

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
APRIL 29, 2021**

Chairman Joseph Driscoll opened the meeting at 8:00 a.m. on Thursday, April 29, 2021 and read the following: As Chair of the Laconia Board of Water Commissioners, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen to this meeting through dialing the following phone # 1(646)558-8656 and entering the webinar ID: 85998612535, or listen and, if necessary, participate in, this meeting by clicking on the following website address: <https://us02web.zoom.us/j/85998612535>.

b) Providing public notice of the necessary information for accessing the meeting.

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the City of Laconia's website.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.

If anybody has a problem, please call 524-0901 or email at: bcrawford@laconianh.gov.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let us start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Present at the Maintenance Building were Commissioners Joseph Driscoll and Dennis Bothamley, Ex-Officio member Public Works Director Wesley Anderson; Superintendent Benjamin Crawford and Clerk Cheryl Hounsell. Attending via the Zoom platform was Commissioner Brian Wolf who was alone and Patrick Mohan from Melanson who was alone. Absent was Councilman Robert Soucy.

A motion was made by Wes Anderson, seconded by Dennis Bothamley, to accept the minutes of April 15, 2021. On a roll call vote the motion passed unanimously.

A motion was made by Wes Anderson, seconded by Dennis Bothamley, to approve the accounts payable and the financial statement dated April 28, 2021. On a roll call vote the motion passed unanimously.

OLD BUSINESS:

LAKEPORT AND CROSS-COUNTRY WATER MAIN PROJECT-Ben stated that Park Construction will start digging on Monday, May 3, 2021 starting with the gates at the top that are leaking. Then they will move onto the sewer work on Mechanic Street.

COVID-19 A- Staffing - Ben stated that he is in the office during regular hours all day on Monday & Wednesday, and half days on Tuesday and Thursday. Ben stated that he felt that with construction season starting up that this is working very well.

COVID-19 B- BUDGETARY ISSUES-Ben stated that we put out shut off notices and the actual number of properties that were shut off were four. The rest of the people either paid the bill or set up payment arrangements.

2020 FINANCIAL STATEMENTS-Ben turned the meeting over to Pat Mohan from Melanson to review the 2020 Financial Statements with the board members. Pat thanked the board for having him come in and present the statements. Pat stated that the Laconia Water Works did not receive a management letter. Pat reviewed the Financial Statements answering questions as they were raised. Pat stated that the balance sheet is looking good.

HVAC SYSTEM FOR TREATMENT PLANT-Ben stated that there is nothing new.

OVERLOOK CONDOMINIUMS-257 WEIRS BLVD-Ben stated that there is nothing new.

COURT STREET BRIDGE-DURKEE BROOK-Ben stated that he received estimates from the contractor for the Court Street Bridge-Durkee Brook project. For the above ground plan, it would cost about \$185,000 and this still needs revisions and confirmation by Underwood Engineers. The longer directional drilling plan would cost about \$300,000. There are some variables, so we still need to get back with the contractor.

2021 PAUGUS BAY MILFOIL-Ben stated that he and Nick will be viewing webinars next week to find out where there may be funding for a water flow study, both from the State and Federal Government.

2021/2022 BUDGET-Ben stated that he is scheduled to present the budget to the city council on Monday, June 14, 2021 at 6:00.

REVENUE AND EXPENSE TRENDS- Ben stated that we will have April numbers for the next meeting.

TREATMENT PLANT CYBERSECURITY-Ben stated that Nick at IT told him that the vulnerability study on the entire city's computer network including the water works' network and the SCADA system will start after July 1st. Brian will sign the water works up for an additional free assessment through the EPA.

MECHANIC STREET WATER MAIN PROJECT- Ben stated that the water portion of the Mechanic Street project is about 1 ½ months out. We are putting up temporary lines on Mechanic from Union Avenue to Laurel Street and from Laurel to Clinton prior to Park Construction doing the sewer work on Mechanic Street.

MOUNTAIN LAKE VILLAGE-Ben stated that there was a meeting to discuss what we would need for this project to go forward. We will need to meet with the Town of Belmont to negotiate the Intermunicipal Agreement with Laconia and Belmont. Once an agreement is reached on the Inter-Municipal Agreement and the project goes forward, the Laconia Water Works would take over the system one year after completion and maintain it.

NEW BUSINESS:

FRANKLIN STREET RELAY-Ben stated that we are currently working on relaying 700' of water main on Franklin Street from Washington Street to Fairmont Street. We should be done in about two weeks.

No further business, a motion was made by Wes Anderson, seconded by Dennis Bothamley to adjourn the meeting at 9:15 a.m. On a roll call vote the motion passed unanimously.

Cheryl Hounsell, Clerk

Authorized Signature

Date

DRAFT