

**LACONIA WATER DEPARTMENT
BOARD OF COMMISSIONERS
JANUARY 17, 2023**

Chairman Brian Wolf called the regular meeting of the Laconia Water Department Board of Water Commissioners to order at 6:00 p.m. on Tuesday, January 17, 2023, in the conference room at the Water Treatment Facility at 117 Stark Street. Present were Commissioners Brian Wolf and Phil Smith; Ex-Officio member Public Works Director Wesley Anderson; Superintendent Ben Crawford, and Clerk Cheryl Hounsell. Absent was Ex-Officio member Councilman Robert Soucy.

A motion was made by Wes Anderson, seconded by Phil Smith, to accept the minutes of January 3, 2023. The vote was unanimous.

A motion was made by Wes Anderson, seconded by Phil Smith, to approve the accounts payable and the financial statement dated January 17, 2023. The vote was unanimous.

Commissioner Greg Page joined the meeting via Zoom.

OLD BUSINESS:

FINANCIAL DIRECTION/RATE REVIEW- Ben reviewed the Forecast spreadsheet with the members. Discussion followed on items that we will want to keep an eye on from month to month.

COURT STREET BRIDGE- Wes reached out to our contact at the State. He was told that our contact had a meeting coming up with his boss concerning the approval and payment of the outstanding funds for the Court Street Bridge project. Wes stated that if he does not hear anything within the week, he will reach out again.

DEPARTMENT SECURITY- Ben stated that he spoke to Wire to Wire, and all cameras are due in by January 26th. They will be installed during the week of February 13th, 2023. We are looking at a cost of \$17,000.00.

GRANTS- Ben stated that there is a grant for doing a lead service inventory. We have noted those services that are of unknown material and this grant would allow us to identify these unknown services and remove any lead if found. Ben stated

that he needs a vote taken to allow him to move forward with the grant application. A motion was made by Wes Anderson, seconded by Phil Smith, to enter into a Lead Service Line Inventory Grant Agreement with The NH Department of Environmental Services to fund a water system improvement Project. In Addition, the Board of Water Commission authorizes Superintendent of Laconia Water Works, Benjamin Crawford, to execute any documents which may be necessary to effectuate this grant agreement. Vote-Wes-yes, Phil-yes, Brian-yes, and Greg-yes. Chairman Brian Wolf signed the Vote of Authority.

Ben stated that the Source Water Protection Grant that would cover the costs of putting up 8 4x8 signs along the shoreline has been recommended for funding by D.E.S.

The Grant that would cover up to 50% of the costs for the Land Purchase along the shorefront that is up for sale by the Railroad is still in process. The next step is for us to meet with the NH Department of Transportation and determine if they are willing to split up the land that is for sale or if we would need to purchase the whole parcel. Also, what will be done with the railroad ties in the ground and would they take care of that prior to any purchase agreement. The NH DOT is looking at their schedule to be able to schedule a meeting. The question arose from the board members, how the amount for the land purchase that is above the grant funds would be funded. Also, what would the cost for the partial parcel versus the whole parcel of land be? What would our expenses be going forward? Look at both one-time costs and ongoing costs. Prioritize purchases and projects based on importance.

LWW PROPERTIES-Ben stated that he attended the City Council meeting on January 9, 2023 and requested that the parcel of land at the end of Lafayette Street be declared surplus land. Ben stated that the City of Laconia took out a bond in the mid 1950's to pay for the water system including this parcel of land. The rate payers for Laconia Water Works paid for the bond that was taken out by the city. Ben stated that if we sell this parcel, he would like to use the funds to purchase the railroad land in our protection area. Brian stated that he would like to talk to the city council members concerning the purchase of the railroad land to protect the shoreline and our water supply with the funds realized from the sale of the Lafayette Street land.

LANGLEY COVE-Ben stated that he has the contract ready for Brian to sign once he has read the document.

PAUGUS BAY WATER PROTECTION-Nothing new.

SYSTEM EXPANSION-Ben stated that he has nothing new on this item. Brian stated that he went to the December and January Planning Board meetings when the proposed State School Property project was being discussed. Brian shared updates from the two most recent Planning Board meetings.

TWO-MILLION-GALLON WATER TANK-Ben stated that he sent out a formal letter to DN Tank concerning the repair for the two-million-gallon water tank. He sent it both as an email and by the post office. He received an email response that they are looking at this item.

ELECTRONIC BILLING-Ben stated that the two companies had a meeting. We are still trying to get the information on what they determined from them. One suggestion was to reach out to Amais and find out if they could work with another company to accomplish this task.

CLEARWELL PUMP-Ben stated that the total cost for both the motor and pump of the clearwell pump is about \$115,000. We have about \$70,000 available from unspent bond funds. We will need to determine where the additional funds will come from as this was an unplanned expense.

BACKFLOW TESTING RATES-Ben stated that he will bring the tariff pages to the next meeting to be signed.

BUDGET 2023/2024-Ben asked the members to review the budget and send any questions prior to our next meeting. There could be a possible vote at the next meeting on February 6, 2023.

SCHEDULE OF TASKS-Ben stated that he has a better understanding of what the board members are looking for going forward. He will work on the spreadsheet and send it out prior to our next meeting.

NEW BUSINESS:

83 MASS AVE.-Ben stated that the party for 83 Mass Ave. was not able to come to the meeting. The customer called us because his consumption on his bill

jumped from a 10 to a 35 consumption. We asked all the usual questions and based on his answers, it appeared nothing had changed. We set up an appointment to change out his water meter. When the meter was put through the meter bench, it registered as accurate. The customer has decided to pay the bill using installments as he is on a fixed income.

MIRRA/COMCAST CONDUIT LOCATION ISSUES-Ben stated that Mirra is the contractor for Comcast. They have not been calling us to mark where our water lines are and as a result, they have installed some of their conduits over our water lines or less than five feet from our water lines. We have requested that they move their conduit to avoid issues in the future. In response to our request, they have suggested that they issue us a waiver of liability to go through their conduit. An alternative is for the homeowners' association or homeowner to take over that section of pipe that is under the conduit and it be noted as a private line. If anything happened, they would be responsible for any repairs and all liability. We will discuss this issue further with the parties involved to come up with a solution.

OCTOBER FINANCIAL ANALYSIS-Ben reviewed a few items of the October Financial Analysis with the members. He asked the members to look it over and reach out to him with any questions.

No further business, a motion was made by Wes Anderson, seconded by Phil Smith to adjourn the meeting at 7:47 p.m. The vote was as follows: Wes-yes, Brian-yes, Greg-yes, and Phil-yes.

Cheryl Hounsell, Clerk

Authorized Signature

Date