

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the June 22, 2023 Meeting

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

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 May 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork –

- Bow Ln – Pembroke – The work on Bow Lane is now complete.
- PFC Monitoring- Matt gave updates about PFAS to the Board. Well #2 motor is down. Motor failure is under warranty is being looked at to see what happened.
  - Study for Source Water Capacity – Nothing new at this time.
  - Asset Management – Task 1 is 75% complete.
  - Strategic Planning Grant- The Grant is before the Governor and Council for signature.

Work Barn – Nothing new.

Connection on Ferry St. – Matt gave them the cost to connect. We haven't heard anything else from them.

NEW BUSINESS:

The Yearly Audit has started and should be done this week.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$25,711.20

Accounts Payable Manifests – To approve the Accounts Payable Manifest of June 8, 2023 in the amount of \$48,002.77 and Accounts Payable Manifest of June 22, 2023 in the amount of \$19,209.97 and the 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 May in the amount of \$74,485.22. Motion by Chet Martel and Seconded Ed Lavallee, All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for May in the amount of \$3,863.20. Motion by Chet Martel and Seconded by Ed Lavallee, All in favor, motion passed.

2022 Year-End Adjustment Manifest – To approve the 2022 Year-End Adjustment Manifest in the amount of \$206,252.29 Motion by Chet Martel and Seconded by Larry Plourde, All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for June in the amount of \$1,060.00. Motion by Chet Martel and Seconded by Larry Plourde, All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

The next meeting is scheduled for July 20, 2023 at 6:00 pm.

Motion by Chet Martel and Seconded Ed Lavallee by to adjourn at 6:18pm. All in favor, motion passed.

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Pembroke Water Works Commission-  
Ed Lavallee