

Adopted: 9/2/09

Commission Meeting
Minutes
August 19, 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 Santuccio, Superintendent David Bernier, Chief Patrick Preece and Recording Secretary Kristine Cluff.

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

Motion of Commissioner Porter seconded by Commissioner Santuccio to take the agenda out of order to accommodate signing of the warrant for the Special Meeting of September 3, 2009 for the Procedural Defect. Motion carried by voice vote 3-0-0.

Minutes

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the minutes of July 22, 2009 as written. Motion carried by voice vote 3-0-0.

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the minutes of August 5, 2009 as written. Motion carried by voice vote 2-0-1 with Commissioner Umberger abstaining as he was not present at the August 5, 2009 meeting.

Commissioner Umberger questioned from the August 4, 2009 minutes if the motion to purchase a new influent pump in the amount of \$32,000.00 should state it is coming from the sewer capital reserve fund.

Commissioner Porter motioned and Commissioner Santuccio amended the following motion- **Motion of Commissioner Santuccio seconded by Commissioner Porter to purchase a new influent pump for \$32,000.00 and proceed to replace the remaining two influent pumps on a two year program. Motion carried by voice vote 2-0-0** - to include the \$32,000.00 will be withdrawn from the Sewer capital reserve fund. Amended motion carried by voice vote 3-0-0.

Fire Department
(copied from the Chief's Report)

Membership:

The department currently has 42 members and no new applications pending.

Personnel:

Chief Preece congratulated both Ryan Smith and Ken Derouin on passing their EMT certification.

Training:

Rescue will be doing water rescue training on the Saco River, this went very well.

Department Activities:

The department fireworks class will be this Saturday the August 22, 2009 starting at 9:00 am to 5:00 pm. The first part of the class will be classroom going over the safety, inspection and enforcement. The second part of the class will be hands on training. We will be shooting off fireworks.

Emergency Calls:

The fire department has responded to 62 calls for the month of August for a total of 633 this year.

Apparatus / Trucks:

The starting issue on the Rescue truck has repaired and working normal again.

Equipment Issues:

The station copier is broken again. The copier is 15 years old and is need of replacing. Requesting to purchase a new copier from Porter Office Machine this will network to all computers and save us a lot of money on ink. Cost of the system is \$ 1,779.00 the money will come out of Station repairs and Maintenance line item in the budget.

Commissioner Porter excused himself from this discussion and left the room at 10:10 a.m. for this discussion.

Chief Preece explained this will network the copier with all of the computers in the station.

Motion of Commissioner Umberger seconded by Commissioner Santuccio to approve the \$1,779.00 cost for the new copier/printer from Porter Office Machine. Motion carried by voice vote 2-0-0.

Commissioner Porter returned to the meeting at 10:13 a.m.

Purchase for New Equipment:

We are in the process of obtaining quotes for three sets of turn out gear.

Seavey Street:

The steel frame is completed on the north and west walls. The contractor has put the steel siding on two sides of the building, which completes the steel siding. They have started putting steel on the East side of the roof, steel studding the East side wall and building the door frames.

River Run Company – Joe Berry and Sheila Duane

Mr. Berry explained he is looking to construct three townhouses on River Road going towards first bridge on the former Chimney Guest House property across from Nereledge Inn in the fall. They would like to work with the North Conway Water Precinct to engineer a pump station for the three units. Mr. Berry would like to run the sewer down West Side Road in the State ROW and eventually have the line taken over by the Precinct. Currently, the three residences have no interest in tying into the line. However, the line would be designed so they could accommodate them at a future date and for the installation of said line. This may require a second booster pump. Basically, the line will come out by Whitaker Town Houses down in front of the Cardinal House to the Chimney Guest House property. Basically, Mr. Berry has come before the Board to see if the Precinct would be willing to see if the State would allow use of the ROW. There are wetlands issues which make it not affordable to go cross country. For River Run to do everything does not seem to be the right way to master plan the neighborhood. Mr. Berry is not

looking for an answer today but within the next thirty days as he will be going out to bid on this project shortly. Mr. Berry would maintain ownership of this line until someone else wanted to hook on and the Precinct would handle maintenance on the line. Superintendent Bernier explained that once the Precinct had ownership of the line, we would go under the railroad tracks and continue to Main Street. This would eliminate the need to double pump. These units would have grinder pumps and basically pump grey water. It was noted that River Run is not engineering a pump station to take on the Nereledge Inn. Superintendent Bernier explained provisions for those will be made for future and we are talking about \$80.00 worth of materials. It was questioned why not use the north side of River Road making it easier for the three residential hookups. The north side is private property and may not be cost effective. Superintendent Bernier explained the Precinct would get 300' of sewer pipe at someone else's expense and is a win/win for both parties. Commissioner Umberger would like to hear from the three residences because they have had no interest in hooking up and Superintendent Bernier stated right now they have no interest. Mr. Berry stated he would go on record to notify the three residences and see if they are interested in hooking up. Bill Hounsell stated it may be worth the Precinct paying to move the line to north side of River Road to make it a more global installation and get as many people as we can hooked up. Mr. Hounsell noted the Precinct is going to have pay something to hook them up so it may be just as cheap to pay now as later. It would get these people off the flood plain and off our aquifer. Commissioner Umberger noted the Precinct was never going to pump for these people. Superintendent Bernier stated the force main; cost of the individual pumps and formal gravity line is not cost effective. Mr. Berry noted that Nereledge Inn could probably do gravity. Superintendent Bernier stated that the Precinct would be treading on private property on the north side and taking it to a private pump station. Superintendent Bernier stated this is the same scenario as Valley View Road with force main with private grinder pumps. It would not be cost effective to put in a pump station. Karen Umberger questioned if the pipe goes down River Road in the right of way doesn't that mean the Precinct owns it. Superintendent Bernier stated the Precinct would not own it but responsible to make repairs and send Mr. Berry the bill. It was discussed that this is something that would have to be put into a written agreement and when necessary transferred to the Precinct through a deed. Commissioner Umberger questioned if River Run has contacted the three owners about hooking up lately and the answer was no. Commissioner Umberger questioned if there is a plan they could give to us and Ms Duane will forward one to the Precinct.

Another issue Superintendent Bernier wanted to discuss with River Run was the interconnection of sewer with the North Conway Country Club. Superintendent Bernier stated that people should stay on their own property and address their own services. This leaves room for a lot of issues to develop in the future. If the station has issue and there may be no provision for the Precinct to access the line for repairs. Also, if River Run decides to upgrade the pump station and then goes after Country Club for upgrade costs. Mr. Berry explained this came about with Eastern Slope Inn approaching the Golf Club for boundary line adjustment giving them quid pro quo the ability to hook into the Eastern Slope's pump station with the new maintenance building. Mr. Berry stated he never thought about these types of concerns and it may cause us to come back and look more solidly at directional drilling. River Run is looking at some directional drilling in Bartlett and can look at this with golf club. Mr. Berry feels this routine construction agreement can handle this matter similar to a utility agreement with Conway Scenic Rail Road.

Mr. Berry, Ms Duane and Greg George from the golf club departed this meeting at 10:51 a.m.

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

Contract 6: all water and sewer work is complete with the exception of clean up, manhole inverts, loaming and seeding etc. Mark Norby of Park Construction has questioned about going up Kearsarge Road in the vicinity of Kelly Murphy's house but Superintendent Bernier is not comfortable doing this until all the bills have been received.

CDM contracted with geothermal well drilling firm and completed the installation of the test well, which was drilled to a depth of 505 feet. They will be back a week from Monday to check the well temperatures. Commissioner Umberger questioned if the solar panels are on fixed bases or a system that positions itself to the sun. Superintendent Bernier noted it is a position system but they can unload snow and will be four to six feet off the ground.

Crews worked at Well #6 site and completed backfilling around the well site and established rough grade approximately the same height as Well #3. Commissioner Umberger questioned if there is any word on the permit. Superintendent Bernier noted that Browning Evaluation is going to be working on the easement next week. She has met with Mr. DiMichael and he will be giving us a conservation easement for \$1.00. Mr. DiMichael can use this for tax purposes as a gift. Superintendent Bernier explained that it takes forty five to sixty days after the permit has been submitted to receive an answer and the Precinct is at about thirty days. One of the final requirements will be the conservation easement.

Continue working issues for our special meeting and the procedural meeting

Reviewed draft report regarding our green energy project gave CDM green light to move forward with final draft Superintendent Bernier explained the Precinct is no longer looking at wind turbines because we only had 3.5 meter per second and wind requires 6 meters per second or higher.

Attended CVFD & NCWP interconnect study committee meeting, agreed that both parties would submit pros & cons of CVFD conveying to NCWP vs. CVFD building their own plant. Superintendent Bernier plans on attending the CVFD Board meeting tomorrow as they will be meeting with their engineers. Mr. Hounsell will also attend.

Completed basic PowerPoint slides for August 20th special meeting

Karen Umberger questioned on Contract 6 if a letter would be sent out to hook up and Superintendent Bernier explained letters have already been sent out to Intervale Crossroad, Dinsmore Road and Mechanic Street. A letter will go out to Kearsarge Road residents when all the manholes have been completed and DES has done the final inspection. This will probably happen in a couple of weeks. Mrs. Umberger questioned if people could in fact hookup on Kearsarge Road. Superintendent Bernier stated a lot of residents have already started to hook up. Mrs. Umberger's concern is the winter season is coming right up.

Mechanic Street is being graded and readied for pavement. Town of Conway is asking Mechanic Street residents to install their sewer lines before the final pavement is put down.

Other Business

Commissioner Umberger questioned when we would be getting the sewer rules and regulations. Superintendent Bernier will contact Attorney Judge.

Superintendent Bernier explained Commissioners Porter and Santuccio tasked him to see if the union personnel would be agreeable to sit down with the entire Board and discuss what their expectations are regarding negotiations. The union is in favor of sitting down with the Board and we need to schedule a meeting. Commissioner Umberger questioned if the Board wanted to meet prior and strategize what they will be looking for. It was agreed they will meet Thursday, August 27, 2009 at 10:00 a.m. at the Precinct Office and then meet with the union personnel at 11:00 a.m. Commissioner Santuccio questioned if Superintendent Bernier would be there and it was agreed he would be there as a resource person. Mrs. Umberger noted that if Superintendent is going to attend the Fire Chief should attend. As well. Office Manager will provide a copy of the current contract to the Board.

Office Manager wanted to remind the Board the donations reported at the last meeting to the Fire Department from the association will need a public hearing to accept the unanticipated funds and that we work with DRA to make sure the funds are handled appropriately.

Signature Document

Board has received a Letter of Engagement from Devine Millimet and Branch on the ARRA Warrant Articles. **Motion of Commissioner Porter seconded by Commissioner Santuccio to sign the Letter of Engagement for the ARRA Funding Articles of the August 20, 2009 Special Meeting. Motion carried by voice vote 3-0-0.**

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

Public Comment

Karen Umberger questioned when the Auditor was meeting with the Board. The meeting is scheduled for October 14, 2009.

Adjourn

Having nothing further to discuss at this public meeting **Commissioner Porter motioned and Commissioner Santuccio seconded to adjourn this public meeting at 11:30 a.m. Motion carried by voice vote 3-0-0.**

Respectfully,


Kristine M. Cluff
Recording Secretary