

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the February 15, 2018 Meeting

Present: Chris Culberson  
Kevin Brasley  
Ed Lavallee  
Staff: Matt Gagne – Superintendent, Betty St. Germain – Admin Bookkeeper  
Absent: Chet Martel, Andy Boisvert

The regular meeting was called to order at 6:02 pm by Chairman Chris Culberson.

Motion by Kevin Brasley and Seconded by Ed Lavallee to accept the Meeting Minutes and Financial Reports for January 2018. All in favor, motion passed.

OLD BUSINESS:

Hooksett Village Water Precinct Interconnection – Nothing new at this time.

Franchise Area – Nothing new at this time.

Potential Roadwork –

- Library St Allenstown – There was further discussion regarding the new Allenstown Sewer pump station water connection.
- Whitten St Allenstown – Matt is getting prices together for this project.
- Webster St Allenstown – Matt is getting prices together for this project.
- Union St Pembroke – No changes at this time.
- Main St Pembroke – Nothing new at this time.

New Hire – Matt is reviewing applications.

Dump truck body – Motion by Kevin Brasley and Seconded by Ed Lavallee to approve the purchase of a new dump truck body, not to exceed \$8000.00. All in favor, motion passed.

PFC Monitoring – There was continued discussion about PFC Monitoring.

Bear Brook Motor #1 – Matt updated the Board on the status of the new motor.

Tank Inspections – Nothing new at this time.

NEW BUSINESS:

No new Business at this time.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$14,681.78

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and Seconded by Ed Lavallee to approve the January 31<sup>st</sup> A/P Manifest of \$8,469.53 previously reviewed and the February 15<sup>th</sup> A/P Manifest of \$21,178.16 and Payroll Manifests reviewed by Chairman Christopher Culberson. All in favor, motion passed.

Billing Register Manifest – Motion by Kevin Brasley and Seconded by Ed Lavallee to accept the Billing Register Manifest for January of \$58,614.32. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Ed Lavallee and Seconded by Kevin Brasley to accept the Adjustment Manifest for January of \$1697.33. All in favor, motion passed.

Late Penalty Manifest – Motion by Ed Lavallee and Seconded by Kevin Brasley to accept the Late Penalty Manifest for February of \$1190.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Nothing at this time.

Correspondence – Nothing at this time.

Motion by Chris Culberson and seconded by Ed Lavallee to adjourn at 6:23 pm.  
All in favor, motion passed.

The next meeting is scheduled for March 15, 2018 at 6:00 pm