passed.
- Simpson Ave – Nothing New.
- Bow Ln – Pembroke – Scheduled to be repaved in 2023.

PFC Monitoring- Water restriction letters have been sent out and will take effect 7/25/2022. New Hampshire is experiencing moderate drought however our demands have remained about 763,000 averaged daily.

- Study for Source Water Capacity –nothing new.
- Asset Management- NHDES has approved the grant in the amount of \$63,200 which covers 100% of the work. Kevin signed the authorization for Underwood to proceed.

Work Barn – Tabled

Allenstown Aggregate – 6 units – Waterline install set to begin next week.

6 Dawn Dr – Connection – All paperwork has been sent and approved by homeowners. Lenders could take up to a month to approve.

NEW BUSINESS:

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$17,247.01

Accounts Payable Manifests – To approve the Accounts Payable Manifest of June 29, 2022 in the amount of \$20,425.11 and Accounts Payable Manifest of July 21, 2022 in the amount of \$26,232.32 and Payroll Manifests previously reviewed by Chairman Kevin Brasley.  
Motion by Chet Martel and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for June in the amount of \$93,421.39.  
Motion by Chet Martel and Seconded Ed Lavallee. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for June in the amount of \$-8,119.57.  
Motion by Chet Martel and Seconded by Ed Lavallee. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for July in the amount of \$1,420.00.  
Motion by Chet Martel and Seconded by Ed Lavallee, All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

The next meeting is scheduled for August 18, 2022 at 6:00 pm.

Motion by Larry Plourde and Seconded by Chet Martel to adjourn at 6:24pm.  
All in favor, motion passed.

---

Pembroke Water Works Commission Board Secretary-  
Edward Lavallee