

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the March 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 6:50 pm by Chairman Chris Culberson.

Motion by Kevin Brasley and Seconded by Ed Lavallee to accept the Meeting Minutes and Financial Reports for February 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 – Matt talked to their Engineer regarding the Allenstown Sewer pump station water connection. Informed them that they will need to pay for a portion of the main upgrades.
- Whitten St Allenstown –
- Webster St Allenstown –  
Motion by Kevin Brasley and Seconded by Ed Lavallee not to exceed \$45,000.00 for the Whitten St and Webster St materials. All in favor, motion passed.
- Union St Pembroke – The project is supposed to be starting the 19<sup>th</sup>, but with weather conditions it will be later.
- Main St Pembroke – Nothing new at this time.

New Hire – Andy Auger has been hired.

PFC Monitoring – Nothing new at this time.

Bear Brook Motor #1 – The new motor is in and running. The old motor can be rewound to 480 volts. Chase needs to cut motor and see if it can be brought up to 40 horsepower. And provide pricing.

Tank Inspections – Nothing new at this time.

NEW BUSINESS:

Appointment of Officers – Motion by Kevin Brasley and Seconded by Ed Lavallee to elect Christopher Culberson as Chairman. All in favor, motion passed.

Motion by Kevin Brasley and Seconded by Ed Lavallee to elect Kevin Brasley as Secretary. All in favor, motion passed.

Andrew Boisvert has resigned as Water Commissioner. The Board will appoint someone for the remainder of the term.

Wilkins Ave – They are looking to put in 2 6-unit buildings and are looking for Conditional Approval. Water is available for this location.

354-356 Pembroke St – They are looking to put in 16 single family houses and are looking for Conditional Approval. Water is available for this location.

Chop Saw – Motion by Chris Culberson and Seconded by Kevin Brasley to approve the purchase of a new chop saw not to exceed \$1,200.00. All in favor, motion passed.

Cutting at Route 106 – Jeffrey Eames of Fort Mountain Land & Timber wants to know if the Board would like them to do some tree cutting. The Board agreed since it is part of Tree Farm Maintenance.

National Guard Rediness Center – They are looking to put another building in. The Commission requires that they will need to put in a separate water line and meter for the new building.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$14,761.93

A/P Manifests & Payroll Manifests -- Motion by Kevin Brasley and Seconded by Ed Lavallee to approve the February 28<sup>th</sup> A/P Manifest of \$19,464.10 previously reviewed and the March 15<sup>th</sup> A/P Manifest of \$19,183.94 and Payroll Manifests reviewed by Chairman Christopher Culberson. All in favor, motion passed.

Billing Register Manifest – Motion by Ed Lavallee and Seconded by Kevin Brasley to accept the Billing Register Manifest for February of \$67,475.24. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Kevin Brasley and Seconded by Ed Lavallee to accept the Adjustment Manifest for February of \$1,616.01. All in favor, motion passed.

Late Penalty Manifest – Motion by Ed Lavallee and Seconded by Kevin Brasley to accept the Late Penalty Manifest for March of \$1,030.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Beau Schofield passed the Backflow Test and is now Certified.

Correspondence – Nothing at this time.

Non-Public Session in accordance with RSA 91-A:311 –  
Motion by Chris Culberson and Seconded by Ed Lavallee to go into Non-Public Session in accordance with RSA 91-A:311 at 7:18. All in favor, motion passed.

Motion by Chris Culberson and Seconded by Ed Lavallee to come out of Non-Public Session in accordance with RSA 91-A:311 at 7:28. All in favor, motion passed.

Motion by Ed Lavallee and seconded Kevin Brasley to adjourn at 7:29 pm.  
All in favor, motion passed.

The next meeting is scheduled for April 19, 2018 at 6:00 pm.