

Board of Commissioners

Minutes

April 1, 2020

The Commission meeting convened at 10:00 AM. in the meeting room at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Robert Porter, Commissioner Suzanne Nelson, Chief Patrick Preece, and Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting called to order by Chairman John Santuccio at 10:00 AM.

FIRE DEPARTMENT

(Copied from Chief's Report)

Membership:

36 Members

Personnel:

3 members on leave at this time.

Training:

Department Training. Postponed

Engine 3 Training: Postponed

Rescue Training: Postponed

Department Activities

We have working with the hospital on several items:

1. They have set up 2 tents in their parking lot.
 - a. Tent 1 (15X15) for screening patients and as the surge comes this tent will switch to triage patients. This will allow the hospital some flexibility in keeping it clean.

- b. Tent 2 (20X40) will be used for treatment as the surge comes; set up with beds etc.
2. We have reviewed the internal surge plan of the hospital operations and the rooms that will be used in the event of the surge. The fire department chiefs has did a walk through with the hospital staff. The fire department response plan with change a little on how we will enter the building to perform operations if needed.

I think the hospital has done and a great job planning for the surge if or when it comes.

Once a day I am doing conference calls with the State of New Hampshire EOC these calls runs over an hour a day. There is a lot of good information going out on these calls; which helps us in planning.

Emergency Calls:

The fire department has responded to 82 calls for the month of March

The department has responded to 289 calls year to date for 2020

Apparatus / Trucks:

We have received our vehicle registrations and will not have to them again until we replace a vehicle.

Tower 2 need a rear suspension air back replaced; it is showing shows of fatigue. Should be this week.

Equipment Issues:

Purchase for New Equipment:

We have been ordering more masks and gowns but not coming easy, backordered we did place an order with the state hope to see that order next week.

I would like to thank the community for all their support to the fire department. Giving us supplies. We will all get through this together please follow the CDC guidelines. Washing your hands, social distancing and staying home if you are sick.

Motion of Commissioner Nelson and seconded by Commissioner Porter to allow Chief Preece to sign the Memorandum of understanding between the New Hampshire Department of Health and Human Services and local First Responders' call center/dispatches.

Motion carried by a voice vote of 3-0-0.

New Business

(Superintendent's Report)

COVID-19

An update on current Precinct water and wastewater operations:

- Water and wastewater staff are on rotational schedules designed to minimize interactions between employees with the hope that if any of our employees were to get sick, the illness is less likely to infect all Precinct employees at the same time. Staff have been ordered to stay home if they exhibit any signs of illness or know that they may have been exposed to someone who may have been a carrier of COVID-19. Because of our staffing schedules, we are asking the public to be patient with us as we work to return calls and answer any questions they may have.
- Regularly scheduled Commissioners' meetings will be held via video conference using the Cisco Webex platform. Meetings will be open to the public to attend via Webex. Instructions can be found on our website.
- Annual Meeting has been postponed until at least April 15th. Given recent state and federal recommendations for social distancing and prohibitions on mass gatherings, my recommendation is that we look to postpone again to May 6th. At that time of year it may even be possible to hold Annual Meeting outdoors if needed to address COVID-19 concerns.

Village at Kearsarge Water-Sewer Project

The contract has officially been awarded to LA Drew. Currently, work is tentatively scheduled to begin in late May or early June depending on ground conditions. Our intention is to have a neighborhood pre-construction meeting prior to work starting so that those living around the work can ask questions of the Precinct and contractor and have a general understanding of what

to expect. Depending on the COVID-19 situation, this meeting may need to be virtual (Webex). We will continue to monitor schedule and public health recommendations and make that decision as project startup approaches.

Other Business

Signing of Checks

Motion of Commissioner Nelson and seconded by Commissioner Porter to ratify checks signed out of session:

1. 2020 Payables dated 04/02/2020
2. 2020 Payroll Checks dated 04/02/2020

Motion carried by voice vote 3-0-0.

Adjourn

Having nothing further to come before this public meeting, Motion of Commissioner Nelson and seconded by Commissioner Porter to adjourn this public meeting at 10:14 AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary