

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
MAY 26, 2016**

Chairman Joseph Driscoll called the regular meeting of the Laconia Water Department Board of Commissioners to order at 8:00 a.m. on Thursday May 26, 2016 in the conference room at the Water Treatment Facility. Present were Commissioners Joseph Driscoll and Dennis Bothamley; Ex-Officio members Councilman Armand Bolduc and Public Works Director Paul Moynihan, Superintendent Seth Nuttelman and Clerk Cheryl Hounsell. Absent was Commissioner Greg Page.

A motion was made by Armand Bolduc, seconded by Dennis Bothamley, to accept the minutes of May 12, 2016. The vote was unanimous.

A motion was made by Armand Bolduc seconded by Dennis Bothamley, to approve the accounts payables and the financial statement dated May 25, 2016. The vote was unanimous.

OLD BUSINESS:

HOLMAN STREET-Seth stated that the water work for Holman Street is all done. We will go down with the water truck to wet down the road to keep down the dust. Seth stated that he is estimating about \$40,000 for asphalt costs on Holman Street and this added to the cost to relay Holman Street comes out to an estimated \$190,000. A motion was made by Dennis Bothamley, seconded by Armand Bolduc to transfer \$190,000 from the savings to the Capital Reserve Fund. The vote was unanimous.

Seth stated that he needs a motion to transfer funds from the Capital Reserve Fund to cover the costs for Holman Street. A motion was made by Dennis Bothamley, seconded by Armand Bolduc to transfer up to \$190,000 from the Capital Reserve Fund to cover the cost of Holman Street relay. The vote was unanimous.

LAKESIDE AVENUE- Seth stated that the meeting at the Weirs Community Center on 5/12/16 to discuss the Lakeside Avenue construction to be done starting after Labor Day was well attended and it went well. Seth stated that Paul and Luke had a good presentation. There was a discussion at the meeting about putting power underground and that is still being discussed. Paul Moynihan stated that there has been some discussion about including the section from Tower Street to Foster Avenue as part of this upgrade. Seth will look at this section of water main.

BUDGET 2016/2017-Seth stated that we are scheduled to present our budget on Monday, June 13, 2016 at 6:00.

WATER ANALYSIS-LEAD/PFOA- Seth stated that we have sampled our water for PFOA, we had to send the test out for processing and the results are not back yet. Seth further stated that the City Manager thanked the Water Department for being proactive with this and the lead issue. Denny asked Seth if we could get together a list of what we test our water for and who requires the testing – the State, EPA or ourselves. Seth will put a list together to be distributed at our next meeting.

PROJECT MANAGER-Seth stated that he has selected Craig Clairmont as the new Project Manager. Craig will be starting on June 20th. Seth reviewed Craig's background with the board members.

NEW BUSINESS:

APRIL FINANCIAL ANALYSIS-Seth stated that as of April we should be at 83.33% of the projected budgeted amounts. The residential & commercial sales are over 1.12% or about \$21,000. The income is over by .83% or about \$20,000. Labor is under 3.5% or \$31,000, overtime is under 7.4% or about \$2,800 and total salaries are under by 3.3% or about \$31,000.

Expenses are under 6.4% or \$175,400 if you back out 83.33% of the contingency fund expenses are under by \$150,400. Income is over \$20,190 so we are to the good by \$170,600.

Seth stated that he has been thinking about additional projects that need to be done at some point and he has come up with the painting of the Long Bay Tank and demolishing the old Weirs tank. He discussed these with the members.

ACME BUILDING LEASE-Seth stated that we have leased the Acme Building effective June 1, 2016 to Kimberly and Beth SanSoucie of Niche Boutique. We have a one-year lease that the Chairman needs to sign. Chairman Joseph Driscoll signed the lease.

EMERGENCY PLAN-Seth stated that he took part in a meeting at Fire Central that had an emergency scenario and all present had to do their part to work thru the emergency. The information for the disaster drill came from Homeland Security. Seth felt that the exercise went very well.

Seth stated that during motorcycle weekend we will be parking a service truck and the van in the Weirs behind the Weirs Fire Station on Lucerne Avenue. In the event of a problem in the Weirs and there is a traffic issue we will drive the boat to the Weirs and get the equipment to be able to respond. We will also be floating the water tanks full.

WARREN STREET-Seth stated that we moved a hydrant on Warren Street. When the vibratory roller went over Warren St. one of the residents waived us over and told us he could hear water running. On further investigation it was determined that the saddle on the PVC pipe had rusted and the vibration was enough to start it leaking. We fixed the problem. Upon further investigation of Warren Street we found four more rusted saddles on the PVC pipe. We dug 3 of the saddles and Busby dug one of them and they were replaced. In earlier years the saddles used were either steel or ductile iron. We now require that only ductile iron saddles be used.

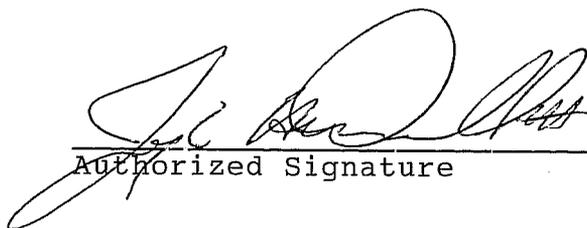
JUNE SCHEDULE-Seth stated that we will be testing the spring backflow devices during June and changing the meters that are on the spring meter list. We will also be painting hydrants. Seth stated that we are having problems with the excavator overheating. We are working on it now.

Seth stated that there are a couple more boats at our base station – one is for Marine Patrol and the other is for DES. The Marine Patrol boat and the DES boat will be with us until the new marine patrol building in Glendale is finished.

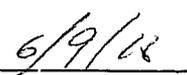
PAUL MOYNIHAN – Seth stated that Public Works Director Paul Moynihan will be retiring from city service effective August 1, 2016. The position has been advertised.

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, Clerk



Authorized Signature



Date