

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the June 21, 2018 Meeting

Present: Chris Culberson, Kevin Brasley, Ed Lavallee, Chet Martel, Larry Plourde

Staff: Matt Gagne – Superintendent,

Absent: Betty St. Germain – Admin Bookkeeper

The regular meeting was called to order at 6:01 pm by Chairman Chris Culberson.

Motion by Kevin Brasley and Seconded by Chet Martel to accept the Meeting Minutes and Financial Reports for May 2018. All in favor, motion passed.

OLD BUSINESS:

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

Franchise Area –

Holiday Acres - 133 additional units – Need to expand Franchise Area. On hold until formal Holiday Acres proposal.

Potential Roadwork –

- Library St Allentown – Matt met with Engineer. Going out to bid in August. Possible road work and pump station.
- Whitten St Allentown – Work has begun, temporary services are connected.
- Webster St Allentown – Work is completed. Cost \$55,797.23.
- Hillcrest Ave Pembroke – Possible work on the street.

PFC Monitoring – Nothing new at this time.

Tank Inspections – Marcel Payeur is looking at the spot needed to be fixed.

Wilkins Ave – Nothing new at this time.

354-356 Pembroke St Development – Sent into Town to begin TRC.

Army National Guard Readiness Center – Nothing new at this time.

NEW BUSINESS:

CIP Budget - Motion by Chris Culberson and Seconded by Kevin Brasley to present the current Draft copy of the 2019 CIP Budget to the CIP Budget Committee. All in favor, motion passed.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$9,873.42.

A/P Manifests & Payroll Manifests -- Motion by Chet Martel and Seconded by Ed Lavallee to approve the June 5<sup>th</sup> A/P Manifest of \$26,160.58 previously reviewed and the June 21<sup>st</sup> A/P Manifest of \$24,481.85 and Payroll Manifests reviewed by Chairman Christopher Culberson. All in favor, motion passed.

Billing Register Manifest – Motion by Chet Martel and Seconded by Ed Lavallee to accept the Billing Register Manifest for May of \$65,570.09. All in favor, motion passed.

Monthly Adjustment Manifest -- Motion by Chet Martel and Seconded by Kevin Brasley to accept the Adjustment Manifest for May of \$4,394.50. All in favor, motion passed.

Late Penalty Manifest – Motion by Chet Martel and Seconded by Kevin Brasley to accept the Late Penalty Manifest for June of \$770.00. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other Business – Nothing new at this time.

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 adjourn at 6:23 pm.  
All in favor, motion passed.

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