

CITY OF LACONIA - CITY COUNCIL BUDGET MEETING
June 22, 2020
6:30 P.M.

6/22/2020 - Minutes

1. CALL TO ORDER

Mayor Hosmer called the meeting to order at the above date and time.

As Mayor of the Laconia City Council, 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 to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency, 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 Council Members have the ability to communicate during this meeting through the Zoom platform, and the public has access to watch the live YouTube video at <https://www.youtube.com/laconianh>, listen to this meeting through dialing the following phone #1-301-715-8592 or participate by the Zoom app: Webinar ID: 891 6056 7045 password 636674.

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 at: www.laconianh.gov.

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 524-3877 ext. 249 or email at: cityclerk@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's start the meeting by taking a Roll Call attendance. When each member states their presences, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know Law.

2. RECORDING SECRETARY

Cheryl Hebert, City Clerk

3. ROLL CALL

City Clerk Hebert took a roll call vote:

Councilor Cheney YES, (physically present)

Councilor Bownes YES, Is anyone in the room with you? NO

Councilor Lipman YES, Is anyone in the room with you? NO

Councilor Haynes YES, (physically present)

Councilor Hamel YES, Is anyone in the room with you? NO

Councilor Felch YES, Is anyone in the room with you? NO

Mayor Hosmer noted all six (6) Councilors are present and a quorum has been established.

4. **PRESENTATIONS**

4.A. **Department Budget Presentation**

Superintendent Ben Crawford presented his proposed budget. Beginning on page 149 on the Expenditure Plan book for Fiscal Year 2021 is the Laconia Water Department Operating Budget. Superintendent Crawford began by explaining the Operating Budget. There is a decrease of \$33,431 in the total revenue line item. Another decrease of \$33,487 in total income. The total salaries line item was an increase do to the hiring of a new employee half way through the year. The Production Expenses increased \$27,400.

Councilor Cheney questioned why the Holidays, Vacations, and Sick/Hurt line items are no longer present.

Superintendent Crawford explained those items are now bundled in with the Salaries line item.

City Manager Myers explained it will be broken out once actual numbers come in during the next Fiscal Year.

Councilor Lipman asked for explanation in regards to usage during the pandemic and how that is affecting numbers.

Superintendent Crawford explained as of this time no large changes are being seen. A small drop in consumption has happened but nothing too drastic.

Councilor Lipman would like a sense on how Capital ties to the budget when looking at future expenses.

Superintendent Crawford stated nothing has been done in relation to the pandemic. There is some room to move on the expense side. A qualifier enhancement is being worked on that will help cut down wash time about fifty percent.

Councilor Lipman asked about water quality and how the rates compare to the rest of the State.

Superintendent Crawford explained the water quality has been maintained and there has not been any issues with DES. The last rate increase was done in November of 2018 and when that was done, Laconia was in the lower quarter in comparison with other Cities.

Councilor Hamel had questions pertaining to the Scaada Maintenance line item.

Superintendent Crawford explained there is now a Global Care Program (ie Warranty), which costs

\$6,600 a year. This helps with the times that someone needs to come out and repair items or simply turn the water pumps on. An extra \$5,000 was added to help cover that cost. The warranty covers a majority of the items that the Water Department has.

The Distribution Expenses only increased about \$2,500 due to the increase in asphalt costs. There was an increase of about \$25,000 in the Other Expense line items. A large portion of this is because of the medical Insurance increase because of new hires and budgeting for Family Plans.

Councilor Hamel asked for an update on Winter Street.

Superintendent Crawford explained there will be another coat of paving done after the summer time.

Councilor Lipman asked if there is any opportunity in refinancing any of the bonds.

City Manager Myers will look into that and get back to the Council with more information. Generally speaking the Water Department does not have a lot of debt service.

Superintendent Crawford reviewed the Water Department Capital Budget. Some of the projects for 2020-2021 are: Filter Train Upgrade Project with Limitorque Valves, Mechanic Street (Union to Clinton), New Salem Street, and 30" Intake Valve.

Councilor Lipman asked if there is any coordination between the Planning Department and Water Department.

Superintendent Crawford explained the relationship between the two departments has been great.

Councilor Cheney asked if there any estimates being done in regards to extending City water along Parade Road, Meredith Center Road, etc.

It was explained that some work has been done to get cost estimates to extend water to those areas.

Mayor Hosmer had the opportunity to be part of the Commission that hired Mr. Crawford and he couldn't be happier with the work that Mr. Crawford has been doing.

5. Any other business that may come before the Council

6. ADJOURNMENT

With no further business to come before the Council and hearing no objection, Mayor Hosmer adjourned the meeting at 7:06 pm.

Respectfully submitted

Cheryl Hebert

MINUTES OF THIS MEETING WERE APPROVED BY COUNCIL ON JULY 13, 2020