

Commission Meeting
Minutes
October 15, 2008

(MEETING WAS NOT TAPED BY VALLEY VISION)

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, Commissioner John Santuccio, Superintendent David Bernier, Chief Patrick Preece and Recording Secretary Kristine Cluff.

Chairman Umberger called the meeting to order at 10:00 a.m.

Minutes

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the public minutes of October 1, 2008 as written. Motion carried by voice vote 3-0-0.

Fire Department

Membership:

43 Members: no new applications at this time

Personnel:

Training:

The department training for October was company operations. Engine companies worked the pumps at draft and used the folding tank before winter. CPR Training will be held on 10/20/08 for the department.

Department Actives:

The department had a volunteer work detail at Ray Lowd's to help him get ready for winter.

Emergency Calls:

The fire department has responded to 40 calls for the month of September.
The fire department has responded to 890 calls year to date.

Apparatus / Trucks:

Engine One had a handle break that runs the deck gun, it has been repaired Lakes Region had the parts in stock.

Equipment Issues:

The AIMS gas meter is back in service , it needed a new oxygen sensor.

Purchase for New Equipment:

The four sets of structural turn out gear came in and it all fit.

Tank One Inquiries:

The department has received two inquiries on the tank truck. Chief Preece noted both inquires came from Alabama

Architectural Study Update:

HEB has completed the base and survey drawings. The electrical systems survey and draft report have been completed and we are waiting to receive copies for review by HEB.

Commissioner Porter asked if the department had the as built drawings and Chief Preece explained that Architect Frank Kennett never gave the as built to the Precinct. Commissioner Porter questioned what the Precinct is actually trying to accomplish and Chief Preece stated we are trying to determine whether to go up with a second story, add on to the building by going out or rebuild. It may be easier to go out as the sheer strength of the station walls is not known and a structural assessment will have to be completed.

Commissioner Umberger noted in the chief's email a call fireman would be working at the station while the Chief is away and questioned why the assistant chief can't be there. Chief Preece stated the assistant chief has inspections scheduled and this person would be available to immediately respond to a call. Chief Preece stated you need the extra help to cover vacations. Commissioner Umberger questioned if this person will be paid from call firemen's wages and Chief Preece stated he would. Commissioner Umberger stated he is not questioning the need but this does skew the call firemen's wages. Commissioner Umberger also questioned paying the call firemen annually versus paying them quarterly makes it difficult to track the fire department budget where the call payroll is paid out annually. Chief Preece stated he can provide the call payroll to the Board on a monthly basis. Also, we can add a line item to separate out work details from the call fire payroll.

Superintendent Bernier questioned if the department is reimbursed for details such as Arts Jubilee or Ghoulagog at Cranmore. Chief Preece explained we don't charge Cranmore because we use their facilities for training at no cost. If the department provides a service, that entity is charged for the service. Chief Preece stated when the department covers for the water department; they don't charge a bill (i.e. coverage at Remoat Trail). Superintendent Bernier stated when the Precinct has a break and it uses Conway Police detail officers for traffic control, he pays for that service. Superintendent Bernier questioned if the fire department charges for false alarms because as a taxpayer, he pays a lot for false alarms. Commissioner Porter stated the Police Department allows for two false alarms and then you are charged from the third call forward. Chief Preece explained the department would have to be called to a business three times for the same device before it could charge for the false alarm. The present policy states it has to be the same device before it can be billed. Chief Preece noted the fire department is paid for through taxation and there is a fine line to charging fees and the Precinct needs to be on solid ground if the Board wants to start charging fees.

Place of assembly permits are required by state statute and a fee for the permit cannot be charged. Chief Preece explained there are several inspections the department provides and does not charge a fee: boiler inspections on all new boiler installations, daycare facilities and group home inspections, and individual assisted living inspections. Chief Preece explained it takes one hour to review a site plan and takes a week to review a development plan and then you still have the building plans to review. The Town of Conway gets huge fees for this but the fire department gets nothing. The Precinct needs to make sure if we are going to charge fees that they are fair and reasonable.

Old Business

There was no old business to discuss at this meeting.

Committee Reports

There were no Committee Reports given at this meeting.

New Business

There was no new business to discuss at this meeting.

Superintendent's Report

- Intervale Crossroads: 100% of sewer from the Randolph Ski Club heading East to Kearsarge Street will be completed by the end of today. The Water Main Work in the same vicinity was completed yesterday and all the drainage work in the same area is complete. Crews will be starting on Dinsmore Road Today.
- Kearsarge Street & The Lane: All water main has been installed, pressure tested & chlorinated, awaiting negative bacteria test, once this is done Park Construction will begin connecting services from temporary to new water mains.
- Depot Street: Work is progressing slowly, sewer gravity and force mains have been installed from pump station site heading south to just beyond the entrance of the Preece residence.
- Kearsarge Estates Pump Station: We have the bugs worked out of the SCADA system, and we have the 3 phase power loss alarms under control. No alarms in the last 3 weeks.
- Neighbor's Row: All water and Sewer work completed our crews hooked up last 2 water services to new main, one property owner left who needs to do work on his property so that we may terminate old water service.
- Crews abandoned last 2 water services from Route 16 A to Pierce Road.
- H.R. Prescott was here 2 weeks ago to conduct EDDY fire hydrant demo, I am confident that these hydrants will solve our water surging and excessive pressure surges, especially in the vicinity of Hill & Vale Condo's. I ordered 2 hydrants for this area and we have scheduled the work as soon as materials become available. If this proves successful I will make the EDDY hydrant our second hydrant specification. Concurrently, I will make a demo on the operation and principle of the hydrant for the Fire Department.

Commissioner Umberger questioned if this is the same problem at Paul Whetton's and Superintendent Bernier gave a brief explanation that problems was related to infrastructure pipe sizing and that has since been corrected.

- Completed 3rd Quarter Water Meter Reading and billing:

Water Billing: 3rd Quarter 2007 (\$287,649.73)
3rd Quarter 2008 (\$274,122.47)

Sewer Billing: 3rd Quarter 2007 (\$399,051.58)
3rd Quarter 2008 (\$390,276.25)

Water Revenue down 4.7%
Sewer Revenue down 2.2%

Superintendent Bernier noted this billing is down due to the rain and people didn't water their lawns as much and possibly due to the economic situation. If the 4th quarter isn't any less than this, we should be okay.

Commissioner Umberger questioned when the Precinct would be going under the railroad tracks at Intervale Cross Road. Superintendent Bernier noted this is scheduled for November 4, 2008.

Superintendent Bernier stated the sewer manhole covers on Intervale Crossroad will be plated for the winter.

Superintendent Bernier updated the Board regarding the meeting he had with Earl Sires, Paul DegliAngeli, Underwood Engineers, CDM, Heather Shaw of CVFD and Jim Umberger was present as a member of the public. He stated the meeting went well. CDM presented a draft agreement to be reviewed proposing \$35,000.00 to do the feasibility study. CVFD would like to the Precinct to pro-rate the upgrade to the aeration system as it benefits NCWP. Superintendent Bernier

stated that CVFD left the meeting fully understanding the upgrade would be paid for by CVFD. Commissioner Porter suggested having Chief Operator LaBonte meet with the Board and review the plant upgrades. The Buy in Fees and existing sewer rate will prevail exactly like an existing customer. Superintendent Bernier would like to have all the parties involved in this project concur together to make sure the CDM report that will be sent to CVFD has been authorized for payment.

Bill Hounsell stated this needs to be done in a manner that is fair and equitable to all with common sense. Rural Development has requested CVFD to look at the least cost method. Mr. Hounsell stated if you look at weighing the buy in fees versus having to build the plant and the operations and maintenance costs of the plant, this is the least cost method. Mr. Hounsell explained our engineers, CVFD engineers and Rural Development engineers need to find a way to work together. The Precinct would be eligible for 30% state grant funding based on the bill previously passed by the legislature. Mr. Hounsell suggested giving DES if the power to look at everything. The voters will have the chance to weigh in on the sewer interconnection between CVFD and NCWP.

Commissioner Porter questioned if anyone would look at CVFD removing their discharge into the Saco. Paul DegliAngeli has previously questioned if the State of Maine would weigh in on the Saco River discharge. Mr. Hounsell stated that assuredly Maine will comment on the discharge from CVFD into the Saco River.

The Interconnect agreement should be written for thirty years to coincide with the Precinct's Bond Schedule. Regardless of the CVFD Interconnection, the plant will need to be upgraded in 2020 and the costs for the upgrades could be approximately five to six million dollars. The agreement should be written in a manner that limits the CVFD to its current boundaries because CVFD can change their boundaries more easily than Precinct.

Superintendent Bernier stated the last two items were not on his report but he wanted to update the board that the Okidata billing printer had to be replaced and one of the boilers and panel has a crack and will need to be replaced. Precinct staff will handle the repairs to the boiler. Superintendent Bernier thanked the Board for being proactive in the maintenance of this facility.

Public Comment

Bill Hounsell updated the Board on the Large Groundwater Withdrawal Permit. The state created a hierarchy with the Large Groundwater Withdrawal Permit that could not be enforced. Basically, if the Precinct's new well cannot obtain permitting, Mr. Hounsell doesn't understand how any well can obtain a permit. We will be prepared to change the rules of permitting if our well is not permitted.

Non Public

Motion of Commissioner Porter seconded by Commissioner Santuccio to enter non public session for a personnel issue and a reputation matter as allowed under RSA91-A: 3, II (c) at 11:25 a.m. - 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, Porter – aye and Santuccio – aye.

Returned to Public Session at 11:50 a.m.

Commissioner Umberger reported that in the non public session the Board signed a Memorandum of Understanding to settle a union grievance.

Sewer Rules & Regulations

Motion of Commissioner Porter seconded by Commissioner Santuccio that Superintendent Bernier complete the corrections to the sewer rules and regulations within the next thirty (30) days. Motion carried by voice vote 3-0-0.

Sign Checks

Motion of Commissioner Porter seconded by Commissioner Santuccio to sign checks out of session. Motion carried by voice vote 3-0-0.

Adjourn

Motion of Commissioner Porter seconded by Commissioner Santuccio to adjourn this public meeting at 11:27 a.m. Motion carried by voice vote 3-0-0.

Respectfully,



Kristine M. Cluff
Recording Secretary