

Board of Commissioners  
Minutes  
August 17, 2022

The Commission meeting convened at 10:00 AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Suzanne Nelson, Commissioner Robert Porter, Superintendent Jason Gagnon, Fire Chief Chad McCarthy, and Recording Secretary Hannah Andersen.

Call the Meeting to Order

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

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public Meeting Minutes from July 20, 2022, Non-Public Meeting Minutes from July 20, 2022, Public Meeting Minutes from July 27, 2022, Non-Public Meeting Minutes from July 27, 2022, Public Meeting Minutes from August 1, 2022, Non-Public Meeting Minutes from August 1, 2022, Public Meeting Minutes from August 3, 2022, Public Meeting Minutes from August 10, 2022 and Non-Public Meeting Minutes from August 10, 2022.

Motion carried by 3-0-0 voice vote.

Fire Department

**Membership:**

39 Members

We added 1 new member to the department this month.

We will be added 3 new members to the department in September.

**Personnel:**

We have 2 members taken a FF2 class stating August 22nd

We have 3 members taken a tactical emergency casualty care class starting Sept. 17th  
Assistant Chief's job posting.

Motion of Commissioner Nelson and Seconded by Commissioner Porter to approve the Assistant Fire Chief Posting effective August 22, 2022.

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

**Training:**

Department Training: Relay pumping with E-1, E-3, T-2

Engine 1 Training: pump training with 15E1 and 15E3

Rescue Training: Service dog training

**Department Activities:**

Place of assembly inspections and life safety inspection on going.

### **Emergency Calls:**

The fire department has responded to 122 calls for the month of July  
The fire department has responded to 70 calls for the month of August  
The department has responded to 848 calls year to date for 2022

### **Equipment Issues:**

Have not heard from Insurance Company on the equipment that was lost in the Red Jacket fire.

### **Purchase for New Equipment:**

Getting pricing to replacing scba cylinders, helmets  
*The Department will need to replace 37 cylinders.*

### New Business

(Superintendent's Report)

### ***Project Status***

#### **Asset Management**

I met with our consultant (Wright-Pierce) yesterday to finalize the scope for 2022 Asset Management projects. We should have a scope to approve at your next meeting. We also have set up our first visit with Rayburn Utility Solutions, our consultant who will be working with us to define our needs and goals for, as well as guide us through our selection of, asset management software. Rayburn will be here on September 15th to get things kicked off.

#### **Well 2R**

We're ready to close out the project officially with the Drinking Water Groundwater Trust Fund. That will be happening over the next couple of weeks. EII (SCADA techs) will hopefully be finalizing the connection between Well 2 and our SCADA system shortly.

#### **Sludge Dryer**

No change.

#### **Saco River Erosion**

No change.

#### **WWTF Aeration Upgrades**

No change.

### **Cranmore-Artist Falls Water Main**

Results from the soil borings on August 4th are very promising and we believe we'll be able to directionally drill the northern portion of the new water main between Skimobile and the somewhere in the vicinity of the new hotel.

We are meeting with AJ Coleman after the meeting today to go over the location of the proposed pipe crossing under the Rec Path in that area so that they can install those few lengths of pipe now and avoid disturbing the Rec Path in the future.

### **Country Road Sewer**

No change.

### **Pine Hill Franchise Area**

No change – the Precinct's attorney is assembling the PUC application.

### **Fuel Supplier Change**

We were contacted by Dennis K. Burke this past week, who notified us that Eastern Propane is leaving the gasoline/diesel business and will no longer be providing fuel to the Precinct. Eastern passed their customer list on to Burke, who has the State of NH contract for fuels. We are working with Burke to see what our new pricing will be and may explore other options once the Town gets their fuel bids back in September.

(Commissioners Reports)

**Motion of Commissioner Nelson and seconded by Commissioner Porter to enter into Negotiations with the New Hampshire State Employee's Union for the next NCWP Collective Bargaining Agreement.**

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

Letter from the Precinct's Legal Representative Kathy Peahl will be sent to Union Representatives to open negotiations.

**Motion of Commissioner Nelson and seconded by Commissioner Porter to sign and send a Letter to the Town of Conway stating that there were and are no plans to construct Public Restrooms at the Norcross Fire Station due to space constraints.**

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

### Signing of Checks

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

- a. Payroll Checks dated 8/18/2022
- b. Accounts Payable Checks dated 8/18/2022
- c. July Callfire Payroll checks dated 8/18/2022

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

Non-Public

At 10:30 AM there was a motion of Commissioner Nelson and seconded by Commissioner Porter to enter into Non-Public Session by reason of RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

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

John Yes

Sue Yes

Bob Yes

The Commission returned to Public Session at 12:19PM.

Motion of Commissioner Nelson and seconded by Commissioner Porter to seal the Non-Public Minutes, because it is determined that divulgence of this information would likely render a proposed action ineffective.

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

John Yes

Sue Yes

Bob Yes

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 12:20 PM. Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen  
Recording Secretary