

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the August 17, 2023 Meeting

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

Guests:

The regular meeting was called to order at 6:00pm by Ed Lavallee.

Motion by Chet Martel and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for July 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Nothing new at this time.

- PFC Monitoring-
 - o Study for Source Water Capacity – Matt received a Draft copy of the report from Underwood Engineers and discussed it with the Board.
 - o Asset Management – Nothing new at this time.
 - o Strategic Planning Grant - Nothing new at this time.

Work Barn – Still tabled.

Rt3 #2 Motor – The motor has been repaired and is online as of August 1st.
Repairs were covered by US Motors.

Lead Service Lines – Lead service lines need to be identified by October 2024.
Underwood Engineers has applied for a grant in the amount of \$50000.00 for us.
There may be additional costs.

NEW BUSINESS:

Hydrant Flushing – With the well test numbers looking good, Matt suggested that hydrant flushing be done in September.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$21,375.38

Accounts Payable Manifests – To approve the Accounts Payable Manifest of August 3, 2023 in the amount of \$17,397.45 and Accounts Payable Manifest of August 17, 2023 in the amount of \$26,762.95 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 July in the amount of \$71,162.04
Motion by Chet Martel and Seconded Larry Plourde, All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for July in the amount of \$5,198.41
Motion by Chet Martel and Seconded by Larry Plourde, All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for August in the amount of \$1,230.00
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 September 21, 2023 at 6:00 pm.

Motion by Chet Martel and Seconded by Larry Plourde to adjourn at 6:17pm
All in favor, motion passed.

Pembroke Water Works Commission-
Ed Lavallee