

COMMISSIONERS MEETING  
MINUTES  
April 30, 2008

The Commissioner's convened at 4:00 p.m. in the training room at the Wastewater Treatment Plant, 104 Sawmill Lane North Conway, NH. The following were present: Chairman James Umberger, Commissioner Robert F. Porter, Superintendent David Bernier, Fire Chief Patrick Preece and Recording Secretary Kristine Cluff

Absent: Commissioner John Santuccio

Chairman Umberger called the meeting to order at 4:00 p.m. and noted a couple of announcements for Valley Vision. The Board meetings will begin at 10:00 a.m. starting with the Board meeting of May 14, 2008. Also, Commissioner Umberger stated a group went to testify to House Bill 1202 as amended and expressed his thanks to Superintendent Bernier and Bill Hounsell on the superb job they did in testifying for the amended bill.

**Commissioner Porter motioned and Commissioner Umberger seconded to take the agenda out of order to accommodate Camp Dresser & McKee. Motion carried by voice vote 2-0-0.**

Jennifer Osgood attended the meeting to update the Board on Well #6 and Artist Fall Pump Station upgrades. Ms Osgood reviewed that we have looked at the wetlands issue, gathered data, submit to DES the results of the pump testing that was done back in January 2008. Amendment to the original contract is for the next phase. Phase II removes the modeling from the contract and swapping some of the scope. We are looking at the wetlands issue and will install more monitoring locations. This will require weekly monitoring. CDM wetlands people will delineate wetland species, aquatic conditions and then this data will be put into a technical memo for DES. We need to have a function and valuation assessment on the red maple swamp and by doing so, will allow the issue to be technically definable. The amendment Ms Osgood is presenting for Well #6 an amendment to reduce the contract from \$180,000.00 to \$155,000.00. The Precinct will have to go to the next annual meeting (i.e. 2009) to request \$50,000.00 - \$55,000.00 to complete this project

**Commissioner Porter motioned Commissioner Umberger to authorize the Superintendent to sign Amendment #1 to the Well #6 original contract reducing the Contract from \$180,000.00 to \$155,000.00. Motion carried by voice vote 2-0-0.**

Ms Osgood passed out updated background material for the upgrade to Artist Fall Pump Station. This upgrade is to address the screening issue before it becomes an emergency. We will be adding a mechanical screen to the pump station. This will be done as EPCM (Engineer Procurement Construction Management) project thus reducing engineering costs and time. This allows the Precinct to have a lot of input in the project. This project may also be eligible for 30% state grant funding. CDM will complete as much design as necessary. CDM will purchase the equipment and oversee the installation. CDM will contact DES and find out exactly what the contract language needs to be for

state funding and may come back to the Precinct for a letter of authorization to start the project. Superintendent Bernier stated he met with DES regarding the state funding and we would be eligible for \$68,000.00 in a DES Grant if approved. Commissioner Porter stated the Board could have a special Board meeting to keep this project moving forward.

### Minutes

Minutes of April 16, 2008 will be carried forward to the meeting of May 14, 2008.

### Fire Department

#### **Membership:**

43 Members: We have one new application pending the Board of Review and the membership vote, the back ground check has been completed.

#### **Personnel:**

Firefighter Jeff Currier is doing well after suffering a heart condition from fighting a fire. He has been released to work 4 hours a day and no lifting over 20lbs.

#### **Training:**

The department will be doing forestry fire fighting training in May.

#### **Department Actives:**

We have two members being honored for the Presidential Call to Service Award (4,000 hours + over a lifetime) Jerry Cluff and Dale Hamilton. May 1, 2008 at 9:00 am at the Bartlett Fire Department in Glen.

#### **Emergency Calls:**

The fire department has responded to 55 calls for the month of March.

The fire department has responded to 374 calls year to date.

#### **Apparatus / Trucks:**

DOT inspections are done with no major issues.

#### **Equipment Issues:**

The air pack received their annual flow testing and all the air packs passed.

The SCBA air compressor passed the annual air quality test and the yearly service is completed.

#### **Purchase for New Equipment:**

Review and award the RFP for the new Minitor V pagers, we have two quotes, one from Ossipee Mountain Electronics and the other quote was from Radio North Group Inc.

**Motion of Commissioner Porter seconded by Commissioner Umberger to award the bid for the new minitors to Ossipee Mountain Electronics. Motion carried by voice vote 2-0-0.**

The truck specifications for the new tanker / pumper should be completed by the end of next week in draft form for review and approval. Chief Preece will be forwarding the specs for the new

pumper/tanker to the Board via email for review. Chief Preece is working to make sure the specs have the proper language.

Need to discuss Birch Hill Fire hydrant, the Birch Hill Commissioner would like to have a meeting with me on May 8, 2008 @2:00 pm if a member of the board would like to attend this meeting. Chief Preece questioned if it is possible to flow test the hydrants installed on West Side Road and lower section of Allard Farm Circuit in Birch Hill. Chief Preece was concerned about who would pay for the extra water while conducting the flow test. Superintendent Bernier will read the meter before and after the testing and credit PAC with water use. Karen Umberger questioned if there is anything in the PAC agreement regarding fire hydrants. The agreement does not address fire hydrants. PAC is going to install a tank to provide 80,000 gallons of water and upgrade the infrastructure in Birch Hill. It was agreed that PAC will be responsible for any hydrants they install.

Chief Preece expressed his thanks to Superintendent Bernier and staff for removing the stumps at the fire station.

The Board had no problems with the revised RFP Request for Qualifications for the Architectural Study and they will be sent out this week and due back on May 28, 2008.

#### Superintendent Report

- Wrote specs for crack sealing and seal coating Precinct Wastewater parking lots and access roads.
- Notified Milton Caterpillar about startup of Kearsarge Estates pump station generator.

Kearsarge Estates start up scheduled for tomorrow. Will cost \$5,991.00 to install SCADA system from A & D Instruments and Verizon will need to install the phone line. Half of the SCADA costs were built into the generator costs.

- Notified CVFD Engineers about my concerns on location of water main and proximity of meter pit to edge of highway.

Superintendent Bernier spoke with Underwood Engineers regarding the meter pit for the CVFD Interconnection. It was too close to the road at the edge of the breakdown lane. It would not be able accommodate a fire truck and there was no parking for general maintenance. He requested they contact Kennett Company and acquire property and move the building back.

- Crew worked on 2" fire line tap for Wyatt House Bed & Breakfast. Crews also busy with vehicle maintenance, painting forklift, one ton dump and snow plows etc.
- Received word from NH Coop that new air dryer would not qualify for rebate because payback would be less than six (6) months. Therefore, regulations prevent upgrade from being eligible.
- Received final draft of new hydrant maps.
- Attended House Bill hearing in Concord on 4/29/08

Bob Chapman has given the Precinct has proposal of \$200.00/per ton of scrap iron. Currently, the Precinct has approximately 60 ton of scrap iron including obsolete inventory items.

Pre-construction conferences took place today and there were a number of reputable contractors.

All files have been transferred to the file room in the new storage building. The Precinct needs to finish the building (mezzanine) and concrete aprons. The aprons will be done with Precinct labor. The Precinct has a contract with Coleman to take the top soil and for gravel.

Other Business

Truck Bids

The respective low bidder was Blueberry Ford of Machias, Maine for \$25,955.00. This is a sister company of Profile Motors. Same company that we purchased the Superintendent’s truck.

The Bids were as follows

Rowe Ford	\$26,471.00
MacDonald Motors	\$27,575.00
Ripley Fletcher	\$28,280.64
Profile Motors	\$30,320.00

Superintendent Bernier recommended the Board award the Bid to Blueberry Ford.

**Commissioner Porter motioned and Commissioner Umberger seconded to award the truck bid to Blueberry Ford of Machais, Maine. Motion carried by voice vote 2-0-0.**

Vehicle Policy:

Commissioner Umberger presented a draft vehicle policy to be reviewed for the Board meeting of May 14, 2008.

Outstanding Water bill:

It was noted that Guldies’ Restaurant has been sold and the outstanding water bill will be collected at closing.

House Bill 1202:

Bill Hounsell explained HB 1202 sponsored by Representative Gallus of Berlin clarifies the grant process and that the grant applies to the whole project and not half of the project. There were a lot of positive thoughts for this bill as amended. Mr. Hounsell explained the Precinct had the blessing of the other Precincts and Towns to speak on their behalf for this bill. DES currently apportions the funding

to half of a project. Commissioner Umberger reiterated the superb job done by the Superintendent and Mr. Hounsell when testifying for this bill.

Sign Checks

**Commissioner Porter motioned and Commissioner Umberger seconded to sign checks out of session. Motion carried by voice vote 2-0-0.**

Non Public Session

**Commissioner Porter motioned and Commissioner Umberger seconded to enter non public for a personnel issue at 5:15 p.m. under RSA 91-A: 3, II (c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Motion carried by roll call vote – Umberger – aye and Porter – aye.**

Returned to public session at 5:45 p.m.

Commissioner Umberger stated there was one more item to discuss today, safety glasses for the union employees. Commissioner Umberger met with Wal-Mart and Conway Eye Care regarding safety glasses. The Board agreed Conway Eye Care offered the best program.

**Commissioner Porter motioned and Commissioner Umberger seconded to purchase single prescription at \$85.00, bifocals at \$101.00 and no line progressive lens for \$141.00 from Conway Eye Care. Conway Eye to invoice the Precinct as stated and any amounts over the above amounts will be borne by the employee. Motion carried by voice vote 2-0-0.**

**Commissioner Porter motioned and Commissioner Umberger seconded to enter non public for a personnel issue at 5:46 p.m. under RSA 91-A: 3, II (c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Motion carried by roll call vote – Umberger – aye and Porter – aye.**

Returned to Public Session at 6:05 p.m.

Adjourn

Having no other business to discuss, **Commissioner Porter motioned and Commissioner Umberger seconded to adjourn this public meeting at 6:07 p.m.**

Respectfully,



Kristine M. Cluff  
Recording Secretary