

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
OCTOBER 20, 2016**

Chairman Dennis Bothamley called the regular meeting of the Laconia Water Department Board of Commissioners to order at 8:00 a.m. on Thursday October 20, 2016 in the conference room at the Water Treatment Facility. Present were Commissioners Dennis Bothamley, Greg Page and Joseph Driscoll; Ex-Officio members Councilman Armand Bolduc and Public Works Director Wes Anderson, Superintendent Seth Nuttelman and Clerk Cheryl Hounsell.

A motion was made by Greg Page, seconded by Wes Anderson, to accept the minutes of October 6, 2016. 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 October 19, 2016. The vote was unanimous.

OLD BUSINESS:

LAKESIDE AVENUE- Seth stated that the latest section of pipe is complete on Lakeside Avenue. We have pressure tested and chlorinated and we are blowing off the chlorine and sampling the line. We will be disconnecting the old water main and changing over to the new water main for the pumping main starting on Monday. We will then be crossing route 3 for the final leg of the project next week. We will be going to Lakeside Avenue the first week of November and pulling out the old hydrants and also moving the service boxes that are in the sidewalk due to the change from asphalt sidewalks to concrete sidewalks.

BRIARCREST WATER TANK-Seth stated that the work by Statewide Aqua Store was completed on Tuesday, October 11th. We gave the tank an additional four days of curing time and we put 10 feet of water in the tank yesterday. We are putting another ten feet of water in the tank today. On Friday we will resume normal operation of the Briarcrest Tank.

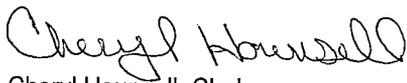
LONG BAY TANK-Seth stated that we received an estimate from the company that inspected the painting of the treatment plant trains to do the inspection of the painting of Long Bay Tank. They quoted us \$125 per hour for approximately 300 hours with a rounded estimate of \$40,000. Seth stated that we are looking at doing a Request for Proposal (RFP).

CAPITAL IMPROVEMENT PROGRAM (CIP)-Seth stated that he presented our CIP to the CIP committee. Seth answered questions. The committee talked about us working with the Public Works Department on streets. It was noted that our CIP does not affect the tax base.

NEW BUSINESS:

SEPTEMBER FINANCIAL ANALYSIS- Seth stated that this is the end of the first quarter and all cycles have been billed. He also noted that it was a very dry summer and we budgeted a 1 ½% decrease in consumption for the water billing based on historic data. The residential & commercial water sales are over by 5.6% or \$110,000. The municipal sales are over by 5% or \$6,000. Water testing is over 11% or \$2,122. The total Income is over 4.6% or \$121,000. Wages are under 1.44% or \$12,853 and the overtime wages are under by 2.72% or \$1,224. Meter reading is at 53% due to issues with the MXUs and replacing 35 at a cost of \$4,584. Total Expenses are under by 2.17% or \$60,000. When you back out the contingency fund, the expenses are under by \$52,500. Take into consideration that the total income is over by \$121,500 and we are to the good by \$174,000. Commission Greg Page left at 8:30 a.m. Seth stated that we have two vehicles in our capital budget for purchasing this year. We do not have enough vehicles. We are doing more individualized jobs than group jobs. We are looking at adding the purchase of an additional vehicle, possibly a small pick-up truck. Seth stated that he is working on the numbers for Lakeside Avenue. We have \$200,000 in the current year's budget and the balance will come from savings.

No further business, a motion was made by Armand Bolduc, seconded by Joseph Driscoll, to adjourn the meeting at 8:37 a.m. The vote was unanimous.


Cheryl Hounsell, Clerk


Authorized Signature


Date