

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the January 19, 2023 Meeting

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

Guests:

The regular meeting was called to order at 6:00pm by Kevin Brasley.

Motion by Chet Martel and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for December 2022, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork –

- Bow Ln – Pembroke – Nothing new at this time.

PFC Monitoring- The Concord interconnection is currently before Concord City council for approval of two items, first is their Master Plan Update to reflect how much water can be moved out of the City, Second is a Source Development Charge to protect the rate payers in Concord. These two studies need City Council to approve the funding to move forward which has stalled the approval. Matt will be meeting with Bow, NHDES and Concord to work on keeping things moving.

- Study for Source Water Capacity –Scheduled to begin on Monday 1/16 however NHDES denied the discharge permit.
- Asset Management - Underwood continuing to work on the plan.

Work Barn – Nothing new.

Trailer & Tools – The trailer was found in Loudon with all the contents inside. Since most of the tools have been replaced we need to work with Primex on how to approach the old tools that have been replaced.

NEW BUSINESS:

2022 Sanitary Survey- The Board reviewed the recommendations from NHDES for System improvements over the next three years.

2014 Chevy- Matt informed the Board that his truck was hit by the Boys and Girls club bus while parked on the side of the road. Primex has issued payment for this less the deductible and will work on getting payment from B&G insurance. Matt has scheduled the repair with Banks for 2/21/2023.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$21,402.35

Accounts Payable Manifests – To approve the Accounts Payable Manifest of January 5, 2023 in the amount of \$31,928.20 and Accounts Payable Manifest of January 19, 2023 in the amount of \$14,740.42 and Payroll Manifests previously reviewed by Chairman Kevin Brasley.
Motion by Chet Martel and Seconded by Ed Lavallee, All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for November in the amount of \$83,358.59
Motion by Chet Martel and Seconded Ed Lavallee, All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for November in the amount of \$2,525.00
Motion by Chet Martel and Seconded by Larry Plourde, All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for December in the amount of \$1,370.00
Motion by Chet Martel and Seconded by Larry Plourde, All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

Motion by Chet Martel and Seconded by Larry Plourde
To go into Non-Public Session in accordance with RSA 91-A:311 at 6:23 pm

Motion by Chet Martel and Seconded by Larry Plourde
To come out of Non-Public Session in accordance with RSA 91-A:311 at 6:29 pm

The next meeting is scheduled for February 16, 2023 at 6:00 pm.

Motion by Ed Lavallee and Seconded Chet Martel by to adjourn at 6:29pm.
All in favor, motion passed.

Pembroke Water Works Commission Board Secretary-
Edward Lavallee