

Adopted: 3/31/10
As Written

Commission meeting
Minutes
March 3, 2010

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.

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

Commissioner Umberger stated the Board of Commissioners at a Special Meeting on February 19, 2010 voted to award Contract 7 including all bid alternates to A. J. Coleman & Son in the amount of \$4,226,780.00 and to further authorize the Superintendent to sign all documents pertaining to Contract 7.

Minutes

Motion of Commissioner Porter seconded by Commissioner Umberger to accept the minutes of 2/17/10 as written. Motion carried by voice vote 3-0-0.

Fire Department
(copied from Chief's report)

Membership:

44 Members: no new report same as previous meeting.

Personnel:

Fire department explorers have started the fire department recruit school and it is going well.

The department now has three Ice Water Rescue Technicians, Wayne McDonald, Chris Greenwood and Justin Bellen

John Garcia passed his National Registry EMT Exam and has sent in his provider's license application in to the State.

Training:

The department training went very well, searching and team work.
Rescue training will be doing ice water rescue on Echo Lake if weather permitting.

Department Activities:

Course name is How to Communicate with Tact. Review Training Reimbursement guideline.

Emergency Calls:

The fire department responded to 72 calls for the month of February. The fire department has responded to 164 calls year to date.

Apparatus / Trucks:

DOT truck inspections start on Friday and will continue until they all completed.

Equipment Issues:

The garage door panel for the tower truck bay should be here this week and if everything goes well, it should be installed by Friday, if not the following week.

We had eight SCBA masks that were not compliance the face piece was cracked and we replaced them with new ones.

Purchase for New Equipment:

Need to purchase a new saw blade and chain for the Echo vent saw that goes on Engine-3.

Replacement of the air compressor and air lines:

The job is 100 % complete and all pipe work and air compressor is up and running without any issues. Jimmy Burke and his crew did a very nice job and I would like to thank them.

Chief Preece explained he has received a quote from Jesse Lyman Inc. to upgrade the boiler controls in the amount of \$3,999.00. This would zone the different rooms and even out the temperature in each room. After a short discussion, the Board decided this should be completed in this budget season to save on heating costs and not wait for the 2011 budget.

Motion of Commissioner Porter seconded by Commissioner Santuccio to add \$4,000.00 to the 2010 fire budget (i.e. appropriate budget line) and ask the Budget Committee to meet before the public budget hearing to review this revision. Motion carried by voice vote 3-0-0.

Chief Preece presented the draft call training policy. This spells out what the fire department will pay for and address probationary status. Chief Preece explained the Call Training Agreement is based off the Conway Police Department policy.

Motion of Commissioner Porter seconded by Commissioner Santuccio to approve the Call Training Reimbursement guidelines and add same to the Precinct Handbook's education policy. Motion carried by voice vote 3-0-0.

Contract #7 Amendments

The Board discussed the amendments for additional engineering design to be added to Contract #7. Superintendent Bernier explained the Precinct has been successful in moving some of the streets in Contract #8 to Contract #7. To accomplish this, Rural Development will require additional engineering design, surveys and test borings. Paul Hertzler from NHDES has approved the moving of these streets but we are waiting on final approval from Jonathon Harries. Superintendent Bernier stated he felt confident enough the Precinct would receive approval that he has given CDM the approval to proceed. This will include the lower portion of Hurricane Mountain Road up to House #155 and Pendexter Woods on the west side. Pendexter Woods will tie back in at the four corners in Kearsarge going east and west. This will enable to the Precinct not to by pass any house on Hurricane Mountain Road.

Motion of the Commissioners to authorize Superintendent Bernier to sign Amendment#1 to Contract #7 Design. Motion carried by voice vote 3-0-0.

Commissioner Umberger reminded everyone the Public Bond Hearing and Public Budget Hearings will be on March 4, 2010 at the Precinct Office. The Supervisors of the Checklist will be in session on March 20, 2010 at the Fire Station from 11:00 a.m. – noon for additions to the voter checklist. The Annual Meeting is March 31, 2010 at John Fuller School. The meeting will open at 4:00 p.m. for voting and recess for the business meeting at 7:00 p.m.

Non Public Session

Commissioner Umberger asked Chief Preece if he could wait for the end of the meeting for the non public and Chief Preece asked if they could do it so that he could leave. Commissioner Umberger explained the Board would take a very short time to convene a non public. **Motion of Commissioner Santuccio seconded by Commissioner Porter to enter non public session at 10:30 a.m. for a personnel matter as allowed 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.**

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REENTERED PUBLIC SESSION AT 10:36 A.M.

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

Made changes to Well #6 building design and layout, included emergency chlorination provisions and future radon abatement.

Continued working on CVFD & NCWP Inter-Municipal Agreement

Scheduled repairs to Well #4&5 OCV with contractor for Monday

I attended first progress meetings for Phase I &II alternative energy projects. Discussed speeding up of submittals

Attended meeting with NHDOT Bureau of Rail and Transit, AJ Coleman and CDM regarding Contract #7 starting along the railway corridor.

Opened bids for new Well #3 pumps, motor and VFD, decided to reject the one bid and re-bid the one price we received was over \$137,000.00. We made some changes to scope in order to bring prices down.

LA Drew started on Mezzanine yesterday in the Water Storage Garage.

Received good news regarding the Cross Farm, the NHDES approved monitoring from twice per year to once per year.

Received approval from NHDEs to include extra streets into Contract #7, and now we only need RD concurrence to move forward.

Have final draft of Inter-Municipal Agreement ready for Distribution, I could not consider changing peaking flows as part of Agreement at this time, and I forwarded correspondence via email regarding this matter.

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The final draft agreement was presented to the Board of Commissioners. Commissioner Bean of CVFD will be bringing this to her Board next week.

Other Business

Letter from Town of Conway:

The Precinct received a letter from the Town of Conway regarding the possibility of charging for the Town Engineer's time working on projects. Superintendent Bernier explained the Town Engineer has only attended four meetings pertaining to CVFD and the Precinct has never requested his involvement. The only involvement with the Precinct is when the Precinct is working on a project that involves reconstructing town roads and drainage. Superintendent Bernier explained on Precinct projects the Precinct has paid for drainage design, and rebuilt roads to Town specs. The Precinct has done a lot for the Town of Conway and continues to provide free water to Schouler and Rotary Parks. The Board does not see the necessity to meet with the Town. It was agreed that Superintendent Bernier would send a strong letter to the Board of Selectmen outlining what Superintendent Bernier has stated here today.

Union Agreement

The Board has received a Tentative Union Agreement and Addendum.

Motion of Commission Santuccio seconded by Commissioner Porter to ratify the 2010 Tentative Agreement and Addendum. Motion carried by voice vote 3-0-0.

Warrant Articles

Article #12 Union Article

Motion of Commissioner Porter seconded by Commissioner Santuccio to place Article #12 (Union Article) on the warrant. Motion carried by voice vote 3-0-0.

Article #7 Fire Department Budget

Motion of Commissioner Porter seconded by Commissioner Santuccio to amend the Fire Department budget article to read \$472,771.00. Motion carried by voice vote 3-0-0.

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

Commissioner Porter stated two weeks ago the Board appointed a study committee to look into adding an addition on to the Wastewater Treatment Plant. The Board needs to appoint a Commission Representative to sit on this committee and Commissioner Porter is volunteering to do this.

Motion of Commissioner Porter seconded by Commissioner Santuccio to appoint Commissioner Porter as the Board's representative to the study committee to expand the Wastewater Treatment Plant building. Motion carried by voice vote 3-0-0.

It was suggested that Kevin Drew be contacted and asked for his input. There was a short discussion regarding if Mr. Drew was to help the committee could his company bid on the project and Superintendent Bernier explained the Precinct has done this before using a consultant. It was suggested Superintendent Bernier discuss this with general counsel.

Non Public Session

Motion of Commissioner Porter seconded by Commissioner Santuccio to enter non public session at 11:15 a. m as allow by RSA 91-A: 3, II (e) – Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. Motion carried by roll call vote – Umberger – aye, Porter – aye and Santuccio – aye.

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Reentered public session at 11:45 a.m.

Adjourn

Having no further business to bring before this meeting, **Motion of Commissioner Porter seconded by Commissioner Santuccio to adjourn this public meeting at 11:46 a.m. Motion carried by voice vote 3-0-0.**

Respectfully,



Kristine M. Cluff
Recording Secretary