

LACONIA WATER DEPARTMENT  
BOARD OF COMMISSIONERS  
January 5, 2026

Chairman Brian Wolf called the regular meeting of the Laconia Water Department Board of Water Commissioners to order at 5:30 p.m. on Monday, January 5, 2025, in the conference room at the Water Treatment Plant. In attendance was Chairman Brian Wolf, Water Office member Acting Public Works Director Nate Guerette, Commissioner Steve Walsh, Commissioner John Tracy, Superintendent Ben Crawford and Clerk Joanie Barnett and Accountant Dianna Black. Absent was Ex-Officio member Councilman Robert Soucy.

A motion was made by Steve Walsh, seconded by John Tracy, to approve the minutes of December 15, 2025. The vote was unanimous.

A motion was made by Steve Walsh, seconded by John Tracy to approve the Accounts Payable and the Financial Statement dated January 5, 2026. Ben reviewed Accounts Payable items. The vote to approve was unanimous.

**NEW BUSINESS:**

**CITY LONGEVITY** - Ben presented Brian Wolf with his five year City of Laconia Longevity certificate.

**CDL LICENSES** – Ben discussed sending our new laborer, Christopher Havens, to school to acquire a CDL-B license. The department has one equipment operator that has a CDL-A. The Class A license is needed to haul the generator and pipe trailer. Another staff member with a class B license is also an equipment operator, who is then not available to drive the dump truck during road work. The cost of the course is \$5,225 that will be paid by the department. Discussion about agreement to continue to work for the department or owe a payback continued. The board agreed to pay for the course. Ben would review the conditions DPW uses and prepare an agreement.

**CURRENT BUSINESS:**

**SUCCESSION PLAN**- Drew McKeen has retired. Ben is making plans for the open position. He is considering a per diem inspector position to use Drew's expertise next summer. Nate explained the DPW's contracting a third party engineer. John would be interested in comparable cost to our requirements and tasks of inspection. Ben would like to explore recordkeeping and GIS going from pen on paper to digital. Nate suggested contacting resident GIS coordinator Paul Escholz for advice with GPS mapping. A proposal would come in February.

**GRANTS**- Two source protection grants were submitted. The lake wall replacement was denied; the emergency response vessel was approved up to \$25k pending EPA approval.

**LIENS FOR WATER & SEWER BILLS**- Ben reviewed the December list and those accounts cresting \$2k threshold. He explained that excavation to repair curb stops in grass will cost about \$1500; in asphalt about \$3,000. Brian was happy to see the total dollar amount coming down since last year.

**BRIARCREST PUMP STATION**- Ben explained that he will be providing more information to the engineering firm. The conceptual plan will likely include drilling under Route 107 to sleeve main, determine the number of pumps and serving the high pressure regions with PRV, moderate pressure regions and normal gravity pressure efficiently. Ben expects an estimate of 1.5 to 2 million dollars.

**SYSTEM IMPAIRMENT/WATER MAIN PROJECTS** - Depending on DPW 's schedule, Laconia Water may be performing projects independently this spring. There are also many small projects that we can address, such as hydrant posts, gate valve repairs, etc. Looking forward, any water mains made from asbestos cement will be moving up on our list of mains to replace.

**SOURCE WATER PROTECTION**- Laconia Water and Lake Winnepesaukee Alliance have still not sent out for a RFQ for a drainage study of Paugus Bay. Once this is complete and a firm is selected they will begin work on a drainage study. As we move towards the late winter months, publications will be prepared to inform about the protection of Paugus Bay. The Board agreed that this should be a joint effort between LWW and LWA.

**ELECTRONIC BILLING** – Ben would like to meet with Brian Wolf discuss his ideas for promotion of products.

**TRANSFER SWITCH** – Ben expects Giguere Electric to have the switch installed next week.

**CYBERSECURITY AND PHYSICAL SECURITY**- Ben stated that the budget will include funding for access control of the treatment plant by door badges; the public space would be limited to the entry way with a buzzer for entry accompanied by an employee.

**FIBER INSTALLATION** – The fiber installation has been delayed until March 2026. SharePoint document management will be set up this coming weekend. Ben will be ordering a new backup device suggested by the IT department for backing up our server until the link to the city server is complete.

**BUDGET FY2027**- Ben will have a preliminary budget next meeting.

**ONGOING BUSINESS**

**1467 LAKESHORE ROAD** – Ben received the letter on December 5<sup>th</sup>. The owner applied for a permit to replace the culvert in 2018; the permit expires in 2027. DES spent \$500k on Mtbe Remediation and will not spend more until the culvert is replaced. The board wants to test soil and water along Black Brook to prepare for intelligent mediation. Ben said a collaboration will be necessary. As the outlet of Black Brook is upstream of the intakes, Steve Walsh inquired if an intake extension could run 200 feet northeast upstream of Black Brook. Ben said a plan could be created. The board would like Ben to copy the City Manager and the board when he notifies DES of our readiness with the Aries estimate to sample.

Nate Guerette inquired if there was a plan in place for mitigation in case of a break in the State's sewer line running along the northwest side of Paugus Bay. Brian Wolf said that the board should be considering plans for all critical risks to our water source. Ben stated that the City's Emergency Response Plan update is due in March.

No further business, a motion was made by John Tracy, seconded by Steve Walsh to adjourn the meeting at 7:23 p.m. The vote was unanimous.



Joanie Barnett, Clerk

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Authorized Signature

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Date