

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
NOVEMBER 19, 2015**

Chairman Joseph Driscoll called the regular meeting of the Laconia Water Department Board of Commissioners to order at 8:08 a.m. on Thursday November 19, 2015 in the conference room at the Water Treatment Facility. Present were Commissioners Joseph Driscoll, Greg Page, and Dennis Bothamley; Ex-Officio members Councilman Armand Bolduc and Public Works Director Paul Moynihan, Superintendent Seth Nuttelman and clerk Cheryl Hounsell.

A motion was made by Greg Page, seconded by Armand Bolduc to accept the minutes of November 5, 2015. The vote was unanimous.

A motion was made by Greg Page, seconded by Armand Bolduc to approve the accounts payables and the financial statement dated November 18, 2015. The vote was unanimous.

OLD BUSINESS:

EMERGENCY GENERATOR-Seth stated that the new generator is sitting on the pad at the treatment plant and it came in on Wednesday, November 11, 2015. We are expecting Public Service next Tuesday and hope to have the generator up and running by Wednesday. Once everything is set, we will do a trial run with the generator running the treatment plant.

NEW HAMPSHIRE RETIREMENT SYSTEM (NHRS) – Seth stated that the audit for the NHRS went well. We had one issue and it had to do with an enrollment oversight where we did not start new employees on retirement immediately and waited until they had completed their probationary period. We sent out a letter to all affected employees outlining the option to buy back their six months.

WATER RATE INCREASE-Seth distributed worksheets detailing a proposed rate increase generating \$200,000 and \$250,000 with different scenarios to reach these goals. The board members reviewed the sheets and a discussion followed. Seth also discussed how we have been seeing a drop in consumption with an average over the last fifteen years of a decrease of 1.5% per year.

NON-PUBLIC SESSION MINUTES-Joe distributed the minutes from the non-public session meeting held on November 5, 2015. A motion was made by Dennis Bothamley, seconded by Armand Bolduc to approve the minutes of the Non-public session. The vote was unanimous. The minutes will remain sealed for the period of one year.

HOLMAN STREET-Seth stated that he has additional work to do on getting an estimate for the replacement of 1900' of pipe on Holman Street. Seth further stated that he is estimating the job at \$250,000 and this would include hiring an excavator with an operator, a tri-axle wheeler and a laborer.

LAKESIDE AVENUE-The question has been raised to Joe Driscoll if the work that will be done on Lakeside Avenue next fall will cost the property owners any funds. Seth stated that there will be no fees to the property owners for the water issues that are being taken care of on Lakeside Avenue. The customers will be placed on temporary lines for the duration of the work and the work will start after Labor Day. The biggest customer that time of year is the Mount Washington cruise ship, one option for parking would be the beach parking lot. We will have a meeting with the people managing the Mount Washington cruise ship.

NEW BUSINESS:

AUGUST FINANCIAL ANALYSIS- Seth stated that this is the two-month mark and we should be at 16.67%. Our income came in at under .43% or \$10,500, Salaries are under 2% or about \$18,000. Expenses are under 3.5% or \$95,000 and when you back out the contingency fund the net expenses are under \$90,000, income is under \$10,000 so the overall for August is to the good by \$80,000.

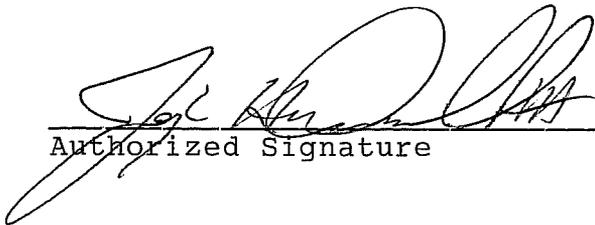
MEETING SCHEDULE 2016-Seth reviewed the dates for the Water Commission's meetings in 2016. Everyone was in agreement.

BUDGET 2016/2017-Seth stated that we are starting the budget process. The date for getting the budget to city hall is March 1, 2016. Seth stated that the board will have two meetings in February to review and make changes.

No further business, a motion was made by Armand Bolduc, seconded by Dennis Bothamley, to adjourn the meeting at 9:07 a.m. The vote was unanimous.

Cheryl Hounsell

Cheryl Hounsell, Clerk

	12/10/15
Authorized Signature	Date