

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the April 20, 2023 Meeting

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

Guests:

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

Motion by Ed Lavallee and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for February & March 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork –

- Bow Ln – Pembroke – Matt presented three prices for the Bow lane materials. Motion by Ed Lavallee and seconded by Larry Plourde to approve the amount of \$37,003.15 to EJ Prescott for the materials with Alpha fittings, all in favor motion passed. Motion by Ed Lavallee and seconded by Larry Plourde to transfer \$20,000.00 from the Capital Reserve fund to the operating account for the purchase of the materials, all in favor motion passed.

PFC Monitoring- Matt informed the Board about the proposed pfas limits from EPA of 4 PPT. The Board discussed the potential impacts from this. We will continue as planned with the Concord interconnection.

- Study for Source Water Capacity –All pump tests are complete. The Bear Brook wells ran together with minimal impact. The Rte. 3 test did not show an increase of pfas with the increased pumping from 350 gpm to 600 gpm. EGGI is compiling all the information into a report.
- Asset Management – Matt has a kickoff meeting with Underwood and NHDES on 3/1. Initial data collection has begun and has been submitted to Underwood.
- Strategic Planning Grant- Matt informed the Board that we have been awarded the \$50,000 grant from NHDES for the investigation into additional well sources. We have submitted an outline to NHDES for approval which includes, collection and review of test well information and current agriculture and fuel tank information and geological mapping for potential test sites. No test well drilling is included in this phase of engineering. If approved by DES Pembroke Water Works would need to contribute \$5,000 towards the engineering.

Work Barn – Nothing new.

Trailer & Tools – Primex offered a 75% buy back of the tools which brings the cost down from \$36,644 to \$27,483 and can be paid back over time up to 24 months. The Board wants to offer a 60% buy back at a cost of \$21,986.40 in one lump sum. Matt will make the offer to Primex.

Employee Clothing Allowance- Matt spoke with Shirt makers in Chichester and they can offer an alternative to Teddy's tees.

NEW BUSINESS:

Election of Officers- Motion by Bruce Kudrick and seconded by Ed Lavalley to nominate Kevin Brasley as Chairman of the Board, all in favor motion passed. Motion by Kevin Brasley and seconded by Bruce Kudrick to nominate Ed Lavalley as secretary of the Board, all in favor motion passed.

Office- The office should be back to normal business by early May.

Water Restriction- The water restriction implemented in 2022 has been revised to meet the complaints from customers about the limits of some older irrigation system programming. Matt will get the letter out in Mid-May to meet the startup of irrigation systems.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$18,058.02

Accounts Payable Manifests – To approve the Accounts Payable Manifest of March 2, 2023 in the amount of \$23,130.02 and Accounts Payable Manifest of March 16, 2023 in the amount of \$11,530.92 and the Accounts payable Manifest of April 7, 2023 in the amount of \$34,427.11 and the Accounts Payable Manifest for April 20, 2023 in the amount of \$22,044.67 and the Payroll Manifests previously reviewed by Chairman Kevin Brasley.

Motion by Ed Lavalley and Seconded by Larry Plourde, All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for February in the amount of \$72,952.69 and the Billing Register Manifest for March in the amount of \$64,096.74.

Motion by Ed Lavalley and Seconded Larry Plourde, All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for February in the amount of \$4,567.21 and to approve the Adjustment Manifest for March in the amount of \$6,932.51.

Motion by Ed Lavalley and Seconded by Larry Plourde, All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for February in the amount of \$1,070.00 and to approve the Late Penalty Manifest for March in the amount of \$ 1,400.00.

Motion by Ed Lavallee and Seconded by Larry Plourde, All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

The next meeting is scheduled for May 18, 2023 at 6:00 pm.

Motion by Ed Lavallee and Seconded Larry Plourde by to adjourn at 6:26pm.
All in favor, motion passed.

Pembroke Water Works Commission-
Kevin Brasley