

Adopted: 2/17/10
As Written

Commission Meeting
Minutes
2/3/10

The Commissioners Meeting convened at 10:00 a.m. in the training room at the 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 10:05 a.m.

Minutes

Motion of Commissioner Porter seconded by Commissioner Santuccio to accept the minutes of January 6, 2010 as written. Motion carried by voice vote 3-0-0

Motion of Commissioner Porter seconded by Commissioner Umberger to accept the minutes of January 21, 2010 as written. Motion carried by voice vote 2-0-1 with Commissioner Santuccio abstaining as he was not present at the January 21, 2010 meeting.

Fire Department
(copied from Chief's Report)

Membership:

44 Members: Would like to welcome Tiffany Pearce to the NCFD; she is a Firefighter one and an EMT-B. Currently, there are two members on leave; one is medical and the other is personal leave

Personnel:

Elections of officers were held on Monday night and the slate of officers is as follows: 2nd Deputy Chief Craig France, Engine One Captain Dale Drew, Lt. Ken Derouin, Tower Two Captain Tim Bates, Lt. Mark Ewing, Engine Three Captain Steve Seavey, Lt. Kevin Hickey, Rescue Captain Chris Greenwood, Rescue Lt. Justin Bellen.

I would like to thank Jerry Cluff and Nancy France for their time served as Lieutenants of the fire department. The fire explorer's open house will update at the commissioners meeting.

Training:

The turnout gear inspection class, as required by NFPA 1851, went very well and was attended by 30 people 15 from NCFD and the others from surrounding towns.

One main issue identified is that we need to change the soap that we use to clean the gear, we currently use a powder and we should be using a liquid instead. It was found turnout gear must be replaced every ten years. The old gear must be destroyed and not given to another department.

Department Activities:

Emergency Calls:

The fire department has responded to 80 calls for the month of January
The fire department has responded to 3 calls for the month of February
The fire department has responded to 83 calls year to date.

Apparatus / Trucks:

The load manager on Engine One has been replaced by Lakes Region and working fine. They had to exceed the quote because they needed to add additional relays to the truck and labor to install the relay into the truck.

Equipment Issues:

The fire station oil boiler is running much better with no issues.

Purchase for New Equipment:

Replacement of the air compressor and air lines:

We are still waiting for the air compressor to arrive.

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

Completed 4th Quarter report for water resources division. Completed and updated limited information spreadsheets and completed unaccounted for water spreadsheet.

Received change of sampling site for monthly bacteria sampling due to owners request.

Completed all remaining warrant articles and completed final changes to water & sewer budgets.

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Coordinated meeting with Roger CDM and Coleman Inc regarding temporary water services for Contract 7.

Approved 1st pay request for green energy projects and installed last project sign for said projects.

Worked on the 3rd of CVFD & NCWP inter-municipal agreement. Sent copies to CDM and Underwood Engineers.

Reviewed NHDOT plans for paving Route 302 to West Side of Saco River. Called State Engineers and requested that the DOT carry funding to raise sewer manhole frame & covers as well as water service box covers in the vicinity to said work. (No expense to NCWP).

Met with D S Maher Well Drilling regarding new well pump and motor for Well#3.

Annual Meeting

Assistant Moderator Rebecca Oleson has confirmed she will run the Annual Meeting in March 2010. We will ask her to run the Bond Hearing.

Article #2 – Bond Article for Contract #8

Superintendent Bernier explained warrant article number to is 45% loan and 55% grant funded. Commissioner Umberger questioned the precinct can be assured of the 55% grant funding. Superintendent Bernier explained with the economy and current economic climate the precinct should be okay. Within this warrant article, the precinct has been able to add bottom of Hurricane Mountain Road to Pendexter Woods, Remoat Trail, Thompson Road, Echo Acres, Champney Road, Sunset Hill and Valley View Road to Contract #8. . In Warrant Article #2, Phase A is associated with the Town of Conway and Phase B is associated with Town of Bartlett. Superintendent Bernier has been able to eliminate 1000 feet of unnecessary sewer main.

Warrant Articles

Article #1 Commissioner Porter motion and Commissioner Santuccio seconded to place the article on the warrant as written. Motion carried by voice vote 3-0-0.

Article #2 Commissioner Porter motioned Commissioner Umberger seconded to place Article on the warrant as written. Motion carried by voice vote 3-0-0

Article #3 Superintendent Bernier this is a courtesy article to explain the long term debt payments. This is basically a courtesy article. Before the Board of Commissioners vote on this article, the dollar amount will be confirmed to include the new note taken

with citizens Bank in the amount of \$422,000. The board will vote on this article at the next meeting on February 17, 2010.

Article #4 This is the Commissioners Budget and it was agreed to increase general legal from \$20,000-\$30,000 and to increase the union legal from \$5,000 to \$10,000.00.

It was agreed to go back and review the budgets before finalizing the warrant articles as this is the first time Commissioner Santuccio has seen either the warrant or the budgets.

Commissioners Santuccio questioned why the union legal budget had dropped on the Commissioners Budget. The union negotiations have been done in house without the use of outside negotiators.

Fire Department

Call Payroll – Detail - Commissioner Umberger questioned what type of item is in the Detail line – and at what rate are they paid. Chief Preece stated they are paid their normal hourly rate as he does not believe you can legally pay them a different rate. Chief Preece uses the line item when paying station coverage when full time staff is off or on vacation.

Insurance – Health insurance has increased 16.4%.

NH Retirement – is currently 17.% and is going up to 18.52% on July 1, 2010.

Supplies – This was increased

Fuel and Heat – Chief Preece reduced these budget lines

Random Drug Testing – this has been added as a separate line item. This was previously posted in both Dues and Subscriptions and Immunization.

Officers Training – This has been increased to include the Chief's Management Classes. It was questioned if the Chief needed to attend all three classes and he would like to attend all of them. Short discussion relative to the management classes being offered at

the Tech Village and Chief Preece did not feel he would get as much out of a two hour class. Also, he has not been able to read the syllabus for the Tech classes. Commissioner Porter suggested doing them all.

Motion of Commissioner Porter seconded Commissioner Santuccio to present the fire department budget as amended. Motion carried by voice vote 3-0-0.

Sewer Department

Superintendent Bernier explained the same increases hold true for the sewer budget as the was discussed with the fire department budget. Superintendent Bernier noted the Alternative Energy Project would be coming on line. Heating should be lower due to the installation of the new boilers. Sewer will have a small surplus at the end of 2010 if we adhere to this budget.

Motion of Commissioner Porter seconded by Commissioner Santuccio to present the sewer budget as written. Motion carried by voice vote 3-0-0.

Water Department

Superintendent Bernier explained the water department doesn't have the provisions for the green energy projects. We have added the new line item for Pump Station #6 and the additional monitoring costs. Also included in this budget is the inspection of the Pine Hill and Hurricane Storage Tanks for \$5,000. The insurance and payroll items are the same as discussed in the fire and sewer department.

Motion of Commissioner Porter seconded by Commissioner Santuccio to place the water department budget on the warrant as written. Motion carried by voice vote 3-0-0.

Returned to discussion of the Warrant Articles

Article #3 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #3 to warrant with the proper dollar amount.

Article #4 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #4 to the warrant. Motion carried by voice vote 3-0-0.

Article #5 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #5 to the warrant. Motion carried by voice vote 3-0-0.

Article #6 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #6 to the warrant. Motion carried by voice vote 3-0-0.

Article #7 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #7 to the warrant in the amount of \$468,771.00. Motion carried by voice vote 3-0-0.

Article #8 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #8 to the warrant. This article is based off a valid quote. Motion carried by voice vote 3-0-0.

Article #9 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #9 to the warrant. This replaces the Foreman's truck which is 13 years old and has 90,000 miles on it. Motion carried by voice vote 3-0-0.

Article #10 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #10 to the warrant. This article reimburses the capital reserve account the cost of the new pump. We will transfer the refund check from NH Electric and this is the balance. Motion carried by voice vote 3-0-0.

Article #11 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #11 to the warrant. This trench box replaces the small one we currently own with the short sides. Motion carried by voice vote 3-0-0.

Article #12 Due to technical issue this article has been postponed.

Article #13 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #13 to the warrant. Motion carried by voice vote 3-0-0.

Article #14 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #14 to the warrant. Motion carried by voice vote 3-0-0.

Article #15 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #15 to the warrant. This year we are asking for \$170,000.00 and next year the appropriation request will be \$180,000.00. Motion carried by voice vote 3-0-0.

Article #16 Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article 16 to the warrant. Chief Preece explained this is for the Auto Pulse and is invaluable in doing CPR. Motion carried by voice vote 3-0-0.

Article #17 - Chief Preece would like to rewrite this article to be contingent upon grant funding and non-lapsing. Chief Preece explained that by law he is responsible for

tracking everyone at the scene. This article will be rewritten and voted at the 2/17/10 meeting.

Article #18 - Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #18 to the warrant. This is for the replacement pickup for the assistant chief. The cost for a ¾ ton vehicle is \$27,705 and for a 1 ton is \$28,200. Even if approved, this will still have to go out to bid. This article is to be rewritten in its entirety similar to the Water Department article.

Article #19 – This is the recommended article to clean up the due to and due from the audit review. We will discuss this with the Department of Revenue Administration.

Article #20 – Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article 20 on the warrant as written. This is the Intergovernmental Agreement to accept septage from Conway Village Fire District. Motion carried by voice vote 3-0-0.

Article 21 - Library – Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #21 to the warrant with last year's dollar amount. Motion carried by voice vote 3-0-0.

Article 22 - Outing Club - Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #22 to the warrant with last year's dollar amount. Motion carried by voice vote 3-0-0.

Article 23– Auditor - Motion of Commissioner Porter seconded by Commissioner Santuccio to post Article #23 to the warrant. Motion carried by voice vote 3-0-0.

Public Comment

No Public Comment at this meeting

Sign Checks

Motion of Commissioner Santuccio seconded by Commissioner Porter 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 to enter non-public at 11:15 a.m. 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

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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 12:30 p.m.

Chairman Umberger reported the Board agreed to sign the CDM Amendment I to Contract #8.

Motion of Commissioner Porter seconded by Commissioner Santuccio to authorize Superintendent Bernier to sign Amendment I of the CDM Contract #8. Motion carried by voice vote 3-0-0.

Respectfully,



Kristine M. Cluff
Recording Secretary