

Commission Meeting
Minutes

December 23, 2009

The Commissioner's 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.

Meeting called to order by Chairman Umberger at 10:04 AM.

Chairman Umberger started the meeting by wishing everyone a Merry Christmas and Happy New Year.

Commissioner Porter motioned and Commissioner Santuccio seconded to take the agenda out of order. Motion carried by voice vote 3-0-0.

CDM Update – Jennifer Osgood

Artist falls pump station

The precinct has accepted the bid from Apex construction. At this time, CDM is checking their references and we will make sure everything is in order before authorizing the award.

Ms. Osgood presented to the Board of Commissioners an amendment to the design contract. Basically, the extra work to make this an ARRA funded project has resulted in the amendment. The precinct must have a contractor on board by the end of December 2009. Even with the amendment, the project still is within the \$300,000 budget

Motion of Commissioner Porter seconded by Commissioner Santuccio to authorize Superintendent Bernier to sign Amendment #1 to the Design Contract with CDM for the Artist Falls Pump Station upgrade project. Motion carried by voice vote 3-0-0.

It was questioned who the contractors will be on the three pending projects. Phase I - solar energy project will be Water Industries, Phase II – Geothermal Project will be Northern Peabody, and Artist Falls Pump Station Project will be Apex construction. Ms. Osgood explained the resident engineer for the construction phase is a shared

resident engineer between all three projects. CDM will be submitting invoicing to the state of New Hampshire for SRF processing.

Motion of Commissioner Porter seconded by Commissioner Santuccio to authorize Superintendent Bernier to sign the construction services contract in conjunction with the Artist Falls Pump Station Upgrade Project. Motion carried by voice vote 3-0-0.

Ms. Osgood explained this pump station was built in 1996 and is extremely small and tight. This is your major sewer pump station and has served the precinct well. However, it does not have a manhole constructed adjacent to the pump station. This will be installed with the upgrade to the pump station. Superintendent Bernier explained currently staff must manually clean the bar rack at this pump station with the upgrades the bar rack will be cleaned automatically. With the upgrades to the Artist Falls Pump Station, this pump station will continue to serve the precinct well into the future.

Superintendent Bernier stated that CDM is working on plans for Contract #8.

Motion by Commissioner Porter seconded by Commissioner Santuccio to accept the public minutes of 12/9/2009 as written. Motion carried by voice vote 3-0-0.

FIRE DEPARTMENT

Chief Preece expressed his condolences to the Mersereau family in the loss of James Mersereau. Mr. Mersereau was on the fire department for a number of years along with his son Josh.

Membership:

42 Members one new application pending approval of the membership

Personnel:

Nothing new to report same as last week

Training:

Department operations continued from December training.

Department Activities:

Preparing for vacation week, Fireworks stand by 12/31/09 in the park.
Department had a very busy week answering emergency calls, from sprinkler systems to investigate a arson fire that was set

Emergency Calls:

The fire department has responded to 61 calls for the month of December.

The fire department has responded to 985 calls year to date.

Apparatus / Trucks:

Engine one pump overhaul is under way, they have the pump out and waiting for parts

Equipment Issues:

X-2 Hurst reel and hose has been fixed, we purchased a used tested hose and reel, the old one cost too much to repair it was cheaper.

Purchase for New Equipment:

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the proposal submitted by Donald Whitelaw Company in the amount of \$9250.00 for the new air compressor at the North Conway fire station. Motion carried by voice vote3-0-0.

Seavey Street:

The open house went well, it was cold but we had 32 people

Commissioner Umberger questioned if the department was still receiving a lot of false alarms. Chief Preece explained the department has responded to a number of fire alarms. However the alarms have been doing what they are designed for. The alarms are due to cold weather where a system has frozen up or when a system thaws out.

Commissioner Umberger read a letter Stuart Dunlop complementing Chief Preece on his actions at the Wildcat Inn and Tavern structure fire.

SUPERINTENDENT
(copied from Superintendent's Report)

Completed lightning project and the installation of motion sensors in the maintenance garage.

Received return correspondence from Bob Mann at NHDES regarding Well #6 SIGI Grant. Good news the project is locked in and not part of the deferment, payment is full 25% of P&I for the entire \$2,060,000.00 project and we were successful in getting the \$340,000.00 LGWP project funded as well at 25%.

Attended second interconnect meeting with CVFD. We have completed review of all the key points in the draft and now we need 3 appendices for completion of the first iteration.

Sent out letters of award authorization for the following projects: Artist Falls Pump Station, Phase I Solar Voltaic Project and Phase II Geothermal Project.

Commission Meeting 12/23/09

Adopted: 1/6/2010
As Written

Succeeded in getting NH Electric Cooperative rebate for the replacement of our new Influent Pump in the amount of \$11, 127.00. This equates to about 1/3 of the cost. We are also in the midst of receiving \$620.00 rebate for the garage lighting project.

Jennifer Osgood and I will be meeting with Gregg McPherson (December 30th) regarding the funding application of Contract 8. I will also be asking him if we could possibly consider the inclusion of funding a new sewer pump station service truck and a portable generator considering we are adding two more pump stations to the contract and we currently have two more pump stations that do not have any emergency generators either. This could be a 50/50 or better cost sharing and would prove beneficial rather than outright purchase by the Precinct.

December 29, 2009 we will have the following scheduled: Phase I Pre-con meeting, Phase II Pre-Con Meeting and Contract #7 Pre bid meeting.

Signature documents

Superintendent Bernier presented the Letter of Engagement from Devine Millimet for the force agreement bond in the original amount of \$572,361.

Motion of Commissioner Porter seconded by Commissioner Santuccio to authorize the Chairman of the Board of Commissioners to sign the letter of engagement with Devine Millimet for the bond opinion on the Force Agreement Bond of \$572,361.00.

Sign Checks

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

Public comment

Representative Umberger wanted to remind the board the precinct boundary hearing will be on January 14, 2010 at 11:45 AM in Concord. Representative Umberger suggested perhaps it would be beneficial if the board of commissioners attended and supported the bill. It was agreed that Commissioner Porter, Commissioner Umberger and Superintendent Bernier would all be available to testify to the bill.

Non-public session

Motion of Commissioner Santuccio seconded by Commissioner Porter to enter non-public at 11:32 a.m. for a personnel matter as allowed by RSA 91-A: 3, II (c) – 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 12:14 PM

Commissioner Umberger stated that in the non-public session the board of Commissioners voted to afford the superintendent a merit bonus for his performance in 2009. Commissioner Umberger stated that upon completion of the non-union water and sewer employees Superintendent Bernier is authorized to issue a merit bonus if warranted.

Adjourn

Having no further business to come before this meeting, **Motion of Commissioner Porter seconded by Commissioner Santuccio to adjourn this public meeting at 12:16 p.m. Motion carried by voice vote 3-0-0.**

Respectfully,



Kristine M. Cluff
Recording Secretary