

COMMISSIONERS MEETING  
MINUTES  
September 16, 2009

The Commissioner's meeting convened at 10:00 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 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.

Commissioner Umberger stated he had the opportunity to watch the response of our emergency services first hand and wanted to commend them on the professional manner in which they conducted themselves. Commissioner Umberger asked Chief Preece to pass his comments on to the members of the fire department. Superintendent Bernier stated he was recently in Massachusetts and it took over fifteen minutes for the first trooper to arrive on and scene and other five minutes for emergency services to respond. There was no sense of urgency on the part of the emergency services personnel. We are very fortunate to have our level of services.

Minutes

**Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the public minutes of September 2, 2009 as written. Motion carried by voice vote 3-0-0.**

Fire Department  
(copied from Chief's Report)

**Membership:**

42 Members, no new applications

**Personnel:**

Ryan Smith and Ken Derouin have received their provider's licenses from The State of New Hampshire, now they can practice as an EMT.

**Training:**

Department training will complete company operations.

**Department Activities:**

The department fireworks class went very well the department members really needed this class as well as the officer's of the department. Safety of our personnel comes first and when to approach the display and the required setbacks.

The fundraiser went very well and raised a total of \$13,481.00 and very successful. The Residence Inn had a hot water boiler issue and has been resolved and we issued the CO and they should open 9/9/09.

**Emergency Calls:**

The fire department has responded to 113 calls for the month of August.  
The fire department has responded to 3 calls for the month of September.  
The fire department has responded to 682 calls year to date.

**Apparatus / Trucks:**

The starting DOT Truck Inspections for all the big apparatus.

**Equipment Issues:**

The new copier and printer is working well, very happy with them

**Purchase for New Equipment:**

We are in the process of getting prices for three sets of turn out gear prices should be back next week.

**Seavey Street:**

The roof has been completed to 100%.  
The West wall steel siding is complete as well as the trim and under the soffit.  
The East and South walls steel framing is complete.  
They are working on the South wall putting the sheathing on the wall.  
Need to sign the Change work order for the Mezzanine.

Chief Preece thanked Chris Greenwood for donating the wall mount for the new television in the meeting room.

The department has been offered a residential house to burn and Chief Preece has declined the offer due to a neighborhood dispute.

Chief Preece presented the MOA with the State for the upgrade to the Motorola portables to the Board for signature. This will be done at the expense of the state. If we do not participate with the upgrade, it would cost the department \$65.00 per radio to do it.

**Motioned by Commissioner Porter and seconded by Commissioner Santuccio to authorize Chairman Umberger to sign the MOA Agreement with the State of New Hampshire. Motion carried by voice vote 3-0-0.**

Commissioner Umberger explained on August 5, 2009 the Board approved a motion to accept \$4,000.00 from the North Conway Fire Fighter's Association for the mezzanine at the Seavey Street garage. We cannot over spend the voted appropriation of \$185,000.00 and we have been informed by the Department of Revenue Administration that if we accept the donation, we would have to reduce taxes with the donation in order not to over spend the article appropriation. After a short discussion, it was agreed the association would contract directly with L. A. Drew, Incorporated for the construction of the mezzanine. **Motion of Commissioner Porter and seconded by Commissioner Santuccio to rescind the motion of August 5, 2009 to accept the \$4,000.00 donation from the North Conway Fire Fighters Association for the mezzanine at the Seavey Street garage. Motion carried by voice vote 3-0-0. Motion of Commissioner Porter seconded by Commissioner Santuccio we request the North Conway Fire Association subcontract with L. A. Drew, Inc. directly for the mezzanine. Motion carried by voice vote 3-0-0.**

Chief Preece explained David Peterson of Decade's has concerns about the snow coming off the roof. There is 16' from the building to the pavement. Chief Preece will meet with Mr. Peterson to review the matter. The Precinct could look at installing brakes and/or installing silicone on the roof to make sure the snow dumps. Also, there is there is three feet of over hang and the snow will settle back next to the building. We will watch it over the winter and address it necessary.

Chief Preece is taking the 58 Liquids Class on September 23, 2009.

Commissioner Umberger asked when the Assistant Chief's pickup is due for replacement and Chief Preece stated it is due to be replaced in 2010. Maureen Forbes questioned if this would be put out to bid and the answer is yes

#### Old Business

##### Sewer Rules

Superintendent Bernier will follow up with Attorney Judge on the sewer rules and regulations and we will table this until the beginning of October. Commissioner Umberger stated we are starting to deal with some gray areas and we need to get the rules and regulations defined.

##### Fraud Policy:

Commissioner Umberger did a quick review of both the policy presented by the office manager and the Town of Conway's policy. He asked the Board to review the policies and get any questions back to the office manager.

Grinder Pump Policy:

Superintendent Bernier requested the Board consider developing a Grinder Pump Policy for the areas with twelve to fifteen homes. David Hitchcock, Public Works Director for the Town of Dartmouth stated they have worked very well for the town in low lying areas. Superintendent Bernier is expecting more information and would like CDM to weigh in and give us some direction on what needs to be done. We also need to consider whether we are going to offer 20%-25% discount to the homeowner, purchase the grinder pumps in bulk and give it to the homeowner or issue the homeowner a credit for the initial purchase. Superintendent Bernier would recommend offering the discount and let the homeowner purchase the pump. This would eliminate the Precinct being concerned about maintenance on the pump. Dartmouth offers no discount but does keep spare components on hand for repairs.

Superintendent's Report  
(copied from Superintendent's Report)

We have completed repairs and paving of manholes along Old Bartlett Road. Precinct picked up remaining trees and planted same for Morin Residence per the easement plan. Morin, Zorzy and Shutak are 100% completed.

Painter completed painting of Process Control Building. The building looks great and painter was very clean and did a wonderful job.

Scada representative from Pennichuck was in trying to install Birch Hill water meter flow data into our system as previously requested. Superintendent Bernier has asked Electrical Installations Incorporated (E.I.I.) for a radio study to see if radio telemetering will work for Precinct sites versus Fairpoint hard wired system. If this is a viable system, could save approximately \$8,000.00 per year and become more reliable than existing system. Radio read system will work during catastrophic events and snow storms and does not require an FCC License

Superintendent Bernier contacted CDM regarding ARRA and Well projects suggested several cost savings measures in order to complete the work and stay within budget in particular since Well #6 cost estimates are three plus years old and LGWP process has taken more time and effort than estimated. Superintendent Bernier stated CDM quoted a submersible pump for the new well and Superintendent Bernier wants it replaced with a vertical turbine pump. This will add a cost of approximately \$20,000.00 to the project. This allows for the pump control to be located inside the building. Submersible pumps are prone to lightning strikes. Superintendent Bernier will make some changes to the pump station to stay within the budget. Maureen Forbes questioned if we had lost a pump due to lightning and Superintendent Bernier stated it has happened six or seven times.

Reviewed Village of Kearsarge and Pride's Pasture valve cut in endeavor and upon field investigation determined this project to be too costly and difficult versus the benefit.

The line is plastic and can't be traced and is eight to eight and half feet deep which is four feet below the water table. This is going to be a huge expense for the Precinct and cost prohibitive. Commissioner Umberger stated it would be nice to install some cut offs while the road is being repaired. Superintendent Bernier explained it is going to cost \$5,000.00 to prevent four homes from losing water and Commissioner Umberger stated there are seven homes that would be affected.

Spoke to CDM about Geo Thermal data and the initial test well data. Superintendent Bernier is waiting on info from the well driller on the depth of the wells, spacing and quantity.

Appraiser is completing the DeMichael easement for the 400' sanitary radius for the conservation easement. Everything been sent to Mr. DeMichael and we are moving forward on this.

#### Fire Hydrants

Fire hydrant painting is 90% complete to date. Commissioner Umberger questioned that we previously painted the fire hydrants with a white reflective top. Superintendent Bernier explained they were historically painted with a 3M product that is no longer available. Superintendent Bernier explained the Waterous Hydrants have a bonnet that can't be painted with reflective paint as it would look awful.

#### CVFD Interconnect:

McMillan Construction has run the waterline to Shaw's Way and they are working on the meter vault today. Temporary water will be installed tomorrow and then they will begin the directional drilling across Route 16. They will start working on services including a four inch fire protection line to CVS, while other businesses will be receiving a minimum eight inch fire services and one or two inch domestic services. Superintendent Bernier stated there will be some minor driveway interruptions.

#### Intervale Crossroad:

Maureen Forbes asked if they could pave the turn at Kearsarge Road and Intervale Crossroad so that larger cars and trucks can stay on the pavement.

Other Business

Union Meeting:

The Board agreed to meet on Friday, September 18, 2009 at 10:00 – 10:30 a.m. to discuss union negotiations and then meet with Superintendent Bernier and Chief Preece. This meeting is just to discuss how the Board is going to approach negotiations.

Quarterly Night Meeting:

The Board scheduled the next quarterly night meeting for October 28, 2009 at 7:00 p.m. at the Precinct Office at 7:00 p.m.

Annual Meeting:

**Commissioner Porter motioned and Commissioner Santuccio seconded to set the 2010 Annual Meeting for Wednesday, March 31, 2009. Motion carried by voice vote 3-0-0.**

Legislative Bill to Ratify Precinct Boundaries:

After a short discussion, **Commissioner Porter motioned and Commissioner Santuccio seconded the Board of Commissioners request Representative Umberger file an LSR (Legal Service Request) to start the process of ratifying the previous boundary expansions of the Precinct. Motion carried by voice vote 3-0-0.**

The Board will take the ratified boundaries to voters at the Annual Meeting.

Public Comment

Commissioner Umberger stated the Board of Commissioners signed out of session the ARRA Funding Request for the \$2,400,000.00. This was done out of session in order to facilitate to Governor's and Council's schedule for Wednesday September 23, 2009.

Signature Documents

**Motion of Commission Porter seconded by Commissioner Santuccio so sign the MS-32 (voted Appropriations for Special Meeting 8/20/09) and the MS-35 (Financial Budget for Annual Meeting). Motion carried by voice vote 3-0-0.** The Board signed the same.

Sign Checks

**Motion of Commission 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 under RSA 91-A: 3, II (c) at 11:00 a.m. a reimbursement request -** 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**

**Reentered Public Session at 11:59 a.m.**

Commissioner Umberger stated the Board voted in non public session on the request of Richard Davis and Charlene Browne to request they submit their loss of business request in the amount of \$500.00 to their insurance company. We did agree to make sure they had prior notification in the future for this type of training. Commissioner Porter explained that this type of training refers to fireworks training.

Adjourn

Having no further business to discuss at this public meeting, **Commissioner Porter motioned Commissioner Santuccio seconded to adjourn this public meeting at 12:00 p.m. Motion carried by voice vote 3-0-0.**

Respectfully,



Kristine M. Cluff  
Recording Secretary