

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the May 18, 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 April 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork –

- Bow Ln – Pembroke – The materials are in for the project. We plan to start on 5/24 but are waiting on an approval from Kinder Morgan to cross their pipeline.

PFC Monitoring- We received the follow up certified letter back that was sent to Jim Bouley Mayor of Concord. Matt recommended we request a meeting with Concord City Council and stop any further communication by letter.

- Study for Source Water Capacity –We are still waiting on the report from Emery and Garrett from the pump testing. EGGI did indicate another well at the Bear Brook site may be possible. Matt is working with Underwood on applying for SRF money for 2024.
- Asset Management – Matt is working on setting up a walk through with Underwood to look at all structures.
- Strategic Planning Grant- Motion by Ed Lavallee seconded by Larry Plourde to approve the strategic planning grant as outlined and to expend \$5,000 from the general fund towards the project. All in favor motion passed.

Work Barn – Nothing new.

Trailer & Tools – The Board accepted the payment schedule as outlined in the amount of \$27,483.03 over 8 payments.

NEW BUSINESS:

Connection on Ferry St. - We received a request for water connection on lot 3 at the end of Ferry St. This will require extending the main 600' to the property.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$23,164.77

Accounts Payable Manifests – To approve the Accounts Payable Manifest of May 3, 2023 in the amount of \$17,456.91 and Accounts Payable Manifest of May 18, 2023 in the amount of \$56,852.67 and the Payroll Manifests previously reviewed by Chairman Kevin Brasley. Motion by Ed Lavallee and Seconded by Larry Plourde, All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for April in the amount of \$63,890.01.

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

Adjustment Manifest – To approve the Adjustment Manifest for April in the amount of \$3,210.00.

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

Late Penalty Manifest – To approve the Late Penalty Manifest for May in the amount of \$1,440.00.

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 June 22, 2023 at 6:00 pm.

Motion by Ed Lavallee and Seconded Larry Plourde by to adjourn at 6:12pm.

All in favor, motion passed.

Pembroke Water Works Commission-
Ed Lavallee