

LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
SEPTEMBER 26, 2019

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, September 26, 2019 in the conference room at the Water Treatment Facility at 117 Stark Street. Present were Commissioners Dennis Bothamley and Joseph Driscoll; Ex-Officio members Public Works Director Wesley Anderson and Councilman Andrew Hosmer; Superintendent Seth Nuttelman and Clerk Cheryl Hounsell. Absent was Commissioner Greg Page.

A motion was made by Wes Anderson, seconded by Joe Driscoll, to accept the minutes of September 12, 2019. 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 September 25, 2019. The vote was unanimous.

OLD BUSINESS:

BRIARCREST TANK-Seth distributed pictures of the installation of the Briarcrest tank mixing valve. Seth stated that we went onto a closed system last week and drained the Briarcrest water tank over the weekend. We installed the mixing valve on Monday and wrapped it up on Tuesday and Wednesday. The tank is currently $\frac{3}{4}$ full. Rich from Laviolette Controls will be here on Friday to tie in the SCADA. We are currently seeing a 10-15 degree temperature change from the bottom to the top of the tank. Denny commented on how small the mixing valve was and Seth stated that it is used for $\frac{1}{2}$ million-gallon to 1 $\frac{1}{2}$ million-gallon water tanks. The installation of the mixing valve was done by our personnel with exception of the SCADA work. Once the SCADA work is complete, we will be able to remotely start and stop the mixing valve. Seth further stated that the temperature probe takes temperatures at five different levels in the water tank. The mixing valve is located on the bottom of the water tank. Seth stated that the Briarcrest tank should be back to normal mode by Wednesday or Thursday of next week.

WEIRS WATER LOSS-Seth stated that he has not done anything with the Weirs water loss as we found another leak on the Weirs system. We will look at this information a couple of months out.

200 SOUTH MAIN STREET-Seth stated that owner of 200 South Main Street had previously been to the Board concerning costs due to his sewer backing up and stating that it was from when the water main was installed 30-35 years ago. Seth passed around a picture of a piece of the concrete that was removed from the sewer pipe that was located on top of the water main. It appeared that when the sewer service was encased with concrete a section of the pipe was pushed down causing the back up. The sewer line has been repaired and the road will be patched by the Public Works Department.

NEW BUSINESS:

FY 2019 BUDGET ANALYSIS-Seth reviewed the FY 2019 budget with the board members. There were handouts that allowed the members to follow along in more detail. Our final income was over by 6% and expenses were under by 6%. Seth reviewed the list of Carryover Items for FY 2020 with the members. Seth stated that at the end of the budget we have \$227,831 balance available and from that we subtract our carryover items totaling \$162,745 and we are left with a balance of \$65,086 that can be put into the Capital Reserve

Account. After discussion a motion was made by Wes Anderson, seconded by Joe Driscoll to transfer \$65,000 from the checking account into the Capital Reserve Account. The vote was unanimous.

WATER RATE INCREASE-Seth reviewed the handout that covered the value of the rate increase and how much of it we realized in FY 2019. Of the \$229,881 that we estimated we would see in FY 2019, we realized \$207,058 or 90% of our projection. Seth further pointed out that the American Water Works Association (AWWA) estimates any time that you have a rate increase you will see a 10% reduction in usage due to conservation by customers. Seth also reviewed the consumption that was budgeted compared to actual consumption and we fell short of meeting our projection by 32,690 HCF or 5.11%.

SETH'S ANNUAL EVALUATION-Seth gave his annual evaluation form to Chairman Dennis Bothamley and stated that he would have his objectives for the coming year completed by the first of next week and would email them to Dennis.

LIFT WORK-Seth stated that we rented a lift to install the mixing valve at the Briarcrest tank. While we have the lift, we will also install the safety railings on the 2 million-gallon tank at Lakeport and do some painting over the chemical storage tanks at the water treatment plant. Once these other projects are completed we will return the lift.

No further business, a motion was made by Joe Driscoll, seconded by Andrew Hosmer to adjourn the meeting at 9:12 a.m. The vote was unanimous.

Cheryl A. Hounsell
Cheryl A Hounsell, Clerk

Dennis Bothamley

Authorized Signature

10/10/2019

Date