

Board of Commissioners
Minutes
August 16, 2023

The Commission meeting convened at 10:00AM in the meeting room at the North Conway Water Precinct, 104 Sawmill Lane North Conway, NH.

The following were present:

Commissioner James Umberger
Commissioner Deborah Fauver
Superintendent Jason Gagnon
Fire Chief Chad McCarthy

Recording Secretary Hannah Andersen
Alexis Wagoner

Call Meeting to Order

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

Minutes

Motion of Commissioner Fauver and seconded by Commissioner Umberger to approve Public Meeting Minutes from August 2, 2023

Motion carried by 2-0 voice vote.

New Business

Deborah Fauver questions the committee that was formed to look at recreation on water precinct land and what the next steps were to make the committee happen.

Jason Gagnon suggests putting some promotional materials together for the public, putting an ad on the website and or in the newspaper. There are Folks that have shared they are interested in being on the committee.

Jim wants to see the property before we move forward to determine what it's already being used for. Then set up a tour for those who are interested in joining the committee.

Put it in the paper sooner rather than later.

Schedule Time offline to look at the Intervale Flats property.

Initial collection of documents: the deed, plan and any other necessary documents.

Deborah would like a list of the remaining meetings for the year, on one page. One 7:00pm Meeting.

If we could also have the 2024 meeting Schedule up until the annual meeting.

Fire Department

Membership:

39 one person retired last week.

Personnel:

No change.

Training:

Department Training:

Engine 3 Training: Single engine blitz attack.

Rescue Training: EMS skill station / Cardiac station.

Department Activities:

Place of assembly inspections and life safety inspections on going.

New grass and sprinkler system is all installed.

Emergency Calls:

The fire department has responded to 174 calls for the month of July 2023.

The fire department has responded to 84 calls for the month of August 2023.

The department has responded to 995 calls year to date for 2023.

Apparatus / Trucks:

No Change

Waiting to hear from the buyer on rescue truck. Made purchase from Montana.

Annual Flow testing on air packs SCA's.

ISO was in last week to test specific fire hydrants that are representative of the system.

Equipment Issues:

No Change

Purchase for New Equipment:

No new equipment

Commissioners Reports / Superintendent Report

Project Status

Asset Management – Energy Efficiency Grant

No change.

Asset Management – Traditional Asset Management

No update.

Landfill Leachate

The RFQ submission reviews have been completed. We will be meeting next week to review and select firms to interview.

Sludge Dryer

No change.

Saco River Erosion

No change.

WWTF Aeration Upgrades

The pre-selection packages for the aerator and VFD have been approved by NHDES. We'll be posting those soon and hope for favorable pricing to come back. Longer lead time on those items due to supply chain issues so pulling those items out of the bid package and submitting them to the manufacturer directly we can hopefully get better pricing and if we can award those now given their long lead times, they will be ready when the times comes for the project.

Country Road Sewer

No change.

Pine Hill Franchise Area

No Update.

Cranmore Artist Falls – Received signed Easement and are ready to go. Easements only have one signature line.

Motion of Deb to authorize Jason to sign easements. Mullen / Cranmore

Cranmore-Artist Falls Water Main

I have received the signed easement document from the Cranmore Condo Association. The easement document needs to be countersigned – you can either authorize me to sign and file, or authorize one of yourselves to sign and direct me to file. Once easements are signed, they can be sent out to be recorded.

Motion of Commissioner Fauver and seconded by Commissioner Umberger to have Jason sign the easement on behalf of the Precinct.

Motion carried by 2-0-0 voice vote.

Well 3 VFD

The new wireless communication between the well and the control building is scheduled to be completed by end of day Wednesday.

Contractors are out there working today with hopes of having it running by then end of the day.

Intervale Land Purchase

A closing date of August 28th has been identified.

Cell Tower

No change.

Sewer Maintenance Agreement

I have made the revisions requested at the last meeting and returned the revised document to the hotel owner for signature with revisions. Have not received the document back yet.

Tractor Supply Water Service

2 years ago, we approved a water main looping project, as a part of the Market Basket development where the town required them to put in a new roundabout. We had a water main in the roundabout that needed to be moved. 20 plus years ago when North South road was constructed the Precinct had put 12" water main going across with the intention of looping down to Eastman Road. That project never happened but we seized the opportunity when the new roundabout construction was happening, and the Tractor Supply development was happening and the rec path development was happening to be able to use all that to get the water main at least down to Hemlock Lane. The water main runs just North of the last roundabout near Home Depot down to Hemlock Lane. We were reimbursed by Market Basket for a portion of it and we also have a reimbursement agreement with Tractor Supply for a portion of it. Then the Precinct picked up a portion of the cost. The plan is to eventually go all the way to Eastman Road through State owned properties behind Walmart. We actually have an application in with the state to acquire that easement on that property

before they dispose of it. When the water main was installed along North-South Road in the Rec Path ROW last year, we made the decision to come up short with the service line to feed the new Tractor Supply development due to time constraints and additional clearing/fencing needs. Now that the Tractor Supply development is underway, the Precinct needs to fund the remaining length of service line to reach the property line. When Coleman did the work for the main, they stopped short of the property line, so the Precinct is still on the hook for the last 40 ft of service line. NCWP will be providing the pipe and the contractor will be doing the work. We've received pricing from Gordon T. Burke, the contractor doing the Tractor Supply project, in the amount of \$7,575. I believe this is a fair price and it makes sense for the contractor on site to complete this work. With your approval, we will authorize the contractor to move forward. We will initially charge this to water operating budget with the expectation that if we do not have available funds as we approach end of year the amount will be offset by a transfer from water capital reserve.

Motion of Commissioner Fauver and seconded by Commissioner Umberger to take \$7,575.00 from the operating budget, with the expectation that if we do not have available funds as we approach the end of the year, the amount will be offset by a transfer from Water CRF.

Motion carried by 2-0-0 voice vote

Abatement Requests

None.

Sawmill Lane

I attended the Conway Planning Board meeting last Thursday regarding the gate requirement at Sawmill Lane. The project owner asked that the gate be removed from the PB approval due to issues with NHDOT. The planning board felt strongly that even though there are real potential issues on Sawmill Lane the value of the housing project in town outweighed the potential issues to the residents and Precinct who use Sawmill Lane. So, because of the way that the Sawmill Lane right of way is set up it's actually not a town road. It's a privately owned parcel that is a right of way so we cannot stop them from using it. The proposed driveway will go right beside the trailer and railroad tracks. There are boulders there right now. I spoke about traffic concerns on Sawmill Lane, as did others, but in the end the Planning Board opted to remove the condition because they felt the housing development was a very critical need for the community.

I also reached out to Debbie Jones to see about a maintenance agreement for Sawmill Lane – she didn't know of anything off hand but will do some investigation to see if something turns up.

If there is nothing to be done it would be in everyone's best interest to start the conversation and get a maintenance agreement. The Precinct has always plowed the road. It doesn't make sense for the Precinct to bear full responsibility when there are many other users for that road. Possibly the town should take over the road. The Private owner would need to petition for the town to take it over. North Conway Holdings owns the road and storage facilities parcels of land.

Sawmill Lane Maintenance (Add as Old Business moving forward)

Start working on the maintenance agreement. We are part of the review process for water and sewer and all that stuff. So, the sewer is going to go near the bottom, and they are going to do a water main loop. So, they are going to upgrade from the campground entrance and loop all the way through and then tie down here. They will have a full redundant loop from Sawmill Lane to the White Mountain Highway. The sewer they are opting out of because they will have their own sewer system installed. Private Ownership, including Pump Station. NCWP will not be maintaining it, but they will be pumping to the Precinct.

Intervale Land Purchase

Need to cut a certified check for \$240,000 for the interval land purchase that already had voter approval. The money will come out of the sewer fund and then we will take the money from the interconnect fund to reimburse the sewer fund for it.

Motion of Commissioner Fauver and seconded by Commissioner Umberger to cut a certified check for \$240,000 for the purpose of the Interval Land purchase. Motion carried by 2-0-0 voice vote

Signing of Checks

Motion of Commissioner Fauver and seconded by Commissioner Umberger to ratify checks signed out of session:

- a) Accounts Payable Checks dated 08/17/2023.
- b) Payroll checks dated 08/17/2023.

Motion carried by 2-0-0 voice vote.

Non-Public

Motion of Commissioner Fauver and seconded by Commissioner Umberger to enter into Non-Public Session per RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

Deborah Yes
Jim Yes

Commissioners returned to Public session at 10:40.

Motion of Commissioner Fauver and seconded by Commissioner Umberger to Seal the Non-Public Minutes because it was determined that divulgence would render a proposed action ineffective.

Deborah Yes
Jim Yes

Adjourn

Having nothing further to come before this public meeting, motioned by Commissioner Fauver seconded by Commissioner Nelson to adjourn this public meeting at 10:40AM.
Motion carried by 3-0 voice vote.

Respectfully,



Hannah Andersen
Recording Secretary