

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the July 20, 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 Ed Lavallee to accept the Meeting Minutes and Financial Reports for June 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Nothing new at this time.

- PFC Monitoring- Matt, Kevin and Bruce met with the City on Concord's Town Manager Tom Aspell to discuss Pembroke connecting to Concord's water system.
 - Study for Source Water Capacity – We may get the report from Underwood Engineers next month.
 - Asset Management – Nothing new at this time.
 - Strategic Planning Grant - Nothing new at this time.

Work Barn – Still tabled.

Rt3 #2 Motor – The Warranty claim has been approved by US Motors. We are waiting for it to be completed.

There was discussion on the Security System for the garage. It will be included in the 2024 Budget.

There was a general discussion about on-going projects going on line.

NEW BUSINESS:

Lead Service Lines – It is State required that all lead lines be identified by the end of 2024. We are eligible for a grant and will be putting in for it.

Fire Department Training – There was discussion in regards to Allenstown and Pembroke Fire Departments using the hydrants for training during the water ban.
There will be a letter sent to both departments explaining that in-house training will be allowed but that they can't flow the hydrants.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$22,813.02

Accounts Payable Manifests – To approve the Accounts Payable Manifest of July 6, 2023 in the amount of \$39,854.74 and Accounts Payable Manifest of July 20, 2023 in the amount of \$19,032.48 and the 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 \$84,201.92.
Motion by Chet Martel and Seconded Larry Plourde, All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for June in the amount of \$1,979.86.
Motion by Chet Martel and Seconded by Larry Plourde, All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for July in the amount of \$1,340.00.
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 August 17, 2023 at 6:00 pm.

Motion by Ed Lavallee and Seconded by Chet Martel to adjourn at 6:22pm.
All in favor, motion passed.

Pembroke Water Works Commission-
Ed Lavallee