

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
MARCH 5, 2020**

Chairman Dennis Bothamley called the regular meeting of the Laconia Water Department Board of Water Commissioners to order at 8:00 a.m. on Thursday, March 5, 2020 in the conference room at the Water Treatment Facility at 117 Stark Street. Present were Commissioners Dennis Bothamley and Joseph Driscoll; Ex-Officio member Public Works Director Wesley Anderson; Superintendent Benjamin Crawford, and Clerk Cheryl Hounsell. Absent were Commissioner Greg Page and Ex-Officio member Mayor Andrew Hosmer.

A motion was made by Wes Anderson, seconded by Joe Driscoll, to accept the minutes of February 20, 2020. The vote was unanimous.

A motion was made by Wes Anderson, seconded by Joe Driscoll to approve the Accounts Payable and the Financial Statement dated March 4, 2020. The vote was unanimous.

The minutes from the non-public session on February 6, 2020 were distributed. After review, a motion was made by Joe Driscoll, seconded by Wes Anderson to approve the minutes of the non-public session on February 6, 2020 as presented. The vote was unanimous. The minutes will be sealed for a period of one year.

OLD BUSINESS:

BUDGET 2021- Ben stated that he met with Scott Myers and Glenn Smith to review the budget. While reviewing the information, the subject of a bond to cover the Clinton/Prospect/Transmission line came up and Glenn informed him that we could see an interest payment in the budget that we are proposing. Ben informed Glenn that we do not have an interest payment for a new bond calculated into the proposed budget but that we would cover it if we need to do so. Ben stated that Pat Mohan of MelansonHeath will be at the next board meeting to present our financials for 2019.

ACCREDITED LABORATORY- Ben stated that Don Watson will be starting on March 9, 2020 as the Laboratory Manager/Treatment Plant Operator. We are going forward with the accreditation of the laboratory.

UNION AVENUE DRAINAGE SYSTEM- Ben stated that Busby will probably be back in April to continue the Union Avenue Drainage System project at the Water Works site.

PLANNED PROJECTS-CLINTON STREET/PROSPECT STREET- Ben stated that he spoke with Glenn Smith, the Finance Director and we will be going out for the bond on the Clinton/Prospect project, as the Public Works Department has already done for their portion. If we did a state revolving loan, we would need to split the project into multiple phases and also use the Davis/Bacon wage rates. It will be less confusing to bond the entire project. The board members agreed with Ben to pursue the bond for this project working with Glenn for possible distribution in the fall of 2020.

FINANCIAL ALLOCATION FOR ENGINEERING- Ben stated that there is nothing new to report.

LONG BAY TANK-Ben stated that he received a quote from Greenman & Pederson, Inc. (GPI) broken into sections for the re-inspection of the Long Bay Tank. The quote was broken down into the cost of the drone-\$2500, the inspector-\$4500, the inside camera-\$4,000 and travel-\$500 for a total of \$11,500 for the entire project. The board questioned whether this would be considered a sole source? Ben will check with Jon Gardner. A motion was made by Wes Anderson, seconded by Joe Driscoll, to go forward with setting up the re-inspection of the Long Bay Tank prior to the repairs that are scheduled for this spring including all procedures that were quoted. The vote was unanimous.

LOADER PURCHASE-Ben stated that the purchase order has been signed and we have ordered the Caterpillar Loader with a five-year warranty. We are expecting delivery in mid-May.

ATLANTIC BROADBAND INTERNET- Ben stated that our first payment to Atlantic Broadband is included in this week's accounts payable checks. Ben further stated that he spoke with Nick from IT concerning the firewall on our computer system. Nick explained that the switch that we ordered for the treatment plant keeps the networks from communicating with each other. The members suggested that we might want to speak to a couple other cities and find out how their firewall is set up and how they go about making sure that their system is protected and whether or not it is different from what we are currently doing.

NEW DISTRIBUTION POSITION-Ben stated that he has one interview scheduled for Monday and we are still getting applications coming in.

PROJECT MANAGER-Ben stated that he received about 20 applications with 10-12 being possibilities. He narrowed it down to 5 for interviews. The interviews are set up for next week and he and Drew will be conducting the interviews for the Project Manager's position.

PFAS TESTING-Ben stated that he sent out the summary sheet of our previous PFAS testing results. Currently the State testing requirements are in a holding pattern. Ben stated that when a determination on testing is reached, we will proceed with required testing.

NEW BUSINESS:

PAUGUS BAY MILFOIL-Ben stated that he has been in contact with Amy Smagula concerning the milfoil treatment in Paugus Bay in 2020. Ben stated that once we know what they are looking at for a testing area, we will address this issue to make sure we are doing our due diligence in protecting the drinking water source. The City is pursuing a grant to help with the funding of treating milfoil in Paugus Bay. Some questions were raised as to whether we heard back from the State as to if they tested for any of the items that the Procellacor breaks down to when put in the water. It was suggested that when we know more about the testing area for this year that we may want to invite Dean from the Conservation Commission to attend one of our meetings.

CERTIFICATE OF VOTE OF AUTHORIZATION-Ben stated that we received notification from the Department of Environmental Services that we were approved for \$7,476 for the Laconia Water Department Source Water Video Surveillance Project. Ben further stated that he needs a motion and a signed Certificate of Vote of Authorization by the Board to allow him to execute the grant on behalf of the Laconia Water Department.

A motion was made by Joe Driscoll, seconded by Wes Anderson, to authorize Superintendent Benjamin Crawford to execute the grant on behalf of the Laconia Water Department for the 2020 Local Source Water Protection Grant. The vote was unanimous.

RATE STUDY-Denny stated that he would like to see a Rate Study added to the agenda for the next meeting or the one after that so we can start talking about this issue.

No further business, a motion was made by Wes Anderson, seconded by Joe Driscoll to adjourn the meeting at 8:40 a.m.

Cheryl Hounsell, Clerk

Authorized Signature

Date

DRAFT