

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
JUNE 28, 2018**

Chairman Greg Page called the regular meeting of the Laconia Water Department Board of Commissioners to order at 8:00 a.m. on Thursday, June 28, 2018 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.

A motion was made by Dennis Bothamley seconded by Joseph Driscoll, to accept the minutes of June 14, 2018. The vote was unanimous.

A motion was made by Joseph Driscoll, seconded by Dennis Bothamley, to approve the accounts payables and the financial statement dated June 27, 2018. The vote was unanimous.

OLD BUSINESS:

PAUGUS BAY MILFOIL- Seth distributed e-mails concerning the treatment of Milfoil in Paugus Bay. On May 16, 2018 Seth responded to an e-mail that the treatment of the two coves was okay but requested that other areas be reduced in size. On May 18, 2018 the map for the treatment came out showing treatment of the coves and the other areas had not been reduced. Seth did not receive this map and on June 25th sent an e-mail requesting the status for the treatment of Paugus Bay for milfoil. At this point he was notified that the permit was in the process for July treatment. Seth contacted Scott Myers and discussed his findings. Scott sent out an e-mail to everyone outlining the process of what was acceptable to him and the water department going forward. Seth stated that he and Scott are continuing to work on the process.

LANGLEY COVE- Nothing new to report.

2018/2019 BUDGET- Seth stated that he is just waiting for the approval from the City Council and he believes that it will be on July 9th.

WATER MAIN REPLACEMENT/SEWER LATERAL ISSUES-Nothing new to report.

COURT STREET UPDATE- Seth distributed a copy of the e-mail that went out concerning the shut down and/or restricted fire flows while we do work at the intersection of Fair St. & Court St. and also the intersection of West St. and Court St. Seth stated that on July 16th we will be replacing a section of 12" water main in Court St. and reconnecting Fair St. Seth reviewed the procedure with the board members. On July 19th we will pre-dig the intersection of West St. at Court St. during the daytime and plate the ditch upon completion of this work. We will be bringing in the crew at midnight of the 19th - 20th and will be shutting off the water from Pearl St. west. The planned shutdown is between midnight and 5:00 a.m. We will be passing out notices next week to residents and businesses in this area. Belmont will notify their customers. The Fire Department and St. Francis Home have been notified.

MASTER PLAN-Seth stated that he sat down with Scott Myers and discussed the Master Plan. Specifically he spoke to him about the enterprise funds fronting the cost for expansion. The area that is being looked at for expansion runs from Peddle Pushers on Parade Road along the old section

of Hilliard Road to Hilliard Road in the Weirs. There are some high elevations that would require booster stations and a water tank. This would be a very costly expansion. Joe stated that this is not a Water Department initiative, it is the City's so why should the rate payers have to pay up front. This is similar to the Lakes Business Park where the City not the Water Department paid upfront to put in the infrastructure. Wes distributed a map of the proposed area that they are looking at for expansion of services. The question was asked if we could serve any of this proposed area with our existing water system. Seth stated that we could serve some areas based on elevations. The proposed expansion area would take some serious engineering. Dennis questioned if financing for this would be a possible bond? What is the financial incentive to look at this expansion? Are they hoping that if they build the roads and the infrastructure that someone will come forward to develop the area? Wes stated that he is going to the City Council on 7/26/18 on the expansion of the sanitary sewer system. At the first meeting of August he is planning to bring the City Council a proposed sewer rate structure based on three scenarios, one of which includes future expansion. Greg stated that he was concerned on the impact an expansion on the system with the Water Department paying for it up front would have on our rate payers. Joseph Driscoll questioned if the water and sewer departments were contacted when the Master Plan was being prepared. Seth stated that they basically reached out to find out where the existing system is now. Joseph questioned if there is anything in our mission statement concerning the expansion of the current system. Seth stated no.

WATER RATES-Seth distributed a new packet of information pertaining to a water rate increase that included updated gallons sold thru June 2018. The gallons sold were down by 9% over last year. We sold a total of 591,142 Hundred Cubic Feet (HCF). We have seen a 28% drop in consumption over the last 18 years. An average of a decrease of 1.4% per year. Seth stated that the budget that is before the City Council is based on sales of 640,000 HCF; based on the most recent numbers, we are not sure that we will reach that in sales. Seth reviewed the pages in the handout with the members. Greg Page stated that we need to do a rate increase and we should determine if it should be based on the base or the consumption or both. Greg asked the members to take the information presented with them and look it over further to determine the amount that we would want to do a rate increase for and how much will be generated by the unit rate and how much will be from the consumption. He asked the members to come to the next meeting ready to make a decision on the rate increase.

NEW BUSINESS:

COURT STREET BRIDGE-Seth stated that he and Ben went to a meeting on the new Court St. Bridge over Durkee Brook. The preliminary design encompass the bridge going over our 12" Cast Iron pipe. Seth stated that he would prefer to have a direct bore under the brook and come up on the other side. We have the same possible option on Union Avenue by Jewett Brook. This will be bid in early spring and the water work will be done after July 1st. If the State approves the water and sewer work being done under the bridge, then the State would pay 80% and we would pay 20%. The boring would be done prior to the bridge going in. We would not do this work.

MINUTES OF NON PUBLIC SESSION-A motion was made by Dennis Bothamley, seconded by Wes Anderson to approve the minutes of the non-public session from April 26, 2018. The vote was unanimous.

CHAIRMAN AS OF JULY 1, 2018-A motion was made by Dennis Bothamley, seconded by Wes Anderson to nominate Joseph Driscoll as Chairman of the Laconia Water Commission effective July 1, 2018. The vote was unanimous.

No further business, a motion was made by Wes Anderson, Seconded by Joseph Driscoll to adjourn the meeting at 9:38 a.m. The vote was unanimous.

Cheryl Hounsell

Cheryl Hounsell, Clerk

[Handwritten Signature]
Authorized Signature

7/12/18
Date