

Commission Meeting
Minutes
August 6, 2008

The Commissioner's meeting convened at 10:00 a.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 Porter, Superintendent David Bernier, and Recording Secretary Kristine Cluff. Absent: Commissioner John Santuccio

Chairman Umberger called the meeting order at 10:10 a.m.

Minutes

Motion of Commissioner Porter seconded by Commissioner Umberger to accept the public and non-public minutes of July 23, 2008. Motion carried by voice vote 2-0-0.

Fire Department

Ed Bergeron: Architectural Study:

Commissioner Umberger stated he spoke with Mr. Bergeron prior to the meeting about his concerns and basically to see if H. E. B staff needed to be present at today's meeting. Mr. Bergeron briefly explained the only room to expand is to go up over the meeting room or out towards Conway Scenic Railroad. At this point, Mr. Bergeron stated he needs a topographical property survey map that would allow a site plan to be developed. Commissioner Umberger questioned if there were any building plans available. Mr. Bergeron has contacted Frank Kennett's son and the building plans cannot be found. Therefore, an as built set of building plans will also need to be developed.

Commissioner Umberger stated everyone would agree Seavey Street property should be bulldozed in and develop a set of drawings for this lot. Mr. Bergeron stated they will come up with a set of plans for the station and drawings. If necessary, a set of colored renderings could be completed for a public presentation.

Commissioner Porter noted the Seavey Street property would be feasible for public rest rooms. Mr. Bergeron stated that would be very feasible with water and sewer already there. This has been talked about in the past. Commissioner Umberger questioned who is going to maintain them and if the building is going to be used as a fire department function, Commissioner Umberger is not sure you want public restrooms on site. Commissioner Porter reiterated the village needs them.

Chief's Report:

Membership:

44 Members: One new member and had one member resign, he moved to Maine.

Personnel:

The members have worked very hard over the last couple of weeks, including searching for a person that fell into the river and a fatal motorcycle accident on the East Conway Road.

Training:

The department training for August will be a team building exercise and a morale booster. (Softball)

Department Actives:

The fire department association will be hosting a concert on the August 28th at Mt. Cranmore Ski Resort. To raise money for the association to buy new equipment for the fire department.

Emergency Calls:

The fire department has responded to 106 calls for the month of July.
The fire department has responded to 20 calls for the month of August.
The fire department has responded to 670 calls year to date.

Apparatus / Trucks:

Engine One waiting for quotes and waiting for Central States to get back to us no word as I yet

Equipment Issues:

One air pack is still out of service at the factory no word as of yet.

Purchase for New Equipment:

Will need to purchase 45 new traffic vests to meet the new standard before January 2009

Chief Preece explained the safety law taking effect on November 14, 2008 pertaining to traffic vests. The vests breakaway in several places so a person directing traffic can't be dragged by a vehicle. The cost is \$30.00-\$60.00 and Chief Preece is looking at a certified universal vest that will fit up to 2X.

Commissioner Umberger questioned if NCFD responded to the NAPA Store fire in Fryeburg and if we were mutual aid. Chief Preece stated we were not asked to respond but we could have gone through mutual aid if needed.

Old Business

Sewer Rules & Regulations:

Superintendent Bernier has made the changes and Attorney Judge will review when he returns from vacation. The changes reflect the consistency with arrears and shut off for nonpayment.

RFP Auditor:

Will go out this week.

Boundaries:

Mr. Burnell is in the process of finalizing the boundaries. The no man's land in the vicinity of the Elks Club should be added to the Conway Village Fire District.

CVFD Interconnect:

Paul DegliAngeli will brief the Board at their next meeting on the CVFD improvement project and will discuss a couple of options.

New Business

Superintendent Bernier briefed the Board on the Thermal Heating unit he is recommending for the water garage. This would separate the heating system from the main plant with substantial savings. This would allow the water department to pay for their own heating bills for the garage. The plant boilers are eleven years old and we will be looking at replacing these in 9-10 years. With the separation, smaller boilers could be installed. This will be tabled for the next meeting when Commissioner Santuccio is back.

Superintendent Bernier suggested the cost of \$22,500.00 would come from the water capital reserve account. Commissioner Umberger stated if we take this out of the trust fund, we would have to put it back the following year.

Karen Umberger questioned how you are going to handle the hot water for the garage. There is a separate electric hot water heater in the garage. Superintendent Bernier is looking into a marathon hot water heater from NH Electric Cooperative.

Commissioner Umberger would like the balance of the Capital Reserve funds for the next meeting.

Leanne Muzerall Request:

Superintendent Bernier explained approximately a year ago Mrs. Muzerall lost business for a couple of days from a flooding incident. Superintendent Bernier told her the Precinct would do what they could. She is looking to be compensated for \$580.00 for loss of business. Commissioner Porter is concerned about setting a precedent. Superintendent Bernier is concerned the condos are billed as residential units and two of the units are rented out as commercial – one to Ms Muzerall and a gentleman with a ski equipment business. Superintendent Bernier explained the Precinct was clearly at fault and this is on the list to correct. Superintendent Bernier has concern over the change of use and should consider writing a letter to the association. Also, consider changing the entire building to commercial. Superintendent Bernier explained our policy doesn't cover loss of business and neither does the association's. Commissioner Umberger suggested having her come before the board to discuss the matter. Commissioner Porter feels her clients could have been rescheduled. This could potentially open up the flood gates for future claims. Karen Umberger questioned if these are owner occupied and the answer most of the owners are second home owners. Mrs. Muzerall will be invited to present her request to the Board.

Superintendent's Report

- Checked State Quarterly Water Consumption Report
- Inspected Contract #6, Depot Road and Neighbor's Row projects. Attended first progress meeting. So far, both projects are ahead of schedule.
- Collected weekly and monthly water quality and water level readings for new Well #6.
- Continued researching energy improvement ideas for Waster Water Treatment Facility and garage facility.
- Crack sealed and seal coated entire complex. Should consider overlay in next few years.
- Signed up for energy efficiency survey sponsored by NH Public Utilities Commission.
- Received acknowledgement from DES that Precinct was once again successful in receiving another \$4,500.00 grant. This one is for Kearsarge Estates generator installation.
- Facility Emergency Generator needed a complete engine rebuild at a cost of approximately \$10,000.00. Generator was never properly broken in under load and operated under insufficient load to seal rings and gaskets.

Motion of Commission Umberger seconded by Commissioner Porter to accept the \$4,500.00 Homeland Security Grant for the Kearsarge Estates Generator and to authorize Superintendent Bernier to sign the grant application. Motion carried by voice vote 2-0-0.

Plant Generator

There were major repairs to the CAT Generator at the plant. The cost is estimated to be between \$13,000.00 and \$13,500.00. Superintendent Bernier stated it appears the generator was not broken in properly and run under insufficient load. Superintendent Bernier is inquiring about self generating our own power during peak demand with NH Electric Cooperation. The technician from EPG explained this generator could run for weeks on end and last for 20-30 years. Superintendent Bernier is recommending the funding for this unanticipated cost come for the Sewer Capital Reserve Fund. This will be finalized at the next meeting.

Sale of 1996 Plow Truck:

This was not on the Superintendent's report but the bids are in for the plow truck as follows: Katmandu - \$935.00, Northeast Auto Body - \$1,526.00 and American Air

Systems \$1,200.00. Superintendent Bernier stated anything over \$1,000.00 or more would be a good bid. Superintendent Bernier recommends accepting the bid of Northeast Autobody in the amount of \$1,526.00.

Motion of Commissioner Porter seconded by Commissioner Umberger to accept Superintendent Bernier's recommendation of accepting the bid from Northeast Auto Body in the amount of \$1,526.00 for the 1996 snowplow truck. Motion carried by voice vote 2-0-0.

Board Comment

Commissioner Umberger stated he received his Consumer Confidence Report and urges Precinct taxpayers to read it. There is very informative information in the report. Superintendent Bernier stated he is trying to make the report more user friendly.

Public Comment

There was no public comment offered at this meeting.

Signature Documents

Motion of Commissioner Porter seconded by Commissioner Umberger to sign the following documents from Northway Bank relative to Contract 6 out of session: Certificate Relating to Certain Minutes of a Meeting of the Board of Commissioners, Errors & Omissions Agreement for \$1,600,000.00, Errors & Omissions Agreement for \$2,088,000.00, General Obligation Water Bond for \$1,600,000.00, General Obligation Bond Anticipation Note (sewer), IRS 8038-G form. Said General Sewer Obligation Bond Anticipation Note is due 8/15/2009 and the General Obligation Water bond is due 2028. Motion carried by voice vote 2-0-0.

Adjourn

Having no further business to come before this public meeting **Motioned by Commissioner Porter seconded by Commissioner Umberger to adjourn this public meeting at 11:05 a.m.**

Respectfully,



Kristine M. Cluff
Recording Secretary