

Board of Commissioners  
Minutes  
April 13, 2022

The Commission meeting convened at 6:00PM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner Santuccio, Commissioner Porter, Superintendent Jason Gagnon, Fire Chief Pat Preece, Clerk Gary Chandler, Recording Secretary Hannah Andersen and Commissioner Nelson joining through conference call.

Call the Meeting to Order

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

Oaths of Office

Robert F. Porter took his Oath of Office and was sworn in for another term as Commissioner. Term to end in 2025.

Gary R. Chandler took his Oath of Office and was sworn in for another term as Clerk. Term to end in 2023.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public Meeting Minutes from March 15, 2022, March 16, 2022, and the Annual Meeting Minutes from March 30, 2022.

Motion carried by 3-0-0 voice vote.

Fire Department

**Membership:**

38 Members

**Personnel:**

2 members on leave at this time

No members out on COVID at this time.

**Training:**

Department Training. The department trained on hose loads. Now all the hose cross lays are set up the same on all the trucks. They all know how to pull the lines off the truck and which side of the truck.

Engine 3 Training: they did pump operator training and nozzle handily.

Rescue Training. Will be doing dry land water rescue training.

**Department Activities:**

Approved the site plan review for Viewpoint North Conway. The old Intervale Motel

Performing site plan review for Ridgeline Development (Pine Hill) still working with the developer.

**Emergency Calls:**

The fire department has responded to 121 calls for the month of March

The fire department has responded to 28 calls for the month of April

The department has responded to 370 calls year to date for 2022

**Apparatus / Trucks:**

Car 1 has a power steering issue has been repaired and back into service.

**Purchase for New Equipment:**

Motion of Commissioner Porter and Seconded by Commissioner Nelson to authorize the purchase of a new Car 1 - 2022 Chevy Tahoe from DeNooyer Chevrolet Albany New York for the sum of \$48,800.00.

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

Motion of Commissioner Nelson and seconded by Commissioner Porter to transfer \$48,800 from the Fire Equipment Capital Reserve for the purchase of the Car 1 replacement.

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

North Conway Fire Fighter Association will be doing a letter drive fund raiser.

The goal of the fund raiser is to raise money to paint and buy new equipment for the new forestry truck.

I thank the voters for their support at Annual Meeting.

Motion of Commissioner Porter and Seconded by Commissioner Nelson to authorize the pay raise of Callfire employees from \$13.25/hour to \$14/hour and Part-time Coverage Employees from \$15/Hour to \$16/hour.

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

New Business

**Annual Meeting Recap**

By all accounts, Annual Meeting seemed to go well. It was great to be back at "home base" for the meeting for the first time since 2019. I want to be sure to thank everyone who worked hard to help us pull the meeting off successfully, including Hannah for all of her logistics work; Judy Anderson for her work organizing the voting setup, Nancy and Craig France for working the voting area, Mark Ewing and Kyle Fall for their work setting up the room, and Big Dave's for keeping us all well fed during the day. I also want to thank the voters for supporting the projects on the Warrant. Although none of the price tags were small, each of the projects approved will serve the Precinct well moving forward. Your trust in Precinct staff and commitment to approving funding now, while a generational federal funding opportunity exists, is a major reason for the Precinct's impressive successes over the past 30+ years.

**Project Status**

**Well 2R**

We're getting very close to wrapping this one up. We had our first chemical delivery last week and official startup should happen within the next couple of weeks.

**Sludge Dryer**

Wright-Pierce is working through their feasibility analysis. We are continuing to look at alternatives. One particularly attractive alternative will have a representative at the NEWEA spring conference (at Mt. Washington Hotel) in May – Precinct staff and Wright-Pierce plan to attend and meet with the representative.

**Saco River Erosion**

Interfluve continues work on Phase I – River Survey & Modeling. We anticipate that this work should be wrapped up late Spring.

**WWTF Aeration Upgrades**

Precinct staff met with Wright-Pierce last week to finalize assumptions for the conceptual engineering study. We anticipate having the engineering study this spring. Once the study is finalized and an alternative chosen, we will move into official project design.

**Cranmore-Artist Falls Water Main**

Precinct staff will be meeting with Wright-Pierce next week to discuss progress on the conceptual engineering. We hope to have this phase wrapped up by late spring.

**Country Road Sewer**

I met with HEB Engineers earlier this week to get things kicked off. The first step will be to negotiate a design scope and begin preliminary design. It is important that we phase the design correctly so that we're efficient both with design costs and piping layout.

*If things go well, we should be able to have a bid package put out for a February start.*

**Request for Credit of Buy-In Fees**

I am still investigating this with legal and should have an answer soon.

**Abatement Request – Account 1727**

I have reviewed the sewer abatement request for Account #1727 in the amount of \$102.96. The request is related to water used for irrigating home gardens. Precedent is that these types of abatement requests are not granted and therefore I recommend that this abatement request be denied.

**Motion of Commissioner Nelson and seconded by Commissioner Porter to deny the Abatement Request for account 1727.**

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

**Letter of Thanks from Customer**

Just wanted to send a big THANK YOU to your whole department for doing such a great job helping me deal with a water issue in my home in North Conway. Everyone I dealt with was so professional, so quick to respond and so helpful. I wanted to make sure every knew how grateful I am for all your help!

==Please provide the following information==

Your Name: Mary Donovan

Signing of Checks

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

- I. Payroll Checks dated 3/31/2022
- II. Accounts Payable Checks dated 3/31/2022
- III. March Callfire Payroll Checks dated 4/5/2022
- IV. Payroll Checks dated 4/14/2022
- V. Accounts Payable Checks dated 4/14/2022

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

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 10:21AM.**

**Motion carried by voice vote 3-0-0.**

Respectfully,



Hannah Andersen  
Recording Secretary