

LACONIA WATER DEPARTMENT  
BOARD OF COMMISSIONERS  
NOVEMBER 20, 2023

Acting Chairman Brian Wolf called the regular meeting of the Laconia Water Department Board of Water Commissioners to order at 6:00 p.m. on Monday, November 20, 2023, in the conference room at the Water Treatment Facility at 117 Stark Street. Present were Commissioners Greg Page, and Brian Wolf; Ex-Officio members Public Works Director Wesley Anderson and City Councilman Robert Soucy; Superintendent Ben Crawford, and Clerk Cheryl Hounsell. Absent was Commissioner Phil Smith.

A motion was made by Wes Anderson, seconded by Greg Page, to accept the minutes of November 6, 2023. The vote was unanimous.

A motion was made by Wes Anderson, seconded by Greg Page, to approve the accounts payable and the financial statement dated November 20, 2023. The vote was unanimous.

**NEW BUSINESS:**

**BUDGET 2024/2025**-Ben stated that we will have a draft budget for 2024/2025 to the Board members at the December 18th meeting. We will e-mail it out during the previous week.

**FINANCIAL REVIEW**-Ben distributed the financial review to the members. Revenues are up 8.96% through September 2024 and expenses are up 8.48%.

**CURRENT BUSINESS:**

**ELECTRONIC BILLING**-Ben stated that we are getting ready to mail out the final group of water and sewer bills that gives instructions on how to sign up for electronic billing.

**CREDIT CARD MACHINE**-Ben stated that we are still looking into this item.

**LWW PROPERTIES**-Ben handed out a drawing of the Union Avenue properties with a description of how each building is being used. A discussion followed.

Woodland Avenue Property-Councilman Soucy stated that the property has been approved as surplus property. A discussion followed concerning the surveying of the parcel of land at an estimated cost of \$7,000. The idea of making the survey cost as part of the sale of the property was discussed. A motion was made by Wes Anderson, seconded by Greg Page, to proceed with the surveying of the property on Woodland Avenue up to a cost of \$7,000 and to reach out to find out the cost to have the property appraised. The vote was unanimous.

**RETAIL WATER BUSINESS:** Ben stated that he reached out to Manchester Water Works and they sell retail water at .3 cents per gallon or \$3.00 for 1,000 gallons of water plus a \$25.00 fee for each load. Ben stated that he has a list of people who purchase bulk retail water in the State of New Hampshire. He will reach out to determine how many of these people would be interested in purchasing bulk retail water from Laconia Water Works if it was available. Once this has been determined, Ben will look at the cost to set up a pump for retail sale of water.

**SCHEDULE OF TASKS-**Ben distributed a list of the schedule of task for 2024 and reviewed where we are with each task.

No further business, a motion was made by Wes Anderson, seconded by Greg Page, to adjourn the meeting at 7:18 p.m. The vote was unanimous.

*Cheryl Hounsell*  
Cheryl Hounsell, Clerk

  
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Authorized Signature

*12/04/2023*  
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Date