

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the January 18, 2024 Meeting

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

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

Motion by Ed Lavallee and Seconded by Larry Plourde to accept the Meeting Minutes and Financial Reports for December 2023, all in favor, motion passed.

OLD BUSINESS:

Potential Roadwork – Bachelder Rd- Nothing new at this time.

- PFC Monitoring- Matt updated the Board on the status of the EPA proposed guidelines that were supposed to get finalized by the end of 2023 but did not.
  - o Concord Connection – Nothing new at this time.
  - o Study for Source Water Capacity – Still waiting on the final report.
  - o Asset Management – Underwood still working on this with nothing needed from us at this time.
  - o Strategic Planning Grant – Continued task 1 work with no involvement from us yet.

Work Barn – Matt updated the Board that work is scheduled for Tuesday and Wednesday of next week.

Lead Service Lines – Paperwork has been submitted to NHDES and is before Governor and Council for final approval.

Station Analyzers – The parts are in. EII will begin Installation tomorrow and startup in tentatively scheduled for mid-February.

NEW BUSINESS:

New Dump Truck – Matt presented the price from Grappone for an F-600 Cab and Chassis of \$67,042 with a \$6,318 Government discount. Matt presented the price from H.P. Fairfield for

the purchase and Installation of a 9' dump body with Power Take off, 10.5' XVD Fisher snow plow and a 2.2 Yard S.S. dual electric motor Spreader total cost \$44,573.73. The Board said to place the orders given this is a budgeted Item.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$26,386.00

Accounts Payable Manifests – To approve the Accounts Payable Manifest of January 4, 2024 in the amount of \$34,219.05 and Accounts Payable Manifest of January 18, 2024 in the amount of \$40,543.50 and the Payroll Manifests previously reviewed by Chairman Kevin Brasley.  
Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

Billing Register Manifest – To approve the Billing Register Manifest for December in the amount of \$95,251.85  
Motion by Ed Lavallee and Seconded Larry Plourde. All in favor, motion passed.

Adjustment Manifest – To approve the Adjustment Manifest for December in the amount of \$140.99  
Motion by Ed Lavallee 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 \$1,500.00  
Motion by Ed Lavallee and Seconded by Larry Plourde. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Other and Correspondence –

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

Motion by Ed Lavallee and Seconded by Bruce Kudrick to adjourn at 6:14pm.  
All in favor, motion passed.

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Pembroke Water Works Commission—Ed Lavallee