

PEMBROKE WATER WORKS
346 PEMBROKE STREET
PEMBROKE, NH 03275

Minutes of the December 21, 2023 Meeting

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

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

Motion by Bruce Kudrick and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for November 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Bachelder Rd

- PFC Monitoring- Numbers are decreasing – We received a letter from DOJ regarding the ongoing PFAS settlement with companies like Dupont and 3M regarding AFF foams and may be eligible for funds from the settlement.
 - o Concord Connection – Nothing new at this time.
 - o Study for Source Water Capacity – Nothing new at this time.
 - o Asset Management – The new computer and software are installed and running.
 - o Strategic Planning Grant – Task 1 is being started.

Work Barn – Motion by Kevin Brasley and Seconded by Larry Plourde to approve up to \$8500.00 for the installation of the new heater from Ethical Home Pro for the work barn. All in favor, motion passed.

Lead Service Lines – Certificate to Vote - Motion by Kevin Brasley and Seconded by Larry Plourde to Authorize Matt Gagne to represent the Board of Water Commissioners. All in favor, motion passed.

Station Analyzers – The parts have been ordered.

2024 Budget – Motion by Kevin Brasley and Seconded by Larry Plourde to accept the 2024 Budget. All in favor, motion passed.

NEW BUSINESS:

McNamara Development – They have decided to drill a well instead of connecting to the public water system.

Year End Money Transfer – Motion by Kevin Brasley and Seconded by Larry Plourde to transfer \$20,181.25 from the Operating Account. \$10181.25 from Connection and Permits fees going into the Capital Reserve Fund and \$10,000.00 going into the Equipment Fund. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$22,706.49

Accounts Payable Manifests – To approve the Accounts Payable Manifest of December 7, 2023 in the amount of \$29,596.71 and Accounts Payable Manifest of December 21, 2023 in the amount of \$17,724.79 and the Payroll Manifests previously reviewed by Chairman Kevin Brasley.

Motion by Bruce Kudrick and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for November in the amount of \$78,013.07

Motion by Bruce Kudrick and Seconded Larry Plourde. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for November in the amount of \$1,449.00

Motion by Bruce Kudrick and Seconded by Larry Plourde. All in favor, motion passed.

Late Penalty Manifest – To approve the Late Penalty Manifest for December in the amount of \$1,200.00

Motion by Bruce Kudrick and Seconded by Larry Plourde. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

Non-Public Session in accordance with RSA 91-A:311

Motion by Kevin Brasley and Seconded by Larry Plourde to go into non-public session at 6:30pm. All in favor, motion passed.

Motion by Kevin Brasley and Seconded by Larry Plourde to come out of non-public session at 6:32pm. All in favor, motion passed.

The next meeting is scheduled for January 18, 2024 at 6:00 pm.

Motion by Bruce Kudrick and Seconded by Larry Plourde to adjourn at 6:33pm.

All in favor, motion passed.

Pembroke Water Works Commission—Kevin Brasley