

Commission Meeting
Minutes
January 7, 2009

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 called to order at 10:09 a.m.

Minutes

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the Public Minutes of December 17, 2008 and the Non-Public minutes of December 17, 2008 as written. Motion carried by voice vote 3-0-0.

Fire Department

Membership:

42 Members: One new application waiting for background check to come back.

Personnel:

FF II Class is complete and waiting for final exam results. Chief Preece reported the proctor for the exam called to inform all of NCFD personnel passed and grades will be available shortly.

Training:

Department Training winter operations

Department Activities:

The first night activities at Mount Cranmore went well, no problems, turnout from the public was low due to the extreme cold weather. The department has responded to two snow machine accidents, used the rescue sled both times.

Emergency Calls:

The fire department has responded to 113 calls for the month of December.

The fire department has responded to 1155 calls year to date.

FYI the department responded to 974 calls we are 181 calls over last year.

The fire department has responded to 8 calls for the month of January.

Apparatus / Trucks:

No equipment issues to report or truck problems

Equipment Issues:

Purchase for New Equipment:

The new engine will be ready for final inspection on January 21, 2009 at the factory; Captain Dale Drew, First Deputy Chief Tim Anderson and Chief Patrick Preece will go to the factory for the final inspection. Commissioner Porter questioned if it

takes three people to do this inspection. Chief Preece explained that each person will be going through different sections of the spec book to ensure the truck is build to specifications. Chief Preece stated the fire department does not pay for this trip.

Station study will be presented to the Board on 1/21/09. Ed Bergeron will be here to present it to the Board. Tabled for a later date.

Chief Preece presented the Board a breakdown of the different types of calls for the last couple of years. Chief Preece explained the system malfunctions occur from lightening strikes, snow loads on roofs causing CO detectors to go off and plugged vents. Unintentional calls usually are related to kids pulling alarm pull boxes. Commissioner Santuccio questioned what the difference is between service calls in relation to chief's calls. Chief Preece explained that service call is when White Mountain Oil might need a hazardous reading for Carbon Monoxide problem or someone smelling something funny without dispatching the department. Chief's call might be illegal burn or red light on in a building. These calls can be done by the Chief and not cost the Precinct extra money by dispatching the department. The Commissioners suggested it might be time to address this with an article in the paper. Commissioner Porter had given Chief Preece a copy of the false alarm policy the police department utilizes and Chief Preece stated the department has a policy but it has to be the same device in order to use the policy. Commissioner Umberger stated the Board will have to look at that again when reviewing the fee structure. It was agreed that the proposed rate fee changes would be tabled until after completing proposed budgets.

Superintendent's Report

- Depot Road: Shut down for winter. Made application to NHDES for \$328,000 for CIP reimbursement under the SRF Sewer funding contract.
- Dinsmore Road: Park Construction remobilized to the Old Bartlett Road cross country sewer installation where they have completed 100% of the project in this area and have connected the sewer from Route 16 to Intervale Crossroad.
- Attended progress meeting with CDM to discuss various projects to include Well#6, Contract 6 &7, Depot Street and future projects to include CVFD study.

Sent a letter to CVFD stating the Board will not sign the contract for the study until CVFD sends a letter back stating they agree to pay for the study.

- Started reading 4th quarter water meter billing.
- Completed testing all Backflow Preventers
- Had EJP up to complete repairs to all fire hydrants that were delivered in 2001 to 2004 with corrosive grease. This project was funded by the fire hydrant manufacturer.
- Sent along additional information needed for the SAG in order to make all our projects eligible for sewer grants dating back to 1999.
- Worked on Budgets and completed first draft iterations for BOC review
- Worked on trying to get some of our projects ready for funding under the Obama Economic Stimulus Plan, In fact I will be traveling to Concord on Friday to hear information from the NHDES regarding tentative information for said plan.

Superintendent Bernier received calls from both Rick Skarinka and Bob Mann to make sure someone from NCWP would be attending this meeting.

- Started to consider special warrant article funding for water & sewer department, I have the following to consider form the BOC:

Article#---- To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$21,000 for the replacement of all fire hydrants along Kearsarge Road to coincide with the 2009 sewer construction project. This article will be funded with water fees and revenue.

Article#---- To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$15,700 to be added to the North Conway Water Capital Reserve Fund previously established.

Article #--- To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$15,000 to be added to the North Conway Water Capital Reserve Fund for the purpose of replacing equipment and vehicles assigned to the Water Department.

Article#----To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$25,524 to be added to the North Conway Sewer Capital Reserve Fund previously established. This article will be funded with Sewer and Septage fees and revenue.

Article #----- To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$15,000 to be added to the North Conway Sewer Capital Reserve Fund for the purpose of replacing equipment and vehicles assigned to the Sewer Department.

Bond Articles:

Article# 2 To see if the voters of the North Conway Water Precinct will Vote to Raise and Appropriate the sum of \$----- to complete the remaining sewer infrastructure work on Kearsarge Road from the intersection of Intervale Crossroads North to the four corner intersection of Hurricane Mountain Road.

Article #3 To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$----- to complete the remaining water infrastructure work on Mechanic Street, Kearsarge Street and to include an additional 1,000 linear feet of 12 inch water main along Kearsarge Road.

Article#4 To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$----- to replace aging water infrastructure in the Ash Street, Maple Street and Ledgewood Blvd. areas as part of Contract 7 sewer infrastructure system improvements.

At the same time we are considering our shovel ready projects for the stimulus, considerations should be given to removing the cast iron pipe on Echo Acres (800-900 feet) and the asbestos lined pipe on Crown Ridge and Grove Street. We should also consider looping Duprey Road back onto the North/South Road. Questioned the cost to the entire Duprey Road and loop it back would be approximately \$200,000.00 /\$250,000.00 and the Precinct has already set aside \$38,000.00 for this project.

Bill Hounsell reminded the Board we need to finish the hard connection with Lower Bartlett Water Precinct. The Board of Commissioners agreed move forward with all projects that can be shovel ready to qualify for the Economic Stimulus package. Superintendent Bernier briefed the Board on the bike lane situation that has developed with Contract 6. The Town is essentially eliminating the construction of the bike lane that was planned as a part of this project. Both Bill Hounsell and Superintendent Bernier disagree with that decision and feel the town will not be able to construct this for any less cost than what is included in this project. Mr. Hounsell explained that Rural Development has concurred on this as part of the project

and widening of the road. Mr. Hounsell and Superintendent are requesting the Board allow them to appeal to the Board of Selectmen to not eliminate the bike lane included with the Contract #6. The Board agreed to their request.

Signature Documents

Motion of Commissioner Porter seconded by Commissioner Santuccio to authorize Superintendent Bernier to sign the 2009 Camp Dresser & McKee contract for William J. Hounsell's services. Motion carried by voice vote 3-0-0.

Budgets

Commissioner Umberger suggested the Board review the budgets presented today and hold a special meeting next week to address just the budgets. It was agreed to hold a budget workshop on January 13, 2009 at 3:00 p.m.

Non Public Meetings

Board agreed to schedule two separate non public meetings for January 21, 2009 to complete evaluations and goals of the Fire Chief and Superintendent.

Sign Checks

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

Non Public Session

Motion of Commissioner Porter seconded by Commissioner Santuccio to enter non public session at 11:05 a.m. for a personnel matter under RSA 91: A: 3, II (a) - The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or investigation of any charges against him, unless affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Motion carried by roll call vote – Umberger – aye, Porter – aye and Santuccio- aye.

Reentered Public Session at 11:26 a.m.

Commissioner Umberger stated the Board of Commissioners promoted Glenn McDonald to the Lab Tech position in the Sewer Department effective January 12, 2009. Commissioner Umberger also reported the Board of Commissioners approved a \$2,500.00 bonus for Superintendent Bernier for the year 2008.

Adjourn

Having no further business to discuss at this public meeting, Motion of Commissioner Porter seconded by Commissioner Santuccio to adjourn this public meeting at 11:28 a.m. Motion carried by voice vote 3-0-0.

Respectfully,



Kristine M. Cluff
Recording Secretary