

Commission Meeting
Minutes
October 29, 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, Commissioner John Santuccio, Superintendent David Bernier, Chief Patrick Preece and Recording Secretary Kristine Cluff.

Chairman Umberger called the meeting to order at 10:01 a.m.

Minutes

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the public and non-public minutes of October 15, 2008 as written. Motion carried by voice vote 3-0-0.

Fire Department

Membership:

43 Members: no new applications at this time

Personnel:

Call Firemen's Pay Roll closes October 31, 2008. Chief Preece stated that overtime was going to be very close but the bottom line of the fire department budget will be under budget.

Training:

The department training for October was company operations. Worked the pumps at draft and used the folding tank before winter.

Department Actives:

Chief Preece presented the new run card procedures to the Board and stated this will be implemented by November 1, 2008. These new procedures have been reviewed the Conway Police Dispatch and Mutual Aid Fire Chiefs. These procedures pertain to a major incident or structure fire. Zone 1 is from Sunbridge to White Mountain Oil, Zone 2 is White Mountain Oil north and Zone 3 is the West Side Road. These procedures will go into effect when the officer in charge says, "first alarm". Street directions from the station have been completed for all North Conway Streets and a notebook with this information is on each truck.

Karen Umberger questioned if the other fire departments have followed this suit and Chief Preece explained Chief Solomon from Conway Village likes the form. Chief Preece stated the most work was setting up the zones and designating all the streets to a zone.

Commissioner Umberger questioned if this applies to auto accidents and Chief Preece explained this will be utilized for big issue items.

Emergency Calls:

The fire department has responded to 81 calls for the month of October.
The fire department has responded to 928 calls year to date.

Apparatus / Trucks:

Equipment Issues:

All the ground ladders had their annual testing and all passed. We need to install new heat sensors on the ladders, as the current sensors went out of date. The aerial passed also with the same issue heat sensors, they have been ordered.

There has been a minor issue with SCBA packs not being put back on the trucks correctly and we have corrected problem.

Purchase for New Equipment:

Fire Fighter I and Fire Fighter II Classes:

Several department members are taking the Firefighter I and Fighter II classes.

Old Business

There was no old business to discuss at this meeting.

Committee Reports

Commissioner Porter reported the Ad Hoc Budget Committee met last night. There were no major issues with any of the budgets.

Superintendent's Report

- Completed 2007 annual sewer rate survey for NHDES
- Completed environmental review for Well #6 and updated monitoring data for CDM to include in final report.
- Reviewed 3rd quarter budgets for Water and Sewer Department both look good for this time of year.
- Updated unaccounted for water and limited information spreadsheets.
- Very good news: The Precinct has received notice that we have made the 2009 SRF Loan qualification list in the amount of \$2,060,000.00 for the construction of Well#6. This is the first SRF "Water Project that the Precinct has ever qualified for. The low interest rate is very favorable especially in light of the fact that we are not eligible for RD grants at this time. In light of this fact, it is most fortunate that I must inform you that we are in line for 15% loan forgiveness in addition to the 25% interconnect grant we are looking at \$824,000.00 of participation from the NHDES. I remain very pleased with this and I must add that the application process has paid great dividends.
- Intervale Crossroads is 100% completed with the exception of building sewer inverts and raising frame and covers this will be done next year just prior to final paving. The base pavement for the Eastern half of the road is slated for this week.
- Dinsmore Road is 100% complete with exception to manhole inverts and final paving. The cross country portion remains and is slated for winter/ early spring construction.
- Kearsarge Street water main is 100% complete several house connections remain on temporary water main, should all be completed by end of week and paving slated for next week.
- Lane is 100% completed and will be paved next week with Kearsarge Road.
- Depot Street 100% of gravity sewer completed, 50 % of water and force main completed, started on drainage as well. Should be completed by end of next week with paving followed by week after.
- Railroad crossings for water and sewer in the vicinity of Intervale Crossroads are scheduled next week.
- Abandoned all old water service connections on Route 16A.
- Sent public notice to newspapers regarding State of New Hampshire Revolving Loan Fund for Well#6 project.

Unaccounted for Water:

Superintendent Bernier stated he has reviewed this for the 3rd quarter of 2008 and there is an issue during the winter months where our unaccounted for water is higher and then goes down in the summer months. This could be an illicit connection or something that is not metered. Superintendent Bernier is going to meet with staff and then actually do a survey of connections. Commissioner Umberger noted this connection is using a lot of water. Superintendent Bernier explained it only happens during the ski season. Staff is calibrating usage for bleeders, fire flows and hydrant flushing. Overall, unaccounted for water has dramatically improved.

Commissioner Umberger stated that he hasn't heard any negative comments on the construction and how courteous the construction crew has been with taxpayers. Superintendent Bernier stated there has been nothing but praise for Foreman Roger Woodward. At the Budget Committee meeting last Tuesday, Henry Villaume stated what great ambassadors for the Precinct Artie Hill, Curt Hodgdon and Dennis Aikens have been on the Pierce Road job.

Public Comment

There was no public comment at this meeting.

Signature Document

Motion of Commissioner Santuccio seconded by Commissioner Porter to sign the application for the State Revolving Loan Fund for Well #6. Motion carried by voice vote 3-0-0.

Sign Checks

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

Adjourn

Having no further business to discuss at this meeting, **Commissioner Porter motioned seconded by Commissioner Santuccio to adjourn this public meeting at 10:37 a.m. Motion carried by voice vote 3-0-0.**

Respectfully,



Kristine M. Cluff
Recording Secretary