

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
JANUARY 10, 2019**

Chairman Joe Driscoll called the regular meeting of the Laconia Water Department Board of Water Commissioners to order at 8:00 a.m. on Thursday, January 10, 2019 in the conference room at the Water Treatment Facility at 117 Stark Street. Present were Commissioners Gregory Page, Dennis Bothamley, and Joseph Driscoll; Ex-Officio member Public Works Director Wesley Anderson; Superintendent Seth Nuttelman, and Clerk Cheryl Hounsell. Absent was Ex-Officio member Councilman Andrew Hosmer.

A motion was made by Greg Page, seconded by Wes Anderson, to accept the minutes of December 20, 2018. The vote was unanimous.

A motion was made by Greg Page, seconded by Wes Anderson, to approve the accounts payables and the financial statement dated January 9, 2019. The vote was unanimous.

OLD BUSINESS :

UNION AVENUE - STARK STREET TO ELM STREET- Seth stated that Assistant Public Works Director Krista Larsen has requested that Loureiro Engineering be able to attend the next Board of Water Commissioners meeting on January 24, 2019. Wes stated that they have reviewed the pipes at Irwin Marine with a camera. Joe Driscoll has spoken with City Manager, Scott Myers concerning the issue.

PAUGUS BAY MILFOIL - Seth stated that he has had some back and forth e-mails with Bob Wolfe and Amy Smagula concerning the sampling schedule following treatment for Milfoil with Procellacor in 2019. Seth would like to have it in writing and be part of the permit process. Seth will continue discussions.

UNION AVENUE - MAIN STREET TO GILFORD AVE NUE: Seth stated that this project is under consideration to be pushed back to 2020. Wes stated that there is still a possibility that some of this project will be done in 2019. Seth will check with Krista Larsen as she is currently working on the project schedule. He will notify the Board when a final decision has been made.

TWO-MILLION GALLON TANK- Seth stated that we refilled, sampled, and put the two-million gallon water tank back on line. We found that two of the four original leaks are still leaking. Seth e-mailed DK Tanks who did the recent repair. Seth received a telephone call from Joe of DK Tanks and they are in favor of coming in and sealing the tank. We are looking at putting this work on schedule for spring 2019. Prior to sealing this tank the leaks would need to be repaired. Seth will call Chris Hodgson from Natgun/DK Tanks and let him know his concerns and disappointment in the results of the repair. We have been quoted \$190,000 to have the water tank sealed; perhaps due to the results of this repair this amount may be negotiable. Seth stated that one of his questions will be whether they will stand behind the lining of the water tank. He will also discuss an aggressive pressure washing of the tank prior to the repair being performed. Once the repair is made there is a two-part process to the lining; the first is a primer and the second part would be the liner. Seth will discuss the cost as well as the timing for the repair and the lining of the water tank. They are estimating a timeframe of 6-7 weeks for the entire process.

NEW BUSINESS:

OCTOBER FINANCIAL ANALYSIS- Seth stated that at the end of October our goal is 33.33% of the budgeted numbers. The Residential and Commercial water billing came in at 36.5%, about 3% over or \$68,000. Total Income is over about 2% or \$52,000. Overtime wages are over about 4% or \$2,000. Total salaries are under about 1% or \$11,000. Total expenses came in at 29.23%, this is under about 4% or \$118,000. If we back out contingency the net expenses are under by \$106,700. Income is over about \$52,000 so we are to the good about \$159,000.

BUDGET 2020- Seth stated that he is currently working on the budget for 2020. He stated that he is looking for feedback from the Board members concerning adding an additional distribution position. The initial numbers that we have include this new position and the total budget increase is coming in at about 3%. Greg, Joe and Dennis wanted Seth to present a budget with the additional position included. Dennis requested that we a breakdown of the total cost for the new position.

TENANT-LAKES REGION CUPCAKES- Seth stated that the tenant is having some difficulties with paying the rent due to a slowdown of her cupcake business. There was a suggestion that maybe we could reduce the rent for the winter months with higher rent resuming as of June 1st. There was some discussion as to whether or not we would require the discounted amount to be paid during the more equitable months. The board also asked Seth to give her a heads up on the construction that will be taking place this summer. Seth will talk to the tenant and work something out.

NEW EMPLOYEE- Seth stated that we have hired Brian Faenza to take over the Equipment Operator position left vacant when Dave Willey retired at the end of December. Brian will start on January 28, 2019.

No further business, a motion was made by Greg Page, seconded by Dennis Bothamley to adjourn the meeting at 8:55 a.m. The vote was unanimous.

Cheryl A Hounsell, Clerk

Authorized Signature

Date